



TRADITIONAL DAY CAMP

.....

Summer Camp 2026

PARENT MANUAL

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TABLE OF CONTENTS

Welcome	3
Payment and Registration Policy	3
Full Day Summer Camp Payment Plan	3
FINANCIAL ASSISTANCE PROGRAM.....	3
Waitlists	3
Camper Participant Information/Emergency Forms.....	4
Custody Orders	4
Withdrawals/Cancelations	4
General Information	5
Drop off/Pick Up	5
Hours of Operation	5
Attendance	5
Late Returns.....	6
Late Pick-up Fee.....	6
Camp Emergency/Urgent Procedures.....	6
Absences and Illness	6
Absences	6
Illness	6
Child Ill at while at Camp	7
What to do if my child is not feeling well or showing illness symptoms?	7
Allergies	7
Medication	7
Transfer/Possession of Medication	7
Medical Emergencies	7
Code of Conduct	8
Behavior/Discipline.....	8
Behavior.....	8
Discipline Procedures	9
Accommodations/Special Needs	10
Downers Grove Park District Essential Eligibility Requirements	10
Recognizing and Reporting Child Abuse	11
Confidentiality	11
Tax Information	11
Camp Sessions	11
Camp Close Out	12
Camp Ages/Location/Drop off and Pick up info	12
School Age Camps	12
Before and After Camp	12
Camp Specific Drop Off and Pick Up Locations	12
Communication with Camp and Administrative Staff	13
Summer Camp Administrative Staff:	13
Camp Staff.....	14
Parent Communication with Children	14
Camper Groups and Activity Rotations	14
Groups	14

Activity Rotations	14
Restroom Breaks	14
Weather	15
Field Trips	15
Transportation	15
Camp Shirts	15
Pool Days.....	15
Camper Swim Shirts.....	15
Movies	16
What to Bring to Camp.....	16
Clothing.....	16
What to bring to camp	16
Sunscreen	16
What NOT to bring to camp!	16

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WELCOME

Welcome to the Downers Grove Park District's Summer Day Camp program! Your child is about to embark on a fun-filled adventure. Day camp offers children the opportunity to build character and self-esteem through challenging and rewarding experiences in both small and large group settings.

The Parent Manual is designed to provide you with an overview of our policies and procedures. You will be able to access this manual as well as the weekly schedules for camp at www.dgparks.org. Please read all information carefully and thoroughly.

Information in this Parent Manual is subject to change and parents will be notified of any changes.

PAYMENT AND REGISTRATION POLICY

It is our goal to safely accommodate as many families as possible. The Downers Grove Park District reserves the right to adjust locations based on availability of space, staff and enrollment in order to maintain the safety, structure and integrity of the program as a whole.

All registrations are based on program availability, proper completion of registration, payment status/history and the Park District's ability to meet any special needs the participant may have.

In order to register, each participant must:

- Complete and sign proper registration and waiver forms for each child.
- Pay all outstanding fees due to any Park District programs and remain in good financial standing with the Downers Grove Park District.
- Must register and turn in **ALL** forms, including emergency forms in ePACT, no later than the Wednesday prior to desired week of camp. **Registrations received after this point will only be considered pending availability.**

Full Day Summer Camp Payment Plan

A payment plan is available and will be automatically applied for camp enrollments made before April 11. Enrollments after April 11 **must be paid in full**. Upon registration, you will pay a \$20 deposit for each week of camp. This deposit is applied to your monthly payment. The remainder of the fees will be processed automatically on the dates below using the credit card you used when enrolling in each session. Your camp balance split between 2 monthly payments on **April 15 and May 15**. Before care and Kinder Camp after care must be paid in full at registration and are not part of the payment plan.

FINANCIAL ASSISTANCE PROGRAM

In an effort to provide recreation, health and wellness opportunities to all residents, including those who are experiencing financial hardships, the Downers Grove Park District has established a Financial Assistance Program. Participants must reside within the boundaries of the Downers Grove Park District to be eligible. For eligibility requirements or to donate to the Financial Assistance Program, please visit dgparks.org/financial-assistance-program.

WAITLISTS

Waitlists will not be available for traditional day camps. This includes Early Childhood camps, Kinder camp, Adventure Camps, Teen Trekkers, Nature and Museum camps. If you do not get a spot in your preferred camp, please check online regularly to see if a spot has opened up.

