



Hesperia Recreation and Park District
(760) 244-5488

Kids Kamp



Fall/Winter/Spring 2011-2012

November 21st through 23rd and 25th, 2011

December 16th, December 19th through 23rd, 26th through 30th, 2011

and January 2nd through 6th, 2012

March 19th through 23rd, 2012

Hesperia Recreation and Park District would like to thank you for your interest in Kids Kamp! We have developed this registration packet to provide you with valuable information about the program's policies and procedures.

The Kids Kamp program offers children the opportunity to develop a sense of belonging, confidence and responsibility as he/she enjoys and contributes to a group.

This is a recreation program geared to the interests of children ages 5 through 12 and is held at Lime Street Park Program Center, 16292 Lime Street, Hesperia. Kids Kamp provides activities which vary from day to day and include arts, crafts, indoor and outdoor activities, sports, games, supervised play and physical activity.

Please take the time to read this registration packet completely. It contains valuable information regarding the program, including our expectations of parents and students. We look forward to having your child.



****Program may be cancelled if minimum enrollment of 20 participants is not met two (2) weeks prior to start date.****

For more information, please call (760) 244-5488.
Events, dates, fees and programs are subject to change.



HESPERIA RECREATION AND PARK DISTRICT FALL/WINTER/SPRING KIDS KAMP POLICIES AND PROCEDURES

REGISTRATION

Enrollment is open to children ages 5 through 12. Registration is accepted at Lime Street Park Community Center, 16292 Lime Street, Hesperia, Monday through Friday from 8:30 a.m. to 5:00 p.m., (760) 244-5488. Kampers will not be allowed into the program until payment is made in full. Enclosed you will find a registration packet that includes a Registration Form, Emergency Data Form, Program Rules Contract, Code of Conduct, a Photo Permission Form, and Property Damage Release Form. The following must be completed prior to your child's acceptance into Kids Kamp:

1. Session Fees
2. Completed Registration/Agreement/Waiver
3. Completed Emergency Data Form
4. Code of Conduct
5. Completed Kids Kamp Rules/Contract
6. Photo Release/Property Damage Release

Note: Keep pages 1-6 and submit pages 7-10 to Hesperia Recreation and Park District. **Online registration instructions can be found on page 4.**

HOURS AND FEES

Kids Kamp fees for the Fall Session are \$48.00 per week or \$15.00 per day. Kids Kamp fees for the Winter Session are \$60.00 per week or \$15.00 per day. Kids Kamp fees for the Spring Session are \$60.00 per week or \$15.00 per day. Kampers will not be allowed into the program until payment is made in full. There is a \$25.00 fee for returned checks and you will be required to pay in cash for the remainder of the program. Kids Kamp hours are from 6:00 a.m. to 6:00 p.m., Monday through Friday. Children must be picked up by 6:00 p.m. by an authorized person. Failure to do so will result in a late fee of **\$5.00 (per child) for every fifteen (15) minutes or portion thereof** after 6:00 p.m. **All late fees must be paid before child can return to Kids Kamp.** Should you be excessively late, over 30 minutes, and we are unable to make contact with anyone on your child's Emergency Data Form, we will arrange for the Hesperia Police Department to assume custodial care.

PROGRAM CHECK-IN/OUT

It is the parent/guardian's responsibility to ensure the person(s) signing their child in and out of the program is eighteen (18) years of age or older. Only those listed on the Emergency Data Form will be allowed to take a child from the program. If you or those authorized can't pick up your child, please submit in writing, to the Kids Kamp staff, who is authorized to pick up your child and why. Person(s) signing children in and out will be required to show photo I.D. To aid us in program planning, we appreciate notification if your child will not be attending Kids Kamp on a particular day (please review our refund/program cancellation policy for absent days).

DROP OFF/PICKUP LOCATION

Kids Kamp check-in will be held in Lime Street Park Program Center. For the safety of your child(ren), you must abide by our check-in/checkout procedures. **DO NOT DROP YOUR CHILD OFF OR PICK THEM UP WITHOUT FOLLOWING THE CHECK-IN/CHECKOUT PROCEDURES. PLEASE DO NOT REMOVE YOUR CHILD(REN) FROM THE PROGRAM CENTER OR FROM OUTSIDE WITHOUT SIGNING HIM/HER OUT.** Failure to comply with this may result in your child being dropped from the program.

EMERGENCY DATA FORM

The Emergency Data Form requires the names and local phone numbers (no pager numbers) of **at least three persons** designated to pick up your child in case of an emergency. Photo identification for those listed on the Emergency Data Form is required for the release of your child. If your child will be released to anyone other than those listed on the form, you must do so in writing authorizing your child's release to said individual. The Emergency Data Form will help to ensure the safety of your child. Children will not be released to anyone under 18 years of age.

