

## Welcome Summer Camp Families!

Thank you for joining us, we are looking forward to many fun adventures this summer! Please read the information below regarding supplies, drop off/pick up procedures, snacks, meals, and tuition. If you have any questions please do not hesitate to contact us.

All campers should have a generous amount of sunscreen applied **BEFORE** arriving at camp each day. Sunscreen will not be re-applied until after lunch. While we cannot make it mandatory, we do highly suggest boys wear a swim shirt with their trunks at all times.

Sunscreen must be lotion only, no sprays will be allowed.

Please be sure all items are labeled with your child's first and last name.

The following items are required for each camper on the first day of attendance; these items should be kept in your child's **light weight backpack** which should be brought back to camp each day. A water bottle clearly labeled with your child's first and last name, bathing suit/trunks, beach towel, sunscreen, flip flops (only to be worn during pool/water activities).

On the child's last day of attendance for the week we ask parents to bring all swim items home to launder.

We will be enjoying our gym on many occasions- all children are required to leave a pair of **gym shoes and socks** at school for the entire summer.

**Children entering Preschool & Kindergarten Only-** In addition to above, the following items are to be sent to camp on the child's first day of attendance and will be kept at school for the entire summer. An extra bathing suit/trunks as well as a complete change of clothes (shirt, shorts, underwear, and socks). Please label these items with your child's name.

### Summer Camp Payments:

- All Camp tuition must be paid no later than **each** Wednesday prior to the following week of camp attendance
  - A \$10.00 late fee will be assessed to payments received after due day.
  - Full Tuition is due regardless of attendance for weeks enrolled.
  - Checks should be in an envelope, labeled with your child's first and last name.
  - Check payments may be dropped off in room 101/103, please ask a staff member where the "drop box" is located.
  - If paying with cash please stop in the school office so a receipt can be written.
  - If not attending all of the summer camp weeks, choice of weeks must be listed on your camp registration form prior to submitting registration form.
  - If any weeks are added to a child's registration after registration form has been received an additional fee will apply.
- Any questions** regarding payments please contact Mrs. Margie Colesby at [mcolesby@stgerald.com](mailto:mcolesby@stgerald.com) or leave a voice message at 708-422-0121 Ext. 26.

### **Day Camp (8:30am-2:30pm) Drop off & Pick up procedure:**

- We ask all 8:30-2:30 families to **not** ring the doorbell for drop off & pick up
- Please wait outside of door #2 for a camp counselor for both drop off & pick up
- A camp counselor will greet the children at 8:30am to escort them to their room
- Children will be dismissed promptly at 2:30pm from door #2

### **Extended Day Camp (6:00am-6:00pm) Drop off & Pick up procedure:**

- Parent/Guardian must come in the building with Extended Day campers
- Ring doorbell at door #2 (South End of school)
- Morning**- sign your child in; All Extended Day campers must be signed in by his/her parent/guardian every morning
- Evening**- sign your child out; All Extended Day campers must be signed out by his/her parent/guardian every evening
- No campers are allowed to be in the building without direct supervision from his/her parent/guardian. Please do not allow your child to “run in” to retrieve his/her belongings or something they may have forgotten

**Both Day Camp & Extended Day Camp must bring a lunch including a drink each day, plus a water bottle.**

**All lunches must be in a brown paper lunch bag clearly labeled with child’s first & last name.** All leftover lunch foods & items from the children’s lunches will be thrown away along with the paper lunch bags. **Please do not send** anything in your child’s lunch that is not disposable (non-plastic silverware, ice packs, and plastic containers that you would like to keep). We often eat lunch at various places such as the park, out on the lawn, on a field trip, etc. To ease the transition at the end of each lunch period ALL items will be disposed of. We have found putting a small frozen water bottle (wrapper in aluminum foil) in your child’s lunch will help to keep the lunch cold and serves as an extra cold drink.

If your child arrives **before 7:00am** and is unable to eat breakfast at home, you may send a **non-messy breakfast item** for him/her to eat. (Non-messy breakfast items would include foods such as granola bars, Pop-tarts, breakfast bars, etc.).

**Most days the campers will be going on adventures away from the school. We ask that you bring your child to camp no later than 9:00am each day so they will be able to attend.**

We’re looking forward to a fun filled adventure this summer!

Sincerely,

St. Gerald Summer Camp Counselors