



**B A S I N**  
**R E C R E A T I O N**

## 2020 Summer Camps Parent Information Packet

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5715 Trailside Drive  
435-649-1564  
[www.basinrecreation.org](http://www.basinrecreation.org)

# Welcome to Basin Recreation and Our 2020 Summer Camps!

Dear Parents,

We at Basin Recreation are thrilled for the opportunity to provide a fun and exciting atmosphere for your child. Our goal as an organization is to create a memorable experience for your child by allowing him/her to learn, grow and have fun in a positive and safe environment. We hope that your child will challenge himself/herself to participate and enjoy all of the wonderful opportunities at camp. Whether coming to pass away a lazy summer day or to improve athletic skills, each child will have the ability to maximize his/her experience and be engaged in all the wonderful and exciting activities Basin Recreation Camp has to offer. Summer days may blend together and go by quickly, but a great experience at camp is a memory that a child may treasure forever.

As the summer camp director, I will do my very best to make sure that every camper brings away something from our summer camps; whether it may be a new sport, a new friend or even just a smile. We have a terrific summer camp staff who are very excited to meet your child and share the summer with him/her.

Please remember that most of our full day camps start at 9:00am and end at 4:00pm (this does not include half day camps). If you plan on taking advantage of early drop-off, please remember supervision for your child does not begin until 8:00am. In addition, late pick-up must occur by 5:00pm. For every 15 minutes you are late picking up your child we will charge you a fee of \$5.00. Please respect the fact that counselors may have other obligations after camp hours. Also **PLEASE** make sure to check the location of your child's camp ahead of time. We conduct the majority of our younger kids' camps at The Fieldhouse and our older kids' camps at Trailside Park. Feel free to call the Basin Recreation Fieldhouse front desk (435-655-0999) to find out exactly where your child should be. I will include that information in the detailed emails I send out before each camp.

We look forward to spending a fun and rewarding summer with your child! If you have any questions or concerns, please do not hesitate to reach out to us. We look forward to seeing you and your camper this summer!

Sincerely,

Angie Greenburg  
Recreation Coordinator  
Basin Recreation

435-640-8476 cell  
435-649-1564 x 47 office  
[agreenburg@basinrecreation.org](mailto:agreenburg@basinrecreation.org)

## Basin Recreation Summer Camp Rules and Restrictions

Basin recreation will be offering modified summer camps following recommendations from Summit County Health Department and the CDC. Please carefully read the rules and contact Angie Greenburg at 435-649-1564x47 or [agreenburg@basinrecreation.org](mailto:agreenburg@basinrecreation.org) if you have questions.

1. Summer Camps are offered Monday-Friday from June 8-August 19 for children ages 4-17.
  - To see a full list of our summer camps visit: [Summer Camp Schedule](#)
2. **Pre-Registration is required we will NOT ACCEPT ANY DROP INS. You must register online or at the Fieldhouse. We will not accept any day of over the phone registrations.**
3. Drop off and pickup will be drive through with parents staying in cars. A counselor will be signing campers in and out electronically.
4. All children will be screened with a Temperature check, COVID-19 questions, and use hand sanitizer. **These check ins will be from 8:00am-9:00am. Counselors will not be in position to receive drop offs and no children will be accepted after 9:00am.**
5. No children should come to day camp if they have signs of illness. **If a child becomes sick or shows any signs of Covid-19 at camp, they will immediately be isolated from the other children. After notification parents will have one hour to arrange pickup with the camp manager. Failure to pick up your child promptly could forfeit their attendance at Summer Blast for the week.**
6. Children will be assigned a POD, with limited numbers. This POD will have an assigned “home base” separate from the other PODs. Dropoff will be at the PODs designated home base. Your child’s home base and corresponding drop off location will be sent out the week before camp starts.
7. **Each child must bring everything they need for camp daily including personal bottle of hand sanitizer, sunscreen, refillable water bottle, snacks, and lunch. No phones, toys, stuffed animals, cards or other toys from home will be allowed.**
8. All Counselors will wear a face mask when social distancing is not possible. Campers will not be required to wear a mask.
9. Each POD will have, first aid items, hand sanitizer, and PathoCide cleaner at their home base.
10. Children will be picked up from their “home base” between 4:00-5:00pm. Parents will remain in vehicles, give a counselor their child’s name, and counselors will bring your child to the vehicle.

### **Safety Measures during camp:**

In addition to health screens of all campers and staff, our counselors will be adhering to strict cleaning practices each day for the continued safety of your children.

