



## **Lemont Park District Camp Centennial Informational Packet 2024**

The Lemont Park District welcomes you and your child to Day Camp! Our goal is to have your child come home each day with a smile on their face. Your child will enjoy a vast array of activities including action games, arts & crafts, music, drama, misc. entertainment, walking field trips, sports, and much, much more. Our camps will not only be physically and mentally stimulating but will make many great memories of summer camp!

### **Staff**

All staff have been selected for their maturity, experience, leadership qualities, their strong communication skills and enthusiasm. Staff members are trained in first aid and CPR.

### **Camp Site**

*Jr. Day Camp, Pioneers and Explorers* will be dropped off/ picked up on Court 3 of the CORE gym using the **West entrance**. Once all campers have arrived, campers will move as a group to their camp location under the pavilion. Located behind the playground east of the CORE.

*Adventures* will be dropped off/picked up on Court 3 of the CORE gym using the **West entrance**. Once all campers have arrived, campers will move as a group to their camp location in Lions Grove-(tan pavilion).  
Lions Grove is located southeast of the CORE.

When dropping off or picking up your camper please park in the CORE North parking lot.

Swim Days Monday, Tuesday, Thursday and Friday 12:30-3 p.m.(Weather permitting)

\* On very hot or rainy days, camp will meet in the CORE gym 3.



### **Camp Schedules**

**Before Care**

**7-8:30 a.m.**

**After Care**

**4-6 p.m.**

*\*Drop off and pick up location will be at the CORE gym 3. **Enter gym using the west entrance.***

**Jr Camp**

**8:30 a.m.-12:30 p.m. or 8:30 a.m.-4**

**p.m.**

*4-6 year olds (NO swimming or Field trips)*

**Lemont Park District Day Camp**

**8:30 a.m. - 4:00 p.m.**

**Pioneers-K-1<sup>st</sup> grade**

5-6 year olds

**Explorers-2<sup>nd</sup>-4<sup>th</sup> grade**

7-9 year olds

**Adventurers-5<sup>th</sup>-8<sup>th</sup> grade**

10-12 Year olds

### **Field Trip Schedule**

June 5	Lemont Township Heritage Woodland Sanctuary- Stay-cay
June 12	Santa's Village
June 19	Gary Kantor Magic Show and Workshop-Stay- cay
June 26	Brookfield Zoo
July 3	Camp Talent/Game Show-Stay Cay
July 10	Slammers Game
July 17	TBA
July 24	Museum of Science and Industry
July 31	Urban Air
August 7	Carnival-Stay-cay

### **Late Fee**

Please be on time when picking your child up from day camp. Being the last child to be picked up can be an emotional experience for a child. All children should be picked up within 5 minutes of camp ending. Due to the abuse of pick-up time, a late fee will be assessed after the first 5 minutes you are late. An initial fee of \$5.00 will be charged for the 1<sup>st</sup> 5 minutes and in \$5.00/5 minute increments after that. You will receive a bill for all late fees. If you fail to pay the late fee, it will be added to your household balance. We know emergencies do arise and things happen, but when a parent becomes consistently late, we will charge a late fee!



### **Pick up and Drop off procedures-ePACT information**

After registering for day camp, parents will receive an invitation from **ePACT**.

**ePACT's** emergency forms automation safely and securely stores all EHR, waivers, COVID-19 screening, contactless check-in, and check outs for campers. Please accept the invitation and complete your child's individual information. When arriving to drop off or pickup your camper all you will need to do is to bring up the app/QR code on your phone, show the counselors your campers QR code and they will be checked in or out for the day. If someone other than a parent/guardian has been listed as an emergency contact or is on the pickup list for your camper, they will also need to download the app on their phone. The QR codes used to sign in/out your camper regenerate every 24 hours. For this reason, a screenshot of the code will not work once the code is expired. Parents should access the codes from the ePACT site each time they need to use it to avoid presenting an expired code. If someone other than the ePACT account creator is dropping off or picking up your camper and is listed as an emergency contact or on the pickup list you will need to send a new screen shot to that person each time they will be picking up or dropping off your campers.

Campers are to be dropped off and picked up at assigned location with age-appropriate camp. **NO EXCEPTIONS and not earlier** than 10 minutes before camp begins.

\*How to **ePACT** information attached.

