

2024 Peosta Parks and Recreation Day Camp

On behalf of the Peosta Community Centre, we would like to thank you for your interest in our 2024 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 -10 are welcome to participate in the Day Camp Program. **Five year olds must have completed kindergarten. A maximum of 40 participants per day will be accepted.**

IF YOUR CHILD IS HERE 1-2 DAYS PER WEEK

Main Camp (M,W,F): Members: \$33.00 per day **OR** Non-Members: \$38.00 per day
Tuesdays/Thursdays: Members: \$43.00 per day **OR** Non- Members: \$48.00 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: \$28.00 per day **OR** Non-Members: \$33.00 per day
Tuesdays/Thursdays: Members: \$38.00 per day **OR** Non- Members: \$43.00 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

We will be allowing electronics during early care, and late care hours only.

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 28th 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: FIELD TRIP</u>	<u>THEMES</u>
June 3-7	Grand Harbor	Movie Theatre	Welcome Week
June 10-14	Happy Joes/Koppes	Chick-fil-A Tour	Chef Week
June 17-21	Cascade Pool	Fun Station	Fun and Fitness Week
June 24-28	Cherry Lanes	Subway	Teamwork Week
July 1-5	Henry Villas Zoo	Build a Bear (Wed. July 3 rd)	Animal Week
July 8-12	Round 2	Swiss Valley	Rolling Through the Decades
July 15-19	Dyersville Pool	Mini Golf	Olympic Athlete Week
July 22-26	Dubuque County Fair	Farm Field Trip to Hoeflers	Honky Tonk
July 29- Aug. 2	Iowa City Children's Museum	Carnival Day	Jumping Into August
Aug 5-9	Ice Skating	Sutton Pool	Water 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 24 th	June 3 RD – June 7 th
2	May 31 st	June 10 th – June 14 th
3	June 7 th	June 17 th – June 21 ST
4	June 14 th	June 24 th – June 28 th
5	June 21 st	July 1 ST – July 5 th
6	June 28 th	July 8 th – July 12 th
7	July 5 th	July 15 th – July 19 TH
8	July 12 th	July 22 ND – July 26 th
9	July 19 th	July 29 th – August 2 nd
10	July 26 th	August 5 th – August 9 th

Volunteer for Fields Trips

Are you interested in volunteering for any of the field trips? If so, please circle the ones below. We will be in touch once enrollment has taken place and we know how many volunteers we are looking for. There will be no costs to volunteer; however, we will split into groups on most trips, you would be assigned a small group.

<u>TUESDAY: FIELD TRIP</u>	<u>THURSDAYS: FIELD TRIP</u>
Grand Harbor	Movie Theatre
Happy Joes/Koppes	Chick-fil-A Tour
Cascade Pool	Fun Station
Cherry Lanes	
Henry Villas Zoo	
	Swiss Valley
Dyersville Pool	Mini Golf
Dubuque County Fair	Farm Field Trip to Hoeflers
Iowa City Children's Museum	Carnival Day
Ice Skating	Sutton Pool

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 24 th	June 3 RD – June 7 th
2	May 31 st	June 10 th – June 14 th
3	June 7 th	June 17 th – June 21 ST
4	June 14 th	June 24 th – June 28 th
5	June 21 st	July 1 ST – July 5 th
6	June 28 th	July 8 th – July 12 th
7	July 5 th	July 15 th – July 19 TH
8	July 12 th	July 22 ND – July 26 th
9	July 19 st	July 29 th – August 2 nd
10	July 26 th	August 5 th – August 9 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)

<u>Week</u>	If Part Time, Please circle days to be attended	Early Fees \$3.00/Day ea.	Late Fees \$3.00/day ea.	TOTAL
1 June 3-7	M TU W TH F			
2 June 10-14	M TU W TH F			
3 June 17-21	M TU W TH F			
4 June 24-28	M TU W TH F			
5 July 1-5	M TU W F			
6 July 8-12	M TU W TH F			
7 July 15-19	M TU W TH F			
8 July 22-26	M TU W TH F			
9 July 29- Aug.2	M TU W TH F			
10 Aug. 5-9	M TU W TH F			

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

<u>Week</u>	If Part Time, Please circle days to be attended	Early Fees \$3.00/Day ea.	Late Fees \$3.00/day ea.	TOTAL
1 June 3-7	M TU W TH F			
2 June 10-14	M TU W TH F			
3 June 17-21	M TU W TH F			
4 June 24-28	M TU W TH F			
5 July 1-5	M TU W F			
6 July 8-12	M TU W TH F			
7 July 15-19	M TU W TH F			
8 July 22-26	M TU W TH F			
9 July 29- Aug.2	M TU W TH F			
10 Aug. 5-9	M TU W TH F			

Helpful Notes

- Children will be taken on a **first come, first serve basis**. If the maximum number of participants (40 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.
- Absolutely no refunds.**
- If you will be using the automatic withdrawal option, a credit card number must be given.
- **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 with 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 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 correcting 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 the 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 participants 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 use.
- 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: _____

Peosta Community Centre

Blanket Field Trip Waiver/Voluntary Excursion and Medical Authorization

This is a blanket waiver for all field trips (included within Day Camp Registration Form) and off-premises activities, which occur during camp hours.

My camper/s has my permission to participate in all authorized activities/field trips for the 2024 Summer Day Camp program at the Peosta Community Centre.

I am aware that during any field trip and/or excursions certain dangers may occur, including, but not limited to, the hazards of accidents or illness in places without medical facilities, hazards created by the forces of nature and hazards of travel by bus, or other means, including walking.

I fully understand that participants are to abide by all rules and regulations during the trip. Any violation of these rules and regulations may result in that individual being sent home at his/her and/or parents' expense.

Participant Name: _____

Parent/Guardian Name (Please Print): _____

Parent/Guardian Signature: _____