



2017 SUMMER PLAYCAMPS

Parent/Guardian Information Guide

Welcome to Playcamp!

Thank you for registering your child to attend one of the City of Boise's summer Playcamps! We look forward to the opportunity to provide your child with recreational activities that are active, creative, fun and safe. We encourage all parents to become familiar with the Playcamp procedures and to discuss the program rules and expectations with their children.

Boise Parks & Recreation Summer Playcamp is a licensed child-care program located at six park sites within the City of Boise. The program provides developmentally appropriate activities for children ages 6-12, Monday through Friday. The goal of Playcamp is to provide an enriching, recreational program conducive to learning and social interactions. Children are encouraged to pursue their interests and to develop friendships, independence and confidence. All of the Playcamp staff are child-care licensed and trained in CPR/First Aid to ensure that your child has a safe and positive experience.

Creating a successful experience requires frequent and open communication between staff and parents. If you have any questions or concerns about your child's experience in a youth program, don't hesitate to call us at the number below. We look forward to a wonderful summer with your children in the parks!

Contact Us:

Karen Hostetter
City Recreation Office
110 Scout Lane
Boise, ID 83702
208-608-7702
khostetter@cityofboise.org



Registration Information

Boise Parks & Recreation Playcamp will provide a variety of experiences by offering ten one-week sessions at six parks:

Cassia Park: 4600 W. Camas St.

Elm Grove Park: 2200 W. Irene St.

Ivywild Park: 416 W. Ivywild St.

Jullion Park: 3901 N. Jullion Way

Sunset Park: 2625 N. 32nd St.

Winstead Park: 6150 W. Northview St.



Week 11 is available at Elm Grove, Ivywild, Sunset and Winstead locations only. Weekly activities include art lessons, games, sports, two days of swimming and many other programs. Field trips away from the park may also be taken once each week. Staff will provide parents/guardians with a newsletter every Monday morning outlining the weekly activities.

To inquire about accommodations for participants with disabilities, please contact Emily Kovarik at (208) 608-7687.

Enrollment Options and Fees:

Participants can sign-up to attend the Regular Day program or the Extended Day program.

- **Regular Day:** 9:00 a.m.–4:00 p.m. Resident: \$71.50, Non-Resident: \$110.27
- **Extended Day:** 7:30 a.m.–5:30 p.m. Resident: \$88.00, Non-Resident: \$135.85

Full payment is required at the time of registration. Payments can be made at Fort Boise Community Center or online at <http://parks.cityofboise.org/register-for-classes/>. Payments are not accepted at park locations. Fees are not pro-rated for unattended days. Early registration is recommended as Playcamp registrations are taken on a first-come, first-serve basis and camps are often full.

Refunds or Credits

A request for refunds, transfers or credits must be received prior to the week of the program that the child will not be attending. A \$15 processing fee will be assessed on all cancellation transactions. Processing fees are not charged on transfers. No refunds or credits will be given for missed, sick or suspended days. For extenuating circumstances, customers may call Karen Hostetter at (208) 608-7652.

Participant Form and Immunizations:

A Participant Form must be completed for each child attending any youth program. The form includes personal information, medical needs, adaptive needs and emergency contacts for each child. Any changes to these forms require a new form be completed. Forms should be turned in on the first day of camp unless a family is requesting accommodations or has medical needs/allergies. In that case, please submit the form in advance to khostetter@cityofboise.org or mail it to Karen Hostetter, 110 Scout Lane. Boise, ID 83702.

Each participant is also required to show proof of immunizations or an immunization waiver prior to attending camp. Participant immunization information will be verified by staff through Idaho's record system, IRIS. However, parents will be required to provide documentation if their child is not up to date in the system.

Financial Assistance:

Scholarships are available to those who qualify based on income requirements. Scholarship applications must be submitted two weeks prior to the program date; call Fort Boise Community Center at 608-7680.

Signing In and Out

Parents, guardians and authorized individuals listed on the Participant Form are required to escort and sign the child in and out of the program daily unless the participant is authorized to walk/bike to Playcamp. A picture ID is required of all individuals picking up a child.

Request for an emergency participant pickup by someone other than the individuals listed on the Participant Form must be submitted in writing, either in person or scanned/mailed to khostetter@cityofboise.org. The letter must include the child's name, Playcamp site, date, and the name of who will be picking the child up along with the guardian's signature and copy of photo ID. Phone request and changes will not be accepted.

If custodial issues are in dispute, Boise Parks & Recreation requires that you provide us with a copy of your divorce decree and custody arrangement.

Meals/Snacks

Participants must bring a sack lunch and two snacks each day (please note that refrigeration is not available). Please remember that your child will be playing hard and to pack his/her lunch accordingly. Make sure your child brings a water bottle to drink plenty of water during warm weather.

Illness and Emergency Policy:

If your child has had a contagious disease (flu-like symptoms, diarrhea or a fever in the past 24 hours), she/he will not be allowed to attend camp for the protection of staff and other campers. If your child becomes ill at Playcamp, you will be notified and will be expected to pick up the child within one hour. Please develop a backup plan in case this occurs. If staff can't reach you, the emergency contact person will be called.

