

Turf & Surf

Glen Ellyn Park District

Summer Day Camp

Introduction to Turf & Surf (Age 9-10 and 11-12)

Turf & Surf (Age 10-11 and 12-13)



Parent Guide



Main Street Recreation Center
501 Hill Avenue
Glen Ellyn, IL 60137
Ph: 630-858-2463
Revised: Spring 2023

WELCOME TO TURF & SURF DAY CAMP

Important Phone Numbers and Contact Information:

- **Introduction to Turf & Surf (9-10 year-olds) Phone:** (224) 523-2985
- **Introduction to Turf & Surf (11-12 year-olds) Phone:** (224) 457-1507
- **Turf & Surf (10-11 year-olds) Phone:** (224) 325-6872
- **Turf & Surf (12-14 year-olds) Phone:** (224) 325-0143
- **Main Street Recreation Center Phone:** (630) 858-2463
- **David MacDonald** - Manager of Recreation Services
- **Phone and Email:** (630) 942-7266 or dmacdonald@gepark.org

Park District Goal

Glen Ellyn Park District is committed to providing safe, fun, and adventurous summer camp programs. Our camps are designed to provide new experiences, friendships, and memories to grow with each individual.

Registration

Participants must pre-register to attend camp by Friday at 12 pm for the following week of camp. No registration will be taken for the upcoming week after that point. Fees will not be pro-rated or refunded for missed days or vacations. Switching days within the current week is not allowed. Camper forms must be completed, via ePACT, prior to your child attending camp. Instructions will be sent to your email.

Camp Hours

Introduction to Turf & Surf and Turf & Surf Camp runs Monday-Friday from 9:00AM to 3:00PM, rain or shine. Camp will always meet and depart from Main Street Recreation Center, unless otherwise noted on your camp schedule. On swim days, campers may be released or picked up at Sunset Pool. This will be noted on weekly camp schedule.

ePACT Information Emergency Online Paperwork

Glen Ellyn Park District will continue to use the ePACT Network for better safety. ePACT is a secure emergency network, that we will use to collect medical and emergency contact information electronically. Not only will ePACT replace paper forms, but it will also ensure we have a way to communicate with you in the event of an unexpected situation.

Why are we using ePACT?

- **To save you time** - With ePACT, you only need to complete your child's information once, and can then use that same record for other programs or subsequent years
- **Improved privacy and security** – Eliminating paper forms ensures that your key information is safe and secure. ePACT maintains the same levels of security as online banking, and limits access only to the administrators we assign for enhanced privacy.
- **Better support** – ePACT makes it easy for you to share comprehensive health and emergency contact details, so we can provide the best support to your child. Plus, you can update this anytime and we will automatically receive those new details.

How it works

- You'll receive an email invite to share information with Glen Ellyn Park District
- Click 'Complete Request' to create a free account, or log-in if you already have an existing ePACT account.
- Enter the required information, like medical conditions, and share it with Glen Ellyn Park District so that program staff have access.

ePACT Support

Have questions or feedback? Please contact help@epactnetwork.com or call 1-855-773-7228 ext. 1 to speak with ePACT's Customer Success Team. You can also visit our Help Center for many other resources.



Orientation

Each Monday we will begin camp with brief demo regarding bike safety and an overview of the Turf & Surf Day Camp program before heading off to our weekly planned destinations.

Pick-Up and Drop-Off Procedures

Please drop off and pick up your child at the designated drop off and pick up time. If you are going to pick up or drop off your camper at a time that is different from the designated times below, you must provide a written note or call the camp phone to notify a staff member. Turf & Surf does move around and change locations throughout the day, so it is important for staff to know if your child will be coming or going at an irregular time.

Camper Attendance

Parents and/or guardians must sign their child in and out every day, unless otherwise noted on ePACT. Campers cannot leave unless a parent and/or guardian has signed them out. If your camper is going to be picked up by anyone other than their parent and/or guardian or an authorized pick-up person, a written note must be received by the Camp Director. If your camper will be absent, and they are registered for that day, please call to notify the camp.

Where are we going?

Weekly schedules will be shared via email no later than the Friday prior to the start of the following week of Introduction of Turf & Surf as well as Turf & Surf Day Camp. Schedules are subject to change with little or no notice due to weather, cancellations, or a simple change of plans. Destinations will include local parks, field trips, pool trips and so much more. If any of the Introduction to Turf & Surf and Turf & Surf day camps do not get the minimum number of campers to run on its own, it will be combined with another camp and follow the larger camps schedule. However, the activities listed are subject to change.

Safety First

Bike helmets are not optional equipment. They're required while a camper and staff are riding their bicycle. Individuals who arrive for a day of biking without their helmet will be sent home for the day. Bike helmets save lives and prevent serious injury. It is important for all Introduction to Turf & Surf and/or the Turf & Surf Day Camp members to listen to the staff who lead the group. These individuals are concerned about all of the group members and cannot tolerate misbehavior, which compromises bike safety and the personal well being of others. Check out the Glen Ellyn Bike Hub for your camper bike safety equipment needs: <https://www.thebikehub.net/>.

