

AZUSA RECREATION & FAMILY SERVICES DEPARTMENT SUMMER DAY CAMP

Child's Last Name Child's First Name Child's Birth Date School/Grade

Address City Zip Telephone

Parent or Guardian Home Phone Cell Phone

Parent or Guardian Employer Work Days & Hours

Employer's Address City Zip Work Phone

Parent or Guardian Home Phone Cell Phone

Parent or Guardian Employer Work Days & Hours

Employer's Address City Zip Work Phone

E-mail address _____

My child will arrive at the center at _____ in the morning and will be picked up at _____

List any siblings also enrolled in this program _____

Child's Physician _____ Address _____ Phone _____

List medical history, allergies, specific needs/conditions we should be aware of:

In case of emergency, we will make every effort to contact the child's parents. We ask that three nearby adults be listed in the event that we are unable to reach the parents.

Name _____	Name _____	Name _____
Address _____	Address _____	Address _____
City _____	City _____	City _____
Phone _____	Phone _____	Phone _____

CONSENT FOR TREATMENT OF MINOR

In the event of sudden illness, accident or injury which may occur while said minor is engaged in an activity supervised by the City of Azusa, Azusa Recreation and & Family Services Department and their representatives, agents or assignees, when neither the parents, guardian or designated family physician can be contacted, I hereby give my consent for emergency treatment as shall be necessary under the circumstances by any physician licensed under the Laws of the State of California. Also, I agree to hold harmless the physician or hospital treating the above mentioned minor. I also give the hospital permission to release information to my insurance company(s) and give them permission to collect payment from said insurance company(s). In case of emergency, we give the staff permission to consult the minor's doctor and, if necessary, to arrange for transportation of the child to the doctor's office or an emergency center.

Parent / Guardian Signature

Date

**CITY OF AZUSA
RECREATION & FAMILY SERVICES DEPARTMENT
DAY CAMP TRIP PERMISSION FORM**

As the Parent or Guardian of _____, I hereby give my permission for him/her to attend the SUMMER VACATION DAY CAMP, JUNE 10 – AUGUST 9, 2019, which may include activities occurring at City of Azusa facilities including the Azusa Public Library, the Azusa Aquatics Center, Memorial Park and other locations, including day trips.

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

I, the Legal Parent/Guardian of the Minor listed above, hereby give permission for the Minor to participate in the above-mentioned activities. (This activity may consist of various indoor/outdoor playtime, sports, running, jumping, climbing, swimming, trip/slip & fall, field trips, etc.) I understand that the City of Azusa has rules which govern and may restrict the activities in which the Minor can participate. It is agreed that both the Parent and the Minor will comply with all rules, regulations, and procedures of the City of Azusa Recreation & Family Services Department and cooperate with any Azusa Agent, Officer or Employee acting within the scope of their duties.

For, and in consideration of the Recreation and Family Services Department or the City of Azusa Day Camp, and when furnishing the transportation, I agree to release and forever discharge the City of Azusa, the Recreation and Family Services Department, the City Council, members of the City Council, and its employees, authorized volunteers, agents, promoters, sponsors, affiliates, successors, and partners from any and all causes of action, claims, demands, liabilities, suits, proceedings, obligations, awards, decrees, settlements, loss, judgments, or damages or injury of any kind, in law or equity, to property or persons, including wrongful death, and including reasonable attorneys' fees and costs of litigation which may be sustained by his or her participation in the above indicated activity or transportation in connection with it.

I, the Parent of the participating Minor, further understand that serious accidents occasionally occur during said activity, and participants in such activity occasionally sustain serious personal injuries, damage, or even death and/or property damage. As a consequence thereof, knowing the risks of said activity, nevertheless, I hereby assume those risks on behalf of said minor child, and agree to release and forever discharge and to defend (with counsel reasonably approved by the City), indemnify, and hold harmless the City of Azusa, the Recreation and Family Services Department, the City Council, members of the City Council, and its employees, authorized volunteers, agents, promoters, sponsors, affiliates, successors, and partners from any and all causes of action, claims, demands, liabilities, suits, proceedings, obligations, awards, decrees, settlements, loss, judgments, or damages or injury of any kind, in law or equity, to property or persons, including wrongful death, and including reasonable attorneys' fees and costs of litigation which may be sustained by his or her participation in the above indicated activity, transportation in connection with it, and any facilities, equipment, or any other connection to the City of Azusa connected with it.

This Release shall be binding upon the Parent(s), Guardian(s), the Minor, or, any successors in interest and/or any person(s) suing on the Minor's behalf.

