



Salisbury Parks &  
Recreation Department



**2009**

# ***Super Summertime Camp Miller Recreation Center***

***Parent / Participant  
Information Guide***

***Please keep this important guide  
with you at home!***



**Mission Statement:**

To provide quality leisure services through safe, attractive, maintained parks and diversified programs that meet the current and future needs of the community... along with our continued commitment of providing excellent customer service.

# *2009 Super Summertime Camp*

## *Registration Rules and Regulations*

### **Registration Process:**

Open registration will begin on Monday, April 27, 2009 at 10:00 a.m. for City of Salisbury residents and Thursday, April 30, 2009 for all others. To register:

- 1) Thoroughly read and understand the Parent/Participant Guide and sign the back page.
- 2) Thoroughly complete a registration form for youth.
- 3) Provide staff with parental identification and/or any official documentation and submit it along with the appropriate payment.

The **maximum capacity** for the camp will be 30 children per week. Campers are divided based on age and assigned group leaders. Once the camp is full, a waiting list will be started. Please make every effort to register your child before the first day of camp on June 11.

### **NEW! Specialty Camps:**

Parents may register their child for any summer specialty-camp offered by Salisbury Parks and Recreation Department. Most specialty camps will end at 12:00 pm. or 1:00 pm. Parents have the option to pick up your child each day at the conclusion of the specialty camp, or you may allow your child to join our traditional summer camp for the rest of the day if space is available. If the summer camp is on a field trip or off-site, your child will remain at Miller Center with adequate supervision until the camp returns. Transportation will be provided to the nearest center offering a summer camp if your child attends a specialty camp at another Salisbury Parks and Recreation facility.

**Note:** There is a charge of \$25.00 per week if you choose to allow your child to stay at Miller Center and join our traditional summer camp. For example: If you register your child for Volleyball or Wrestling Camp (\$40.00) and allow him/her to stay with the summer camp afterwards, then you will pay an additional \$25.00 for that week. All campers must be picked up and signed out by 5:30 pm. daily.

### **Payment / Refund Policy / Deposit / Transfers:**

**Payment Plan:** Payment (in full) for the first week of attendance is required. Additionally, a \$25 deposit per child/per week is required in order to reserve a spot for any given week. This deposit is non-refundable. The balance for each following week must be paid the previous Friday by 5:30 p.m. (See Payment Schedule-Page 8). Failure to pay the balance in advance will result in the loss of the reserved spot, the deposit and will immediately transfer the participant to the end of the waiting list if the camp is full. **NO refund or adjustments will be made for a day or days missed by a participant during a week already paid for in full.**

Any camper whose parent(s)/guardian(s) fall behind in payments over ONE WEEK will not be allowed to attend camp the following week.

**Refunds:** Refunds may be issued on a case by case basis. A refund can be requested by issuing a written request to Salisbury Parks and Recreation Department at least seven (7) days prior to the beginning of the week in question. If the refund request is approved, a 25% service charge will be assessed. **Not all requests are automatically granted and no requests will be accepted inside of the seven (7) day period.** In addition, a child suspended from the camp for disciplinary reasons will not receive a refund.

**Changing Weeks:** You will be able to change reservations for reserved weeks without penalty as long as the request is made at least one (1) week in advance and there is availability in the new week being requested. If the process is completed with advanced notice, deposits can be transferred.

**Age Requirements (For Campers):**

Super Summertime Camp is geared to children ages 5 – 12.  
Children must have turned 5 years old no later than June 11 2009.  
Children must not have reached 13 by June 11, 2009.

**Drop Off:**

You may drop your child off starting at 7:30 a.m. We request that all children be dropped no later than 8:30 a.m. Unless otherwise posted, the bus for most field trips will leave at 8:30 a.m. (sharp), so we ask that you make an effort to drop children off by 8:15 a.m. In addition, we take other mini-trips during the week and some of these will be a 9:00 a.m. departure. Salisbury Parks and Recreation is not responsible for supervising children that are late and left behind for any field trips.

