TUMTASTIC DAY CAMP INFORMATION

CITY OF TUMWATER PARKS & RECREATION

Revised: 1/22/2026

Ages

Camp is for 6 to 11-year-olds. Children must be 6 by August 31, 2026, or have completed kindergarten.

Day Camp Location

Peter G. Schmidt Elementary School (PGS), 237 Dennis St. SE, Tumwater.

Camp Hours

Camp hours are 7:30 a.m. - 5:30 p.m. Children may arrive as early as 7:30 a.m. and must be picked up no later than 5:30 p.m. Due to safety, children must not be left unattended before 7:30 a.m., no exceptions.

Camp Staff

In order to provide the safest environment for your child, all staff are certified in First Aid and CPR. Our staff also have 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 will carry a cell phone in case parents need to reach staff or their child during camp hours: (360) 239-1528.

Camp Size and Ratios

Tumtastic Day Camp will host no more than 70 children. Children may be divided into smaller groups for activities and field trips. The staff to child ratio on field trips will be 1:7.

Fees & Registration

The camp fee is $200 per week. Exception: Week 2 is $160 as there is no camp on Friday, July 3.

Registrations are for full weeks only. We do not offer daily enrollments and are unable to pro-rate any week of camp. Throughout the summer you may register your child for an additional week or weeks at any time if 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.

PAYMENT PROCESS:

- Online registration is available at www.ci.tumwater.wa.us/youth.
- After selecting the weeks your child will attend, you will be required to pay a $25 non-refundable deposit for each reserved week. Your deposits will hold your child's spot in your reserved weeks.
- The remaining balance for each week will be due on Monday two weeks prior to each reserved week.
- **If you would like these payments automatically charged to your credit card on file, please remember to check the box next to "Pre-authorize your selected credit card" during check out.**

In addition to registering your child, the following waiver forms are required before the start of camp:

- Medical Release
- Behavioral Expectations

- Sunscreen Authorization
- Swim Waiver

Payment Schedule, Cancellations, and Payment Liability

Payments are due on **Mondays by 4 p.m.** two weeks prior to each reserved week. If payment is not made by the deadline, your child will be withdrawn from that week of camp.

If you would like to withdraw from a week of camp, you must provide two weeks' notice in order to release your payment liability for that week.

Camp Week	Payment Due Date
Week 1: June 22 - 26	June 8
Week 2: June 29 – July 2	June 15
Week 3: July 6 - 10	June 22
Week 4: July 13 - 17	June 29
Week 5: July 20 - 24	July 6
Week 6: July 27 - 31	July 13
Week 7: August 3 - 7	July 20
Week 8: August 10 - 14	July 27

Check-in/Check-out

Drop-off and pick-up will be through the entrance on the western side of Peter G. Schmidt Elementary School. Staff will greet families at the check-in table as they arrive. Please have identification available upon request and ensure that the individual who is picking up your child is on your child's approved pick-up list. Staff will ask to see identification for the individual who is picking up each day until staff recognizes those individuals on your child's approved pick-up list.

Drop-off hours are from 7:30 - 9 a.m. and pick-up hours are from 4 - 5:30 p.m. Outside of these times, the camp may be in other locations in the school or off site. Schedules for each week of camp will be emailed to parents the week before camp and are available at the check-in/check-out table.

Late Arrivals and Early Pick Up

- Special arrangements can be made for your child arriving later than 9 a.m. or leaving earlier than 4 p.m.
- You will need to give notice to camp staff 24 hours in advance, including the time your child will arrive or leave, and who will drop them off or pick them up.
- Requests may be denied for reasons such as camp being off-site.
- If your arrangements are approved, you will need to make sure that you check your child in and out with staff.

Field Trips and Other Transportation

We will hold weekly field trips except during Week 8 when we hold our Summer Celebration Event. Trips will be held on Wednesdays, unless otherwise noted. On field trip days, we will depart from Peter G. Schmidt Elementary School by 9 a.m. and return by 4 p.m.

Weekly Field Trip Schedule:

Week 1 - June 24:.....Olympic Club Theater & Penny Playground - Centralia
Week 2 - July 1: .....Northwest Trek - Eatonville
Week 3 - July 8: .....Tukwila Family Fun Center - Tukwila
Week 4 - July 15: .....Hands on Children's Museum and Lions Park - Olympia
Week 5 - July 22: .....Legends Arcade and Squaxin Park - Olympia
Week 6 - July 28: .....Tacoma Rainiers Baseball Game - Tacoma (Tuesday)
Week 7 - August 5:.....Westport Lighthouse State Park Beach - Westport

While away from camp, staff will have your child's information with them. All children need to wear the camp T-shirt they are provided. If your child misses a field trip departure for any reason, please remember that you will only be permitted to meet the camp and drop off your child if you have made arrangements 24 hours in advance. Please note that for many field trips, this may not be an option.