### **Epact-Text Notification**

See attached on how to verify cell number in ePACT to receive day camp text alerts.

### **Extreme weather Arrival/ Departures**

On very hot or rainy days, camps may meet in the CORE gym 3. An A frame sign will be placed outside notifying parents. You are also welcome to call our service desk for campers' location. 630-257-6787 ext. 0.

### **What to bring to Camp**

Each day your child should bring:

- A water bottle with your child's name on it
- Sunscreen/sun block (preferably spray)
- Sack lunch and small snack with child's name on it. PLEASE do not pack any items that will spoil as the children and their lunch will be outside most of the day.
- A small hand sanitizer
- Swim suit, towel for swim days

Campers are not to bring any type of electronic device toy from home.



## **DRESS**

Children should dress for play and wear gym shoes daily. (**NO Crocs or sandals allowed at day camp**). Please avoid restrictive clothing or jewelry. Campers will be given a camp T-shirt at the beginning of their camp session. These t-shirts **MUST** be worn on **ALL** field trips. Please label **ALL** your child's clothes, backpacks and personal items with their name.

## **Counselor in Training Program**

The counselor in training program is designed to give the older camper a better understanding of the responsibilities that come along with being a camp counselor. He/she is still required to participate in all activities, as the counselors do, and they will also be asked to help with additional camp related tasks. These tasks may include assist in organizing materials needed for each day, taking head counts, initiating games, and acting as a role model for other campers.

## **Additional Camp Information**

1. Swim days may be cancelled due to inclement weather or scheduling needs.
2. No refunds will be granted after 12 p.m., the Friday before the start of camp sessions.
3. One camp T-shirt per camper per summer. Additional shirts can be purchased for \$12.00.
4. Please place your child's name on **ALL** belongings. LPD is not responsible for lost or stolen items.

The staff of the Lemont Park District is looking forward to "**Making Memories**" with the campers that will last for years to come!!

## **Phone Numbers**

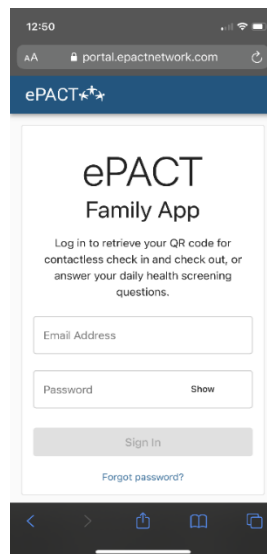
Lemont Park District-630-257-6787

Pam Carter x 3001 Manager of Education  
and Community Liaison



### How To: Using EPACT

1. You will begin by clicking and opening the EPACT App on your phone. However, if you have not updated it into an App, instructions will be shown below as to how you are able to do that.
2. If you are using the web browser instead of the App, type in this link at the top of your browser: <https://portal.epactnetwork.com>  
Which should look like this:



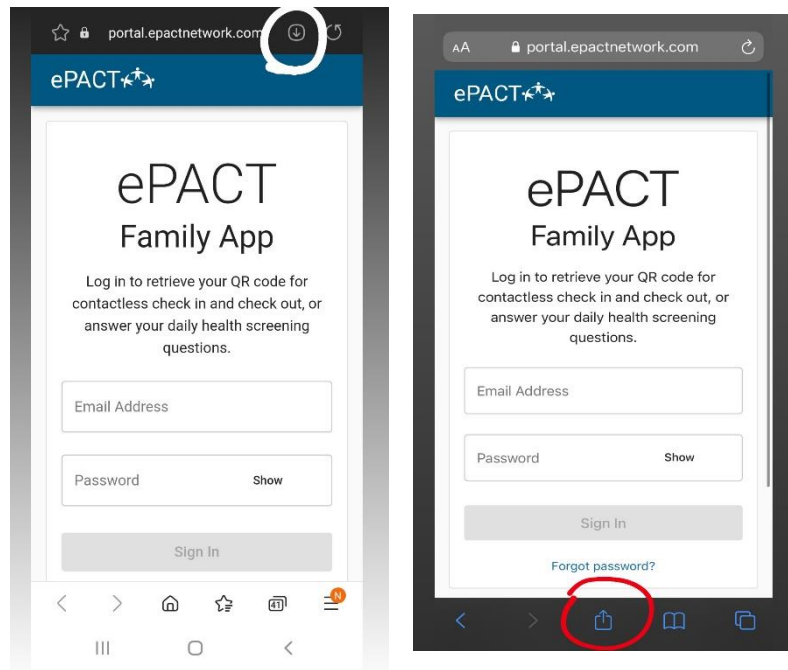
3. From here, which applies when using the App as well, you can log in using the information you provided when you created an account with EPACT. (Which was emailed as an invitation.)
4. You will select “Health Screening” first and answer those questions prior to drop off.
5. Upon arrival, you will go back to select “QR code.” The day camp counselor will then be able to scan your personal QR code to check your camper in.