COVID-19 Protocol

Glen Ellyn Park District's protocols may not align exactly with other schools, preschools or daycare programs. Each situation is unique and some may require alternate plans. If there is a question, we ask that you reach out for clarification. We ask families to continue to monitor their child for symptoms before attending camp every day. If a child begins to exhibit COVID-19 symptoms while at camp, parents will be contacted and that child will need to be picked up within the hour. The child cannot return to camp until they have had no fever for at least 72 hours, other symptoms have improved. Please see quarantine and isolation page for more details.

Cleaning and Safety

Your children are in good hands with our current safety measures. The health and safety of our families will be the top priority. We are adhering to the IDPH and CDC recommendations for preparedness and taking additional steps as needed such as program rooms following cleaning and disinfecting procedures throughout the day. Disinfectant spray and sanitizer is available to all program staff and participants as well as proper hand-washing techniques are followed throughout the program day. Program staff and facility maintenance staff will comply with all recommended cleaning protocols.



Behavior Code of Conduct

All campers must comply with the established behavior code of conduct. All campers must be independent in managing personal care (toileting, feeding, person hygiene) and all personal belongings. The safety of our campers is of great concern to all of us on staff. As a result, it is necessary for us to make sure that the campers use appropriate behavior while attending camp. We expect the campers to have fun, but it is imperative that they follow directions, treat others with respect, and use the basic safety rules. Please review these basic safety rules and behavior expectations with your camper before they arrive to camp:

1. Follow all directions the first time they are given.
2. DO NOT leave the group – it is very important that all riders stay together.
3. Treat other people, campers, and counselors with respect.
4. Clean up after yourself.
5. Use equipment as it was intended.
6. Ride on the path and cross streets with caution.
7. Be safe and have fun!

Disciplinary Actions - The 3 Strike Approach

Strike 1: Review of Rule

The counselor will pull the camper aside and have a conference about the incorrect behavior and discuss what the desired behavior should be. A Behavior Conduct Report will be sent home to be signed. *Behavior Conduct Reports may also result in being sent home early for serious infractions.*

Strike 2: Warning & Break

The counselor will pull the camper aside and have a conversation about the incorrect behavior and discuss what the desired behavior should be. The camper must take a break from the current activity until they are cooled off or until the counselor deems necessary. A Behavior Conduct Report will be sent home to be signed and a parent conference with the Camp Director and/or the Manager of Recreation Services will take place. *Behavior Conduct Reports may also result in being sent home early for serious infractions.*

Strike 3: Behavior Conduct Report and Consequence

A third and final Behavior Conduct Report will be filled out and presented to the parent upon pick-up or through a phone call. This report will outline the behaviors witnessed and the measures taken, and it will require a parent signature. Upon the third Behavior Conduct Report, the child will no longer be allowed to attend either Intro to Turf & Surf and/or Turf & Surf Day Camp.

Parent-Staff Communication

Keep an eye out for camp evaluation emails and survey links. Please take a few minutes to complete the evaluation. We use the parent evaluations to make changes and improvements to our camp program. Your suggestions are very important to us. If at any time you have a question or concern, please feel free to call the camp cell phone number or feel free to contact the Camp Director and/or the Manager of Recreation Services at (630) 942-7266. Please save these phone numbers as they will be the ones contacting you in case of an emergency. Refer to the important phone numbers and contact information on previous page for more details.

Field Trips

Field trips are planned for both Introduction to Turf & Surf and Turf & Surf. All field trips will be taken to local attractions or other amusement parks in the area. Field trip activities will take place on listed days and will be communicated prior to visits. If there are any additional items from the camper for the field trips, parents will be notified. Consent for all field trips will be filled out via ePact.



Inclement Weather

Be prepared to bike every day. Turf & Surf members will bike in all weather with the exceptions of lightning storms, extreme rain, and uncommon cold or heat. The rain location for the summer will be determined the day of. Our main rain location will be Main Street Recreation Center; camp staff will have back-up lesson plans with games and crafts if we are unable to bike to our scheduled destination due to inclement weather. If inclement weather hits while we're already on the road and camp cannot get to MSRC, they will find the safest location possible. It is the camper/parent's choice on whether or not to attend camp during inclement weather, but please know that camp will be held regardless of the weather conditions outside, our activities for the day will just be changed. Location changes will be communicated to all camper families. If you are ever unsure of the location we are at, please don't hesitate to call the camp phone.

Emergency Procedures

Evacuation procedures for each program have been established in the event of a major emergency that would necessitate removing children from the site. Additionally, plans have been developed for fire and tornado procedures. If a child is injured in the program, we take the necessary emergency steps and contact you as soon as possible. However, should the injury be more severe, we will call 911 without hesitation. Parents/guardians also authorizes the Park District and its employees to consent to medical treatment. Staff are trained in First Aid and CPR as well as blood borne pathogens. By registering your child for the program, you have released the Glen Ellyn Park District from all liability which may arise from the child's participation in the program.