#### **Morning Cleaning**

- All high touch areas
- Railings
- Benches
- Tables
- Clipboards
- pens
- Outdoor equipment

#### **Afternoon Cleaning**

- During transitions cleaning park room
- All high touch areas, door handles etc..
- Equipment used between groups
- Bathroom door handles, sinks

#### **End of Day**

- Wipe down clipboards, pens etc..
- Put toys/balls in mesh bag. Dunk in bleach water, let dry in park room overnight

#### **Hand sanitizer use**

- Every counselor in morning
- All kids upon arrival
- Counselors between contact with kids
- All kids before and after lunch
- Everyone during any transition

#### **Social Distance and group sizes**

- Staff will wear masks whenever social distancing is not possible
- Campers will remain in designated groups each day
- Groups will remain small (20 kids/3 counselors)
- Groups or Pods will rotate through activities in small numbers
- Transportation when feasible or necessary (if pool becomes available) will be in small groups and face masks will be provided for all children and staff

# Parent Self Checklist

**By registering my child in a Basin Recreation program, I pledge to follow the rules below and exercise my own good judgment regarding my personal conduct during youth programs.**

1. **Punctuality.** I will be on time or early when dropping off my child for camp. Some camps include a field trip and dropping my child off late is unfair to the other campers and the facilities who are expecting our arrival. I understand the importance of picking up my child on time from all activities. Doing so shows respect for the counselors and instructors, who have other time commitments. Being on time tells my child that he or she is my top priority. **I agree to pay a \$5.00 late fee for every 15 minutes I am past late pick-up (5:00pm).** If there is an extraordinary situation, I agree to contact Angie Greenburg, summer camp director, to make the necessary arrangements.
2. **Preparation.** I know that it is my responsibility to find out what materials will be needed for each day's activities and will prepare my child with the appropriate items. Materials may include lunch, water, a towel and swimsuit, athletic shoes, etc. Basin Recreation will not provide any materials unless stated otherwise in the program description.
3. **Respect.** I understand the rights and privileges of others should be respected. If I have a problem with a counselor, or I feel that any staff member has breached his or her responsibility, I will discuss it with a supervisor instead of directly confronting the individual.
4. **Good Attitude.** I understand the importance of setting a good example of sportsmanship to my child by showing respect for all involved in the program, including other campers, parents, counselors, officials, and other staff members. I understand that my attitude can greatly affect my child's experience. I will refrain from making negative comments in the presence of my child. I understand that such comments plant a seed, which can negatively influence my child's motivation, overall experience, and future participation in sports and social activities.
5. **Purpose of Sports and Camps.** I understand that the top three reasons kids play sports are to have fun, make new friends, and learn new skills. I understand that the game is for the kids—not for me, my guests, our city, or our school—and I will encourage my child to have fun and keep sport in its proper perspective. I understand that athletes do their best when they are emotionally healthy, so I will be positive and supportive.

**There are a few items we would like to cover to help your child's camp run smoothly:**

**1. *Drop Off / Pick Up***

- Please drop off pick up your child at their designated drop off location by 9am. Parents will be notified prior to camps about locations and practices for checking in and out. The Fieldhouse, Trailside Park, various Trail Heads, or parks may be your location. Check weekly emails for specifics.
- If you have questions on parking, please feel free to contact Angie Greenburg for the proper location.

**2. *End of each day***

- Please make sure to clean up after your camper. Also, check your child's personal items at drop-off and pick-up to ensure they have not forgotten anything. Camps tend to generate a *lot* of lost-and-found items. If you find that your camper has left something behind, please see a camp counselor in hopes it was placed in our lost-and-found.
- We are allowed to use the schools for some of our activities as long as we abide by the rules and keep them clean. Throwing away drink containers and food wrappers during and after camp will help with this obligation. If we cannot keep things clean, the schools may revoke privileges.
- For programs held in The Fieldhouse, please remember to observe rules for using the field: no food of any kind, no drinks except water, and gum is strictly prohibited. We can also keep this valuable facility clean by checking shoes, especially cleats, for mud, and remembering to pick up any trash.

Following the policies and guidelines in this packet will ensure that everyone involved with Basin Recreation camps, from the facility providers to the campers, will have an optimal experience. Thank you for enrolling in a Basin Recreation program. If you have any questions or concerns, you may contact one of your child's summer camp counselors or Angie Greenburg.