CAMPER PARTICIPANT INFORMATION/EMERGENCY FORMS

The Downers Grove Park District utilizes ePACT to securely collect and manage camper information and emergency forms.

New Families:

Within 24 hours of registering for camp, new families will receive an email invitation from the ePACT Network (member.support@epactnetwork.com) to create an account and complete their camper's electronic emergency forms.

- The invitation will be sent to the *primary email address* on your household account.
- **You *must* use the same email address the invitation was sent to when setting up your ePACT account.** Using a different email address will prevent us from accessing your child's information, and the process will need to be repeated.

Returning Families:

Families who have previously used ePACT (for summer camp, preschool, winter/spring break camps, etc.) will receive an email asking them to review and reconfirm their camper's information.

- Any forms that have not been updated in the past 9 months must go through the reconfirmation process to ensure all information is current.
- This process is quick—your previously submitted information will auto-fill, and you'll simply update any changes and re-accept the waivers.

Important Notes for All Families:

- All forms *must* be completed and submitted prior to your camper's first day in order for them to attend.
- Parents may log into their ePACT account at any time to update or edit their camper's information.
- Emails from ePACT will come from: member.support@epactnetwork.com
- The subject line will include *Downers Grove Park District – Youth/Teen Programs*
- For helpful info and step-by-step guides, visit dgparks.org/summercamps and scroll down to "ePACT Guides."

CUSTODY ORDERS

To honor specific custody orders and/or orders of protection, it is the responsibility of the parent to provide a copy of the custody order and/or order of protection. The document must be signed by the court with the legal seal present, date effective and ending date if applicable.

WITHDRAWALS/CANCELATIONS

Self-cancellation prior to the billing date can be done online through your account or complete a refund request form.

- Withdrawals made before May 15 will incur a \$5 service fee per participant, per camp.
 - Withdrawals made on or after May 15 will incur a \$10 service fee per participant, per camp.
- Cancellation requests must be received by the end of Tuesday for camps beginning the following week.
 - Cancellations made after Tuesday will be reviewed on a case-by-case basis. If approved, the refund will be subject to applicable service fees, late cancellation fees, and any non-refundable program fees. A refund is not guaranteed.

No refunds, prorated refunds, or credits will be issued for missed camp days due to illness, personal scheduling conflicts, or other absences.

GENERAL INFORMATION

Drop off/Pick Up

Paper sign-in/out sheets are no longer used. Campers will now be checked in and out using ePACT.

How It Works:

- The ePACT Family App is web-based and not found in app stores.
- Follow the instructions below to add it to your device's home screen:
 - [Set Up on Apple Devices](#)
 - [Set Up on Android Devices](#)

Authorized Pick-Up:

- Only individuals listed in your child's Support Network in ePACT will be allowed to drop off or pick up your camper.
 - Teen campers may sign themselves in/out at the beginning and end of camp ONLY if sign-in/out consent has been completed uploaded into ePACT and given to the camp staff.
- Each person must have a valid email address listed in ePACT.
- ePACT will send them an invitation to create their own account and access your child's unique QR code.
- Click link for more info/guidance: [Need help? How to Connect Your ePACT Account with Friends and Family](#)

To Drop Off or Pick Up a Camper:

1. Log into the ePACT Family App on your mobile device.
2. Open your child's QR code.
3. Present the code to be scanned by Park District staff.
 - Do not screenshot the QR code—photos will not work.

Helpful Tips:

- Encourage all Support Network members to add a photo to their ePACT profile. This helps staff verify identities.
- A photo ID may still be requested at pick-up, so please have it available.

If a pick up person does not have access to a computer, email address or smart phone, please contact the Recreation Supervisor to discuss alternative check in and check out procedures.

Hours of Operation

Structured Camp Day: 9:00am-4:00pm

Before Care: 7:00-9:00am (must register separately)

After Care: 4:00-5:30pm (included in registration for Adventure Camps and Teen Trekkers)

Attendance

Before care is an additional fee. Please do NOT drop off before 9:00am if you have not paid for the before care option. Please be punctual on field trip days as the bus will not wait for late campers.

The structured camp day is from 9:00am to 4:00pm. Campers may be picked up from camp anytime between 4:00 – 5:30pm.

