

Charlotte County Camp Guidelines 2023



Operating Days and Hours

Summer Camp

Program hours are 7:15am-6:00pm Monday through Friday unless otherwise noted. Supervision is not available before 7:15am and after 6:00pm.

Break Camps

Program hours are scheduled during school closures (non-holiday). Hours are typically 7:15am- 6:00pm.

Ratios

Summer Camp

Charlotte County Community Services (CCCS) will maintain the following counselor to camper ratios: Grade K-2, 1:10; Grades 3-5, 1:15; Grades 6-8, 1:15, during summer camp.

Break Camps

During break camps, ratios and age breakdown are subject to change based on capacity.

Registration

All camp and disciplinary guidelines must be signed prior to the child's first day of camp by the registering parent or guardian. In the event there are multiple or secondary payees, registration paperwork must be signed by all payees. The child will not be eligible to attend camp until the registration paperwork is completed in full, with required signatures.

Counselors/Supervisors

Summer Camp

All Summer Camp staff participate in two (2) days of training prior to the start of camp. Camp Supervisors undergo additional training. Background checks are completed on each camp staff member and drug testing is completed on all staff over the age of 18.

Break Camps

Recreation staff and retained summer camp staff operate break camps during the school year.

Schedules and Calendars (Summer Camp Only)

Each location will have a schedule of activities for Summer Camp. These will be available to pick up the first day of camp and available throughout the summer. The staff is responsible for providing this information to you, but you are responsible for reading it and making yourself aware of the schedule.

Lunch

Summer Camp

All participants at all locations will be provided lunch daily during the summer camp program. Morning and afternoon snacks and drinks need to be provided from home.

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Break Camps

Break camp participants must provide their own meals including snacks and drinks.

NOTE: Refrigerators and microwaves are not available. Keep this in mind when preparing meals. Juice and snacks may be available for purchase from vending machines where present on Friday only during the Camp program. Staff will provide water breaks throughout the day so we encourage you to pack extra beverages or a refillable water bottle for your child.

Field Trips (Summer Camps Only)

There will be “onsite” field trips and “offsite” field trips during the summer. For onsite field trips, outside organizations and companies will come to our camp and do an activity with the children. For offsite field trips, your child will be transported via Charlotte County school busses. Some activities may require a waiver. If a waiver is required, please return it prior to the activity. If waiver is not signed, your child may not be able to participate in the activity.

Personal Items

Participants are **NOT PERMITTED** to bring personal items (toys, iPods, phones, iPads, etc.) to camp. These items will be confiscated, if found by staff. The staff will not be responsible for storage, loss, or damage to personal items. Label all lunch boxes, hats, towels, water bottle, etc. with your child's name. We do not recommend sending your child with an expensive refillable water bottle. Campers are responsible for their personal items while at camp.

Sunscreen

Sunscreen should be applied at home before your child comes to camp. Staff will remind their group to re-apply but cannot apply sunscreen to the children. We recommend additional protection such as shirts, hats and sunglasses for outdoor activities. Our pools do have sunscreen dispensers for the campers when at the pool.

Medication & Medical Information

Camp staff will not administer medication to your child. You are required to inform staff if your child is on medication or has a condition which will affect their program participation. Contagious conditions such as lice, pink eye, scabies, etc. require immediate removal from the program until the condition has been treated. A doctor must verify that the condition has been treated and is no longer contagious. Campers affected by lice must be knit free and checked by camp staff prior to returning to the program.

Dress Code

Closed toed shoes (sneakers) and comfortable athletic clothing is required every day. However, it is suitable to pack your child sandals or water shoes for water activities, but please make sure they are wearing sneakers upon arrival to camp. On swim days, be sure to pack swim trunks/bathing suits and a towel for your child(ren).

Sign In/Out Procedures

All children must be signed in by an adult with camp staff upon arrival. Group activities start at 9:00am and campers should attempt to arrive by this time. Drop off and pick up is done inside of each facility and parents/guardians are required to enter the building to sign in/out their child for each day of camp.

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NOTE: Only individuals designated on the registration form may remove a child from camp. For the protection and security of your child, a Photo ID will be required for pick up at all times. The only person permitted to make changes to a child's "authorized person" pick up list is the individual who registered the child for camp.

Late Pick up

Summer Camp and Break Camps

Camps close promptly at 6:00pm. Parents/guardians picking up a child after 6:00pm are considered late. A late fee of \$10 per child for the first five minutes and then \$1 per child for each minute after that will be charged to any parent/guardian picking up after 6:00pm. Late charges must be paid before the camper can return to the program. Campers who are habitually (3 times or more) picked up late will be removed from the program.

Discipline

Should a disciplinary issue arise, staff will respond immediately to the situation. If you are contacted to pick up your child, we ask that you do so within 30 minutes of being called by camp staff. Please refer to the Charlotte County Camp Discipline Guidelines for additional information.

Refunds

If a parent/guardian is requesting a refund before a camp program begins, please contact camp registration site. Refunds will only be given prior to the start of a camp week. This policy does not apply to CCCS payment plans.

Child's Name(s): _____

Parent/Guardian Name(s): _____

Parent/Guardian Signature: _____

Date: _____