**PHYSICIAN AUTHORIZATION FOR MEDICATION/TREATMENT**

PLEASE NOTE THAT THERE IS NO MEDICAL PERSONNEL AT OUR PROGRAM TO ADMINISTER MEDICATION/TREATMENT. AS SUCH, CONSIDER ALTERNATE ARRANGEMENTS TO ELIMINATE THE NEED TO ADMINISTER MEDICATION/TREATMENT DURING CAMP HOURS IF POSSIBLE.

**Medication must be in original container.**

Name of Child:

\_\_\_\_\_

\*Name of Medication: \_\_\_\_\_

Begin/End Date: \_\_\_\_\_

Desired result of medication: \_\_\_\_\_

Form of medication: \_\_\_pill \_\_\_capsule \_\_\_inhalation \_\_\_liquid \_\_\_other (specify):\_\_\_\_\_

Dosage (amount to be given): \_\_\_\_\_

How often and what time: \_\_\_\_\_

Symptoms of adverse reaction to medication: \_\_\_\_\_

Name of Child:

\_\_\_\_\_

\*Name of Medication: \_\_\_\_\_

Begin/End Date: \_\_\_\_\_

Desired result of medication: \_\_\_\_\_

Form of medication: \_\_\_pill \_\_\_capsule \_\_\_inhalation \_\_\_liquid \_\_\_other (specify): \_\_\_\_\_

Dosage (amount to be given): \_\_\_\_\_

How often and what time: \_\_\_\_\_

Symptoms of adverse reaction to medication: \_\_\_\_\_

Names and titles of persons to administer medications:

1. \_\_\_\_\_ 2. \_\_\_\_\_

Parent's/Guardian's Signature

Telephone Number

Date

*The parent/guardian knows of this request and has agreed to supply this/these medication(s) as needed. Should the child manifest any of the above adverse reaction symptoms, which may be caused by the medication, I understand that the parent/guardian will be contacted emergency procedures will be followed.*

Physician's Name (print)

Physician's Signature (required)

Date

Phone

## **Illness Policy:**

It is important for parents who have children in the summer camp program to understand that their child's health affects the health of other children and staff members in the program.

Please DO NOT bring a child who has the following symptoms to summer camp:

- Fever (all campers will be temp checked before being admitted to camp)
- Any contagious disease such as strep throat, pink eye, chicken pox, etc.
- Vomiting
- Serious/hard coughing or difficulty breathing
- Rash/ Sores
- Diarrhea
- Mucus or pus from red eyes
- Thick drainage from the nose
- Sore throat
- Any Covid 19 symptoms (will be immediately sent home or refusal to enter camp)

If your child becomes ill during the program, a staff member will try to contact a parent or authorized person to pick up the child. Due to the strict guidelines for Covid 19, children with any symptoms of the virus will be isolated from the group and parents will need to pick up child in a timely manner. Failure to do so could result in camp dismissal.

**Emergencies:** If your child has an accident, injury, or emergency while at summer camp that requires medical treatment by a health care provider, a staff member will immediately notify the child's parents.

## **Important phone numbers**

- |  |                         |
|--|-------------------------|
| • <b>Basin Recreation Fieldhouse</b>             | <b>435-655-0999</b>     |
| • <b>Trailside Office</b>                        | <b>435-649-1564 x10</b> |
| • <b>Angie Greenburg   Camp Director</b>         | <b>435-640-8476</b>     |
| • <b>Matt Chirico   Trailside Camps Manager</b>  | <b>617-504-2686</b>     |
| • <b>Kelly Isleib   Fieldhouse Camps Manager</b> | <b>435-659-9063</b>     |
| • <b>Sam Schwoebel   Recreation Supervisor</b>   | <b>435-714-9726</b>     |

## **Discipline Policy:**

To ensure the safety of all participants and staff, Basin Recreation will implement an assertive discipline program. Children involved in our programs are expected to follow the rules and direction of the summer camp site staff. The following are guidelines used when disciplinary action becomes necessary due to unacceptable behavior:

1. Step 1: Warning for specific unacceptable behavior and parent notified.
2. Step 2: Parent/Guardian conference to discuss corrective action and consequences for future incidents.
3. Step 3: Suspension for 1 to 2 scheduled days of the program and/or the remainder of the day. (NO REFUND FOR SUSPENSION DAYS)
4. Step 4: Removal from the program. Repeated aggressive/inappropriate behavior with more than 1 suspension will result in removal from program at the discretion of the Recreation Supervisor. (Sam Schwoebel)

Some actions will result in an automatic suspension or dismissal from the program. Parents/Guardians will be contacted immediately to pick-up their child from the program. The participant will be suspended for the following day(s) and/or dismissed from the program as appropriate. The following are actions that will result in automatic suspension or dismissal:

1. Showing extreme disrespect or disruption (abusive language)
2. Damaging the recreation site, school, bus or supplies or stealing property
3. Endangering another child or staff verbally (threats) or physically (hitting, spitting, acts of bullying, biting, throwing objects, etc.)