**Sign In/Out, Pickup and Late Charges - VERY IMPORTANT!**

**Sign In/Out:** Parents/Guardians ONLY are responsible for signing their child in/out each day at the front desk. You must come inside the facility to sign in and sign out. This process is for the safety of your child. Only the adults authorized on the registration sheet may sign a child out unless the Camp Administrator is notified in advance. No child will be signed out by, or released to someone not on the registration sheet. No exceptions!

**Pick Up:**

All campers must be picked up and signed out by 5:30 p.m. daily. Failure to adhere to this policy will result in the late charges noted below.

**Late Pick Up Charge:**

\$15.00 after 5:30 p.m.

\$40.00 after 5:45 p.m.

Any child picked up after 6:00 p.m. may result in a suspension/ expulsion from camp.

If there are extenuating circumstances that come up in which you will be late picking up your child, please call ahead to let camp staff know. **Phone #: 704-638-5297**

**What To Wear and What Not To Bring:**

Please dress your child appropriately for camp. T-shirts, shorts, wind pants, jeans and tennis shoes are acceptable. Hats are acceptable for outside use and must be worn properly. Tank-tops, skirts, sag and drag shorts/jeans, flip-flops/boots/heels/heelies and bandanas are NOT acceptable. No electronic devices may be brought to camp!

**Meals/Snacks:**

We are entering our eleventh year of being a participant in the Rowan/Salisbury summer food service program. This program is designed to provide a nutritious breakfast/lunch to children in the community. Each child will be issued a box lunch daily. Exception: The Summer Meal Program runs from June 15 - August 14. Therefore, campers will need to bring their lunches for the following weeks: June 11 – 12, August 17 – 21. No breakfast or lunch will be provided on these days. If your child wishes not to eat the box lunch, they may bring their own lunches. Please do not provide your child with a lunch that requires refrigeration, or needs to be heated in the microwave. There will be some days that campers will be away from the site and we will not have access to these amenities. Please do not bring your child Fast Food since the lunch schedule may change around day-to-day activities!

We will offer an afternoon snack time where your child may bring his/her own snack or purchase a beverage/snack from our vending machines. The drink machine requires forty cents (.40), while the snack machine requires fifty cents (.50). Salisbury Parks and Recreation and camp staff will not supply money or snacks for the participants. When supplying snack money please give your child quarters, dimes, and nickels! No dollars bills please.

### **Swimming:**

The entire camp will swim at Lincoln Park Pool on Tuesdays and Thursdays from 2:00-3:30 p.m. Please remember to send a swimsuit and towel with your child on these days. It is best to have your child wear his/her swim suit underneath camp clothes. Participation in this activity is not required. We will have a supervised shaded area where those that do not swim can sit. On Tuesday of every week, each child will be given a general swim test to determine his/her swimming competence. The results of this test will determine which areas of the pool the child may swim in. Those children that fail to adequately pass the swim test will not be allowed past the shallow section of the pool.

### **Field Trip Policies:**

We ask that each parent/guardian sign a field trip waiver form for all scheduled trips when registering your child. Details of each trip will be located at the front desk each Monday. If any additional trips are scheduled, permission forms will be given to parents at the front desk. For most field trips, the bus will leave Miller Center between 8:30 - 9:00 a.m. and will return by 5:00 p.m. **Salisbury Parks and Recreation is not responsible for supervising children that arrive late to the center on field trip days.** To help us identify our campers on field trips, we require that your child wear his/her camp T-shirt.

### **Sick Policy/Administering Medicine:**

Children with a communicable condition or sickness such as chicken pox, measles, lice, influenza (flu), strep throat, mononucleosis (mono), will not be permitted to attend the camp. A physician's note is required clearing the child to return to camp from any of the above conditions.

If a child shows signs of sickness (high fever, vomiting, diarrhea, severe headache) or is injured, the parent/guardian on the registration sheet will be notified and expected to make immediate arrangements to pick their child up from camp. Please do not send your children to camp if they are sick (high fever, vomiting, stomach pains, migraine headaches, etc...)

There are activities that take place outdoors throughout the day. You may send sunscreen with your child, but please apply sunscreen before sending your child to camp.

We do document and hand out medicine that has been prescribed by a physician. Prescriptions must be in their original prescription labeled bottle. Please provide the camp administrator with the prescription and written administration details as needed.