If you need to pick your child up early from camp or drop off late, please contact the camp supervisor or contact the camp cell phone.

Participants **MAY NOT** be dropped off or picked up from field trips or pool locations unless previously approved.

A photo ID is required to pick up your child(ren). If there are any questions, parents/guardians will be contacted before the child is released.

If you know in advance your child will not be attending camp on a day, please notify the camp director the day before, if possible.

To report an absence on that day, please call or text the camp cell phone.

Late Returns

All camps may leave camp locations for pool, parks and field trips. Due to weather, traffic or various reasons beyond our control, camp may be late in returning to the site. If we anticipate running more than 15 minutes late, a notification will be sent via ePACT.

Late Pick-up Fee

A \$20 flat fee plus a \$1 a minute late fee will be implemented when a child is picked up late. The fee must be paid, online or in person at the registration desk at any of our facilities, within two days. If you are going to be late, a courtesy call would be greatly appreciated although it will not exempt you from the late fee.

Camp Emergency/Urgent Procedures

Evacuation procedures for each program have been established in the event of a major emergency that would require removing children from the site. Additionally, plans have been developed for fire and tornado procedures. If an individual child is injured in the program, we will take the necessary emergency steps and contact you as soon as possible. However, should the injury be more severe we will call 911 without hesitation. The parent/guardian also authorizes the Park District and its employees to consent to medical treatment. By registering your child for the program, you are releasing the Downers Grove Park District from all liability which may arise from the child's participation in the program.

In the event of an urgent/emergent situation where camp drop off may be delayed or early pick up may be required, staff will first send out an Emergency Message through ePACT. Depending on the situation, emails and phone calls may follow the ePACT message.

ABSENCES AND ILLNESS

Absences

If child(ren) are ill and are not going to be attending camp please call/email or text the camp phone to report your child absent. If your child has contracted a contagious illness such as COVID-19, Hand, Foot & Mouth, chicken pox, strep, flu, lice or pink eye, you will need to report this as soon as possible to the camp supervisor. If we are notified of a contagious illness in your child's camp, and the individual attended camp while possibly contagious, you will be notified as quickly as possible.

Illness

Children should be kept home if they exhibit any of the following symptoms:

- Fever of 100.4 or higher
- Sore throat
- Nausea/ vomiting
- Diarrhea
- Congestion/runny nose
- Cough
- Shortness of Breath
- Unusual Fatigue

- Body aches
- Rash
- Discharge from eyes or ears
- Red/crusty eyes

Child Ill at while at Camp

- If a child becomes ill while at camp, the child will be isolated with a staff person until a designated adult arrives to pick up.
- A designated pick up person **MUST** arrive **within one hour** of the initial call to parents.
- The child will need to remain home and follow our illness policy below.

What to do if my child is not feeling well or showing illness symptoms?

- If your child has any symptoms listed above, your child should remain home from camp.
- Your child must be symptom free and fever free for at least 24 hours without the use of fever reducing medication or until a doctor indicates that your child can return to camp.

ALLERGIES

The Downers Grove Park District is dedicated and committed to providing a safe environment for all children. Please note any allergies on the camper information forms in ePACT. Please contact the Recreation Supervisor to discuss your child's personal needs, if any. We will be happy to work with you to provide reasonable accommodations that will make your child's camp experience a safe one.

MEDICATION

Campers requiring any type of medication must have a signed medication consent form on file. These forms are available in ePACT. Medication cannot be administered without the consent form. If your child is taking medication, the medication must be unexpired, in its original container with the child's full name on the label and the correct dosage enclosed. Medication and instructions must be given to the site director upon the child's arrival at camp. All medication is kept in a safe and secure location.

Transfer/Possession of Medication

Transfer/possession of all medications provided to camp staff must be signed in on the first day of camp attendance and signed out on the final day of camp attendance. This is to help ensure all medications such as EpiPens, inhalers, etc. are properly returned in a safe and timely manner.

MEDICAL EMERGENCIES

All camp staff are CPR and First Aid certified. In the event of a serious injury that requires more than basic first aid, the following steps will be taken:

1. Staff calls EMS
2. Parent or Guardian is contacted (or listed emergency contact)
3. If necessary, paramedics will transport the injured child to the nearest hospital, accompanied by a staff member.

