

TUMWATER TRIPPIN'



Dear Parents and Teens,

Welcome to Tumwater Parks & Recreation's Summer Teen Camp for 12 to 17-year-olds – Tumwater Trippin'. We are looking forward to a terrific summer with new and exciting discoveries while building new friendships, creating lasting memories and having lots of fun. The following information should answer most of your questions regarding our camp. Please call Tumwater Parks and Recreation at (360) 754-4160 if you have additional questions.

Tumwater Trippin' Location

Peter G. Schmidt Elementary School
237 Dennis St. SE
Tumwater, WA 98501

We will use the cafeteria for check-in and check-out. **Please drop off and pick up through the side entrance of the school.**

Camp Organization

Tumwater Trippin' participants will have the opportunity to visit many destinations in and around Puget Sound. Peter G. Schmidt Elementary School will serve as our base camp and we will depart from there, each day, to our scheduled destination.

Camp Staff

In order to provide the safest environment for your child, all staff is certified in First Aid and CPR. Our staff also has experience working with children in an educational and outdoor setting. A national background check is required prior to working for Tumwater Parks and Recreation. Staff to camper ratio is 1:6. Staff will carry a cell phone in case parents need to reach staff or their teen during camp hours: (360) 529-7933.

Hours

Tumwater Trippin' hours are 8:30am to 4:30pm. Participants should arrive no later than 9:00am, the time when campers will depart for the day's activities. All trips will return by 4:00pm. Please contact Josh Irwin at (360) 754-4160 to discuss extended care availability.

Lunch/Snack

Participants need to bring a sack lunch, snacks and water bottle to camp each day.

Items to Bring

- If your child has a backpack, please send it with him/her each day.
- Your child is welcome to bring money each day; however, this is optional.

What to Wear

Campers will be outdoors the majority of the time. To ensure comfort and safety, please send:

- Clothes for both warm and cool weather
- Shoes suitable for hiking and walking

Administration Fee

There is a one-time, \$25 per participant administration fee. This fee is non-refundable and is used to cover the cost of the registration process.

Tumwater Trippin' Fees & Payments

Tumwater Trippin' is \$150 per week. Exceptions are: Week 1 will be \$40 as camp will only be held on Monday, July 1 (trip to Wild Waves) and Week 3 will be \$305 as participants will attend the 4-day, 3-night trip to Camp Cascades in Yelm. The first week of Tumwater Trippin' in which you enroll your child must be paid at the time of registration, along with the \$25 administration fee. There are no daily enrollments and we are unable to prorate any week of Tumwater Trippin'.

You may also reserve additional weeks to hold your child's spot. You may also register your child for an additional week or weeks any time throughout the summer, provided that space is available. Please remember when your child is placed on a waiting list, his/her spot is not guaranteed. You will be notified if an opening becomes available.

We are also more than happy to enroll you in our automatic payment option. When you select this convenient option, Tumwater Trippin' fees will automatically be charged to your credit card on payment due dates.

New this year, we are offering online registration where you may register your child for the \$25 administration fee and request the weeks you would like them to attend. Once you complete online registration, staff will contact you for your credit card security code in order to charge you for the first week your child will attend. Registration will not be confirmed until we obtain your security code. Online registration is available at: www.ci.tumwater.wa.us/parks, follow the link below the brochure to "Register Online." If you don't prefer to register online, you may also submit the registration form, payment and the following required waivers to our office in City Hall or tumwaterparks@ci.tumwater.wa.us.

Payment Schedule

Tumwater Trippin' payments are due on **Mondays by 4:00pm**, two weeks prior to the reserved week. If payment is not made by the due deadline, your child will be withdrawn from that week of camp.