Salisbury Parks and Recreation and its staff cannot provide medical assistance such as administering ointment and creams to the children. Staff will apply a band-aid and/or ice packs if needed. Staff can administer first responder attention in cases of immediate medical emergencies. If immediate medical attention is required, 911 will be called and parents will be notified immediately.

### **Discipline Policy:**

Rules of acceptable conduct have been established for the camp and will be relayed to the camper at the beginning of the camp and will be reviewed each day. These rules are designed to ensure a safe environment for others, develop proper personal behavior, encourage self-discipline, and maintain environmental control.

Your child's group leader and other Salisbury Parks and Recreation staff may administer discipline. Discipline starts with short timeouts (withdrawals from activity) and progresses into longer lengths of time. Since swimming seems to be a favored activity, timeouts from swim time seem to be a very effective method of discipline. Staff is encouraged to deal with disciplinary issues fairly and firmly. However, methods such as corporal punishment, sarcasm and taunting are not considered acceptable forms of discipline.

Excessive discipline or behavioral problems will be dealt with through our three step plan:

1. Level 1 Offense - Behavior Notification Letter to parent/guardian referring to nature of the problem
2. Level 2 Offense - Behavior Notification Letter and conference with parent/guardian and child
3. Level 3 Offense - Behavior Notification Letter and suspension from Summer Camp program with no refund.

The Camp Administrator reserves the right to skip any of these steps depending on the severity of the problem. It seems to be a common practice that children are taken off their behavioral medication for the summer. This is no excuse for unacceptable behavior and these children will receive no exceptions to the discipline policy.

# *2009 Super Summertime Camp*

## *At Miller Center “The Place to Be”*

### *10 Weeks of Fun for Ages 5-12*

<b>Week #</b>	<b>Dates</b>	<b>Weekly Trip (Subject to change)</b>	
<b>Pre-Camp</b>	June 11 – 12	June 12	Water Play @ Miller Center
<b>Week 1</b>	June 15 – 19	June 19	Camp Day @ Community Park
<b>Week 2</b>	June 22 – 26	June 26	Dan Nicholas Park
<b>Week 3</b>	June 29 – July 2 (4 days)	July 2	Asheboro Zoo
<b>Week 4</b>	July 6 – 10	July 8	Food & Field Olympics
		July 10	Sci-Works Science Center
<b>Week 5</b>	July 13 – 17	July 17	Ray’s Splash Planet
<b>Week 6</b>	July 20 – 24	July 24	Extreme Play @ Carolina Mall
<b>Week 7</b>	July 27 – 31	July 31	Kannapolis Fun Park
<b>Week 8</b>	Aug. 3 – 7	Aug. 7	Bowling @ Woodleaf Lanes
<b>Week 9</b>	Aug 10 – 14	Aug. 14	Happy Lake
<b>Week 10</b>	Aug 17 – 21	Aug. 21	**Family Day Cookout**
<b>Weeks 1 – 10</b>	June 16 – August 22	Wednesday’s Tinseltown Summer Movie Clubhouse	

**All weekly field trips are subject to change.**

**If there is a change from the above said field trips, parents will be given a permission form to sign.**

**Weekly trips are also subject to change and/or cancellation due to inclement weather.**

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***City of Salisbury Residents: \$65/week    Non-City Residents: \$130/week***

#### ***What does your child get?***

- Camp t-shirt
- Breakfast & Lunch (June 15 – August 14)
- Swimming two days a week
- Weekly field trip
- Weekly movie trip (Tinseltown Movie Clubhouse program)
- Summer education reading program at the Rowan Public Library once a week.
- Fun activities, crafts, team building and computer education all week long.
- Professional staff and customer service

***Open Registration will begin on Monday, April 27 at 10:00 a.m. at Miller Center***  
***Please call 704-638-5297 for additional information***

# *2009 Super Summertime Camp*

## *Fees and Multi-Family Payment Plans*

### **CITY OF SALISBURY RESIDENT FEES**

<b><u>4-5 Days</u></b>	<b><u>Cost Per Child</u></b>	<b><u>Total Cost Per Week</u></b>
First Child	\$65.00	
Second Child	\$52.00 (20%)	\$117.00
Third Child	\$39.00 (40%)	\$156.00