Accident Reporting

Staff will fill out an accident report for all accidents, no matter how minor an accident may seem. If something happens throughout the day for which we do not need to contact the parent/guardian immediately, we will advise the parent/guardian at pick up time.

Inclusion of All Children

Glen Ellyn Park District is committed to implementing the intent and spirit of the Americans with Disabilities Act. We believe in the inclusion of all children. Inclusion of different abilities within the program enriches the experience of all the children. If your child needs special accommodations or a leisure buddy, please contact the Glen Ellyn Park District at (630)858-2462. Check out the following link provided by the Western DuPage Special Recreation Association. Inclusion: <https://www.wdsra.com/wdsra-programs/our-park-district-program/>.

WDSRA Address & Phone: 116 N Schmale Road, Carol Stream, IL 60188 or by phone at 630-681-0962.

Illness & Medication

If your child has been ill (fever, vomiting, diarrhea) within the previous 24 hours, parents are advised to keep their child home for the day. Also, certain communicable viruses and/or bacterial infections (pink eye, strep throat, and chicken pox) require that the child is kept home to prevent exposing other children to the illness. Please notify the Camp Director immediately if your child has a communicable illness and has been present in camp, so that other parents may be notified. Please be considerate of your child's fellow campers and the staff, and keep your child home until they are fully recovered from minor illness (colds, runny nose, cough, lice). Minor illnesses are easily transmitted to other children. If your child shows any signs of illness during camp, a parent or guardian will be contacted for immediate pick up.

If your child needs to take medication while at camp a Permission to Dispense Medication form must be completed on the first day of the session. All medication must be in the original container with the following information on the label: doctor's name, patient's name, pharmacy, medication name, strength, and dosage. Parents must drop medication off at camp. Please send enough medication for the entire session. Camp staff will fill out the medication log on the back of the medication form if/when the medication is taken.



Clothing

It is the responsibility of each individual to adequately prepare for changes in the weather. It is recommended that rain gear be brought each day, along with any other items which will make biking in all types of weather comfortable. Sunglasses, sunscreen, and hats are also recommended. We recommend campers should wear shorts, a t-shirt, socks, sunscreen and gym shoes to camp. No sandals or open-toed shoes. Campers will be going to the pool Monday through Friday, so they will need to either wear or bring a swimsuit and towel with them daily.

Lunch and Water

Campers will eat at approximately 12:00PM daily. Campers need to bring a reusable water bottle every day to ensure they are drinking plenty of fluids. Due to food allergies, it is important that campers do not share their lunches with other campers. Campers should only be eating the food that is packed in their own lunch. Lunches should be disposable. Please keep in mind that there is not a way to refrigerate or heat up lunches.

What to Bring to Camp

Campers must come to camp with a working bike and helmet. Counselors only carry tire pumps and basic tools with them during the day to fix minor bike issues in emergencies. Bike locks should be brought every day to protect participant's property from theft.

Campers should bring a water bottle, sunblock, lunch, snacks, swimsuit, and towel every day to camp. Regular school backpacks (not drawstring backpacks) are recommended to carry your belongings so they do not get lost in transportation between home and camp. Campers may bring a small amount of money for miscellaneous purchases along the way. Check with the Camp Director for additional items that your camper may need to bring with them.

- ***Please make sure that the camper's name is clearly marked on everything that they bring to camp. Lost and found is available if something goes missing. Contact Camp Director or Camp Staff with questions about lost and found.***

Cell Phone

Campers may bring their cell phone, however, it must stay in their backpacks. We will enforce that pictures and videos are not taken at camp. Campers will be allowed to access their phones as needed and will have breaks to use them. It is important that campers never have their phones out while riding their bicycles.

Swimming

Introduction to Turf & Surf and Turf & Surf Day Camp will head to the pool (weather permitting) to swim on Mondays through Thursdays approximately 12:00PM to 3:00PM. Introduction to Turf & Surf will only swim at Sunset Pool and Turf & Surf Day Camp every Friday will swim at Lombard Park District - Paradise Bay. Pool trips will be listed on the camp schedule but are subject to change. Swim periods are only for recreational swimming, and pool rules must be followed at all times. Swim levels will be followed at Sunset Pool and for swimming-related field trips. Other swim levels may be put in place for outside organization pool visits.

Swim Levels and Test

- **Non-Swimmer:** Zero-depth pool up to 3 ft of water and water slides. Must be appropriate height to use slides.
- **Swimmer:** Anywhere, including water slides and diving boards.
- **Swim Test:** All campers will need to complete the camp swim test by jumping in and swimming one length of the pool (25 yards) in deep water without stopping or needing assistance. Proper swimming technique is required. Campers will wear wristbands to signify swim level.

Thank you very much for attending either the Introduction to Turf & Surf or Turf & Surf Summer Day Camp. We appreciate you trusting the Glen Ellyn Park District with your child's care. Feel free to contact David MacDonald, Manager of Recreation Services at (630) 942-7266 or dmacdonald@gepark.org.