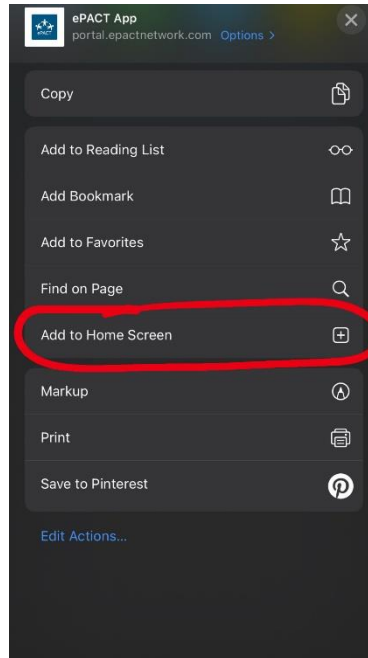
6. The same procedure applies when checking out campers, however, you will not have to complete the health screen questions.

### Setting EPACT as an App on your phone

1. Open your web browser on your phone and type in <https://portal.epactnetwork.com>. Which should look like the photo attached to the top of the page.
2. Then, you will click on this button that is located on the bottom of your phone and is circled here. (For iPhone users, this button is located below and has an arrow pointing up. For Android users, you will click on the button on the top right hand corner with the arrow pointing down.)



3. Once you click the button, you will scroll down and click on, "add to Home Screen." Which will look like this:

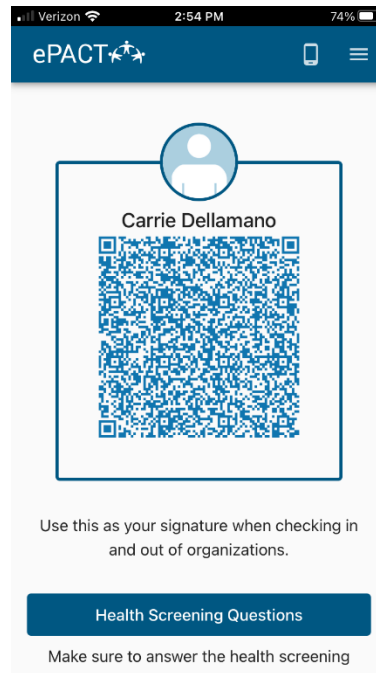


4. Then you will click the “add” button so that it will be added to the Home Screen on your phone and will be able to be quickly accessed. And it will appear on your phone as shows:

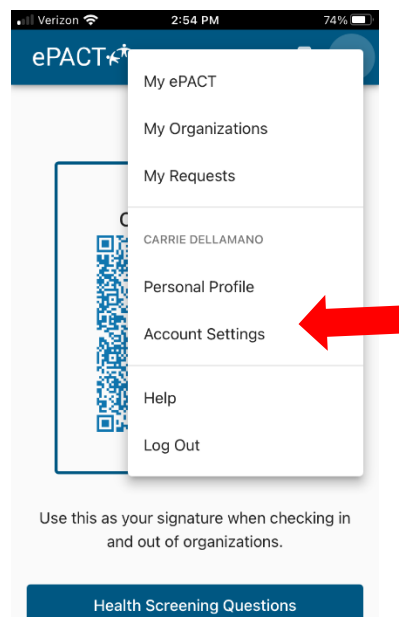


## DAY CAMP TEXT ALERTS! HOW TO VERIFY CELL NUMBER IN EPACT

### 1. Open ePACT Mobile App:



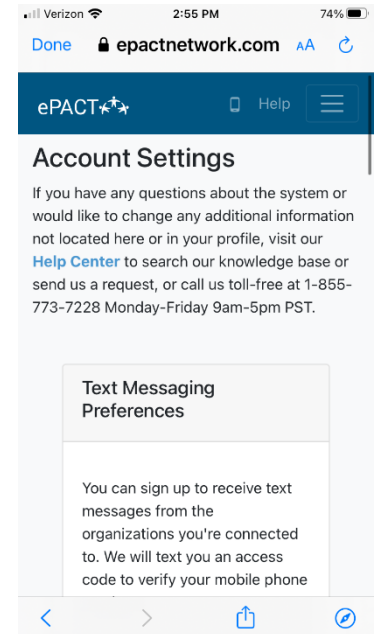
### 2. Go to Account Settings:



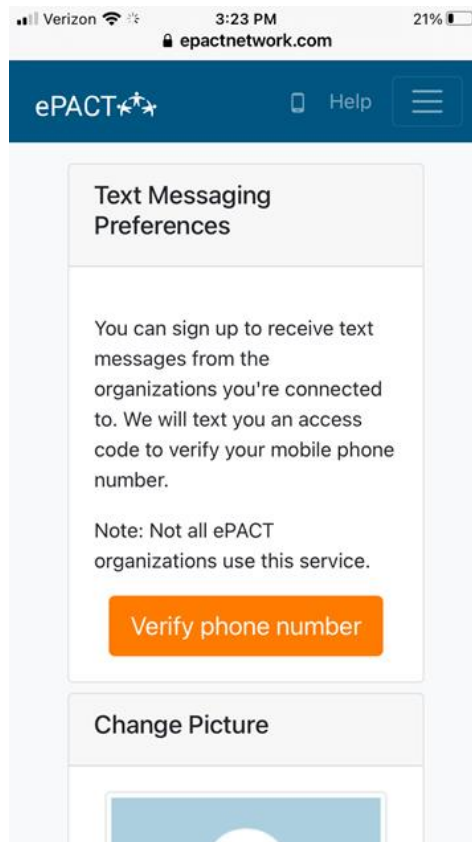




### 3. Locate the Text Messaging Preference Section:



### 4. Click on the Verify phone number icon:





**5.You will be sent a Text Message with a Code to enter**

A screenshot of a text message interface. At the top, a blue header bar contains a green speech bubble icon, the word "MESSAGES", and the word "now". Below this, a blue message bubble from "+1 (778) 762-0241" says: "Carrie, please enter code 93683 in your ePACT account. Msg & data rate...". Below the message bubble is a white rectangular area with a light gray border. Inside this area, the text reads: "You can sign up to receive text messages from the organizations you're connected to. We will text you an access code to verify your mobile phone number." followed by "Note: Not all ePACT organizations use this service." and "Please enter the code that was sent to your phone:". Below this text is a text input field with the placeholder "Enter Code" and a green "Verify" button. At the bottom of the white area is a "Change Picture" button. A red arrow points from the bottom of this screen towards the next screen.

**6.Once the Code is entered! Your number should be verified, and you will start receiving text alerts!**

A screenshot of a text message interface, similar to the previous one but showing a confirmation message. The blue header bar at the top is the same. The blue message bubble from "+1 (778) 762-0241" now says: "Congratulations, Carrie, this phone number is verified with ePACT!". Below the message bubble is a white rectangular area with a light gray border. Inside this area, the text reads: "organizations you're connected to. We will text you an access code to verify your mobile phone number." followed by "Note: Not all ePACT organizations use this service." and "Please enter the code that was sent to your phone:". Below this text is a text input field with the placeholder "Enter Code" and a green "Verify" button. At the bottom of the white area is a "Change Picture" button. Below the "Change Picture" button is a small blue rectangular area with a white semi-circle. At the very bottom of the screen is a navigation bar with three icons: a back arrow, a forward arrow, and a share icon.



## **Lemont Park District Behavior Management Policy**

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### **Behavior**

All participants are expected to exhibit appropriate behavior at all times. The following guidelines have been developed to help make programs safe and enjoyable for all participants. Additional rules may be developed for specific programs as deemed necessary by staff.

The agency insists that all participants comply with a basic behavior code. All participants shall:

1. Show respect to all participants, staff, and volunteers. Participants should follow program rules and take direction from staff.
2. Refrain from using abusive or foul language.
3. Refrain from threatening or causing bodily harm to self, other participants, or staff.
4. Show respect for equipment, supplies, and facilities.