Date: _____ Signature of Parent/ Guardian: _____

Photo Release

YES **NO**



I give the **City of Azusa, Recreation and Family Services Department**, the absolute right and permission to use my child's photograph(s) or my own in its promotional materials and publicity efforts. I understand that the photograph(s) may be used in publication print ad, direct-mail piece, electronic media (e.g. video, CD-ROM, Internet, World Wide Web), or other form of promotion. I release the City of Azusa, the Recreation and Family Services Department, the City Council, members of the City Council, and its employees, authorized volunteers, agents, promoters, sponsors, affiliates, successors, and partners, and the photographer, from liability for any violation of any personal or proprietary right I may have in connection with such use.

****If NO is checked, it will be the parent or adult's responsibility to notify staff at the event to not take candid pictures of themselves or of their children. If not notified, pictures may be used.***

AZUSA RECREATION & FAMILY SERVICES DEPARTMENT

DAY CAMP PROGRAM EXPLANATION

AND RULES & REGULATIONS

PURPOSE

To provide a well diversified structured schedule of activities to your children. To allow them to grow and further develop their social skills in a daily day camp atmosphere.

SITE

Memorial Park Recreation Center
320 N. Orange Place, Azusa CA 91702
Adrian M. Alirez, Recreation Coordinator (626) 812-5195
Email: aalirez@azusaca.gov
Administrative Office (626) 812-5280

HOURS

The Summer Day Camp is open Monday-Friday from 7:00 a.m.-6:00 p.m. **Drop off hours in the morning are between 7:00 a.m. - 8:30 a.m., (*unless noted otherwise) while afternoon pick up hours are between 4:30 p.m. - 6:00 p.m. at the Memorial Park Recreation Center.**

ACTIVITIES

The activity schedule is a structured one. Within that structure, time is allowed for children to make activity choices. Each weekly schedule will be available to you at the end of the previous session so that you can prepare, as you need to for the upcoming week/session.

AGES

The Summer Day Camp is open to boys and girls ages 5-14, grades K-8.

REGISTRATION-Registration Fee of \$22.00 per child each year (Completed Paperwork)

Registration is taken Monday-Thursday, 7:00 a.m. - 5:30 p.m. in the Administrative Office at Memorial Park, and beginning June 14th from **7:00 a.m. to 8:30 a.m. on Fridays. Daily fee is \$22.00, 2nd Child \$20, trip fees are an additional cost.** Please register your child in the Administrative Office **prior to dropping them off at Day Camp.** . A unique facet of our program allows you to register for Day Camp on a daily basis (space permitting). However, if you register on a daily basis, you are responsible for checking the weekly printed schedule or calling ahead 812-5280 for special activities or announcements that would be pertinent to you. **Please do not sign your child into Day Camp until you have gone into the Administrative office and registered him/her for the day or week.**

TRIPS

There will be several trips planned throughout the summer that will require additional fees. This money will be accepted in the Administrative Office along with the daily fees. Each of the trips will be listed on your weekly Day Camp schedule, as well as the cost of each trip. If you or your child are not interested in the specific trip that is planned, **DO NOT** register your child for Day Camp that particular day. If your child is registered for Day Camp that day, **he/she will be expected to attend all trips scheduled during the day.** Spending money will be limited to concession items only, and should be given to Day Camp staff in a separate envelope on the day of the trip. The maximum allowable amount will be determined on a trip by trip basis. Children should bring a backpack daily, especially on pool days, library day, and other walking trips.

AZUSA DAY CAMP PROGRAM EXPLANATION AND RULES & REGULATIONS - PAGE TWO

ATTENDANCE

Children **must** be signed in and out each day every day of the program. I realize that at time this task may seem monotonous and time consuming, but your child's best interests and safety are at stake. Only those permitted to pick up your child will be allowed to do so. (Be prepared to show I.D. upon request). Please periodically review with your child as to who those people are. Only authorized adults (**18 and over**) listed on our Summer Day Camp Application are permitted to pick up the children.

CHILD CREDIT FOR ILLNESS/OTHER

Due to the large number of children involved in the program, we are NOT in a position to issue credit to you due to a change in your schedule or your child's illness. Regulating this credit is very difficult and creates a tremendous imposition on both clerical and day camp staff. No credits or refunds will be issued.

MEDICATION

A Medication form **must be completed** by the physician and the parent before medication can be administered by the Day Camp staff. You may request form in the Administrative Office. Medication must be in original prescription bottle. No plastic bags.

LUNCH

Lunch will be provided by the Azusa Unified School District this year (June 10th-July 26th). Please provide a **hearty snack each day**. Microwave ovens will not be available. Please pack your children a snack that will help in replenishing many of the nutrients and energy they expend during their busy day. NO ice chests are allowed except on Beach trips.

