

2023 Peosta Parks and Recreation Day Camp

On behalf of the Peosta Community Centre, we would like to thank you for your interest in our 2023 Day Camp Program. **Registration will begin March 1st!** We feel we will be a positive influence in your child's summer as we have loads and loads of super fun activities to keep the kids busy, active, and moving this summer. **Our number one goal is to HAVE FUN!** This packet of information will answer your questions. If you have any further questions, please contact Stacey Bauer at (563) 556-8751 or email sbauer@cityofpeosta.org.

Ages

Children ages 5 -11 are welcome to participate in the Day Camp Program. **Five year olds must have completed kindergarten. A maximum of 36 participants per day will be accepted.**

IF YOUR CHILD IS HERE 1-2 DAYS PER WEEK

Main Camp (M,W,F):	Members: \$30.00 per day <u>OR</u> Non-Members: \$35.00 per day
Thursdays:	Members: \$35.00 per day <u>OR</u> Non- Members: \$40.00 per day
Tuesdays:	Members: \$40.00 per day <u>OR</u> Non- Members: \$45.00 per day
Early Care drop-off fee every day:	\$ 3.00 per day each
Late Care pick-up fee every day:	\$ 3.00 per day each

DISCOUNT IF YOUR CHILD IS HERE 3-5 DAYS PER WEEK

Main Camp (M,W,F):	Members: \$25.00 per day <u>OR</u> Non-Members: \$30.00 per day
Thursdays:	Members: \$30.00 per day <u>OR</u> Non- Members: \$35.00 per day
Tuesdays:	Members: \$35.00 per day <u>OR</u> Non- Members: \$40.00 per day
Early Care drop-off fee every day:	\$ 3.00 per day each
Late Care pick-up fee every day:	\$ 3.00 per day each

Times

DAY CAMP hours:	9:00 a.m.-4:00 p.m.
Early Care drop-off:	6:45 a.m.-8:45 a.m.
Late Care pick-up:	4:00 p.m.-5:30 p.m.

Meals

Children will bring their own sack lunch/drink unless otherwise indicated on the weekly schedule. Failure to bring a lunch/drink will result in a \$5.00 fee per occurrence.

Activities

Excellent Field Trips (if we are able), Kids Fitness, Super Awesome Crafts, Fun Games, Crazy & Silly Water Activities, Laid back Cook-Outs, Relaxing Picnics, Loads of Sports, Energizing Music and Dance Party days, Educational Library visits, and many, many other fun and exciting activities.

Drop Off/ Pick-up

Each day you will drop off your child at the Peosta Community Centre meeting room, located in the lower level off the Peosta Community Centre. This will be Day Camp headquarters. Parents should plan on picking up their child at the same location.

Electronics

Please note that this year we will not be allowing electronics. This means during early care, main, and late care hours.

Thursdays

We will do a special activity each Thursday. These are listed below.

Parents Meeting

A voluntary parents meeting will be held on **Tuesday, May 30th at 5:30 p.m.** at the Peosta Community Centre to answer any questions, meet the Day Camp Team.

FIELD TRIPS

<u>DATES</u>	<u>TUESDAY: FIELD TRIP</u>	<u>THURSDAYS: SPECIAL ACTIVITY</u>	<u>THEMES</u>
June 5-9	Vertical and Dubuque Firehouse	Round 2	Olympic Week
June 12-16	Iowa City Children's Museum	Peosta Firehouse/Special Treat	Travel Week
June 19-23	Swiss Valley	Scavenger Hunt/ American Inn Pool	Camping Week
June 26-30	Happy Joes/ Koppes Creation	Subway	Chef Week
July 3-7	Henry Villas (July 5 th)	Build a Bear	Wilderness Week
July 10-14	Movie Theatre	Cookout Day	Decades
July 17-21	Dyersville Pool	Round 2	Under the Sea
July 24-28	Dubuque County Fair	Bounce House with Meal provided	Fair Week
July 31- Aug. 4	Carnival Day	American Inn Pool	Seasons Week
Aug 7-11	Grand Harbor	Cookout Day	Holiday Week

July 3rd, the PCC does close at 4:00 p.m., no late care.
 (Field Trips are subject to change.)

