

PARENT ACKNOWLEDGMENT

- I understand that payments are due prior to the week my child attends. Payments can be made online through your myprocare.com account, through your myprocare app, or with the LCPRT main office.
PAYMENTS WILL NOT BE ACCEPTED AT THE SITES.
- I authorize LCPRT to seek medical treatment for my child at the nearest facility in case of an emergency. I understand that I am responsible for all medical expenses incurred by my child.
- I give my permission for my child to see G & PG rated movies.
- I give permission for LCPRT to transport my child by school bus on Field Trips.
- I agree to inform LCPRT staff within 24 hours or next business day after my child or any member of my immediate household has developed a reportable communicable disease, as defined by the State Board of Health Policy.
- I understand that my child will not be allowed to leave the program with any unauthorized person. Any person authorized to pick up my child other than a parent or guardian, including older siblings or other relatives, must be listed with LCPRT and must be over the age of 18.
- I understand that LCPRT is mandated by the state to report any suspected cases of child abuse or neglect to the appropriate authorities for investigation.
- I understand that my child may at any time be dismissed from the program due to non-payment, failure to comply with Rules of Conduct, or Late Pick Up Policy. This is at the discretion of the Childcare Coordinator.
- As the guardian of the above named child, I certify that he/she is in good physical health and may participate in the normal activities of the program and has no conditions or specific needs that require specific accommodations, unless otherwise indicated.

Participation Waiver:

Louisa County Parks, Recreation, & Tourism does not provide medical coverage or insurance for individual participants. All medical protection must be provided by the parent or participant. In the event of an emergency, I hereby give my consent for the LCPRT program director to arrange for medical treatment or Emergency Room treatment by a physician on staff. I also hereby give my consent and approval for my child to participate in the LCPRT sponsored activity. I will not hold department personnel, school personnel, or volunteers responsible in case of accident or injury as a result of my child's participation in the program.

Legal Guardian Signature: _____ **Date:** _____

Louisa County Parks, Recreation & Tourism may use photographs taken during this program for publicity purposes. If you do **NOT** consent for your child to be photographed, **opt out here:** _____ (Initials)

Louisa County Parks, Recreation & Tourism will send email communication about LCPRT programs. If you do **NOT** consent to receive emails, **opt out here:** _____ (Initials)

RULES OF CONDUCT

Children must:

- Maintain personal care (toileting, changing) without staff support
- Stay with assigned group at all times
- Respect others in what you say and do. Teasing and bullying are not tolerated and children should report any incidents immediately to staff
- Listen to staff and follow directions
- Use appropriate language
- Keep hands to oneself and maintain self-control
- Take care of their own belongings
- Use equipment and supplies in a safe and appropriate manner
- Wear appropriate clothing that allows them to safely participate in activities

Parents must:

- Complete and submit appropriate paperwork from the parent packet
- Sign children in and out of the program, bring proper ID, and be on time
- Contact the Camp Director or Child Care Coordinator immediately when issues arise

Grounds for Immediate Dismissal ~ **no refund given**

- A parent who refuses to follow LCPRT policies as stated in the parent packet
- A child who brings a weapon to camp
- A child who intentionally harms himself or intentionally causes injury to another child or staff member
- A child who vandalizes or steals property of the camp facility, staff, or other children
- A child who displays inappropriate behavior repeatedly
- A child who fails to comply with the Rules of Conduct

Management of Behavior

To manage disruptive and inappropriate behaviors, staff will acknowledge the behavior, address it with the child, assess the reasons for the behavior, discuss with the child what is appropriate behavior, redirect behavior when appropriate, and if necessary, remove the child from the activity until the child can exhibit self-control. The behavior problems will then be discussed with parents to strategize possible solutions.

Behavior Policy

If there is a behavior issue, staff will handle appropriately and inform parent at pick up. If behavior pattern continues, staff will contact parents and have child picked up for the day. If behavior pattern still continues and/or causes harm to child or others, the child will be removed from our program. We want to make sure we are providing a fun and safe environment for all children. Staff does NOT use physical punishment, humiliation, shaming or denial of food as methods to manage behavior.

I acknowledge that it is my responsibility to go over the Rules of Conduct with my child and/or children so they are aware of what is expected of them while attending Summer Camp.

Child's Name (please print) _____

Signature of Parent/Guardian _____ Date _____

Summer Camp 2022

Louisa County Parks, Recreation, and Tourism is excited to support the community and school system by providing a quality, youth development focused Summer Camp Program. Our goal is to provide youth with a safe enjoyable experience while giving them the skills to grow. We're here to inspire children to work and play together, creating friendships and memories that last a lifetime.

LIMITED SPACE AVAILABLE

To provide the best possible experience for each child we will be limiting each site to 40 children. Our program will be following the health and safety guidelines in accordance with Louisa County Public Schools.

AGES

5 yrs old through entering Sixth Grade

SCHOOLS

Summer Camp and Summer School Camp is offered at all 4 Elementary Schools:

Thomas Jefferson, Trevilians, Jouett, Moss-Nuckols

Extended Summer Camp is offered at the Betty Queen Center

HOURS

6:30 AM UNTIL 6:30 PM

FIELD TRIP DAYS

We will attend weekly Field Trips on Fridays. Departure times and returns will vary depending on Field Trip Location. There will be no option to stay on site during Field Trip times.

