



IMPORTANT INFORMATION CARKEEK DAY CAMP



PRIOR TO CAMP: You will receive a Parent Packet via snail mail the week prior to the session you have registered for. This packet will include a letter informing you about the camp themes and specific activities, as well as Camper Release Form that needs to be brought with your camper on the first day of camp.

Your camper's counselor will give you a call the weekend before camp to introduce themselves, give you the group number and to answer any questions you may have.

ARRIVAL: If your child is in **4th-7th grade**, drop off at **9:20 AM**. If your child is in **K - 3rd grade**, drop off at **9:30 AM**. For families with multiple ages, or carpooling groups, please come at the time slot assigned to your youngest child. (*If you have signed up for Extended Care, please refer to the information provided below.*)

Please bring your completed "**Camper Release**" form (included in your Parent Packet) listing authorized drivers with your child on Monday; each individual camper needs their own form. To add to your list throughout the week, please send a permission note. If there is anyone who IS NOT allowed to pick up your child, please be sure to include this information on your Camper Release form.

Day Camp is located in the meadow with the picnic shelters on the loop road in Carkeek Park. From 3rd Avenue NW, enter the park by driving west on NW 110th Street or NW 117th Street. Continue to the bottom of the hill and follow the one-way loop road through the park to camp. Please pull to the right at the edge of the meadow next to the counselor holding your child's group number. (Through traffic should proceed to the left.) The counselors will greet your child and **you will be required to sign that camper in every morning**. Counselors will be holding signs with their group's number at 9:15 a.m. Please plan to drop your child off NO EARLIER than 9:15 a.m., as we cannot guarantee supervision before that time.

DEPARTURE: Our day ends at **3:30 p.m.** Please watch your speed on the roads leading to the park. We want to keep everyone safe. Your camper will have had a long busy day, and the same goes for your child's volunteer counselors. ***Please be patient***, there are around 200 campers. We do our best to get everyone on their way as quickly as possible.

Afternoons are easier if you remember your camper's group number – we follow the same procedure as at arrival - pull to the right at the edge of the meadow next to the counselor holding your child's group number. (Through traffic should proceed to the left.) Your child's counselor will assist your child into the car and ask you to sign the child out. Expect your I.D. to be checked every day.

EARLY DEPARTURE and LATE ARRIVAL: If your child needs to leave camp early on any given day, please give his/her counselor advance written notice. When you arrive to pick up your child, come to Head Table (headquarters), and we'll find your child for you. Again, you'll need to show I.D. to sign your camper out. If you know your child will be late or absent from camp, please notify the site director the night before, if possible. We feel responsible for your child during camp hours. If your child does not arrive, we'll become concerned and start calling to locate him or her. Work numbers, emergency numbers, no stone will be left unturned until your child is located. So, please, don't make us call everyone on your list - keep us informed instead!

CLOTHING: Carkeek Park can be cool in the morning but very warm in the afternoon! Please make sure your camper dresses in layers so they can be comfortable as the weather changes. Apply sunscreen at home, and remember a hat! Send sunscreen with your camper so they can reapply throughout the day. Sunscreen will also be available at the Healthcare station on site. (Note: Camp is about having fun and trying new things, and in the process kids can get DIRTY! Please dress kids in clothes that can handle hiking, craft projects, the beach, and cooking spills.)

SHOES: All campers must wear socks and sturdy closed-toed and closed-back shoes. If your child comes to camp in flip flops or sandals we will call you and ask for you to bring appropriate footwear - this is a major safety concern!

LABEL ALL BELONGINGS: Please label your camper's belongings with his/her name. Need Labels? We have partnered with Mabel's labels, when you purchase labels from camps.mabelslabels.com and select **Camp Fire Day Camp (Central Puget Sound)** from the Select Your Camp list, a portion of the proceeds will be funding campers in need of financial aid.

ID BRACELETS: All Campers and Staff are required to wear durable Tyvek bracelets during the week of camp. This is a safety device to help easily identify campers and adults associated with camp in a public park setting – please leave them on your child for the week.