Automatic Payment Schedule Dates

<u>Week</u>	<u>ACH Withdrawn</u>	<u>Dates</u>
1	May 26 th	June 5 th – June 9 th
2	June 2 nd	June 12 th – June 16 th
3	June 9 th	June 19 th – June 23 rd
4	June 16 th	June 26 th – June 30 th
5	June 23 rd	July 3 rd – July 7 th
6	June 30 th	July 10 th – July 14 th
7	July 7 th	July 17 th – July 21 st
8	July 14 th	July 24 th – July 28 th
9	July 21 st	July 31 st – August 4 th
10	July 28 th	August 7 th – August 11 th

Payment Options

- 1.) If you are paying the entire amount for the summer, initial here _____ Amount Paid _____
- 2.) If you are paying by Credit Card in FULL, please fill out below and initial here _____
- 3.) If you are using the automatic withdrawal payment plan using a check, You must fill out attached ACH Form and attach voided check, and initial here _____

FOR CREDIT CARD USE, (Must be given, if using automatic withdrawal payment plan or paying entire amount by credit card):

ACCT #: _____ EXP: _____ CCV: _____

Master Card or Visa (circle one)

CARDHOLDER NAME: _____ AUTHORIZED SIGNATURE: _____

Automatic Payment Withdrawal Information/Agreement

- 1. All payments will be automatically withdrawn from your checking account unless you pay the total amount for the summer.
- 2. Withdrawals will take place on Friday, two weeks prior to the week the participant is attending.
- 3. Automatic payment users must provide credit card information which will be used if insufficient funds are indicated with the automatic withdrawal. If credit card payment is declined, then all remaining weeks will be cancelled. Registration may occur again for those weeks, however each week must be paid in full by cash only. There is a \$25 fee for returned automatic withdrawals.
- 4. ALL payments must be made either in person, at the Community Centre or done through automatic withdrawal.
- 5. Day Camp Counselors DO NOT ACCEPT payments or cancellations of any kind. ALL PAYMENTS/CANCELLATIONS MUST be made through Stacey.
- 6. By signing below, the individual understands and agrees to have the City of Peosta collect Day Camp registration fees for the weeks signed up for regardless of attendance. (For exceptions, see refund policy.)

Parent/Legal Guardian Signature (Must be 18 years or older) Date

Automatic Payment Schedule Dates

Day Camp Refund Policy

- 1. Full refund (less \$10 processing fee) when registrant is moving out of the area or has a documented medical problem. All other reasons will not be considered, and the full week price will be charged accordingly.
- 2. Full refund if the Peosta Community Centre cancels the program.

<u>Week</u>	<u>ACH Withdrawn</u>	<u>Dates</u>
1	May 26 th	June 5 th – June 9 th
2	June 2 nd	June 12 th – June 16 th
3	June 9 th	June 19 th – June 23 rd
4	June 16 th	June 26 th – June 30 th
5	June 23 rd	July 3 rd – July 7 th
6	June 30 th	July 10 th – July 14 th
7	July 7 th	July 17 th – July 21 st
8	July 14 th	July 24 th – July 28 th
9	July 21 st	July 31 st – August 4 th
10	July 28 th	August 7 th – August 11 th

DAY CAMP REGISTRATION FORM- please print legibly so we can contact you with weekly emails.

PARENT'S LAST NAME: _____ HOME PHONE: _____

ADDRESS: _____ CITY: _____ ST: _____ ZIP: _____

WORK: _____ CELL: _____ Provider: _____ EMAIL: _____

PARENTS FIRST NAME(S): _____

EMERGENCY CONTACT: _____ PHONE: _____

PARTICIPANT FIRST/LAST NAME: _____ DOB: _____ AGE: _____ GRADE: _____ M/F: _____

PARTICIPANT FIRST/LAST NAME: _____ DOB: _____ AGE: _____ GRADE: _____ M/F: _____

1st CHILDS NAME _____ ALLERGIES? YES OR NO (Attach MEDS)