****There will be no Field Trips during Extended Summer Camp, however they will attend Louisa County Aquatic Facility daily.****

POOL DAYS

Each site will visit the Louisa County Aquatic Facility weekly weather permitting. Children will need to bring a bathing suit, towel, change of clothes, and sunscreen. Children will be required to wear life vest provided by LCPRT Aquatic Center at all times, unless they pass a swimming test with one of the certified Life Guards on staff.

REGISTRATION FORMS & FEES

Registration Forms and fees will need to be turned in to the LCPRT office PRIOR to your child attending camp.



REGISTRATION FEE & WEEKLY RATES

There is a \$15 Registration Fee per child.

	First Child	Additional Child
Summer Camp	\$135 / Week	\$115 / Week
Monday - Friday Summer School Camp	\$95 / Week	\$95 / Week
Monday – Thursday Summer School Camp	\$60 / Week	\$60 / Week
Extended Summer Camp at BQC	\$125 / Week	\$105 / Week

Camp is charged by the week, there is no daily option. There will be NO refunds for any weeks your child is registered but does not attend.

LATE PICKUP FEE

Pick up is no later than 6:30 PM. If child is picked up after 6:30 PM, there will be \$1 per minute late fee charged to your account. We are only permitted to be in the buildings until 6:30 PM. If a child is picked up late three times, the child will be dismissed from the program. If a parent cannot be reached by 7:00 PM, we will contact the Louisiana County Sheriff's Office.

PAYMENT OPTIONS

Myprocare.com: You can sign up online for our free Parent Portal which will allow you access to pay your bill and see all billing history. You also have the option of using the Procure App for payments only. Once you are registered and entered into our system you will receive an email with instructions on setting up your Myprocare account as well as your Procure App.

PROGRAM CLOSURE POLICY

Camp will be closed Monday July 4, 2022 in honor of Independence Day. This week is offered at a discounted price. Camp may also be forced to close due to severe weather conditions or unforeseen circumstances.

ATTENDANCE

Children must be registered for each week they are to attend Camp in advance. Children will not be permitted to attend Camp any weeks they are not registered for.

There will be no refund for weeks your child is registered but does not attend.

PREVENTING THE SPREAD OF ILLNESS

Please keep children home if they show signs of illness including vomiting, diarrhea, rashes, or a temperature over 100 degrees. If a child becomes ill, parents must make arrangements to pick up the sick child immediately. Parents MUST notify the site immediately if any member of the household develops a communicable disease, and/or child has been in contact with someone diagnosed with COVID-19 or has come in possible contact.

PICKING UP

Those authorized to pick up must be 18 years or older and listed on the Registration Form. Children will not be released to anyone not listed on the Registration Form. Custodial parents/guardians have the right to be admitted into the program, however for custody issues requiring special attention, please notify the Child Care site staff. Parents must walk children to the specific meeting area for sign in and sign out.

PROMOTIONAL VIDEOS & VIDEOS

Children enrolled in our LCPRT Summer Camp Programs may be photographed or videotaped during camp by our LCPRT staff or the public media for LCPRT promotional purposes only. If you do not want your child photographed, please let your site Director know.

FOOD ALLERGIES

Any child with a doctor diagnosed food allergy will need to have a written Allergy Care Plan from a physician regarding the food which the child is allergic to, and steps to take in the event of a suspected or confirmed allergic reaction.

ADMINISTERING MEDICATION

Medication will only be given to children when parents have supplied the appropriate Medication Authorization Forms, with ALL INFORMATION completely filled out. Medication can only be given for 10 working days without written consent from a doctor.

<p><u>Medications requiring a doctor's signature:</u></p> <ul style="list-style-type: none"> ○ Any long-term medications (more than 10 days) ○ Any prescription medications ○ Nebulizers and Epi-Pen Injections 	<p><u>Medications NOT requiring a doctor's signature:</u></p> <ul style="list-style-type: none"> ○ Short-term medications (no more than 10 days) ○ Over-the-Counter medications
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BEHAVIOR MANAGEMENT

All parents must read and sign the Rules of Conduct.

CHILDREN'S BELONGINGS

Please label ALL of your child's belongings. Personal belongings should be kept in a bag or backpack. LCPRT follows the Louisa County public School's policy on cell phones and electronic devices. LCPRT IS NOT RESPONSIBLE FOR YOUR CHILD'S PERSONAL BELONGINGS.

QUESTIONS AND/OR CONCERNS

Concerns should always be addressed at the site through the following lines of authority:

Site Director > Childcare Coordinator or Assistant Coordinator (Tina Clements, Carrie Johnson)> LCPRT Director (James Smith)

OFFICE CONTACT INFORMATION

Betty J Queen Intergenerational Center
522 Industrial Drive
Louisa, Virginia 23093
540.967.4420 (P)
540.967.4450 (F)