Guardians will also be notified if a participant has evidence of head lice. Due to the contagious nature of lice, all participants with evidence of lice (nits or bugs) must be treated and considered lice-free before returning.

Appropriate Clothing

All Playcamp participants are required to wear shoes (tennis shoes for physical activities are highly recommended). With cool mornings and warm afternoons, please be sure that your child's clothing is appropriate for the weather. If your child is not dressed appropriately, we may call you to either pick up your child or bring them additional clothing. Please label all belongings including clothing, water bottles and towels for swim days.

Valuables & Toys

Valuables, toys and electronics are not permitted at Playcamp. Cell phones must be kept in the participant's bag during program hours. The City of Boise is not responsible for lost or stolen items.



Conduct & Discipline

Playcamp promotes learning and respect in a safe environment; we have a strict no-bullying policy. All participants, parents/guardians and employees are responsible for reading and familiarizing themselves with the following policy and procedures. Examples of inappropriate behavior include (but are not limited to):

- **Inappropriate action/behavior:** Abusive language and/or inappropriate gestures/actions directed toward participants, staff, or other persons.
- **Harm to others:** Physically assaulting another person (participants, staff or other persons), including striking, pushing, shoving, spitting, proximity intimidation and/or grabbing; or other attempt or threat to physically injure another person.
- **Harm to self:** Physically harming/injuring self or attempting or threatening to do so.
- **Misuse/Damage of property:** Improper care or misuse of items that belong to the City, site location or items belonging to another person.
- **Stealing:** Removing property belonging to others, the City, or other facilities without permission.
- **Non-compliance with rules:** Non-compliance with program and facility rules.
- **Inappropriate touching of others**

If a participant's behaviors are disruptive, staff will give a verbal warning identifying inappropriate behavior and possible consequences should the behavior continue. If the child continues to be disruptive, the following progressive discipline steps will be used to get a child back on track with the code of conduct policy:

1. **1st Infraction:** If inappropriate behavior continues, a staff member will have the participant go to a "quiet-time" for five to ten minutes prior to rejoining the group. The staff member will reiterate the desired behavior and consequences should the behavior continue.
2. **2nd Infraction:** If inappropriate behavior continues to occur or becomes more serious, a staff member will call the participant's guardians and notify them of the continued inappropriate behavior. A Student Behavior Report will also be sent home.
3. **3rd Infraction:** Staff will inform the Playcamp Supervisor of the inappropriate behavior and the Supervisor will call the participant's guardian to discuss a course of action; consequences may result in time away from Playcamp.
4. **Suspension:** The steps listed above are used to correct behavior in most cases. If these steps are unsuccessful, a participant may be suspended or expelled from the program.

Please note that these steps are used as a guideline. Exact responses to behaviors are situational and depend on the severity of the inappropriate behavior.

Mandatory Reporters:

Idaho law requires our staff to make reports of suspected child abuse or neglect. Staff will report any suspected abuse to Child Protective Services.

Weather

In the event of inclement weather (rain, heat or air quality), Playcamp will still be offered. All participants should report to their Playcamp site by 9:30 a.m. We will then transport participants to their designated alternative site and notify parents via phone of the change in location. At the end of the day, participants should be picked up at the alternative site; we will not return to the original Playcamp site even if the weather clears.

Rain: Participants will attend alternative sites on rainy days. Please ensure that participants have coats and appropriate clothing as they will not be moved for brief rainstorms that clear up quickly.

Heat: Participants will attend alternative sites on days when the temperature is above 100° unless the camps are scheduled to attend the pool or the temperature does not reach 100° until the end of the day. For hot days that do not reach 100°, Playcamp staff will limit physical activities and ensure adequate water intake.

Air Quality: Smoke from surrounding wildfires can affect the air quality in Boise during the summer. Based on readings from the Air Now website, located at www.airnow.gov, participants will be moved to their alternative site when the air quality is considered unhealthy (colored in red).

Alternative Sites are as follows:

Cassia: Whitney Community Center, 1609 S. Owyhee St.

Elm Grove: Fort Boise Community Center, 700 Robbins Rd.

Ivywild: Garfield Elementary School, 1914 S. Broadway Ave.

Jullion: Summerwind Elementary, 3675 N. Jullion Way.

Sunset: Taft Elementary School, 3722 W. Anderson St.

Winstead: Morley Nelson Community Center, 7701 W. Northview St.

Swim Days

Playcamp participants will visit nearby City of Boise pools twice each week; each participant must bring their swimsuit and beach towel. Swimming will be offered from **1:30pm until the end of the day**. Pool fees are not included in the weekly registration fee; the cost is \$1.50 per visit. Free weekly swim lessons are also available to participants ages 6-8 years old (offered before the other participants join at the pool). Participants must be picked up at pool locations as we will not return to the parks.

Pool locations:

Cassia: Tuesday and Friday at Borah Pool

Elm Grove: Wednesday at Lowell Pool, Friday at Natatorium Pool

Ivywild: Wednesday at Ivywild Pool, Friday at Natatorium Pool

Jullion: Wednesday and Friday at Fairmont Pool

Sunset: Wednesday at Lowell Pool, Friday at Natatorium Pool

Winstead: Wednesday and Friday at Fairmont Pool

We look forward to seeing you this summer!