LUNCH AND WATER: Make sure your camper brings a lunch, snacks, and a water bottle to camp every day! Each camper will have the opportunity to do outdoor cooking as well, but this should not be seen as a full substitute for a meal.

NO PEANUTS: To protect campers and staff alike, WE ARE A PEANUT-FREE CAMP! Do not send your child to camp with anything made with or containing peanuts, and preferably nothing touched by peanuts or peanut oils. We have several staff and campers that are severely allergic and want to keep everyone safe! If your child brings a peanut product to camp, it will be disposed of and they will be provided with a new lunch.

PETS: Please leave family pets at home when dropping off and picking up your camper!

IN CASE OF RAIN: We will hold camp in the rain unless there is thunder/lightning. You will receive an early morning phone call from your camper's counselor if camp is cancelled. Sadly, there will be no make-up days should this occur.

MEDICATIONS: When possible, administer meds before your child comes to camp! If medicine needs to be taken during camp hours, it must be in its original container with instructions provided and checked in immediately with our health manager.

ALCOHOL, DRUGS, WEAPONS, and PERSONAL POSSESSIONS: Your child is prohibited from using alcohol or drugs, and/or being under the influence while being involved in Camp Fire activities. Current state law prohibits youth under the age of 18 from possessing tobacco products. Remember: leave pocketknives, cell phones, video games, personal sports equipment, or other valuables at home; don't bring anything you would really miss if lost or damaged!

CELL PHONE POLICY: Campers are not allowed to carry cell phones at camp. If you would like your camper to have a phone at camp it must be checked in and left at Head Table (headquarters). Cell phones distract from the experience of camp, so please, leave them at home. Our counselors are allowed to carry phones for emergency purposes only.

COUNCIL FIRE: A Camp Fire tradition is the ceremonial Council Fire, which will be Friday afternoon. All parents are welcome to join us for our Council Fire and recognition ceremony. Anyone possessing Camp Fire ceremonial attire (vests, ceremonial attire, etc.) is welcome to wear it. Sharing the spirit of Camp Fire with others is inspiring to all. Dismissal from camp will be at the normal time, 3:30 p.m.

OVERNIGHT - WEDNESDAY NIGHT: Campers in the fourth grade and above are invited to stay overnight Wednesday and cook dinner that night with their group. Breakfast will be provided the next morning and campers will cookout for lunch on Thursday. **If you have a camper entering the fourth grade or above, the permission form for this event was included in registration.** This **must** be completed before your child will be allowed to stay on the overnight. Paper permission forms will be available at camp for any last minute permissions. Each group needs to round up its own tents so if you have one, let the counselor know when he or she calls you before camp!

PRE-CAMP PHONE CALL: Your child's counselor will call you the weekend prior to the start of camp. This is your child's opportunity to get acquainted, get excited about the week at camp, and learn how to find his/her counselor Monday morning. This will be YOUR chance to **get to know the counselor** and **group number** for arrival and departure sign out, and share any details about the camper that will help the counselor work best with your child. Don't forget to share any short-term or recently-developed medical conditions that weren't noted on your registration form.

EXTENDED CARE: Registration for the Extended Care program is required. The extended care program is operated by paid Camp Fire employees, and is not considered part of day camp. The extended care counselors will be checking in and/or out your camper(s) from the regular session of day camp. Therefore an additional Release form is required. **Please complete the “Camper Release” form and the “Extended Day Release” Form** included in your parent packet, listing authorized drivers and send both with EACH child on Monday.

Arrival: Extended Care will be located in the upper meadow near the swing set of Carkeek Park. Please plan to drop your child off **NO EARLIER** than 8:00 a.m., as we cannot guarantee supervision before that time. Your child will be greeted by the extended counselors and **you will be required to sign that camper in every morning.**

Departure: Extended Care ends at 5:00 p.m., and we ask that you pick your child up promptly. Pick up will be at the same spot along the upper meadow as drop off. Expect your I.D. to be checked each day.

Camp Fire reserves the right to charge a fee for pickups after 5:00pm to cover staffing expenses.