The following infractions will constitute utilization of the discipline procedures.

1. Harming ones' self such as, but not limited to:
  - a. Leaving grounds without permission.
  - b. Leaving designated group without permission.
  - c. Climbing on objects that are not recommended by staff.
  - d. Physical damage to self.
  - e. Possession, use or transfer of alcohol, illegal drugs, tobacco or tobacco products.
2. Harming others such as, but not limited to:
  - a. Fighting
  - b. Throwing objects at or near others.
  - c. Bringing or using weapons, i.e., knives, glass, sharp objects, etc.
  - d. Hitting, kicking or biting others.
  - e. Extreme verbal abuse.
  - f. Profanity
  - g. Showing disrespect to other participants and staff.
  - h. Other aggressive behavior including any verbal or physical bullying.
3. Damage to Property
  - a. Vandalism
  - b. Tantrums resulting in damage to property.
  - c. Breaking, damaging or destroying property.
4. Theft
  - a. Taking any item that does not belong to the child.



## **Discipline**

A positive approach will be used regarding discipline. Staff will periodically review rules with participants during the program session. If inappropriate behavior occurs, a prompt resolution will be sought specific to each individual's situation. The park district reserves the right to dismiss a participant whose behavior endangers his or her own safety or the safety of others.

## **Procedures**

Upon registration or entry into the program, the parent/guardian should be solicited for any information regarding special accommodations needed for the participant. If any of these special accommodations are behavior related, the parent/guardian should be contacted for information about any behavior modification programs in place at school or home. Attempts should be made to utilize these in the program. Also, the inclusion coordinator from the SEASPAR should be contacted for guidance. Documentation should be maintained regarding any problem behaviors, special accommodations, and behavior modification programs.

If the participant exhibits inappropriate actions, the following guidelines should be followed:

1. Program leaders should determine the severity of the action and immediately take steps to correct it. These may include but are not limited to:
  - **Verbal Warnings:** Verbal warnings will be given for actions. More than one verbal warning may be given depending on severity of action.
  - **Time-Outs:** A supervised time-out from the program. The parent/guardian will be notified by the Recreation Supervisor and written documentation will be provided. The type of time-out may vary according to the situation (observational: from sidelines of activity; exclusion: away from the group but within view of the activity; seclusion: time-out area with staff member present away from view of the activity). If physical restraint is used to protect against injury, the time-out should be documented on an incident report and given to the full-time supervisor.
  - **Written Documentation:** Written documentation will be sent home to a parent or guardian, or the participant if he or she is an adult, to be signed and returned. The parent/participant will also be called by the Recreation Supervisor.
  - **Program Suspension:** The participant will be suspended from the program for up to three days. The suspension will be in effect the first day following the offense. The parent/participant will be notified by the Recreation Supervisor and written documentation will be provided. When determining the timeframes of suspension, staff should consider the severity of the actions; the length of the program or activity; any past behavior issues with the individual; and willingness to improve their inappropriate behavior.
  - **Program Dismissal:** Depending on the situation and the severity of the offense, the participant may be permanently dismissed from the program following any offense.



2. Communication between staff and parent should be ongoing regarding any further incidences of inappropriate behavior. Some other options may be discussed with the parent/guardian including:

- Transfer to another program where inappropriate behavior may be less prone to occur.
- Limited/reduced timeframe that participant is allowed to attend the program.

3. Appeals by the participant and/or participant's parent/guardian should be directed to the Executive Director or the Director of Recreation. When to Contact the Police:

- If a participant makes a direct threat of hurting himself, call the parent/guardian immediately. If a parent/guardian is not available, call the police.
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If a participant becomes overly aggressive and violent, call the police.



## Lemont Park District – Day Camp DISCIPLINE PROCEDURES

Campers are expected to always exhibit appropriate behavior. As with any large group of children, rules of discipline must be enforced by the Lemont Park District Day Camp Staff. We ask that you, as parents, please go over this information with your child so they are aware of the consequences of unacceptable behavior. Below is a list of **some** common unacceptable behavior that will not be tolerated.