MEALS/SNACKS

Parents shall provide **lunch, two snacks (including drink), and a water bottle with their child's name in permanent ink each day** their child attends the program. This is the parent's responsibility.

ILLNESS AND MEDICATION

We are concerned about our participant's health and safety. We ask to be informed if your child has been exposed to an infectious virus. Children with an infectious disease must be on antibiotic treatment for 24 hours before returning to the program. We also ask that your child be kept out of the program if he/she has had a fever within the past 24 hours. Please be sure to inform the staff of any medical problems that might affect other participants or if your child is on any medication. Kids Kamp staff is not authorized to administer any medication to participants.

DISRUPTIVE CHILDREN

Although infrequent, there are occasions when a child becomes disruptive or requires special attention or when his/her presence interferes with overall enjoyment and effectiveness of the program. In such cases, Hesperia Recreation and Park District reserves the right to deny participation in our program.

MISCONDUCT

A child can and will be dismissed from Kids Kamp for misconduct/violation of Rules or Code of Conduct. Our policy for dealing with misconduct is as follows:

- First Violation: He/she will be given time out; problem will be addressed to parent.
- Second Violation: Parent/guardian will be contacted to pick up their child.
- Third Violation: If recurring misconduct persists, child can and will be removed from the program.

The above policy may be bypassed depending upon the severity of the misconduct. Hesperia Recreation and Park District reserves the right to dismiss a child for any violation at anytime.

PROGRAM CANCELLATION

Hesperia Recreation and Park District reserves the right to cancel any segment of a program. If minimum participant enrollment is not met, Kids Kamp will be cancelled for that day or week. In the event of an emergency or disaster, participants will be kept at Kids Kamp until an authorized person (listed on the Emergency Data Form) picks up the child. Partial or full refunds will be given depending on the number of days closed.

REFUNDS

No refunds will be given as stated on the back of your receipt unless the program is cancelled by the District or for documented medical reasons only. No refunds for suspension or expulsion.

CHILDREN WITH SPECIAL NEEDS

It is the intention of Hesperia Recreation and Park District to comply with the Americans with Disabilities Act (ADA). If, as an attendee or a participant of this program, you will need special assistance beyond what is normally provided, the District will make reasonable accommodations. Please contact the Recreation Supervisor at least 48 hours prior to enrollment in this program to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations on a regular basis.

PERSONAL PROPERTY

Under no circumstance are participants allowed to bring items such as Game Boys, MP3 players, ipods, videos, sport equipment, trading cards, cell phones, etc. Kampers wearing "Heelys" (skateshoes) will not be permitted to utilize the wheels on the shoes during Kamp. Hesperia Recreation and Park District will not be responsible for, or replace any lost, stolen or damaged properties brought to the Kids Kamp program.

Kids Kamp Online Registration Instructions

Note: Online payment is available; however the original registration packet must be received by the District Office prior to participant attending the program.

Go to: www.hesperiaparks.com

1. From activity selection page, under Location and Category, select **ALL**. This will bring up all the activities.
2. Directly above "Activity Name", you will see arrows going to your left and right. Use these arrows to scroll until you see Kids Kamp.
3. Click on Kids Kamp.
4. This will bring up the activity detail. Click on "Add to My Cart" which is located at the top and bottom of the page.
5. The next page is Customer Login. This page will tell you in order to access the features of this site; you must have a password-protected customer account. If you have an account and haven't logged in yet, you should do so now. If you do not have an account, click on "Request Account", and follow the instructions to complete your new account registration. Once you have logged in or completed your account registration, click on "Continue".
6. This will take you to your shopping cart, where you will see "Quantity", "Type", and "Description" for Kids Kamp. Please enter the amount of children being registered in the "Quantity" box. Then click "Checkout".
7. This will take you the "Participant Information" screen. When you have finished entering information for the participant(s), click on continue.
8. The next screen will ask you to confirm your order. Before paying, you will be asked to agree to a waiver form. Read through it. By clicking on "Continue", this means you acknowledge that you have carefully reviewed and consent to the waiver set forth.
9. Complete the payment information. Congratulations, you are finished! You will have the option of printing a confirmation receipt.

If you have any questions, please call the District Office at (760) 244-5488.

CODE OF CONDUCT

Everyone will be held responsible for all rules. In addition, all participants and spectators will abide by the "Code of Conduct".

Officials, as defined for Code of Conduct purposes, will include District employees, Sports Officials and District volunteers.

1. No Person Shall: Lay a hand upon, shove, strike or threaten another person. Officials are required to immediately suspend the offender from further involvement and report such conduct to appropriate District personnel. Such person shall remain suspended until the District has considered his/her case.

2. No Person Shall: Refuse to abide by official's decision. Officials are required to immediately suspend such person from further involvement and report such action to the appropriate District personnel. Such person shall remain suspended until the District has considered his/her case.