Lunch and Items to Bring

No heating appliances will be available. All items brought to camp need to be in a backpack. Please leave all personal electronic devices at home except for a cell phone. That means no hand-held video games or similar items. Cell phone and smartwatch usage will only be allowed with proper approval from staff for emergencies or for a photo opportunity at the right time. We encourage leaving personal items such as toys and trading cards at home or in campers backpacks to prevent them being lost or stolen. Please remember the City is not responsible for any lost, stolen, or damaged items. All items, including backpacks, need to be labeled with your child's name.

Items to bring:

- Backpack
- Lunch and snacks. Light individually-wrapped snacks will be provided.
- Water bottle
- Sunscreen and lip balm. Please be sure your child is wearing sunscreen when they arrive at camp and encourage them to apply it throughout the day.
- Extra clothing
- When applicable on field trip days, other items such as a swimsuit and towel should be sent to camp.
- Depending on destination of field trip, there may be opportunities for campers to purchase snacks or gift shop items. If you send cash with your camper, it is not recommended to send more than $10.

What to Wear

Children should come dressed for a full day of fun and games. We recommend play clothes, a hat, socks, and a pair of comfortable closed-toed shoes. No sandals or open-toed shoes. This is to ensure that your child is comfortable and safe.

Medication

Our staff are not authorized to administer prescription or non-prescription medication to children. Staff may only provide the medicine and witness while a child self-medicates. If your child takes medication regularly or for temporary conditions, 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 staff whereby it will be secured and made available upon request by the participant or at a time that was requested by parents. Please DO NOT leave medication in the possession of your child.

Personal Information

Please advise staff of any major changes in your child's life, such as a death of someone close or a divorce/separation. This will allow us to better help your child during a difficult time and have a better understanding of any behavioral changes. Please also keep us informed of any changes to phone numbers and other pertinent information to keep our records updated.

Lost and Found

All items turned into lost and found are held until two weeks after the end of camp. After that time, they will be donated. Please label all items that your child brings to ensure those items will be returned to you.

Weather Considerations

When inclement weather occurs, such as extreme heat, camp activities will be modified and/or moved indoors. Scheduled events may be substituted with alternative activities such as less-active games, water play, and indoor activities.

Injuries

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, we will notify you immediately.

Emergency Procedures

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

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

Tumwater Parks & Recreation
Administration Office: tumwaterparks@ci.tumwater.wa.us or (360) 754-4160
Camp Coordinator: (360) 529-7933
Camp Phone during operating hours: (360) 239-1528

Tumtastic Day Camp
Example Daily Schedule

Time	Group A	Group B
7:30 - 9 a.m.	Drop-off & Free Time in Gym	Drop-off & Free Time in Gym
9 - 10 a.m.	Rules, Introductions & Snack	Rules, Introductions & Snack
10 - 11 a.m.	Arts and Crafts	Special Activity
11 a.m. - 12 p.m.	Special Activity	Arts and Crafts
12 - 1 p.m.	Lunch / Reading Time	Lunch / Reading Time
1 - 2 p.m.	Special Guest	Walk to Park / Field Games
2 - 3 p.m.	Walk to Park / Field Games	Special Guest
3 - 4 p.m.	Group Game / Snack	Group Game / Snack
4 - 5:30 p.m.	Pick-up & Free Time in Gym	Pick-up & Free Time in Gym

Snacks: Light individually-wrapped snacks will be provided.

Special Guests: A variety of special guests will be scheduled throughout the summer on Tuesdays and Thursdays.

Weekly Trips: We will offer weekly field trips except during Week 8 when we hold our Summer Celebration Event.

This schedule is an example of a day of camp. Activities and times are subject to change and will be communicated to families throughout the week.

Medical Release

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Participant's Name: _____

Please list any significant illnesses, special precautions, or life-threatening health concerns we need to be aware of:

_____

_____

_____

Special needs/A.D.A. recommendations:

_____

_____

Please list any medications the participant requires:

_____

_____

_____

Medications will be sent and need to be taken at the following time:

A.M._____ P.M._____

Please list any allergies (food and/or medicines):

_____

_____

_____

Please list any physical, mental, or social difficulties that staff should know about to help your camper be successful:

_____

_____

_____

What actions or tools are effective in redirecting participant's behavior?

