

Yuba City Parks & Recreation



Parent Packet

Helpful Contacts and Phone Numbers

Camp Cell Phone:

530-713-8756 – PLEASE SAVE

Recreation Supervisor II

Justin Douthit

530-822-4649

jdouthit@yubacity.net

Parks & Recreation Main Office

1201 Civic Center Blvd.

Yuba City, CA 95993

(530) 822-4650

Winter Camp Locations

Drop-Off and Pick Up Location

Andros Karperos School

1700 Camino De Flores

Yuba City, CA 95993

Drop off is located near the parking lot on the corner of Walton and Camino De Flores

General Camp Overview

REGISTRATION INFORMATION: Registration can be done online or in person at the Parks and Recreation Office located at 1201 Civic Center Blvd. or at Gauche Aquatic Park, 421 C Street. The deadline to register for the upcoming week of camp is each Wednesday by 5pm. A late registration fee of \$10 per child will be charged after the deadline.

DROP OFF/PICK UP POLICY: The City of Yuba City Winter Camp is very concerned about the safety of our campers. We ask that you walk your camper inside each morning to drop them off, and come inside to pick them up each afternoon. Parents must sign their child IN and OUT daily, no exceptions. ID Checks will be preformed at each pick-up.

DROP OFF AND PICK UP TIMES: Drop off is at Andros Karperos School (AK School), the recommended drop off time is between 7:30-8:30am, unless noted otherwise due to a field trip. Pick up is also at the AK School, and the recommended pick up time is between 4:30-5:30pm. If you are late to Camp or plan to pick up your child early, please call the Camp Cell Phone: 530-713-8756 in advance and tell the Camp Manager.

LATE PICK UP FEES: Our programs ends at 5:30pm, however there are situations that prevent a parent from arriving to pick up their child by that time. The following procedures are used when there is a child still at the program after 5:30pm:

The parent will get a one-time verbal warning, which is documented.

Should this occur again, for each 15 minutes after 5:30 p.m. or portion thereof, \$5 will be charged for each child, payable at the time of pick up. Example: 5:31 – 5:45 pm = \$5, 5:46 – 6:00 pm = \$10.

During this time, the supervisors will make every effort to contact the child's parents and/or emergency contacts.

Children who are left for more than 1/2 hour may be turned over to the Yuba City Police Department.

CANCELLATION / REFUND POLICY: Credits/Refunds are gladly made if requested at least (3) working days prior to the first date of class/program. All credit/refunds or transfers, except those resulting from a Department cancellation, are subject to a \$7 Administrative fee per class/program per participant. If you are not satisfied with your class/program, you must contact us within 24 hours after your first class/program meeting.

CAMP ATTIRE: Please send your child in closed toed shoes and comfortable clothes.

CHILDREN MUST BE POTTY TRAINED: A potty trained child must be able to TELL the adult they have to go potty BEFORE they have to go. Be able to pull down their underwear and pants and get them back up without assistance. Be able to wipe themselves after using the toilet. Be able to get off the potty by themselves.

BEHAVIOR GUIDELINES:

It is our goal for counselors, children, and parents to work together toward cooperative behavior and a cohesive atmosphere. Team members will always notify parents of emerging difficulties and ask for assistance in behavior management. In some cases, additional disciplinary measures may be pursued if: a child inflicts physical/emotional harm on other children; is a danger to themselves or others; or is physically or verbally abusive to counselors and/or others. These are considered serious in nature:

Theft, Attempts to Steal or Property Damage

Verbal Abuse or Blatant Disrespect of Counselors or Other Participants

Physical Aggression

Disruptive, Defiant or Disrespectful Behavior

Inappropriate Touching

Children Leaving the Group or Premises Without Approval or an Authorized Escort

Verbal Threats of Severe Harm or Death Threats

BEHAVIOR CONSEQUENCES: Depending on the severity of the disruptive behavior, the child may get either an incident report or a strike. An incident report will be used to notify both parties that something happened at camp. A strike will be given if the incident is a repeat offense or considered serious in nature. At each strike occurrence, a discussion between the site Manager and authorized member of the family will take place followed by a signed written agreement that a repeat offense may result in removal from the program. **A refund will not be given** for these days the child is out for the remainder of that week.

1st Strike: Parent conference at pick-up

2nd Strike: Suspension – length based on the severity of the incident.

3rd Strike: The Program Coordinator will review all documentation and determine if the child will be removed from the program. If your child is removed from day camp, a refund will be given if any future week were paid for in advance minus our administrative fee.

LUNCHES/SNACKS: Food will **NOT** be provided. Parents will need to provide their child a lunch and two snacks, one for the morning and one for the afternoon. Please also pack plenty of water.

PERSONAL BELONGINGS: Our programs do not permit campers to bring toys, electronic games, cell phones or other personal articles with them. If items of this nature are brought to camp, we will require that they remain in your child's backpack for the duration of the camp day. The City of Yuba City is not responsible for items that are lost, broken or stolen. Articles that are left behind at the end of the day and are not labeled will be placed in the lost and found and held for 1 week then donated.

ILLNESS: We urge you to keep children home if they are ill, both for their sake and the sake of other children. If a child is feeling ill during the program the Camp Manager will contact the parent for immediate pickup.

