

WGRC DAY CAMP FOR CHILDREN IN GRADES K-8

The West Geauga Recreation Council Day Camp is a registered program with the Ohio Department of Human Services as required by Section 5104.21 of the Ohio Revised Code.

The Camp Director has a bachelor's degree in education, recreation or a related field. Children are supervised by counselors and grouped by school grade. A 6-10 : 1 ratio of children to counselors is maintained. The WGRC Day Camp offers a safe, fun environment for kids entering grades K through 8.

LOCATION

The camp is located adjacent to the West Geauga Middle School at 8611 Cedar Road, Chesterland. It is 15 acres of woods with a covered pavilion, sports fields, playground, volleyball and basketball courts, arts & crafts cabin and heated, outside swimming pool. The camp relocates to the West Geauga Middle School in inclement weather.

EXTREME FUN!!!

Campers enjoy a day packed with scheduled fun including daily swimming in our pool staffed with licensed lifeguards; arts & crafts; sports; acres of woods and trails; basketball and sand volleyball courts; soccer field; playground and the "Lucas Stage" area for scheduled entertainment, karaoke and camper talent shows. Scheduled entertainment includes visits from Jungle Terry, Flower the clown and more!! Campers also enjoy weekly pizza parties, cookouts and a visit from the ice-cream truck.

THEMED SESSIONS

Each session features a theme such as Holiday Hoopla, All American, Super Soakin', and is packed with extra fun like our fire truck splash dances, tie dyeing T-shirts, slip & slides, boat regatta, marshmallow roasts, frozen T-shirt contests and ice-cream sundae bar.

MIDDLE SCHOOL CAMP

The Middle School Camp is a camp within our traditional camp designed especially for children entering 6th, 7th and 8th grades. The Middle School campers will enjoy their own campsites and covered pavilion adjacent to the traditional camp. College aged counselors will supervise the children in age appropriate activities.

EXTREME FUN!!!

Middle School campers have full access to all camp facilities and will enjoy swimming, sports, creative design and weekly field trips.

FIELD TRIPS

The middle school campers will go on a weekly field- trip adventure off-site. Transportation will be provided by West Geauga School busses and the children will be supervised by counselors and an adult. Adventures include, kayaking, archery and Fairport Harbor Beach. Field trips are designed to provide campers with age appropriate activities away from the traditional camp and offer opportunities to learn new skills and enjoy the thrill of adventure. **(Field trips are subject to appropriate weather conditions.)**

Dates

There are five, two-week sessions:

Session I	June 14 th – June 25 th
Session II	June 28 rd – July 9 rd **
**Note: The camp is closed July 5 th	
Session III	July 12 th – July 23 th
Session IV	July 26 th – August 6 th
Session V	August 9 th – August 20 th

Time

Monday through Friday 9:00am – 3:00pm

Extended care is available 7:00am – 9:00am and 3:00pm – 6:00pm

Extended Care

Extended Care is available to campers during their registered session(s) only. Before care is available from 7:00am – 9:00am and after care is available from 3:00pm – 6:00pm. This is a separate child-care service and is not an extension of camp. Children will be involved in quiet activities while being supervised in the mornings and evenings. Morning care will be held in the West Geauga Middle School Auxiliary Gym and afternoon care will be held at the Day Camp Pavilion. **Children arriving to camp prior to 8:55am or not picked up by 3:10pm will be sent to Extended Care and the parents will be charged the drop-in rate.**

Cost

Day Camp Grades K – 5

Session	I	II	III	IV	V
1st Child	\$210	\$190	\$210	\$210	\$210
2nd Child	\$190	\$170	\$190	\$190	\$190
3rd+ Child	\$170	\$150	\$170	\$170	\$170
½ Session	\$110	\$110	\$110	\$110	\$110

Day Camp Grades 6 - 8

Session	I	II	III	IV	V
1st Child	\$240	\$220	\$240	\$240	\$240
2nd Child	\$220	\$200	\$220	\$220	\$220
3rd+ Child	\$200	\$180	\$200	\$200	\$200
½ Session	\$140	\$140	\$140	\$140	\$140

Extended Care

	Weekly Rate	Daily Rate	Drop-In Rate
Mornings Only	\$20.00	N/A	N/A
Afternoons Only	\$30.00	N/A	N/A
Both AM and PM	\$40.00	\$10.00	\$15.00

Payment Policy: Register EARLY to hold your child's place in the session(s) of your choice

- Multiple child discounts apply to children of the same immediate family registered within the same camp.
- There are no multiple child discounts for the ½ session (1 week only).
- **Receive a 5% discount if all registered sessions are paid in full by May 1, 2010.**
- Payment is required by the 1st day of each session/week or a \$25 late fee will be assessed. **For individuals who do NOT pay in full, a credit card form will need to be kept on file for payment.**
- Registration for future sessions/programs will be denied if there is an unpaid balance.
- No refunds.