Verbal cues: _____

Time-out/length of time: _____

Incentives and/or positive reinforcements:_____

Other:_____

Liability and Medical Release Agreement:

I, the undersigned adult, on behalf of myself and my participant assume all risks and hazards reasonable related to the conduct of the program. Further, I do hereby release and hold harmless the City of Tumwater, its elected and appointed officials and employees, and organizer, sponsor, supervisor, contracted facilitator, or any volunteer connected with the program from any and all claims, injuries, damages, losses and suits, including attorney fees, arising out of or in connection with the program. I acknowledge that I have familiarized myself with the description of the activities, understanding the hazards and my participant's personal limitations, and knowingly assume all risks. In the event of a medical emergency, I authorize transportation to the nearest appropriate medical facility and authorize emergency medical care if no one listed on the emergency contacts can be reached. If applicable, I authorize City of Tumwater program facilitators, to administer medication to my participant as outlined on the Medical Release Form, and release from all liability said facilitators for any injury resulting from the administration of those medications, provided all medications are administered in accordance with the schedule and conditions.

_____	_____	_____
Parent/Guardian Printed Name	Parent/Guardian Signature	Date

Behavioral Expectations

CITY OF TUMWATER PARKS & RECREATION

At Tumtastic Day Camp, we strive to provide each child with a fun summer experience. It is our responsibility to ensure that the environment is safe for children and staff. Staff is comprised of responsible adults, college and high school students. All staff attend orientation where topics such as conflict resolution, field trip safety, proper supervision, etiquette, games etc. are covered. Although discipline is part of the program, staff are not here to solely be disciplinarians. The following behavioral policy has been established to aid in maintaining an enjoyable environment for everyone.

Disciplinary Actions

Should a child behave inappropriately, staff will adhere to the following sequences of actions as needed. All incidents will be documented by staff and reported to parents or guardians.

Level 1 Behaviors - Minor incidents where no children or staff were injured but safety or respect was compromised. Examples:

- Name calling, spitting, or teasing
- Refusal to comply with staff requests
- Throwing objects

Consequences can include:

- Breaks from the current activity
- Removal from the activity
- Loss of privilege for a future activity
- Report to parent or guardian after camp

Level 2 Behaviors - Behaviors that result in the physical or emotional injury of another child or staff. Examples:

- Pushing, roughhousing, and bullying
- Repeated Level 1 Behaviors

Consequences can include:

- Removal from the activity
- Loss of privilege for a future activity
- Call to parents or guardians
- Sit in time out with Recreation Site Coordinator or designated staff member

Level 3 Behaviors - Behaviors that result in the physical or emotional harm of another child or staff. Examples:

- Hitting, slapping, or throwing an object at another person
- Intentional theft of personal or public property
- Intentional destruction or vandalizing of personal or public property
- Repeated Level 2 Behaviors

Consequences can include:

- Call to parents or guardians to remove child for the rest of the day
- Removal of child for the remainder of the week
- Removal of child for the remainder of the summer

Tumwater Parks & Recreation reserves the right to dismiss any child with extreme discipline issues from Tumtastic Day Camp **with no refund.** We will make every effort to work with a child and their family to rectify the situation and other techniques described above prior to dismissing or removing the participant.

I have explained the above behavioral expectations and discipline policy to my child.

Child's Name: _____

Parent / Guardian Signature: _____ Date: _____

Sunscreen Authorization

CITY OF TUMWATER PARKS & RECREATION

Tumtastic Day Camp follows these guidelines regarding the application of sunscreen.

- It is your responsibility to apply sunscreen to your child before releasing them to the care of Tumwater Parks & Recreation Staff.
- If you forget, there will be some available onsite. You must complete and sign the Sunscreen Authorization Form in order for staff to provide sunscreen to your child.
- If this authorization form is completed, sunscreen will be provided to your child or re-applied by staff if needed throughout the day.

Please check one:

☐ I authorize staff to apply sunscreen to my child.

☐ I do not authorize staff to apply sunscreen to my child.

☐ My child has allergies and I have provided their own sunscreen.

I am aware that this Sunscreen Authorization will be valid for as long as my child is enrolled in Tumtastic Day Camp or until I have submitted a written request to nullify all terms of this form.

Child's Name: _____

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____ Date: _____