3. No Person Shall: Be guilty of objectionable demonstrations of dissent of an official's decision.

MINIMUM PENALTY: Warning, first offense.

MAXIMUM PENALTY: Removal from activity, second offense, file report.

4. No Person Shall: Discuss with an official, in any manner, the decision reached by such official.

MINIMUM PENALTY: Warning, first offense.

MAXIMUM PENALTY: Removal from activity, second offense, file report.

5. No Person Shall: Be guilty of using unnecessary rough tactics in the course of an event against the body and person of another. Officials are required to immediately suspend persons from further involvement and report them to the appropriate District personnel. Such person shall remain suspended until the District has considered his/her case.

6. No Person Shall: Be guilty of instigating or causing a physical attack upon any person. Officials are required to immediately suspend said person from further involvement and report such actions to the proper authorities, if warranted, and to the proper District personnel. Such person shall remain suspended until the District has considered his/her case.

7. No Person Shall: Be guilty of using profanity, racial comments, demeaning language or comments that can be degrading.

MINIMUM PENALTY: Warning, first offense.

MAXIMUM PENALTY: Removal from activity, second offense, file report.

8. No Person Shall: Be guilty of an abusive verbal attack upon any person such as profanity, racial comments, demeaning language or comments that can be degrading. Officials are required to immediately suspend offender from further involvement and report actions to the proper District personnel.

MINIMUM PENALTY: Placed on probation, file report.

MAXIMUM PENALTY: Suspended from District facilities.

9. No Person Shall: Appear on a facility, at a meeting or in an event at any time with an alcoholic beverage or in an intoxicated condition. Officials are required to immediately suspend the individual from further involvement and report actions to the proper District personnel. Such person shall remain suspended until his/her case has been considered by the District.

10. No Person Shall: Be guilty of gambling upon any outcome of District events.

MINIMUM PENALTY: Warning, first offense.

MAXIMUM PENALTY: Removal from activity, second offense, file report.

11. No Person Shall: Be guilty of discussion publicly with any other person in a derogatory or abusive manner, any play, decision, or his personal opinion of other participants during any specific event.

MINIMUM PENALTY: Warning, first offense.

MAXIMUM PENALTY: Removal from activity, second offense, file report.

12. No Person Shall: Enter a field of play or facility at any time other than during their scheduled time, when said facility is scheduled to be in use by others.

MINIMUM PENALTY: Warning, first offense.

MAXIMUM PENALTY: Removal from activity, second offense, file report.

13. No Person Shall: At any time vandalize or attempt to damage any District or other person's property. Officials are required to immediately suspend the individual from further involvement and report actions to the proper District personnel. Such person shall remain suspended until the District has considered his/her case.

Special Notes:

a. Suspensions have no boundaries. In other words, if a person gets suspended or put on probation during one season or activity, it may carry on to the next season, activity, and/or other sport. The District may also suspend a person suspended by another agency.

b. Any person being placed on probation for the remainder of the season or activity and reported again for violating the Code of Conduct will be suspended for the remainder of the season or activity.

Sportsmanship Policy:

Teams or individuals participating in programs that are sponsored by the District shall be expected to exhibit proper sportsmanship and appropriate behavior before, during and after all programs.

HESPERIA RECREATION AND PARK DISTRICT

P.O. Box 401055 / 16292 Lime Street, Hesperia, CA 92340 (760) 244-5488

PROGRAM REGISTRATION FORM

Participant Name: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Activity: Kids Kamp Res Fee: _____ Non-Res Fee: _____

Location: Lime Street Park / Program Center Class: _____

Day: _____ Time: _____ Session: Fall/Winter/Spring 2011/2012

Check if you have a disability needing special arrangements or assistance _____

AGREEMENT, WAIVER AND RELEASE

I have carefully read the description of program(s) for which I/We are registering and in consideration for being permitted by the Hesperia Recreation & Park District to participate in the (above) activity, I hereby waive, release, and discharge any and all claims for damages for personal injury, death, or property damage which I may have, or which may hereafter accrue to me, as a result of participation in said activity. This release is intended to discharge in advance the Hesperia Recreation & Park District (its officers, employees, and agents) from any and all liability arising out of or connected in any way with my participation in said activity, even though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above. It is understood that this activity involves an element of risk and danger of accidents and knowing those risks I hereby assume those risks. It is further agreed that this waiver, release and assumption of risk is to be binding on my heirs and assigns. I agree to indemnify and to hold the above persons or entities free and harmless from any loss, liability, damage, cost, or expense which they may incur as the result of my death or any injury or property damage that I may sustain while participating in said activity.

