

Fun-N-Sun Day Camp Parent Handbook



June 5 - August 9
2019

We specialize in creating contagious fun in a safe, friendly environment. Our goal is that Fun-N-Sun Day Camp is a safe place of united friends who enjoy life together! We want your experience and your child's experience at camp to be positive from the start of the day to end of the day. This handbook will hopefully answer your questions and help you prepare your child for a great summer.

Location: Westlake Christian Academy, 275 S. Lake St., Grayslake 60030.

Phone: 224-541-2009

Email: funnsundaycamp@gmail.com

Website and Registration Link: Funnsun.org

Hours of Operation

Regular camp day is from 9:00- 4:00

Drop off period - 8:45-9:15

Pick up period - 3:45-4:15

Extended Care

Early Care - 7:00-8:45 am

After Care - 4:15-6:00 pm

Emergency Late Pick-up (after 6:00 pm) Phone Number: 224-627-6780

Arrival / Drop-off

You will enter the main school doors. If the doors are shut and locked, ring the doorbell and you will be "buzzed in." Walk up the stairs and you there you will start the check-in process. You will sign your child in on a tablet using a family code (this will be provided for you at first check-in). Your child will receive a wristband to show that he/she has been checked in. Your child will be asked if they have allergies. If so, a second orange wristband with the allergy written on it will be applied. This gives the staff a visual reminder of a camper's allergens and medications needed. Your child is now ready to enjoy their day at Fun-N-Sun and you are free to go.

Departure / Pick-up

Enter the building and sign out on tablet as you did at check in time. You or anyone you have designated as a pick up person on the registration portal will need to show a photo ID and sign off on the authorized pick-up list. Please inform everyone you place on the authorized list to bring a photo ID.

If you arrive after 4:15 and have not signed up for "after care" your child will be taken to the aftercare room until you arrive. You will be charged for aftercare for that day. Please call 224-627-6780 if you will arrive after 6:00pm. You will be charged \$10 late fee for every 15 minutes you are late.

Early Pick-up

If you must pick your child up from camp earlier than 3:45, please notify camp administrative staff in writing via email funnsundaycamp@gmail.com and alert staff of your plans at drop off time. We may be off site at the pool or the park. You will need to present your photo ID and have your

picture taken with the child at the time of departure. This is in lieu of signing them out with the tablet so we have a record with a time-stamp.

What to Wear

Please apply SUNSCREEN to your child's skin every morning. Campers should wear shorts, a T-shirt, socks and GYM SHOES or athletic-type sandals with a back-strap to camp. Please remember that your child may get dirty at Camp and they need to wear appropriate clothes. All campers will receive a camp T-shirt, which must be worn on each field trip. It is advisable to send a light jacket or sweatshirt with your child on cool days.

What to Bring Everyday

- Reusable water bottle labeled with name
- Two healthy snacks; one for the morning and one for the afternoon
- Cold lunch with a drink. No refrigerators or microwaves are available to campers.
- Small backpack to carry to the pool - like a drawstring backpack. We sell them!
- Swimsuit - Boys wear swim trunks and girls wear modest tankini (covers tummy) or one piece.
- Towel - Labeled with name
- Sunscreen - Please label - we will reapply sunscreen after lunch.

Electronic Devices

No cell phones, iPads or handheld game systems will be allowed at camp. Please leave them at home. We do reserve the right to confiscate them but will return them at the end of the day.

Swimming

Campers in grades 1 - 9 walk to the Grayslake Aquatic Center on Tuesdays and Thursdays. Be sure your child is wearing good walking shoes. Each camper is given a swim test on their first day at the pool and be assigned a colored wristband that indicates what area of the pool they are allowed to swim based on their proficiency. Non-swimmers can play in the zero depth entry area or in the sand play area.

Preschool campers will have water play time at camp daily and be transported by bus to the Grayslake Splash Park about once a week.

Hot Lunch

Parents have the option of ordering lunch for their child four days a week (You must pack your own cold lunch on field trip days. It is okay to use a lunch box on field trip days.) The hot lunch consists of a meal including an entree from local restaurants (Dominos, Sammies, Taco Bell) small bag of chips, fresh fruit or fruit snacks, and drink (Gatorade, apple juice or bottled water). These meals are \$5 or \$7 for a large meal with two entrees. The entrees include, a slice of pizza; soft or hard shell tacos; chicken tenders or hot dogs. Parents will order and pay for lunches online. You will have the opportunity to order hot lunches when you register (See "Order Hot Lunch" button on Registration Login page) or click [Order Hot Lunch](#) to order now.

Transportation and Field Trips

We will take one full day field trip per week, usually on a Wed, Thursday or Friday. See camp calendar for dates and details. **Campers must wear their orange Fun-N-Sun Camp T-shirt on all field trips.** Field trips are designed to be age appropriate, therefore, to accommodate age differences, there will often be two field trips happening at the same time. All transportation will be via school bus or school van.