Guardians are responsible for any emergency medical charges. Park District employees are not allowed to transport injured parties in Park District or personal vehicles.

CODE OF CONDUCT

Participants, parents and guardians are expected to exhibit appropriate behavior at all times. The following standards have been established for the benefit of our programs as a whole. The safety, structure and integrity of the program will take priority over those of any one individual. Behavior guidelines are not limited to, but are based on, the following overall rules and apply to all participants. The term “participant” will henceforth be used to represent children, parents, and guardians.

1. Participants must show respect to all other participants, staff, property, equipment and facilities.
2. Participants must follow the directive of staff and all program-specific rules.
3. Participants may not harass, bully or intimidate through the use of words, foul language, gestures, body language, phones, texting or other devices, social media or menacing behavior.
4. Participants must refrain from threatening or causing physical harm to other participants and staff.
5. Participants may not place themselves or others in dangerous situations through their actions or behavior.
6. Participants may not possess weapons, devices that may be used as a weapon, or illegal substances.
7. Participants may not demonstrate any sexual suggestiveness or sexual activity.
8. Parents/guardians may not instruct their children to disregard staff’s directions or to respond physically with violent or threatening behavior or language.
9. Parents/guardians may not direct, discipline, or instruct children other than their own.
10. Staff reserve the right to dismiss, suspend or ban any individual who represents a risk or danger from program premises (including buildings, parking lots, playgrounds, and surrounding areas).
11. Participants must keep track of their own belongings. Staff are not responsible for lost, stolen, or damaged belongings including backpacks, glasses, towels, toys, cell phones, spending money, etc.

Bullying, verbal and physical abuse, threats, and disrespect will not be tolerated. Participants will be held accountable for their actions in compliance with the DGPD Code of Conduct. All threats or threatening behavior will be taken seriously and may be reported to the authorities. Participants using threats of death, violence or suicide will be immediately suspended.

The Downers Grove Park District reserves the right to dismiss a participant whose behavior endangers his or her own safety or the safety of others.

BEHAVIOR/DISCIPLINE

Behavior

It is the goal of the summer camp program to provide each child with an environment that is safe, nurturing and enjoyable. To meet this goal, the staff will help every child exhibit qualities and characteristics that lead to a positive environment. Summer camp participants will be expected to treat the other children, staff, facilities and materials with respect through their words and actions. The children are encouraged to show trustworthiness by being honest and doing the right thing. They must use appropriate language at all times. The children must be responsible for their actions and choices. They are asked to be kind, caring, and fair to themselves, others and their environment. Participants should show citizenship by helping better the community and environment.

The following behaviors are unacceptable at camp and may result in removal from the summer camp session, the program as a whole and/or may include immediate pick up from camp.

1. Harming one’s self, such as, but not limited to:

- Leaving the program boundaries without permission
 - Leaving the designated group without permission
 - Failing to follow verbal instruction meant to ensure safety
2. Harming others, such as, but not limited to:
- Fighting
 - Throwing objects at or near others
 - Bringing or using weapons (real or fake), i.e., knives, glass, sharp objects, etc.
 - Hitting, biting, spitting, or kicking others
 - Verbally abusing others, i.e., name calling, taunting, etc.
 - Verbally or non-verbally showing disrespect
 - Physically or verbally assaulting a staff member
3. Damage to property, such as, but not limited to:
- Vandalism
 - Tantrums resulting in damage to property or materials
 - NOTE: The child's family is responsible for all damages

Discipline Procedures

We believe that the role of our staff is to help lead children toward self-discipline and self-direction. We will redirect your child from the situation as a means of calming the child, and allowing the child to gain control of him/herself in a dignified and thoughtful manner.

