

# **Tyler Arboretum**

## *Summer Camp*

## 2018 Parent's Guide

*Tyler's Summer Camps provide a rich learning environment and a fun, memorable camp experience. Below is a guide to help you and your child have the best experience possible.*

### **Clothing & Footwear**

- Campers should come dressed ready for outdoor exploration and play in clothes that may get dirty. Campers **must** wear closed toed shoes, such as sneakers. **Flip flops or open toed sandals are not acceptable camp shoes.**
- Please pack a bathing suit, towel and water shoes every day, as there is always the possibility of a stream adventure or water games, especially on those extra hot days! A hat, sunscreen and insect repellent are also recommended.
- Water shoes must be a style of shoe that will stay on while in the water. Closed water shoes, sandals that strap to feet or old sneakers work best. **Flip flops are not acceptable.**
- For young campers, an extra set of clothes is recommended.
- **Inclement Weather:** On days when rain is predicted, please prepare your camper for outdoor exploration. On these days, please pack an extra set of clothes, a raincoat and extra shoes (no umbrellas please). Children will remain indoors during thunderstorms and participate in alternate activities.
- **Labeling:** All personal items need to be labeled including backpacks, water bottles, lunches and clothes. Lost & Found items can be returned if labeled. Tyler Arboretum is not responsible for any lost/stolen personal items.
- **Lost and Found:** If, during the camp season, your camper loses anything, please check the classroom first. Every effort is made to return lost items to the camper. On the last day of each camp session we will exhibit everything that was lost for your convenience.
- **Electronics:** Please leave all electronics, games, cell phones and other valuable items at home.

### **Snacks, Meals & Water**

- Campers **MUST** have a water bottle. Often campers will be out and about away from the building, and away from drinkable water sources. They must have the ability to stay hydrated even on their adventures. **Please ensure that your camper has a reusable water bottle every day.**
- Please provide a mid-morning snack and a packed lunch for your camper. Join us in our efforts to live in a sustainable and environmentally friendly way. Please consider packing a low-waste snack and lunch with reusable containers and napkins, and avoid extraneous packaging and non-recyclable materials. *Please consider removing the plastic cover on juice-box straws, as they tend to litter the Arboretum after lunch time.* Refrigeration is not available, nor is heating up services.
- Tyler is not a peanut-free facility, but we encourage you to consider packing peanut-free foods, as there are many campers with allergies. Please contact us if you have allergy concerns.
- Dinner and breakfast are provided for campers during overnights. Meals are provided for five-day overnights (except Monday lunch).

### **Staffing:**

- **Professional Staff:** The Tyler Arboretum's counselors and educators are college students or professionals currently working with children. All staff is required to attend an extensive pre-camp training and submit to multiple background checks, consistent with those of school teachers.
- **Staff to Camper Ratio:** Tyler Arboretum's Summer Camp ratio is 1:4.

### **Grouping:**

- Campers will be divided by ages into groups of 12 children. If your child would like to be grouped with a friend (of the same age), please be sure to make a note of this during registration, or contact Joanne Landau at [JLandau@TylerArboretum.org](mailto:JLandau@TylerArboretum.org) or 610-566-9134 x303. ***Campers groups cannot be switched on the first day of camp.***

## Health & Medications

- All medications to be administered at camp or on an overnight must be listed on the Camper Information and Health Form completed by a physician. This includes **emergency medication** (inhalers, epi-pens, etc.), **routine prescription medication, over-the-counter medication and vitamins** (Tylenol, Benadryl, etc.). Please see the enclosed form, or visit the Camp Forms section of the website to download the form.
- Medication must be in the original pharmacy container. Refrigeration is available. Please only pack the amount that is needed for camp.
- For any new medication, please administer at least one dose of a prescription medicine at home prior to camp to assure there are no adverse reactions.
- Any medications not picked up by August 30<sup>th</sup> will be destroyed.
- **Sickness:** Please use discretion when sending in a child who may be sick. A child will be sent home if staff feels he cannot participate in the day's events or if he may infect others.
- **Tick Check:** It is also very important that parents check campers thoroughly after each day.

## Drop off & Pick Up:

- **Drop-off:** On the first day of each camp session, please stop at the registration area and check in your camper. *All paperwork must be submitted prior to the first day of camp.* Subsequent days you will bring your child directly to their classroom.
- **Late Drop-off/Missing Camp:** Camp starts at 9:00 a.m. If you are running late or cannot make it to camp that day, please call 610-566-9134 ext. 303 by 9:15 a.m. to let us know.
- **Pick-Up Protection:** You or a designated person is required to sign your child out with a staff member daily. For your child's safety, only the individual(s) designated on the Camper Information & Health Form can pick up your child. Each individual will need to show ID.
- **Extended Care:** If you need extended care, please register for before or after care online. Payment is due upon registration. If something unexpected arises, call (610) 566-9134 ext. 303. Pack an extra snack if needed for after care. Please do not drop off your child early or leave them late without prior arrangement.
- **Late Pick Up:** If a child is left at camp past 5:00 p.m., a charge of \$10 for the first 15 minutes and \$15 for each additional 15 minutes will be charged for campers not picked up by 5:00 p.m., payable on the following day upon arrival.

## Cancellation Policy:

Tyler Arboretum reserves the right to cancel any camp session due to insufficient enrollment. If this occurs, you will be notified immediately and all fees will be refunded.

## Refund Policy:

Requests for cancellation must be made in writing and fees will be applied to **each camper, per camp week**. A cancellation fee of \$10 will be applied to each cancellation prior to **April 13, 2018**. A cancellation fee of \$50 will be applied to each cancellation thereafter, up to 15 business days prior to the start of the camp week. *No refunds will be issued for withdrawal or absence with notice of less than 15 business days.*

## Behavioral Expectations:

Tyler is committed to providing a positive and healthy environment for each child. Our camps are built around shared group activities and experiences. Please reinforce the need for appropriate behavior with your child. Significant behavioral problems have a detrimental effect on other participants. If behavioral problems persist despite the best efforts of our staff, the parent/guardian will be contacted and be asked to remove the child from camp. No refunds will be issued in such an event.

## Cell Phone Policy:

At Tyler we desire to create a camp community where children are engaged with one another in healthy social interactions and where children can gain confidence and learn independence. We find that cell phones, and other electronics, interfere with a child's (and a group's) camp experience. Our goal is to help children connect with nature and with one another. Please have your children leave their phones at home. If a phone brought to camp, they must remain off and in the camper's bag at all time. Phones that are interfering with the camp experience will be stored in the camp office until pickup.