Week	Fees: Members - \$30/Day Non Members - \$35/Day TUES add +\$10	If Part Time, Please circle days to be attended	Early Fees \$3.00/Day ea.	Late Fees \$3.00/day ea.	TOTAL
1 June 5-9		M TU W TH F			
2 June 12-16		M TU W TH F			
3 June 19-23		M TU W TH F			
4 June 26-30		M TU W TH F			
5 July 3-7		M W TH F			
6 July 10-14		M TU W TH F			
7 July 17-21		M TU W TH F			
8 July 24-28		M TU W TH F			
9 July 31- Aug.4		M TU W TH F			
10 Aug. 7-11		M TU W TH F			

2nd CHILDS NAME _____ ALLERGIES? YES OR NO (Attach MEDS)

Week	Fees: Members - \$30/Day Non Members - \$35/Day TUES add +\$10	If Part Time, Please circle days to be attended	Early Fees \$3.00/Day ea.	Late Fees \$3.00/day ea.	TOTAL
1 June 5-9		M TU W TH F			
2 June 12-16		M TU W TH F			
3 June 19-23		M TU W TH F			
4 June 26-30		M TU W TH F			
5 July 3-7		M W TH F			
6 July 11-15		M TU W TH F			
7 July 18-22		M TU W TH F			
8 July 25-29		M TU W TH F			
9 Aug. 1-5		M TU W TH F			
10 Aug. 8-12		M TU W TH F			

Helpful Notes

1. Children will be taken on a **first come, first serve basis**. If the maximum number of participants (36 per day) is reached, a waiting list will be started. If any openings occur, we will go down the waiting list until the maximum is reached.

2. **Absolutely no refunds.**

3. If you will be using the automatic withdrawal option, a credit card number must be given.

4. ****A voluntary parents meeting will be held on Tuesday, May 28 at 5:30pm at the Peosta Community Centre to answer any questions, meet the Day Camp Team and receive the Day Camp Program manual.**

AUTHORIZATION AGREEMENT FOR ACH DEBITS

I (we) hereby authorize the City of Peosta hereinafter called COMPANY, to initiate debit entries to my (our) account indicated below at the depository financial institution named below, hereinafter called DEPOSITORY, and to debit the same to such account.

DEPOSITORY (Bank)

NAME _____

CITY _____ STATE _____ ZIP _____

ROUTING NUMBER _____ ACCOUNT NUMBER _____

Please indicate whether this is a checking or savings account

CHECKING ACCOUNT _____ SAVINGS ACCOUNT _____

I authorize the City of Peosta and the financial institution named here to initiate designated entries to my checking/savings account. This authority will remain in effect until I notify the City of Peosta in writing to cancel it in such time as to afford the City of Peosta a reasonable opportunity to act on it.

Also, I agree that I remain obligated to pay the City of Peosta a \$35 fee in the event that a charge to my account is dishonored, for whatever reason.

NAME(S) _____ DATE _____

SIGNED _____ SIGNED _____

PLEASE COMPLETE THIS FORM AND RETURN IT TO THE CITY OF PEOSTA WITH A VOIDED CHECK.

Peosta Community Centre Behavior and Discipline Policy

Day Camp offered by the Peosta Community Centre is a privilege for the participants, and therefore participants are expected to exhibit appropriate behavior at all times. The staff will strive to provide a safe, fun, educational and secure environment for the participants. The success of this program depends directly on the behavior of each participant. The following procedures will be followed if a participant misbehaves or breaks the rules. This procedure is used as a guideline, however, steps may be skipped if the situation warrants and will be up to the discretion of the Day Camp Supervisor and/or the Executive Director.

Minor Participants: Parents cooperation and involvement is vital to the successful implementation of our discipline policy. We ask that the parents read and discuss the rules and policies to the participants. Parents must realize that their child's behavior may determine what the staff and supervisors allow him/her to do while participating in the program. Please answer any questions the child may have regarding your expectations as well as our behavior policy.

Immediate Dismissal: The Peosta Community Centre reserves the right to suspend and/or remove a participant from the program if they pose a serious, continual discipline problem. This includes anyone whose behavior endangers the safety of themselves or others, whether or not all of the steps in our policy have been completed.

Immediate Dismissal Examples:

- Any child who brings a weapon to camp (knife, gun, explosive device, etc.)
- Any child who seriously harms him/herself or another (physical and/or verbal abuse)
- Any child who makes a credible threat to hurt him/herself or others
- Any child who verbally or physically abuses staff

Documentation: All behavior issues will be documented and may warrant an Incident Report. If needed, the incident report will be immediately completed by the staff, and submitted and reviewed by the Program Supervisor and/or Executive Director. They will then be furnished to the parents for their review and signature.