INTER-CITY EXCURSIONS

In an effort to keep your costs down to a minimum, the day camp staff and participants will frequently walk to local excursion sites such as the City Library, Pool, Fire Department, etc... To compensate for extreme and unanticipated heat, we have featured the following:

- a) Additional rest stops along the route(s)
- b) Water spray bottles to continually keep children cool
- c) Flexibility to re-evaluate and alter scheduled activity due to excessive heat and smog
- d) All children are encouraged to bring water bottles as well

SWIMMING

We will attend Slauson Pool for Recreation Swim twice a week throughout the summer. As per the activity schedule, your child is expected to bring a swimsuit and towel to day camp each day an Aquatic activity is planned. Swimming days are scheduled for Monday and Wednesday afternoons **beginning Monday June 10, 2019**; this is not to be misinterpreted as swimming lessons. This is recreation swim. All children in attendance are to participate. Non-swimmers are encouraged to engage in water play in our zero depth pool or in our splash pad. If interested in swimming lessons, please contact Recreation Administrative staff at (626) 812-5280.

LOCKERS

Each child will receive a locker in day camp. This locker will be his/her responsibility to decorate, keep clean and to store his/her personal belongings and arts and crafts.

AZUSA DAY CAMP PROGRAM EXPLANATION AND RULES & REGULATIONS - PAGE THREE

BEACH TRIPS

As part of the diversification of activities, we will be going to go to the beach throughout the 9-week program. Please apply adequate sunscreen to your children in the morning prior to dropping him/her off at day camp. If additional attention is necessary, please alert Day Camp Site Director or Assistant Site Director for assistance.

PENALTIES

A \$35.00 charge will be assessed on all returned checks. There will be a penalty if children are picked up late. A charge of \$5.00 (per child) for each 10 minutes past the 6:00 p.m. closing time will be assessed. (For example, if a child is picked up between 6:00 p.m. and 6:10 p.m., the penalty is \$5.00; between 6:10 p.m. and 6:20 p.m., the penalty is \$10.00). The late fee charge is payable to Day Camp staff at the time of late pick-up. Your child will not be readmitted to Day Camp until all fees have been paid in full.

DISCIPLINE RULES/CONSEQUENCES:

See Contract for Parents/Child to sign and date (page 7).

In order for Day Camp to be a fun, safe, and happy place for all children who attend, we must have Rules and Consequences. Please review the Rules and Consequences listed below with your child/children. Please sign and date the bottom portion and return to Day Camp A.S.A.P. These Rules and Consequences will be reviewed and discussed periodically at Day Camp with the Day Campers to ensure that they are well understood and reinforced.

RULES

1. Respect all staff and each other.
2. Follow directions the first time they are given.
3. Keep hands, feet and other objects to yourself.
4. Use appropriate language.
5. Take good care of games, toys, books, and outdoor equipment. Please put away what you take out.
6. Walk! Use "inside" voices in room.

SEE ATTACHED 3 STRIKES POLICY

CONSEQUENCES**

1. Warning
2. Time-Out to cool-off
3. Re-direct to another activity
4. Write to remember
5. Parent/Staff conference
6. Suspension
7. Expulsion

**Consequences depend on the infraction and may not necessarily occur in this order.

POSITIVE REINFORCEMENT

1. Praise
2. Special Privileges and Responsibilities awarded
3. Raffle Tickets for Prizes



Summer 2019

Dear Parents,

In an effort to provide a safe, enjoyable atmosphere and great experience for all participants and staff involved in the Azusa Day Camp Program, we will enforce a *3 STRIKES POLICY*.

3 STRIKES POLICY

The Day Camper will:

- 1. Follow Day Camp Rules.**
- 2. Obey authority**
- 3. Be willing to participate in all activities**

The Day Camper will NOT:

- 1. Use profanity.**
- 2. Disrupt the activities or programs.**

****Please note: One (1) incident that includes at least 3 of the above mentioned actions or failure to adhere to any of the top 3 expectations, would be equivalent to 3 strikes and would result in expulsion.****

The following behaviors listed below are considered **SEVERE**. The consequences of these actions will result in the child's suspension or even expulsion from the program. Depending on the severity of the act, the consequences may be **IMMEDIATE** with no prior notice given. In the event that a child receives 3 Strikes in the duration of the Azusa Day Camp Program, they will be expelled from the Azusa Day Camp Program, and will not be allowed to return. Their status will be reviewed prior to admittance into the program next summer.

- 1. Harming other children or staff with malice or threatening to do so.**
- 2. Carrying a weapon.**
- 3. Habitual profanity or obscenity.**
- 4. Habitual defiance of authority.**
- 5. Damaging, stealing, or attempting to steal school or private property.**
- 6. Severe disruption of Day Camp activities.**

Parents will be informed of all strikes incurred.

Thank you for your cooperation in this matter.

Sincerely,

Adrian M. Alirez
Recreation Coordinator

I HAVE READ THE AZUSA DAY CAMP RULES & REGULATIONS, 3 STRIKES POLICY AND CONSEQUENCES AND I UNDERSTAND THEM, AND I HAVE REVIEWED THEM WITH MY CHILD(REN).

Child's Name (print)

Child's Signature

Date

Parent or Guardian Signature Name (print)

Parent or Guardian Signature

Date