



2015 President's Week/Spring Adventure Day Camps

Camp Office: Polster Branch
3800-A Mykonos Lane
San Diego, CA 92130
Phone: 858-720-2180
Fax: 858-720-2192

Email: camp@positiveplacesd.org
www.BgcSanDieguito.org



Dear Campers and Families:

Welcome to the 2014 season of our Thanksgiving/Winter Adventure Day Camps. This letter will help you better prepare for our day-to-day activities. We look forward to an exciting fall and winter camp season. Please post this information in a convenient place for daily referral.

CAMP LOCATIONS:

This season camps will be held in four locations. Your camper's camp location depends on the type of camp he/she is signed up for. Please phone our Camp Office if you have questions. Below are the addresses of our locations:

Allred Branch

12353 Carmel Park Drive
San Diego, CA 92130
Next to Carmel Del Mar Elementary School

Harper Branch

533 Lomas Santa Fe Drive
Solana Beach, CA. 92075

Griset Branch

1221 Encinitas Blvd
Encinitas, CA. 92024

Polster Branch (CAMP OFFICE)

3800-A Mykonos Lane
San Diego CA 92130
Next to Carmel Valley Middle School

CAMP OFFICE:

The Camp Office for all locations is located at the Polster Branch. If you have questions or concerns or want to sign up for additional days please contact the Polster Branch. We can be reached at (858) 720-2180. This number will enable you to make contact with the Camp Director. During evenings and weekends, please leave a message on our answering machine and we will call you back as soon as possible.

CAMP HOURS/Early & Late Pick Up:

Our camp instruction hours are 9:00am-3:00pm daily. Our Polster, Harper, and Griset locations are open from 7:30am-6:00pm and the Allred location is open from 9:00am-6:00pm.

There is no additional fee during our Thanksgiving and Winter Adv. camps for the early/late drop off and pick up hours. You may drop off your camper as early as 7:30am and pick up as late as 6:00pm. *Allred Branch hours are 9:00am-6:00pm. Parents needing early program may drop off their Allred camper at the Polster Branch between 7:30am-8:45am and their camper will be transported by van to the Allred Branch at 8:45am. ***Please be sure to pick up your camper by 6:00pm as there is a late fee of \$1 per minute after 6:00pm. This fee is due at time of pick up.***

Camper Attendance: Campers will be signed in upon arrival each day by the camp staff or parent/guardian, and must be signed out each day by parent/guardian with time of pick up noted and signature.

CANCELLATION/REFUND POLICY:

All camp fees must be paid in advance. A \$25 fee will be applied for all returned checks. There is a 10% cancellation fee per camper for camps cancelled on or before February 13, 2015 for President's Week Adv. Day Camps and March 27, 2015 for Spring Adv. Day Camps. **There is no refund of any kind after Feb. 13, 2015 for President's Week Adv. Day Camps and March 27, 2015 for Spring Adv. Day Camps.**

BEHAVIOR POLICY:

The Club reserves the right to suspend or remove any child from the program whose behavior is a deterrent to the safety and well being of the other children and/or staff. Documented incident reports will be maintained in the child's file in cases of undesirable behavior. Receiving more than three incident reports during a camp session may be cause for immediate dismissal from the program. Whenever possible, parents will be contacted and asked to help before a suspension or program removal may become necessary. There is no refund or credit given for suspensions or expulsions. All situations are unique and the final decision will be made by the Camp Director.

CAMP ATTIRE:

Normal camp attire is clothing suitable for outdoor activities, including closed toed shoes. On swim or water activity days, campers should bring the proper swim attire and towel along with normal camp clothing. Sunscreen and a hat are always recommended.

CHILD ILLNESS:

Your child should not attend camp if ill. If your child becomes ill while at camp, you will be asked to pick up your child within 30 minutes. *If your child has been exposed to a contagious disease please inform staff immediately.* For the safety of the other members and the staff, a doctor's note may be required before your child may return to the club.

LICE:

Parents will be notified immediately and will need to pick up their camper if lice/nits are present. Lice treatment must be completed and nits must be removed from camper's hair upon returning to camp. Parents need to notify the camp office upon return and campers will be examined by camp staff at drop off to ensure nits have been removed. If your camper has lice please contact the camp office. In the event there is an outbreak during camps, all campers present will be checked at that time by camp staff. We understand this can be a sensitive and stressful time for campers and families, if you have any questions or need guidance on what to do please contact the camp office.

CUSTODY SITUATIONS:

If a parent is not allowed to pick up a child, we require that a copy of the custody papers be on file at the Camp Office. If that parent attempts to pick up the child, the Club staff will notify the custodial parent immediately. The staff will not forcibly deny the restricted parent from picking up the child. Please discuss the situation with your child and inform the Camp Office or Camp Director of changes.

FIELD TRIPS:

On days on which there are field trips scheduled, campers will have the option to attend the field trip or stay at camp and participate in activities. Sign-ups online are by credit card only. **In order to arrange the necessary transportation for the field trips, we request that you sign up for field trips as soon as you are able.** If possible, please do not wait until the day of the event to indicate your camper will be participating in a field trip. Camper should wear their green or blue Boys & Girls Clubs t-shirt on field trip days.

Camp policies will be strictly enforced on all field trips. All campers will be supervised the entire day. Staff/Camp Director reserves the right to excuse a Camper from the scheduled Field Trip activity due to behavior issues. The Camp Office will contact the parent or guardian in the event a camper is not able to participate. Field Trip fees are not refunded in the event a camper is not able to participate due to inappropriate behavior.