PARENTAL CONSENT: (to be completed and signed by parent/guardian if applicant is under 18 years of age)

I hereby consent that my son/daughter, _____, participate in the above activity, and I hereby execute the above Agreement, Waiver, and Release on his/her behalf. I state that said minor is physically able to participate in said activity. I hereby agree to indemnify and hold the persons and entities mentioned above free and harmless from any loss, liability, damage, cost, or expense which they may incur as a result of the death or any injury or property damage that said minor may sustain while participating in said activity.

I HAVE CAREFULLY READ THIS AGREEMENT, WAIVER, AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE HESPERIA RECREATION & PARK DISTRICT AND I SIGN IT OF MY FREE WILL.

Signature

Date

Name (Printed)

**HESPERIA RECREATION AND PARK DISTRICT
Kids Kamp Emergency Data Form**

Child's Name: _____ Phone #: _____

Address: _____ City: _____

Zip Code: _____ Age: _____ Date of Birth: _____

Parent/Guardian Name: _____ Work/Cell #: _____

Parent/Guardian Name: _____ Work/Cell #: _____

E-Mail Address: _____

Doctor: _____ Phone #: _____

Address: _____ City: _____

Hospital: _____ Phone #: _____

Does your child have any allergies? If yes, please explain. _____

Does your child take any medication or require special attention the instructors/leaders should be aware of? If yes, please explain. _____

It is imperative that you provide us with the names of individuals who will be local during the time your child is in session. These are the people who will make decisions for your child if you are unavailable. Please inform them that you have given us their names.

I authorize the following people (18 years of age or older) to pick up my child:

Name: _____ Phone: _____ Relation: _____

Name: _____ Phone: _____ Relation: _____

Name: _____ Phone: _____ Relation: _____

In an emergency, if anyone other than the above is to pick up your child, the program leader or recreation office must be notified in writing or by phone. Your child will not be released to anyone unless this procedure is followed.

NOTE: CHILDREN WILL NOT BE RELEASED TO ANYONE UNDER THE AGE OF 18.

Parent/Guardian Signature

Date:

Parent/Guardian Signature

Date:

HESPERIA RECREATION AND PARK DISTRICT

Fall/Winter Kids Kamp Rules/Contract

1. I will be kind to other participants.
2. I will follow the instructions of all recreation staff.
3. I will show respect for others at all times.
4. I will not use profanity and/or make racial slurs of any kind.
5. I will follow all safety rules.
6. I will never leave the area without permission from an instructor/leader.
7. I will always cleanup after myself and help with project cleanup.
8. I will not make physical contact with other participants.

Note: All participants and parent/guardian or designated party will be responsible to abide by the District's "Code of Conduct".

OTHER IMPORTANT INFORMATION:

Recreation Leaders will make every reasonable effort to protect participant's health and well-being. However, the staff cannot administer medical treatment. In the event of an emergency, every effort will be made to contact you using the information provided on the Emergency Data Form. In the event of a disaster, participants will be kept at the Kids Kamp site until an authorized person picks up the child.

Our policy for dealing with misconduct is as follows*:

1. He/she will be given time out; problem will be addressed to parent.
2. Parent/guardian will be contacted to pick up their child.
3. If recurring misconduct persists, child can and will be removed from the program.

*The above policy may be bypassed depending on the severity of the misconduct. Hesperia Recreation and Park District reserves the right to dismiss a child for any violation at anytime.

I acknowledge that I have read and received the Kids Kamp packet and Code of Conduct. I agree to abide by them, as well as, inform all other authorized individuals who will be picking up my child.

Child's Signature

Date

Parent/Guardian Signature

Date

PHOTO RELEASE

As part of our regular program, we take photos of the Kids Kamp participants during daily activities. Occasionally, some of these photos are submitted to the newspaper and other media for publicity or recognition purposes. Please let us know if you would allow us to use your child's image and identify them by name (at no time will his/her address or phone number be used) by completing the form below:

I, _____ parent/guardian of _____,
do hereby allow the image of my child to be used for publicity purposes in various forms of media such as District brochures, newspapers, magazines and television. I understand that I will not be compensated financially for any appearance of my child's image or name.

Signature of Parent/Guardian

Date

OR

I DO NOT give my permission for my child's image to be used in any form of media.

Signature of Parent/Guardian

Date

PROPERTY DAMAGE RELEASE

Hesperia Recreation and Park District will not be held responsible or replace any lost, stolen or damaged properties brought to the Kids Kamp program (see Program Registration Form in Kids Kamp Registration packet to review property damage policies.) If you are concerned with the safety and well being of particular items such as Game Boys, videos, sports equipment or trading cards, we suggest they not be brought to this program.

I have fully read this agreement and understand its contents. I am aware that this is a contract between myself and the Hesperia Recreation and Park District and I sign it of my free will.

Signature of Parent/Guardian

Date