HEALTH ISSUES

Our goal at Fun-N-Sun day camp is to maintain a healthy environment. Please follow these rules and keep your child home if:

- He/she has a fever or has had a fever within the previous 24 hours.
- He/she has been taking antibiotics for less than 24 hours.
- He/she has a cold, accompanied by sneezing and coughing.
- He/she has a noticeable sore throat. If a strep culture is administered, he/she may not return to camp until the test results are negative or and an antibiotic has been taken for 48 hours..
- He/she has symptoms of a communicable disease, such as strep throat or chicken pox, including: abdominal pain, upper respiratory symptoms, pinkeye/conjunctivitis, diarrhea, vomiting, rash, ringworm, or lice.

Illness or Injury During Camp

If your child becomes ill at camp, you will be contacted. In such cases, your child may be isolated and allowed to rest away from other children in a supervised area. We will ask for your permission before administering any over the counter medicine, such as Children's Tylenol.

If your child is obviously sick with a communicable sickness, ie. vomiting, fever, *you will be expected to arrange for your child to be picked up as soon as possible, generally within one hour.* If we are unable to reach you, we will call the emergency contact person listed on your child's registration form.

All of our counselors are first aid and CPR certified. If your child is mildly injured at camp, we will administer ice packs and or band-aids. If a more serious injury happens we will administer first aid, call 911 if the situation deems it, and call you immediately.

Allergies

For our staff to best serve your child, it is important for you to let us know on your registration form and each morning about any allergies your child has to food, medications, and other substances. Fun-N-Sun Day Camp cannot guarantee isolation from foods or substances that may cause a reaction, but we will work with your family to best accommodate the needs of the child. Your child will receive a special wrist band with the name of the allergy written on it to remind all staff to make accommodations for your child.

Medication Policy

If your child needs to take prescribed medication while at camp, a "Permission to Dispense Medication" card needs to be filled on the first day your child attends camp. All medication must be sent in the original container with the following information on the label: Doctor's name, patient's name, pharmacy, type of medication, strength, and dosage.

Please do not allow your child to carry medications to camp. Parents, please drop it off with camp staff at the check-in table. All medication that needs to be dispensed daily will be kept in the school office and a record of administering the medication will be kept in the office. Epi-pens and other "as needed" medications will be kept in office or with the camper's counselor and returned to the office at the end of the day.

Children's Belongings

Please label all belongs including; lunch boxes, water bottles, sunscreen, clothing and jackets. Campers will have a locker assigned to them for the season in which to keep their belongings during the day.

Fun-N-SUN Core Values

Camp is a...

Safe place of "*We are Kind.*" Showing kindness and respect is how we roll.

United friends who "*We Stick Together.*" No one is left out. Forgiveness is key.

'Njoy life! "*We Have Fun!*" Joy and Fun are contagious!

Just as the earth revolves around the SUN, our camp revolves around our **SUN** core values. We work hard to create a culture at Fun-N-Sun Day Camp that helps ensure that everyone feels SAFE, feels they are an important part of the group, and has FUN! In order for everyone to feel SAFE and to have FUN, we need to treat others the way we want to be treated and work together to solve conflicts when they arise. All campers and staff will work to live out our core values, learn from our mistakes, and forgive others when they fall short.

Behavior Policies

Fun-N-Sun Day Camp exists to provide a safe place where campers can experience engaging, creative and challenging opportunities that foster growth in self-awareness, teamwork, the love of nature, friendship skills and a better understanding of God's love for them.

Our staff has the job of helping everyone feel safe both physically and emotionally. They will teach expected behavior, remind and redirect when a camper is off course. Our staff may remove campers from the group for a short time who are acting in unsafe, hurtful or disrespectful ways to help them "cool down" and become regulated. Parents will be notified, if an undesired behavior is persistent or at moderate to severe level, to ask for your assistance in coming up with a plan for success at camp. We do reserve the right to suspend a camper's participation at any time for failure to adhere to the rules after

repeated attempts to change course or if a camper is physically hurting other campers. Usually suspensions are for the remaining part of the day, the next day or a forthcoming field trip. The purpose of suspensions are to maintain a safe environment at camp and provide time for the camper and his or her family to evaluate past behavior and come up with a plan to function safely, respectfully and kindly at camp.

Typical Daily Schedule

7:00-8:45	Optional Early Care
8:45-9:15	Gym/ Drop off time
9:15-9:25	Home Base Small Group
9:25-9:45	Large Group Opening
9:45-10:15	Snack
10:15-10:45	Gym
10:45-11:15	Bible Time
11:15 -11:45	Art
11:50 -12:00	Lunch Prep
12:00-12:30	LUNCH
12:35-1:15	Brain Games
1:15-1:55	Campers Choice Indoor
1:55-2:35	Field Games
2:35-3:15	Wacky or Water Games
3:15-3:45	Closing Activity
3:45-4:15	Gym /Pick up time
4:15-6:00	Optional After Care