ACCIDENT/INJURY: If an accident should occur at our program, the Camp Manager will advise the parent at the time of pick up, unless it is a head injury. All injuries to the head will receive an immediate parent phone call. If emergency treatment is warranted, the Supervisor will immediately notify the parent or guardian and the child will be transported by ambulance to the nearest medical facility, if necessary.

PHONE USAGE: If a child wishes to speak to their parent/guardian, contact will be made through the Camp Manager.

MEDICATIONS: Camp Managers will administer medication only if parents complete and sign a medication form that provides authorization for supervisors to dispense medication with time and dosage. Medications will be held inaccessible to participants and will be kept separate from food.

Daily Schedule

*Subject to Change

7:30-8:20 / Check-in & Table Games

8:20-9:30 / Activities

9:30-9:45 / AM Snack

9:45-10:55 / Activities

10:55-12:00 / Activities

12:00-12:30 / Lunch

12:30-2:50 / Activities

2:50-3:05 / PM Snack

3:05-4:15 / Activities

4:15-5:30 / Clean Up & Table Games

Field Trip Day Schedule (December 20 – Chico Ice Rink)

*Subject to Change

7:30-8:20 / Check-in & Table Games

8:20-9:30 / Activities

9:30-9:45 / AM Snack

9:45-10:15 / Field Trip Prep

10:15-11:30 Transport to Field Trip

11:30-12:00 / Lunch

12:00-2:30 / Field Trip Activities

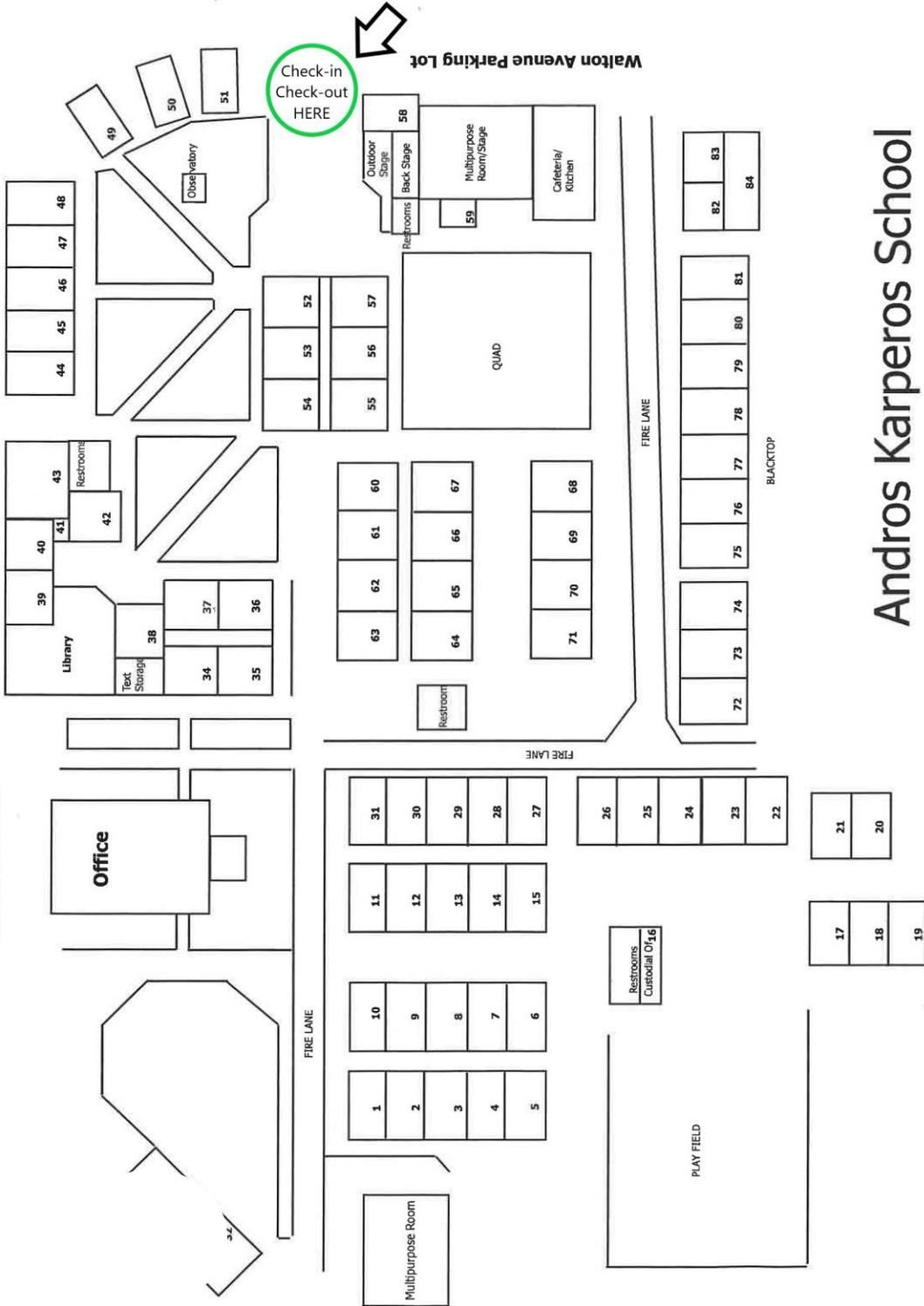
2:30-3:45 / Transport back to Camp

3:45-4:00 / PM Snack

4:00-5:30pm / Clean-up and Table Games

MAP

Camino de Flores



Andros Karperos School