Behaviors which endanger the safety and security of the child or others may result in skipped steps or immediate and/or permanent suspension from the summer camp program, as listed above. If unacceptable behavior continues, we will take the following actions:

1st Offense

- Verbal Warning
- Staff will talk with the parent/guardian

2nd Offense

- The staff will complete a behavior log
- The staff will talk with the parent/guardian and have them sign the behavior log
- Immediate pick-up within one hour may be requested depending on the severity of the behavior
- As appropriate, privileges related to the behavior may be removed
- One-day suspension from the program beginning the day following the offense
 - If a child is suspended or removed from the program, no refund or proration is given

3rd Offense

- The staff will complete a behavior log
- The staff will talk with the parent/guardian and have them sign the behavior log
- Immediate pick-up within one hour may be requested depending on the severity of the behavior
- A meeting will be requested with the parent/guardian to discuss behaviors
- Depending on the severity of the behavior, a behavior plan may be implemented
- As appropriate, privileges related to the behavior may be removed
- One-week suspension from the program beginning the day following the offense
 - If a child is suspended or removed from the program, no refund or proration is given

4th Offense

- If the same or similar behavior reoccurs the staff will complete a behavior log

- The staff will talk with the parent/guardian and have them sign the behavior log
- Immediate pick-up within one hour may be requested depending on the severity of the behavior
- The child will be removed for the summer camp program for the remainder of the summer
 - If a child is suspended or removed from the program, no refund or proration is given

The Downers Grove Park District reserves the right to suspend or dismiss a child from the program if the staff determines that the program can no longer meet the needs of the child, if the child is a physical threat to him/herself or others, or if the child's behavior consistently impedes the normal daily functions of the group. If a child is suspended or removed from the program, no refund or proration is given.

- Should a child's behavior cause them to be dismissed from camp before the end of their camp day/session, the child will remain with a staff person until a designated adult arrives to pick up.
- A designated pick-up person **MUST** arrive **within one hour** of the initial call to parents.
- The child will need to remain at home and follow our behavior policy above before they return to camp.

ACCOMMODATIONS/SPECIAL NEEDS

The Downers Grove Park District believes in the right to an excellent recreational experience for all individuals from all backgrounds and ability levels.

If your child has any medical, physical, psychological, or emotional needs; receives special services; or requires accommodations, please be sure to:

- List these details thoroughly in your participant information forms, AND
- Contact the Recreation Supervisor for your child's camp to discuss how we can best support them.

If your child needs accommodations/inclusion services from the South East Association for Special Parks And Recreation (SEASPAR), please contact the Recreation Supervisor so that we can submit a request immediately. SEASPAR requires at least three weeks advanced notice in order to secure assistance. Inclusion aides can be secured for you at no cost.

Lack of information will adversely affect the Park District's ability to accommodate the needs of your child. Problems resulting from withheld information may necessitate the participant's suspension from the program until appropriate accommodations can be made for a more successful camp experience.

All participants must be toilet-trained and are responsible for all of their own toileting needs. All participants will be held to the same code of conduct and behavior policies, unless otherwise discussed.

Downers Grove Park District Essential Eligibility Requirements

Reasonable accommodation can be made in certain circumstances to assist a participant in meeting the essential eligibility requirements. If your participant is in need of accommodation, please reach out to the Recreation Supervisor of the camp.

Age Requirements

- Participants must be age appropriate for the camp/program they are enrolling in.

Participant Behavior Requirements

- Participants are expected to display appropriate behavior at all times.
 - Show respect to all participants, staff, and nature
 - Be pleasant to others and refrain from using foul/inappropriate language
 - Refrain from putting themselves and others in danger
 - Use equipment, supplies, and facilities as instructed

- Always wear shoes
- Stay with the group
- Exhibit appropriate behavior that doesn't impede the flow of the camp day

Personal Needs

- Is toilet-trained and are responsible for all of their own toileting needs
- Is able to manage all personal hygiene such as hand washing
- Is able to change clothes without assistance or with verbal assistance

Motor Needs

- Is able to walk on own or with assistance of a mechanical device
- Is able to perform gross motor functions and fine motor functions with reasonable guidance

RECOGNIZING AND REPORTING CHILD ABUSE

All Downers Grove Park District staff are considered mandated reporters by the State of Illinois and are required to report suspected child abuse or neglect to the Department of Children and Family Services (DCFS). Downers Grove Park District will work with DCFS and families, as appropriate to ensure the health and safety of children in the program. When a report is made, Downers Grove Park District will continue to work with and support the child and family. The report will be treated confidentially.

CONFIDENTIALITY

Summer camp programs maintain confidentiality and respect for family privacy, refraining from disclosure of confidential information. Disclosure of children's records beyond family members, program personnel and consultants having an obligation of confidentiality shall require parental/guardian consent. However, in cases of abuse or neglect, it is permissible to reveal confidential information to agencies and individuals who may be able to act in the child's interest.