<b><u>1-3 Days</u></b>	<b><u>Cost Per Child</u></b>	<b><u>Total Cost Per Week</u></b>
First Child	\$45.00	
Second Child	\$36.00 (20%)	\$81.00
Third Child	\$27.00 (40%)	\$108.00

### **COUNTY RESIDENT FEES** (anyone outside the City Limits of Salisbury.)

<b><u>4-5 Days</u></b>	<b><u>Cost Per Child</u></b>	<b><u>Total Cost Per Week</u></b>
First Child	\$130.00	
Second Child	\$104.00 (20%)	\$234.00
Third Child	\$78.00 (40%)	\$312.00

<b><u>1-3 Days</u></b>	<b><u>Cost Per Child</u></b>	<b><u>Total Cost Per Week</u></b>
First Child	\$90.00	
Second Child	\$72.00 (20%)	\$162.00
Third Child	\$54.00 (40%)	\$216.00

When registering for Summer Camp: Parent(s) must provide a valid drivers license or photo identification. Identification must have correct mailing address to verify City / County resident status. If you have legal custody of a child you must provide official documentation.

Families that utilize the Family Discount must be an immediate family member which includes:

- Brother or Sister
- Half/Step Brother or Sister (By Law)
- Children for which you have legal custody

# *2009 Super Summertime Camp*

## *Payment Schedule*

Since the first day of camp is essential for campers and staff, we highly recommend all parents register early to avoid long delays on Thursday, June 11.

### **PARENTS PLEASE FOLLOW THE PAYMENT SCHEDULE BELOW**

**PRE-CAMP** BY WEDNESDAY, JUNE 10

**WEEK 1:** BY FRIDAY, JUNE 12

**WEEK 2:** BY FRIDAY, JUNE 19

**WEEK 3:** BY FRIDAY, JUNE 26

**WEEK 4:** BY THURSDAY, JULY 2

**WEEK 5:** BY FRIDAY, JULY 10

**WEEK 6:** BY FRIDAY, JULY 17

**WEEK 7:** BY FRIDAY, JULY 24

**WEEK 8:** BY FRIDAY, JULY 31

**WEEK 9:** BY FRIDAY, AUGUST 7

**WEEK 10:** BY FRIDAY, AUGUST 14

- Parents must pay for the first week of camp in full!
- To reserve additional weeks parents may pay a \$25 (non refundable) deposit per child for each additional week.
- The balance for each following week must be paid in full by 5:30 p.m. on the scheduled dates above.

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***\*\*We accept VISA and MasterCard\*\****

***\*\* Checks must be made payable to: City of Salisbury\*\****

***\$25.00 service fee on returned checks and will be subject to cancellation of camp registration until all fees are paid in full.***

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***Open Registration will begin on Monday, April 27 at 10:00 a.m. at Miller Recreation Center  
Please call 704-638-5297 for additional information***



## Salisbury Parks & Recreation Department



### Mission Statement:

To provide quality leisure services through safe, attractive, maintained parks and diversified programs that meet the current and future needs of the community.

Dear Parents,

The City of Salisbury Parks and Recreation Department is offering an exciting ten (10) weeks of Summer Day Camp for youth ages 5-12. The camp will begin on Thursday, June 11 and conclude on Friday, August 21. Camps will operate at both City Park Recreation Center and Miller Recreation Center.

This information packet is designed to educate you on our camp policies, payment structure, and schedule of events for this year's camps. Please review this information and feel free to visit our camps in person. We would also like to extend an invitation for you to volunteer your time in any capacity.

The City of Salisbury Parks and Recreation Department would like to thank you for your continued interest and support. We promise to offer a quality environment that will translate into a fun, exciting, and educational experience for your child.

Sincerely,

Gail Elder White, CPRP  
Parks and Recreation Director

***2009 Super Summertime Camp  
Parent/Participant Information Guide  
Signature Page***

By signing below, I acknowledge that I have read and completely understand the entire contents of the Parent/Participant Information Guide. I have been given a copy of the Parent/Participant Information Guide by City Park Staff. I will inform the Summer Camp Administrator of any changes in my child(s) registration form.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

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**STAFF USE ONLY**

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Payment was received today: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

Place this sheet along with the youth registration form inside the Summer Camp registration book