## **Cancellation / Refund Policy:**

To request a credit or refund, a Patron Credit Request Form must be completed and submitted to [contactus@basinrecreation.org](mailto:contactus@basinrecreation.org). All refunds will be issued in the form of a credit on the patron's account, unless specifically requested otherwise by the patron. Payments to the District are subject to the following policies:

**General Policy:** Unless specifically provided below, full credits/refunds will be given if notice of cancellation is provided seven (7) or more days prior to the first day of a program. For purposes of this policy, the start of a sports program is defined as the date of the first scheduled practice. Eighty percent (80%) of the paid fee will be credited or refunded if notice of cancellation is given within seven (7) days of the start of the program. Programs cancelled by the District will be refunded in full. This general policy applies to day camps, sports camps, bike camps, clinics and programs. There are no credits or refunds for inclement weather.

**Special Circumstance Policy:** If a participant cannot attend or continue an activity due to an illness or an extraordinary circumstance, a pro-rated credit or refund may be granted. A note from a doctor may be required.

**Field Trip Camp Policy:** Due to the costs incurred by the District for field trips, if a participant cancels within fourteen (14) days but not within seven (7) days of the field trip, he/she is responsible for fifty percent (50%) of the entire fee. The participant is responsible for one hundred percent (100%) of the fee if he/she cancels within seven (7) days of the field trip. If the vacated spot is filled, then eighty percent (80%) of the paid fee will be refunded/credited. Youth Crew events and Teen camps are considered Field Trip Camps for purposes of this refund policy.

Patrons must fill out a Patron Credit Request Form in order to receive any credits or refunds: <https://www.basinrecreation.org/wp-content/uploads/2019/02/Patron-Credit-Request-Form.pdf>

## **Electronics and Cell Phones:**

Please leave electronics and cell phones at home. Please leave all toys and gadgets at home as well.

If you feel your child needs a phone at camp, we will require it to be checked in by our staff and kept safe till the end of the day.

We will not be responsible for any lost or damaged items.

# Equipment Checklist

Items listed are general and may not apply to some camps. Always check the activities scheduled for your camp session and plan accordingly.

- ✓ Lunch
- ✓ Snacks
- ✓ Athletic Shoes (no sandals)
- ✓ Swimsuit
- ✓ Towel
- ✓ Sunscreen
- ✓ Hand Sanitizer
- ✓ Appropriate clothing and equipment for the camp
- ✓ Water Bottle
- ✓ Sweatshirt or Light Jacket
- ✓ Medical information

# Summer Blast Daily Schedule Example

Camp Hours  
9:00am – 4:00pm

8:00am – 8:45am      Early Check-in / Supervised Free Play

- Children ages 6-7 will drop off at Trailside Elementary School (follow signs)
- Children ages 8-12 will drop off at Upper Parking Lot at Trailside park
- Drop off will be drive up and parents will be asked to remain in the car
- All children will be health screened prior to entering camp (temp and symptom check)
- Staff and parents will be required to wear masks for check in and check out process
- Children will be escorted by camp counselor to designated camp location
- Campers must arrive at camp by 9am
- No drop ins

9:00am – 9:15am      Camp Introduction; Day Review

9:15am – 9:30am      Warm-up/Stretch

9:30am – 10:00am      Activity

10:00am – 11:00am      Snack/Board Games/Arts & Crafts

11:00am – 12:00pm      Activity

12:00pm – 1:00pm      Lunch/Free Time

1:00pm – 3:00pm      Art/ Special Guests/Board Games/Reading

3:00pm – 4:00pm      Snack/Activity

4:00pm – 5:00pm      Check-out

- Counselors will bring your child to you. Parents will remain in car for pick up. Touchless sign out.
- Note that there will be a \$5.00 late fee for every 15 minutes you are late picking up your child past 5:00pm