- |  |                              |
|--|------------------------------|
| * Leaving group or camp without permission       | * Swearing                   |
| * Abuse of camp site, equipment or environment   | * Teasing/Name calling       |
| * Hitting, biting or any method of physical harm | * Stealing                   |
| * Destruction of property                        | * Overly disruptive behavior |

Camp staff will reinforce appropriate behavior through firm statements and redirection of activity. Listed below are the discipline procedures for campers who are exhibiting unacceptable behavior.

- Time outs are used as a disciplinary measure. During a time out, a camper will have to sit out from activities including games, crafts, swimming or a special event.
- If a child persists in unacceptable behavior, a written incident report will be issued. The Camp Director or counselor will speak with the child and their parent/guardian. The parent/guardian will then be required to sign the incident report.
- If a camper receives two written incident reports for unacceptable behavior during the same session, he/she will be suspended from camp for the following day. The parent/guardian will be notified of this situation.
- If unacceptable behavior continues following the one-day suspension, the child will be removed for the remainder of the current camp session or for the next session enrolled. A refund will not be issued for any missed days due to unacceptable behavior.

\*\*\*Lemont Park District staff reserves the right to suspend or expel any camper whose actions are seen as detrimental to the camp program. Each situation will be evaluated on its own merit. The camp staff may develop additional rules for each camp site as they deem necessary.

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Review with your camper. **Sign and return to day camp staff.**

I have read and discussed the Day Camp Discipline Policy of the Lemont Park District with my camper.

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Parent or Guardian Signature

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Child Signature

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Date



## **DAY CAMP WAIVER AND RELEASE IMPORTANT INFORMATION**

The Lemont Park District is committed to conducting its recreation programs and activities in a safe manner and holds the safety of participants in high regard. The Lemont Park District continually strives to reduce such risks and insists that all participants follow safety rules and instructions that are designed to protect the participants' safety. However, participants and parents/guardians of minors registering for this program/activity must recognize that there is an inherent risk of injury when choosing to participate in recreational activities/programs.

You are solely responsible for determining if you or your minor child/ward are physically fit and/or adequately skilled for the activities contemplated by this agreement. It is always advisable, especially if the participant is pregnant, disabled in any way or recently suffered an illness, injury or impairment, to consult a physician before undertaking any physical activity.

### **WARNING OF RISK**

Recreational activities are intended to challenge and engage the physical, mental and emotional resources of each participant. Despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of serious injury when participating in any recreational activity. All hazards and dangers cannot be foreseen. Depending on the particular activity, certain risks, dangers and injuries may exist due to inclement weather, slips and falls, poor skill level or conditioning, carelessness, horseplay, unsportsmanlike conduct, premises defects, inadequate or defective equipment, inadequate supervision, instruction or officiating, and other risks inherent to the particular activity. In this regard, it is impossible for the Lemont Park District to guarantee absolute safety.

### **WARNING OF RISK – AQUATIC ACTIVITIES**

Swimming is intended to challenge and engage the physical, mental and emotional resources of each participant. However, despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of serious injury, including drowning. Understandably, not all hazards and dangers can be foreseen. The very nature of swimming is hazardous and risky, including but not limited to fatigue and overexertion, poor swimming skills, failing to avoid dangerous areas, horseplay, diving or cannon-balling into shallow water and striking the bottom or side of the pool, inadequate supervision or instruction, lack of conditioning, becoming disoriented, striking other swimmers, defective or inadequate equipment, striking one's head on the bottom when using a diving block, slip and falls on the deck or within the locker facility, chemical exposure and all other circumstances inherent to the sport of swimming. In this regard, it must be recognized that it is impossible for the Lemont Park District to guarantee absolute safety.



### **WARNING OF RISK – TRANSPORTATION**

Please read this form carefully and be aware that in consideration for the Lemont Park District providing general/emergency transportation services, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward

might sustain as a result of said services, including but not limited to, vehicle operations and boarding and exiting the vehicle.

I recognize and acknowledge that the Lemont Park District is neither a common carrier nor in the business of providing transportation services to the public. I further recognize and acknowledge that there are certain risks of physical injury to vehicle passengers, and I voluntarily agree to assume the full risk of any injuries, damages or loss, regardless of severity that my minor child/ward or I may sustain as a result of participating in any and all activities connected with or associated with receiving transportation services, including, but not limited to, injuries, damages and loss arising out of negligent operation or supervision of the vehicle. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) against the Lemont Park District, including its respective officials, agents, volunteers and employees (hereinafter collectively referred as “Parties”).