TAX INFORMATION

The Downers Grove Park District tax identification number is 36-6161023. If you need a receipt, please contact the Park District at 630-963-1300.

CAMP SESSIONS

Kinder Camp: M-F 9:00am-4:00pm

Adventure Camps/Teen Trekkers: M-F 9:00am-5:30pm

<u>Session</u>	<u>Dates</u>
1	6/8-6/12
2	6/15-6/18 *No Camp 6/19
3	6/22-6/26
4	6/29-7/2 *No Camp 7/3
5	7/6-7/10
6	7/13-7/17
7	7/20-7/24
8	7/27-7/31

9	8/3-8/7
10	8/10-8/14

Camp Close Out

To accommodate the later school start in 2026, we're offering one additional week of camp following our regular 10-week session. Camp Close Out will operate like our traditional full-day camps but on a smaller scale, with fewer campers and staff. All activities will take place at the Lincoln Center, with campers grouped by age. Unlike our regular camps, which are spread across multiple facilities, Camp Close Out brings all campers in grades K–8 together under one roof.

<u>Session</u>	<u>Dates</u>
1	8/17-8/21

CAMP AGES/LOCATION/DROP OFF AND PICK UP INFO

School Age Camps

<u>Camp Name</u>	<u>Ages</u>	<u>Location</u>
Kinder Camp	Entering Kindergarten	Lincoln Center Rooms G11 and G13
Adventure Camp	Entering 1 st -2 nd Grade	Constitution Park (outside of Lincoln Center)
Adventure Camp	Entering 3 rd -5 th Grade	Recreation Center
Teen Trekkers	Entering 6 th -8 th Grade	Recreation Center

Before and After Camp

<u>Camp Name</u>	<u>Ages</u>	<u>Location</u>
Before Camp	Kinder Camp, Adventure Camp 1 st -2 nd Grade, and Teen Trekkers	Lincoln Center Room 105 & Constitution Park (outside of Lincoln Center)
	Adventure Camp 3 rd -5 th Grade	Lincoln Center Room 105 & Constitution Park (outside of Lincoln Center)
After Camp	Kinder Camp, Adventure Camp 1 st -2 nd Grade	Lincoln Center Room 105 & Constitution Park (outside of Lincoln Center)
	Adventure Camp 3 rd -5 th Grade and Teen Trekkers	Room 103 and Amphitheatre at Rec Center

Camp Specific Drop Off and Pick Up Locations

- Before Camp:
 - If indoors, Before Camp will meet in Room 105
 - If outdoors, Before Camp Constitution Park Playground
- Kinder Camp:
 - Constitution Park Playground
 - If there's inclement weather: drop off and pick up will be inside of Lincoln Center rooms G11 and G13
 - If a child is enrolled in Kinder After Care, camp staff will escort them to join the After Care group.
- Adventure Camp 1st – 2nd Grade:
 - Grassy area outside of Lincoln Center near pavilion
 - If there's inclement weather: drop off will be inside of Lincoln Center
- Adventure Camp 3rd – 5th Grade:
 - **Drop Off:** A curbside drop off up will be created (please see attached map). We ask that parents who are utilizing the curbside drop off remain in their cars, do not block any crosswalks, and wait for camp staff to approach vehicle to retrieve child and get check in process started.
 - **Pickup:** The structured camp day will end at 4pm. From 4:00-5:30pm 3rd-5th grade campers will be combined with teen trekkers for the remaining 90 minutes of camp. Campers can be picked up in the amphitheater, if there's inclement weather campers can be picked up in room 103.

- **Teen Trekkers:**
 - **Drop Off:** A curbside drop off will be created (please see attached map). We ask that parents who are utilizing the curbside drop off remain in their cars, do not block any crosswalks, and wait for camp staff to approach vehicle to retrieve child and get check in process started.
 - **Pickup:** The structured camp day will end at 4pm. From 4:00-5:30pm 3rd-5th grade campers will be combined with teen trekkers for the remaining 90 minutes of camp. Campers can be picked up in the amphitheater, if there's inclement weather campers can be picked up in room 103.
- **After Camp at Lincoln Center:** Kinder Camper and Adventure Camp 1st-2nd Grade will be combined at the Lincoln Center from 4:00 – 5:30pm. Campers can be picked up at Constitution Park Playground or in Room 105 of the Lincoln Center.
- **After Camp at Recreation Center:** Adventure Camp 3rd-5th Grade and Teen Trekkers will be combined at the Recreation Center from 4:00 – 5:30pm. Campers can be picked up inside of the Recreation Center in room 103 or in the Amphitheatre (weather depending).