<u>Dates of Camp</u>	<u>Payment Due</u>
Wk 1: July 1 only	June 17
Wk 2: July 8 - 11	June 24
Wk 3: July 16 - 19	July 1 (Camp Cascadia)
Wk 4: July 22 - 25	July 8
Wk 5: July 29 - Aug 1	July 15
Wk 6: Aug 5 - 8	July 22
Wk 7: Aug 12 - 15	July 29

Refunds/Schedule Changes

Please notify Tumwater Parks and Recreation of any changes to your camper's schedule. If you would like to withdraw from a week of camp, you must provide two weeks' notice. Fees are fully refundable minus the \$25 administration fee if the refund request is made within this deadline. Requests made after this deadline are subject to partial refunds.

Overview Schedule

Please refer to the Tumwater Trippin' Summer Overview Schedule. All trips run 9:00am - 4:00pm. The overview schedule is an outline of this summer's trips, the schedule is subject to change based on weather and availability.

Check-in/Check-out

To ensure safety, all participants must be accompanied by a parent or guardian at arrival and departure time. Each participant is required to be signed in and out each day they attend Tumwater Trippin'. The sign-in/sign-out sheet will be located just inside the door.

If there are any changes to be made regarding who is authorized to pick up your child, or if your child will be picked up before 4:00pm, please communicate those changes directly with Tumwater Trippin' staff. If staff is not familiar with the person picking up the children, they will be asked to show identification to ensure your child's safety.

Illness

If your child is sick, please do not send him/her to camp. Your child would be better served to stay at home until he/she is better. We do not have the staff or facilities to care for sick children.

If your child has a fever, active rash, nausea, diarrhea, sore throat, or stomach pains, he/she is not well enough to follow the day's routine including outside activities. If a child displays symptoms of illness, he/she will be isolated and kept comfortable while the parent/guardian is notified. If removal from camp is warranted, you will be asked to pick up your child promptly. If a parent/guardian cannot be reached, emergency contacts will be called.

Medication

Our staff is not authorized to administer prescription or non-prescription medication to children. Staff may only witness while a child self-medicates. If your child takes medication regularly or for a temporary condition, Tumwater Trippin' staff must be provided with a Medication Authorization Form by the parent/guardian so that staff can witness self-medication. All medications must be given to the Trip Leader or another counselor, whereby, it will be secured and made available upon request by the participant and self-administered. Please DO NOT leave medication in the possession of your child.

Injuries

Our staff will treat all minor injuries, and parents will be notified at the time of pick-up. If we feel that the child needs medical attention, you will be notified immediately.

Emergency Procedures

In case of a serious injury or illness, the following procedure will be followed:

1. Call 911
2. Administer First Aid/CPR
3. Contact parent or emergency contact
4. Notify Recreation Manager
5. File Accident/Medical Report

Camp Rules

1. Participants must keep their hands and feet to themselves at all times. This means no hitting, wrestling or throwing items at other campers.
2. Participants must use words that show respect to themselves and others. Abusive or vulgar language and teasing will not be allowed.
3. Participants must follow the instructions of staff members at all times.
4. Participants must communicate with staff regarding their whereabouts at all times, including restroom and drink breaks.

5. Camp staff will not be responsible for lost or stolen items. All clothing left at camp will be placed in the 'lost and found box' and taken to the clothing bank at the end of camp if items are not claimed.
6. Camp staff will utilize a buddy system throughout the teen camp program. No camper will leave an activity area or program without permission and a buddy.

Discipline

Discipline will be fair, reasonable, consistent and related to the camper's behavior. An understanding of the individual camper's needs and stage of development will determine appropriate discipline. Discipline will be aimed at developing self-control, acceptable behavior and respect for others. Campers will participate in reviewing camp rules on the first day of camp.

Consistent behavioral problems demonstrated by a camper will result in parent notification. We retain the right to remove any camper from the teen camp program when the behavior warrants such action.

Thank you for taking time to review this packet. Our goal is for camp to be a positive, memorable and FUN experience for you and your child!

Please feel free to contact Josh Irwin at (360) 754-4160 to discuss any questions or concerns about the Tumwater Trippin' program.