Payment Receipt

- All payments must be accompanied by a completed Payment Receipt form.
- The Payment Receipt will assure your payments are applied to the correct balance.
- The pink copy is your receipt.

Registration

A Registration/WGRC Day Camp Medical Form must be completed for each child. Additional forms can be obtained from the web site: www.wgrcsite.com

In person registration will take place at the West Geauga Middle School Cafeteria on:
Saturday, May 15th from 9am – 12pm

Send the Registration/Medical Form and Payment Receipt form along with payment to:
WGRC Day Camp Registration
P. O. Box 393
Chesterland, OH 44026

Registrations can be dropped off at Nationwide Insurance located in the Playground World Plaza.

For more information, call 440-525-4477.

West Geauga Recreation Council

Summer Day Camp Manual

2009

Camp Location

The Camp is located adjacent to the West Geauga Middle School at 8611 Cedar Road, Chesterland, Ohio 44026. The phone number at the camp is (440) 729-7664. During inclement weather, the camp will be moved to the Middle School cafeteria until the weather clears.

Hours of Operation

The camp operates 5 two-week sessions beginning June 14, 2010. Camp hours are from 9:00 AM – 3:00 PM. There is an Extended Care program available through the WGRC which provides before camp care from 7:00 AM – 9:00 AM and after camp care from 3:00 PM – 6:00 PM.

Program Philosophy

The West Geauga Recreation Council, a not-for-profit organization, was formed in 1948 by a group of volunteers who saw a need to develop recreational programs for the youngsters of the West Geauga community. The program has grown over the years, but its purpose has not changed. The Day Camp is one of our largest and most successful programs for children entering kindergarten through entering 8th grade. The Day Camp provides children with a variety of activities and the opportunity to play outdoors in a structured, supervised environment and enjoy the “lazy days” of summer. Our staff/child ratio is 1:6-10.

Admission Policy

Enrollment is based on a first-come, first-served, basis. Parents/guardians must register their child(ren) through the WGRC at P. O. Box 393, Chesterland, Ohio 44026. The WGRC does not discriminate in enrollment of children based upon race, color, religion, sex, or national origin. The Day Camp is NOT a drop-in program. All children must register and pay fees by the 1st day of the session/week. No refunds will be given. A child's continued enrollment is conditional on the parents' and child's adherence to all the policies and procedures of the program.

Staff

The Camp Director has a bachelor's degree in education, recreation or a related field. Counselors are hired from the community and are at least 16 years of age. All staff have first aid and CPR training.

Lunch/Snacks

Children are required to provide their own lunch and snacks for the day. Children in Extended Care should pack an extra snack. There is no refrigeration so utilize cold-packs/coolers for food requiring cold storage. Drinking water is available at the camp site. Children are encouraged to bring a water bottle.

Apparel

Please send children in outdoor, comfortable clothing and closed toe shoes that can become dirty or stained. Boots are recommended for muddy conditions. Each camper is required to wear a group color-coded t-shirt daily. You can purchase these from the camp or provide your own. PLEASE LABEL ALL ITEMS. Kindergarten – Blue; 1st Grade – Orange; 2nd Grade – Yellow; 3rd Grade – Red; 4th Grade – Green; 5th Grade – Purple; Middle School - Grey

Arrival

Children are to report to their campsite and their Counselor no sooner than 8:55 AM. The Counselor will sign the child in on the Daily Attendance form. If your child is unable to attend, please call the camp by 9:00 AM at (440) 729-7664 and report his/her absence.

Departure

A parent/guardian is required to come to the campsite and sign the child out. The Counselor must be notified of the child's departure. Children can be released only to those individuals the parents have designated. Absolutely no exceptions will be made without prior written or verbal communication with the parent or guardian. If the WGRC Day Camp is not notified that someone other than the person who normally picks up the children is sent, the child will NOT be released until the parent/guardian is contacted.

PARENTS MUST PICK UP THE CHILDREN BY 3:00PM UNLESS SIGNED UP FOR EXTENDED CARE. AT 3:10PM, THE CHILD WILL BE PLACED IN EXTENDED CARE AND THE PARENT/GUARDIAN WILL BE RESPONSIBLE FOR THE DROP-IN FEE.

Communication

Parents are expected to keep informed by reading any information sent home. Daily communication at pick-up is encouraged. Parents are welcome to visit any time during the program. Parent(s) or guardian(s) who are in need of assistance with problems that may occur in any aspect of the program should try to discuss and resolve the problem with the Camp Director. If they are unable to resolve the issue, the parent/guardian may call the Geauga County Board of Health at (440) 285-2222 or the Public Children's Services Agency at (440) 285-9141 to register a complaint.

