

Dear Club Summer & Club Summer Jr. Day Camp Families,

Thank you for choosing Club Summer or Club Summer Jr. Day Camp for your child's summer of fun. Club Summer Day Camp is a recreational program designed to build friendships, enhance your child's enthusiasm for nature, and provide a fun-filled summer atmosphere for them. Your child will have the opportunity to exercise and play, as well as the opportunity to learn teamwork, socialization, and cooperation—all under the supervision of highly qualified staff.

Enclosed, you will find some information pertaining to Club Summer Day Camps: Camp Confirmation, Rules and Guidelines/Parent Pick-Up Form, and an Emergency Form. To ensure that the first day of camp is a smooth and effortless one, **please complete and bring the Rules and Guidelines, Parent Pick-Up Form, and the Emergency Form on your child's first day of camp.** Please discuss the rules and positive guidelines with your child prior to the first day of camp to ensure an enjoyable camp experience.

In order for everyone to have a safe and enjoyable time at Club Summer Day Camps, your child should come prepared with several items; although the staff cannot be held responsible for your child's personal belongings, there is a designated area set aside for all Club Summer Day Camp participants. I **strongly recommend** labeling any items brought to camp with the child's name in order to identify any articles in question. **The following items are required:**

**Please Bring:**

1. **Snacks and lunch.** Pack two nutritious snacks along with a lunch. Good wholesome foods include fruit juices, whole fruits, vegetables, nuts, cheeses, high-fiber crackers, breads, and sandwiches. **PLEASE LIMIT SUGARY FOODS. SUN AND SUGAR DO NOT MIX!**
2. Comfortable shoes and socks.
3. Backpack for a hat and sweatshirt.
4. Waterproof sunscreen with name of child taped on. **Please apply before bringing child to camp.** We will assist with additional applications throughout the day.
5. **WATER!!!** We encourage the kids to drink water throughout the day, especially when we are active or if the weather is hot. Bringing a personal water bottle could aid in this effort.

**Field Trip Days:**

- ☺ Wear **tennis shoes with socks.**
- ☺ Items brought to camp will be secured behind locked doors upon our departure.

**Please Do Not Bring:**

- ☺ Personal items of value that may be lost, stolen, or broken (Personal gaming devices, iPod's, etc). **Such items will be confiscated and returned to parents upon pick up.**
- ☺ Any items that may cause injury or harm to your child or others.

The camp times for Club Summer Day Camp are:

**Regular Camp:**

Drop off time: 8:00am

Pick up time: 5:30pm

Any late pick-up or early drop-off on the second occurrence will be charged a \$10 fee.

**Please note:** On field trip days, especially with bus transportation, all staff and campers leave together. There will not be any staff available at the camp site after the group leaves. The bus return time may be delayed due to traffic. Make sure that you do not have any appointments/activities scheduled around the time of return.

Once again, thank you for selecting Club Summer Day Camp. I am excited about camp and I am looking forward to meeting with you and your child(ren) this summer!

Sincerely,  
Camp Director  
City of Redondo Beach  
(310) 318-0610 x3349

**CITY OF REDONDO BEACH  
CLUB SUMMER DAY CAMPS  
EMERGENCY INFORMATION FORM**

CHILD'S NAME: \_\_\_\_\_ AGE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

PARENT'S NAME(S): \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_ CONTACT PHONE: \_\_\_\_\_

Please list any medication your child is currently taking, any allergies, or any health information we should know of in order to provide a safe and healthy experience for your child at Club Summer Day Camp:

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Consent to Treatment

We, as the parents of the minor child listed above, consent to any x-ray examination, anesthetics, medical or surgical diagnostic or treatment procedures deemed necessary for his/her treatment by our family physician or the emergency physician on duty at a licensed hospital.