I do hereby fully release and forever discharge the Parties from any and all claims for injuries, damages or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with said transportation services.

I further agree that this agreement shall be governed by the laws of the State of Illinois.

### **WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK**

Please read this form carefully and be aware that in signing up and participating in this program/activity, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with this program/activity (including transportation services and vehicle operations, when provided).

I recognize and acknowledge that there are certain risks of physical injury to participants in this program/activity, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of participating in this program/activity against the Lemont Park District, including its officials, agents, volunteers and employees.





**I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering on-line or via fax, my on-line or facsimile signature shall substitute for and have the same legal effect as an original form signature.**

---

**PARENT/GUARDIAN'S NAME**  
**DATE**

**PARENT/GUARDIAN'S SIGNATURE**

**PARTICIPATION WILL BE DENIED**

**If the signature of adult participant or parent/guardian and date are not on this waiver.**



## **DAY CAMP FIELD TRIP WAIVER AND RELEASE IMPORTANT INFORMATION**

The Lemont Park District is committed to conducting its recreation programs and activities in a safe manner and holds the safety of participants in high regard. The Lemont Park District continually strives to reduce such risks and insists that all participants follow safety rules and instructions that are designed to protect the participants' safety. However, participants and parents/guardians of minors registering for the field trip must recognize that there is an inherent risk of injury arising out of this activity. Examples of the field trips include, but are not limited to, the Brookfield Zoo, Santa's Village Amusement and Water Park, and the Field Museum.

You are solely responsible for determining if you or your minor child/ward is physically fit and/or adequately skilled for the activities contemplated by this agreement. It is always advisable, especially if the participant is pregnant, disabled in any way or recently suffered an illness, injury or impairment, to consult a physician before undertaking any physical activity.

### **WARNING OF RISK**

Despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of serious injury when participating in any recreational activity/program. Understandably, not all hazards and dangers can be foreseen. Participants must understand that depending upon the particular activity, certain risks, dangers and injuries due to acts of God, inclement weather, slips and falls, inadequate or defective equipment, inadequate supervision or instruction, premises defects, carelessness, horseplay, vehicle accidents and all other circumstances inherent to recreational activities/programs exist. In this regard, it must be recognized that it is impossible for the Lemont Park District to guarantee absolute safety.

### **WARNING OF RISK – TRANSPORTATION**

Please read this form carefully and be aware that in consideration for the Lemont Park District providing general/emergency transportation services, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of said services, including but not limited to, vehicle operations and boarding and exiting the vehicle.

I recognize and acknowledge that the Lemont Park District is neither a common carrier nor in the business of providing transportation services to the public. I further recognize and acknowledge that there are certain risks of physical injury to vehicle passengers, and I voluntarily agree to assume the full risk of any injuries, damages or loss, regardless of severity that my minor child/ward or I may sustain as a result of participating in any and all activities connected with or associated with receiving transportation services, including, but not limited to, injuries, damages and loss arising out of negligent operation or supervision of the vehicle. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward)



against the Lemont Park District, including its respective officials, agents, volunteers and employees (hereinafter collectively referred as “Parties”).

I do hereby fully release and forever discharge the Parties from any and all claims for injuries, damages or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with said transportation services.

I further agree that this agreement shall be governed by the laws of the State of Illinois.

### **WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK**

Please read this form carefully and be aware that in signing up and participating in this field trip/outing, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with field trip (including transportation services and vehicle operations), when provided).

I recognize and acknowledge that there are certain risks of physical injury to participants in field trip, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of participating in the field trip against the Lemont Park District, including its officials, agents, volunteers and employees (hereinafter collectively referred as “Parties”).

I do hereby fully release and forever discharge the Parties from any and all claims for injuries, damages, or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with the field trip.

**I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering on-line or via fax, my on-line or facsimile signature shall substitute for and have the same legal effect as an original form signature.**

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PARENT/GUARDIAN'S NAME  
DATE

PARENT/GUARDIAN'S SIGNATURE

<p><b>PARTICIPATION WILL BE DENIED</b></p>
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<p><b>If the signature of adult participant or parent/guardian and date are not on this waiver.</b></p>
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