COMMUNICATION WITH CAMP AND ADMINISTRATIVE STAFF

For communication purposes, each camp has a cell phone. Phones will be on during program hours and voicemails are checked at the beginning of each camp day. If you need to contact the staff to inform them of an early/late pick up or family emergency, please call, text or email the staff with the contact information provided. Participants may not use personal cell phones while at the camp unless authorized by staff.

<u>Camp</u>	<u>Site Phone Number</u>	<u>Phone Calls/Text Messages</u>
Kinder Camp	630-914-4511	Phone Calls and Text Messages
Adventure Camp 1-2	630-742-3820	Phone Calls and Text Messages
Adventure Camp 3-5	630-974-9848	Phone Calls and Text Messages
Teen Trekkers	630-819-4706	Phone Calls and Text Messages

Summer Camp Administrative Staff:

- Camp Coordinators
 - Lincoln Center Camps Email: jszymendera@dgparks.org
 - Recreation Center Camps Email: ameyers@dgparks.org
- Kinder Camp & Adventure Camp 1st – 2nd Grade: Recreation Supervisor Sarah Blazer
 - Email: sblazer@dgparks.org
 - Office Phone: 630-960-7464
- Adventure Camp 3rd-5th Grade & Teen Trekkers: Recreation Supervisor Maddie McNab
 - Email: mmcnab@dgparks.org
 - Office Phone: 630-960-4479
- Assistant Superintendent of Recreation, Anna Fontanetta
 - Email: afontanetta@dgparks.org
 - Office Phone: 630-960-4491

CAMP STAFF

All camp activities are under the administration of the Park District's full-time recreation supervisors. The camp program is supervised by the camp coordinators at each site, and then the specific camp directors. They oversee all camp counselors and facilitate the day-to-day operations. Camp counselors lead and implement the daily activities.

PARENT COMMUNICATION WITH CHILDREN

Parents are to refrain from speaking with other children regarding behavioral issues. Please bring all concerns regarding conduct and behavior to the camp staff. Only Downers Grove Park District staff is permitted to manage participant conduct and behavior.

CAMPER GROUPS AND ACTIVITY ROTATIONS

Groups

Parents will be emailed by the Friday prior to each camp session with specific camp information for the upcoming week. This may include special activities or themes for the coming week, the camp newsletter, etc. Campers may be placed into weekly camp groups for attendance, daily rotation and field trip purposes. Weekly groups are subject to change at any time and static grouping will not be enforced as we will allow campers to socialize and interact with one another for large and small group activities.

Activity Rotations

After all of the campers have arrived for the day, we will begin our camp day of activity rotations. Each rotation will be approximately 20 to 45 minutes. Activities will include crafts and a variety of camp games.

Restroom Breaks

Scheduled restroom breaks will occur throughout the day. Campers will be supervised walking to and from the restroom, but staff will remain outside of the restroom. Campers will be allowed to use the restroom whenever needed

outside of the scheduled restroom break. Campers must be fully potty-trained and require no assistance from staff for any toileting needs.

WEATHER

All camps will be held rain or shine! Messages will be sent via ePACT to notify parents of changes to camp drop off or pick up locations, or to send out quick reminders.

In cases of extreme heat, camp staff will take proper precautions to ensure the safety of the campers, such as: frequent water breaks, utilizing shade or covered spaces, limiting physical activity or relocating to an air-conditioned location for a brief period during the day.

All camps will have an indoor location (Lincoln Center or Recreation Center) available at all times in case of inclement weather.

FIELD TRIPS

Camps may attend field trips one to four times per week. These trips are included in the session fee. Please check your weekly camp newsletter for more information on the upcoming trip(s). Camp T-shirts must be worn on all field trips for easy identification of our group. If you leave your child's shirt at home on field trip day, you will be asked to go home and retrieve it, or charged \$5 for a rental to be worn on that day. All campers are transported by bus. Spending money is optional and discouraged for Kinder and Adventure Camp 1st-2nd Grade. Staff will not be responsible for handling any spending money. Please be punctual on field trip days as the bus will not wait for late campers.