Doctor's Name: \_\_\_\_\_ Location: \_\_\_\_\_

Doctor's Phone: \_\_\_\_\_

It is further permitted for Recreation Personnel in charge of the activity in which the above named child is a participant, to administer any first-aid treatment deemed necessary and proper for the safety and well-being of my child until qualified medical help arrives.

It is understood that this consent is given in advance of specific diagnostic procedure or treatment being required, but is given to encourage said personnel and physician to exercise their best judgment as to the requirements of such first-aid, medical diagnosis, or treatment.

**FOR MINORS (UNDER 18 AT THE TIME OF REGISTRATION)**

This is to certify that I, as parent or legal guardian, have legal responsibility for this participant. I give permission for his/her participation in the recreational program and for any necessary emergency medical treatment. I understand that the City of Redondo Beach has no obligation to supervise my child(ren) at the close of the recreation program and I release the City of Redondo Beach, its officers, employees, and agents from any liability resulting from the lack of supervision of my child(ren) at the close of the above program. I have read and understand the significance of this **RELEASE AND WAIVER** and do consent and agree to his/her waiver, release and assumption of the risk as provided above. I release and agree to indemnify and hold harmless the above named organization and associated persons from any and all liabilities for injury or damage to the above minor while participating in these programs **ARISING FROM THE NEGLIGENCE** of the above named organization and associated persons.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## Club Summer Day Camp

### Rules and Guidelines

In order to make Club Summer Day Camp safe and enjoyable for all, the following rules must be clearly understood by participants and parents. These rules apply before, during, and after the program. Please read them with your child and then sign and return this letter.

- Respect and obey all Camp Counselors and staff.
- Remain in the designated area at all times. Permission must be given from a counselor in order to leave the designated area.
- Take care of all property, equipment, and craft supplies.
- Use common sense. If you think that there is a chance that you or someone else might get hurt, ***Don't Do It!***
- Stay in sight of staff, if you can't see us we can't see you.

### Specific Rules

- **No fighting**, in play or for real. This includes pulling, shoving, pushing, wrestling, piling on, dunking under water, or paint fights.
- **No throwing rocks, sand, or other unsafe items.**
- **No profanity, derogatory remarks or gestures.**
- **No knives or toys that do not contribute to safe play.**
- **No leaving assigned group activities or designated areas of play without the permission of a camp staff member.**

### Remember These Guidelines

- Talk it over.
- Walk away if it sounds like trouble.
- Say "I'm sorry."
- Use only kind words towards others.
- If you make a mess, clean it up so that the next person won't get stuck with it.

### The following Procedure Will Be Used for Severe Behavior Problems:

- First Occurrence:** Written notice to parents-possible suspension.  
**Second Occurrence:** Suspension from program for one day.  
**Third Occurrence:** Suspension for remainder of camp session.  
**Fourth Occurrence:** Complete suspension from Club Summer Day Camp for the summer.

Please keep in mind that written notices to parents are the last resort in the discipline process. Staff members are trained in dealing with conflict resolution and offer many positive alternatives and solutions before issuing a written discipline notice.

Parents, please note that the program closes at 5:30 p.m.. **Any late pick-up or early drop-off on the second occurrence will be charged a fee of \$10.**

**We have read and understand the program rules and guidelines:**

\_\_\_\_\_

Child(ren)

\_\_\_\_\_

Parent

## Pick-up Form

### Child's Name

- In order to avoid any problems, the following people are allowed to pick up my child(ren) from Club Summer Day Camp.
- I understand that the Club Summer Day Camp staff will not allow my child(ren) to leave the premises with anyone not on this list.
- You must inform the child's Counselor and the Site Supervisor when "signing-out".
- Any changes must be reported to the Camp Director prior to the pick-up time by the responsible parent.

Name	Relationship

### Please note:

A responsible adult must sign in/out the participant daily. Any variation to this requirement must be received in writing prior to the start of the camp day. An example would be, a participant riding his/her bike or using the Wave Dial-a-Ride service. This form will be kept on file for the remainder of the camp sessions.

