

Dear Club Summer Jr Camp Families,

Thank you for choosing Club Summer Jr Camp for your child's summer fun. Club Summer Jr Camp is a recreational program designed to build friendships 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 a highly qualified staff.

Enclosed, you will find some information pertaining to Club Summer Jr Camp: 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 enclosed Rules and Guidelines/Parent Pick-up form and the Emergency form **on your child's first day of the camp**. Please discuss these 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 Jr Camp, 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 Jr Camp participants. It is **strongly recommended** that you label 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:**

- ☺ **Snacks and lunch.** We develop some big appetites at camp. 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. There will not be any food for sale at camp. **PLEASE LIMIT SUGARY FOODS. SUN AND SUGAR DO NOT MIX!**
- ☺ Comfortable shoes and socks.
- ☺ Backpack as a means for lunch and extra clothing.
- ☺ Waterproof sunscreen with name of child taped on. **Please apply before bringing child to camp.** We will remind the child to apply additional applications throughout the day.
- ☺ **WATER!!!** We encourage the kids to drink water throughout the day, especially when we are active or if the weather is hot. Brining a personal water bottle is suggested.

**Field Trip Days:**

- ☺ Wear tennis shoes **with socks**.
- ☺ Wear a camp t-shirt.
- ☺ 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 pickup.**
- ☺ Toys or games (ask if you would like clarification).
- ☺ Any items that may cause injury or harm to your child or others.

Upon your arrival, **all vehicles must be legally parked** in order to admit and remove participants. Please pull in to a parking spot while checking in your child. Do not park in the drive way next to the building ~ your child will not be admitted. This may be a slight inconvenience, but when it comes to the safety of "our" children, it pays to take this extra precaution. The camp times are:

Camp Hours~ 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 trips, 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. Please check the date and time of the trip on the detailed camp schedule. 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 Jr Camp. I am excited about camp and I am looking forward to meeting your child(ren) this summer!

Sincerely,

Camp Coordinator  
City of Redondo Beach  
310 318-0610, ext. 3349

CITY OF REDONDO BEACH  
Club Summer Jr Camp  
EMERGENCY INFORMATION FORM

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

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

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

CELL PHONE: \_\_\_\_\_ ADDTL PHONE: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_ EMERGENCY 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 in the Club Summer Jr Camp:

\_\_\_\_\_

Please list any behavior problems, along with corrective measures that you have found to be effective:

\_\_\_\_\_

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 may be summoned.

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 judgement as to the requirements of such first-aid or medical diagnosis or treatment.

I hereby agree to indemnify and hold harmless the City of Redondo Beach, it's officers, elected and appointed officials, employees, and members of board, commissions and volunteers from any and all liability from damages, loss or injuries, either to persons or property which may be sustained while engaged in activity conducted by or in connection with the City of Redondo Beach and/or sponsored by the City of Redondo Beach.

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

WITNESS: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

# Club Summer Jr Camp

## Rules and Guidelines

In order to make the Club Summer Jr Camp Program 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 Directors, Counselors, and volunteer staff.
- Remain in the designated area at all times. Permission must be given from 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!**

## 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.** Leave personal items at home.
- **No going into the playground area, the outside restroom, or the Teen Center without direct supervision of camp staff member.**
- **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

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. Late fees will be collected starting at 5:31pm. Please be on time.

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

\_\_\_\_\_  
**Child**

\_\_\_\_\_  
**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 Jr Camp.
- I understand that the Club Summer Jr Camp staff will not allow my child(ren) to leave the premises with anyone not mentioned on this list.
- You must inform the child's Counselor and the Site Supervisor when "signing-out".
- Any changes must be reported to the Site Supervisor 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.