In the event a field trip is canceled due to weather or other unforeseen circumstances, a replacement trip is not guaranteed. We will do our best to arrange an alternate trip or special activity, but it may not always be possible.

Transportation

Transportation will be provided by either our Park District staff with our 15 passenger vehicles or through transportation provided by First Student Transportation Company.

CAMP SHIRTS

Each camper will receive one camp T-shirt for the summer. It is to be worn on field trip days for easy identification of our group. If you leave your child's shirt at home on field trip day, you will be asked to go home and retrieve it, or charged \$5 to purchase an additional camp shirt. The fee must be paid, online or in person at the registration desk at any of our facilities, within two days.

POOL DAYS

Adventure and Teen Campers will attend surrounding area pools, and may go to other water parks on field trips. Children should bring swimsuits, sunscreen and a towel on swim days. Children are responsible for bringing wet items home each night. Please mark child's name clearly on all belongings. Children may be swim tested by the pool staff and lifeguards. Wristbands will be placed on the children limiting certain areas.

Kinder campers will be limited to the fenced-in splash pad area of Sea Lion Aquatic Center or zero-depth areas at other local swim facilities.

If a scheduled pool visit is canceled due to weather, pool maintenance, early pool closure, or other unforeseen circumstances, it will not be rescheduled or replaced with another trip.

Camper Swim Shirts

Through the generosity of Shine Pediatric Dentistry and Zach Frazier Orthodontics for the 2026 summer we will provide each camper enrolled in Kinder Camp, both Adventure Camps and Teen Trekkers with one t-shirt style (short sleeve) swim shirt for the summer. Campers will be required to wear the provided swim shirt over their swimsuit on all trips to aquatic facilities (pools, waterparks, splash pad, beach, etc.) as well as any onsite water days. The summer camp staff will also be wearing staff swim shirts to all aquatic facilities and onsite water days. The swim shirts will provide an added level of safety allowing campers, staff, lifeguards, etc. to easily identify our camp group. While the swim shirts also provide an additional layer of sun protection (44+ UPF for UV sun protection), the shirt alone is not adequate for full sun protection. Sunscreen must be sent with campers each day so they can reapply frequently. The Park District cannot provide sunscreen if a camper does not bring their own.

MOVIES

Movies will be shown periodically. Summer camp will show G-rated or PG-rated movies. Participants are not required to watch the movie. Other activities will be available in the room where the movie is being viewed to those that do not want to watch.

WHAT TO BRING TO CAMP

Clothing

Most activities have been planned for the outdoors, so it is important that children are prepared. Gym shoes are required and comfortable clothing is recommended. Hat and/or sunglasses are recommended. For the safety of all the children, Heely shoes are not permitted in camp.

All children must be completely potty-trained and out of Pull-ups. We understand that accidents happen, so we encourage parents to send an extra pair of clothes to camp.

What to bring to camp

Please clearly label all belongings with your camper's name:

- Backpack
- Change of clothes
- Filled Water Bottle
 - We recommend 2 water bottles: 1 ready to drink for beginning half of the day and 1 frozen in backpack that can melt and be ready for second half of the day
- Lunch (lunch will not be provided)
- 2 snacks (snacks will not be provided)
- Sunscreen for reapplying
- Swim shirt (for all pool or water days) or camp shirt (for all field trip days)

Sunscreen

Children will be participating in outdoor camp activities. It is encouraged that children have sunscreen on before they come to camp. Campers must bring their own sunscreen from home daily for reapplying. Staff CANNOT assist with applying sunscreen, but will monitor the application and verbally assist children with the process. We recommend a sunscreen stick as a great way to apply sunscreen to cheeks and noses.

What NOT to bring to camp!

Bringing personal belongings and toys from home is strongly discouraged. Any personal items brought from home are the responsibility of the child. The Downers Grove Park District and its staff are not responsible for any lost, damaged or stolen items, including but not limited to backpacks, swimsuits, towels, glasses, toys, cash and phones. Staff may restrict or withhold inappropriate items.