Suspensions: The staff would like the program participants to have the best experience possible while participating in summer Day Camp. The staff will use a caring and positive approach with regards to discipline. The staff will differentiate discipline and use corrective action (positive reinforcement, firm statements, and redirection) in working with the participants to use appropriate and positive behavior while enrolled in Day Camp. Although the staff is committed to correct inappropriate behavior, suspensions may be necessary for repeat offenses or in the instance of a severe infraction. At the time of removal, participants will also receive the following suspensions:

- Minor Infraction: (Threw a fit when losing, not keeping hands to themselves, not listening to a camp leader, breaking general program rules, not following directions, mistreating supplies, not cleaning up after themselves, etc.)
- Major Infraction: (hitting, biting, spitting, stealing, inappropriate gestures, profanity, being mean to others-harmful actions)- Removal from the current program for the remainder of the season

Appeals: The Executive Director may suspend a participant from Day Camp, without appeal, for a period of thirty days. A participant that is suspended for more than thirty days will be notified in writing within 5 business days of the incident. The participant will have five business days from the time of receipt of the notification to appeal the disciplinary action in writing stating why they individual should not be suspended. The appeal request must be sent to the Executive Director at 7896 Burds Rd, Peosta, IA, 52068. The Executive Director will meet with the participant and their parents to discuss the incident appeal.

General Rules:

- Listen to staff. If a child consistently refuses to follow directions especially those that apply to his or her safety parents will be called.

- Respect other participants, staff, equipment, supplies, facilities, and yourself.
- Keep hands, feet, and other objects to yourself. Avoid all forms of horseplay including piggyback rides, pool dunking, hitting, kicking, pinching, and picking each other up.
- Participate in program activities, always show good sportsmanship, and support other ideas.
- Profanity or negative talk will not be tolerated.
- Always pick up and put away any equipment, games, or supplies that you used.
- Always tell the truth
- If it is not yours, please leave it alone.
- If there is a problem, notify a staff member immediately.

I have read and understand the discipline/behavior policy for the Peosta Community Centre.

Participant Name: _____

Parent/Guardian Name (Please Print): _____

Parent/Guardian Signature: _____

COVID Informed Consent Agreement

By initialing and signing this Informed Consent Agreement, you acknowledge, accept, and agree to the following (Parent/Guardian Must Initial and Sign):

Please list any pre-existing medical conditions that might require extra precautions (if none list none): _____

____ Participation in the Peosta Day Camp is purely voluntary.

____ My kid/s has permission to participate in Day Camp under the direction of PCC staff.

____ My kid/s temperature will be checked before they come each day.

____ Neither myself nor my child will attend Day Camp if any of the following apply:

- a. Any member of our household is exhibiting symptoms of illness, such as cough, fever, or shortness of breath.
- b. Any member of our household has been diagnosed with COVID-19 or has a suspected diagnosis of COVID-19.
- c. Any member of our household has spent time with another individual who has been diagnosed with COVID-19 or has a suspected diagnosis of COVID-19.

____ I agree to immediately inform Stacey Bauer if any member of our household has been diagnosed with COVID-19 or has a suspected diagnosis of COVID-19.

____ I am aware that myself and my child may be exposed to COVID-19. I understand that this exposure carries a risk of infection, serious injury, or death.

____ My child is voluntarily participating in Day Camp and I agree to assume any and all risks of infection, injury, or death, whether those risks are known or unknown.

____ I forever release the representatives for the Peosta Community Centre from any liabilities, causes of action, lawsuits, claims, demands, or damages of any kind whatsoever that I, my assignees, heirs, guardians, next of kin, spouse, and legal representatives have, or may have in the future, related to participation in athletics.

I HAVE CAREFULLY READ THIS AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE OF THE RISKS OF PARTICIPATING IN NON-SCHOOL SPORTING EVENTS DURING THE COVID-19 PANDEMIC. I AM AWARE THAT THIS FORM CONTAINS A RELEASE OF LIABILITY.

Signature of Parent/Guardian

Date