Safety, Supervision and Transportation Policy

1. No child shall be left alone or unsupervised.
2. The policy governing the departure of children from the Day Camp is that the child is to be picked up by a parent or legal guardian only unless written or verbal permission is given to the staff.
3. Staff members have immediate access at all times to a working telephone located in the Director's Cabin.
4. In the event that a child needs emergency transportation, EMS is available and can be accessed by calling 911.
5. The Camp Director shall immediately notify the Public Children's Services Agency when a staff member suspects that a child has been abused or neglected.
6. In the event of an emergency creating a need for medical or dental attention, the staff will follow these procedures:
 - a. Administer first aid
 - b. Call for emergency transportation
 - c. Notify parent/guardian. If unavailable, staff will obtain information on the Emergency Health & Medical form and contact those persons listed.
7. In the event of a minor incident or injury, first aid will be administered, and the parent will be notified.
8. If a minor scrape or bruise occurs, the necessary first aid will be given and the parent notified on pick-up of the incident.

The Communicable Disease Policy

1. No staff member shall attend the program if they exhibit signs of a communicable disease. The WGRC reserves the right to request a physician's note for staff member to return to work.
2. If a child becomes ill at camp, the staff and parent/guardian will make the decision on whether to send that child home.
3. A child who has been suspected of communicable disease shall be isolated and sent home. The child will be within the sight and hearing of a staff member. No child shall be left alone or unsupervised. The child will be re-admitted to the program after illness when the parent and staff feel he/she is well.
4. Parents of other children in the Camp will be notified of exposure to the communicable disease verbally and/or in writing.
5. The only medications that will be administered by Camp personnel are those designated for an emergency situation, i.e., Epi-Pen. The parent/guardian is responsible for obtaining a Medication Administration form from the Camp Director, completing the form and giving it along with instructions and the medication to the Camp Director.

Discipline Policy

The Day Camp program is designed to promote a positive and enjoyable experience for all the children. Children are expected to respect the physical well-being and rights of others and maintain respect for Camp property. We believe that children can learn through positive reinforcement and direction. Please keep in mind that the Day Camp staff has the responsibility to insure safety and positive experiences for all the children in the program. It is, therefore, not possible for us to handle severe behavioral problems. We will, when necessary, bring serious problems or recurring difficulties to the parent's/guardian's attention and seek resolution. Aggressive behavior and bullying will not be tolerated. Behavior of this nature will result in immediate termination from the program.

MIDDLE SCHOOL DAY CAMP

Middle School Camp

The Middle School Camp is a camp within our traditional camp designed especially for children entering 6th, 7th and 8th grades. The Middle School campers will enjoy their own campsites and covered pavilion adjacent to the traditional camp. College aged counselors will supervise the children in age appropriate activities.

Staff

The Camp Director has a bachelor's degree in education, recreation or a related field. Counselors are hired from the community and are at least 18 years old. Our staff/child ratio is 1:10. All staff has first aid and CPR training.

Apparel

Each camper is required to wear a WGRC grey t-shirt on all field trips. The t-shirt is labeled with the Camp's address and phone. T-shirts can be purchased from the WGRC or the Camp Director.

Field Trips

The campers will go on a weekly field trip adventure off-site. Transportation will be provided by West Geauga School busses and the children will be supervised by counselors and an adult. Field trips are designed to provide campers with age appropriate activities away from the traditional camp and offer opportunities to learn new skills and enjoy the thrill of adventure.

Parents sign for permission for their child(ren) to attend the field trip on the Registration form. Details describing that week's field trip will be sent home with each child on Monday. Safety is our number one priority. The following items will be available on each field trip: roster of staff and children, destination information, field trip plan, first aid supplies, Registration and Health Medical forms for each child. The children will be instructed, prior to the trip, on the location, activities and rules. There will be an adult accompanying the counselors and children on each trip. The adult and counselors will each be equipped with cell phones/2-way radios.

Most of the field trips are structured activities, however, when the children are allowed to be on their own, they will be paired or put in small groups with a counselor. No child will be permitted to participate in an activity alone. The children will be instructed at each field trip site where to meet and scheduled check-in times. Children that do not comply with the rules will spend the day with the adult supervising the trip. Children that consistently do not follow the rules will not be permitted to attend field trips.

Some field trips take place outside and require dry, warm weather to be successful. If the weather does not cooperate, the field trip will be canceled and alternate activities planned at the Camp. Field trips have to be scheduled in advance and can not be rescheduled. Field trips are included in the Camp registration fee and no refunds will be given when field trips are cancelled.