If campers want to carry their own money to any field trip, they are permitted to do so. If parents wish to have the camp staff carry the money for their camper, please provide the money to the camp staff at morning check-in, and the staff will keep the money in an envelope for the camper. Please make note of any restrictions you may have on how the money can be spent.

Please check with Camp Office for the field trip schedule.

MEDICATION:

If your camper needs medication during camp hours a medication form must be filled out in advance in order for the Camp Director or assigned staff member to dispense medication. All medication must be in the original bottle or packaging clearly labeled with the camper's name, dosage, and Dr. If your camper has an epi-pen that will need to travel with them each day to another camp location, please contact the camp office.

PERSONAL BELONGINGS:

Parents, please remind your children of the value of taking care of their possessions. Have all belongings clearly labeled (clothing, bags, etc.) **DO NOT BRING VALUABLES TO CAMP!!!**

The camp staff/camp program is not responsible for lost, damaged or stolen items.

PHONE USAGE:

Campers may use the club phone for emergencies only. We request that parents call their campers in emergency situations only. Use of cell phones is allowed with staff permission and only if it is not disruptive to programming. Under no circumstances are members to be taking pictures or video with their cell phones. Misuse of cell phones will result in the phone being confiscated until parent pick-up.

SNACK/LUNCH OPTIONS:

We encourage campers to bring a healthy snack from home each day. A snack cart is available for campers to purchase snacks during designated snack time only. Prices for snack range from \$0.50 - \$1.00.

Campers are required to bring a healthy sack lunch from home daily. Please do not send campers with lunches that need to be heated such as cup o' noodles or leftovers. It is a safety issue and we do not have supervision available to monitor the staff kitchen areas. We also do not sell snack as a lunch option. If a child comes to camp with money to purchase snack items for lunch, the parent will be contacted immediately and will need to bring a lunch for their camper. If alternate lunch options are available the parent will be charged accordingly.

We are offering a \$5 Pizza Lunch option on certain camp days. Campers need to be signed up and paid in advance. Payments for Pizza Lunch can be made at the Camp Office or online. Pizza Lunch includes 2 slices of cheese pizza, and juice. Cost is \$5.

Pizza Lunch Days:

Please check with Camp Office for Pizza lunch days.

Camp reminders to review with your child:

- Come to camp prepared to have FUN!
- Treat staff and fellow campers with respect. Respect the rights, beliefs, and personal space of others and treat others courteously and with consideration.
- Communicate appropriately and avoid using foul language, gestures or harsh words.
- Respect camp property as well as the property of other campers.
- Campers can run outside or in designated areas.
- Campers can eat and drink in designated areas.
- Follow staff directions the first time they are given.
- CAMP IS A BULLY FREE ZONE!

The staff of The Boys and Girls Clubs of San Dieguito makes a special effort to meet the needs of each camper and family. Please do not hesitate to call our office at 858-720-2180 or email us at camp@bgcsandieguito.org if you have any questions or concerns.

**BOYS & GIRLS CLUBS OF SAN DIEGUITO (BGC)
ADVENTURE CAMPS GROUND RULES**

1. Normal camp attire consists of clothing suitable for outdoor play. Hat and sunscreen are highly recommended.
2. All camp fees must be paid in advance. There is a \$25 fee for all returned checks. There is a 10% cancellation fee for camps cancelled on or before February 13, 2015 for President's Week Adv. Day Camps and March 27, 2015 for Spring Adv. Day Camps.
3. **There is no refund of any kind after Feb. 13, 2015 for President's Week Adv. Day Camps and March 27, 2015 for Spring Adv. Day Camps.**
4. Any camper found stealing at BGC, on a field trip or outing will be dismissed immediately.
5. BGC reserves the right to dismiss a camper without advance notice for non-payment, or other reason deemed valid by the Camp Director. There are no refunds.
6. The BGC is not responsible for lost or stolen articles.
7. Any camper not attending a scheduled camp day must notify the camp office in advance by 7:30 am the day of the absence and will be credited with a make-up day. (Subject to availability)
8. Due to strict schedules, the buses cannot wait for tardy campers. Credit is not given for a camper missing a bus.
9. All camper days must be taken during the 2015 President's Week Adv. Day Camp session or 2015 Spring Adv. Day Camp session. Days purchased cannot roll over or be credited to any other camp season or BGC program.
10. BGC reserves the right to bill parents for any damages a camper might cause either at camp, on a camp field trip, or to a camp operated vehicle.
11. BGC reserves the right to adjust activities, dates and times within the program.
12. BGC reserves the right to use any photos or videos taken during the camp session for promotional needs.
13. It is the responsibility of each camper's parents or guardian to provide him or her with a nourishing lunch, if brought from home it needs to be labeled clearly with his/her name. On field trips to some of the major amusement parks, campers should carry enough money to purchase their lunch, since it is the policy of these operations to prohibit sack lunches.
14. I agree that my child can use BGC computers. (Please note that all computers are firewalled against inappropriate sites)
15. I hereby give permission to my child to become a member of the BGC.
16. I hereby give my consent for the BGC member named above to participate in off-site events and field trips.
17. In an emergency, the undersigned authorize BGC to obtain the services of such doctor, hospital, dentist or others as BGC shall determine for the benefit of the BGC member named above. The undersigned shall reimburse the BGC for all expenses incurred in connection with said emergency. The undersigned hereby waive any and all claims they may have against BGC relating to medical, hospital, surgical and dental care furnished to the BGC member named above pursuant to this agreement and agree to hold BGC free and harmless from all claims that the BGC member, the undersigned and others may have in relation to emergency treatment and services rendered pursuant to this agreement. This authorization shall remain in effect until we vote in writing and delivered to agent of BGC.

The undersigned understands and accepts the BGC ground rules on this page.

Signature: _____

Date: _____

