

**HESPERIA RECREATION AND PARK DISTRICT**  
**KIDS KAMP SPRING 2019**  
**REGISTRATION INFORMATION PACKET**

**REGISTRATION:** Enrollment is open to children ages 5 through 14. To **SAVE MONEY** and **TIME**, visit us at Hesperiaparks.com to register and make payments. Registration is also accepted at Lime Street Park Community Center, 16292 Lime Street, Hesperia, Monday through Friday, with our Kids Kamp Staff for an **INCREASED RATE**. Enclosed you will find the Program Rules, Code of Conduct, Registration Form, and Emergency Data/Property Damage Form.

**KIDS KAMP ONLINE REGISTRATION INSTRUCTIONS:** Online registration and payments are available on our website and are as easy as 1 - 2 - 3!

1. Visit us online at HesperiaParks.com. Please note all online transactions will be charged a processing fee of approximately 5.95%.
2. Click "Register," search "Kids Kamp."
3. Select registration or week(s) and follow the simple steps.

By completing the online registration process you are agreeing to all terms and conditions of the Hesperia Recreation and Park District and the Kids Kamp program. If you have any questions, please call the District Office at (760) 244-5488 during business hours, 8:30 a.m. to 5:00 p.m., Monday through Friday (excluding holidays).

**PROGRAM HOURS AND FEES:** Kids Kamp hours are from 6:00 a.m. to 6:00 p.m., Monday through Friday (excluding holidays). Children must be picked up by 6:00 p.m. For current pricing and dates please visit our website, HesperiaParks.com. To receive the weekly rate, if payment is not made by the **Friday at 11:00 a.m. PRIOR to the week attending**, you will be required to pay the daily rate. **Events, dates, and fees are subject to change.**

It is the sole responsibility for the parent/guardian to retain program receipts for tax purposes or other reasons. Copies of receipts will not be provided. There is a \$25.00 fee for returned checks and you may be required to pay in cash for the remainder of the program.

**Hesperia Recreation and Park District reserves the right to refuse service to anyone at the sole discretion of the District.**

**REFUNDS/TRANSFERS:** Per District policy, there will be no refunds after the activity has started unless the activity is cancelled by the District or for documented medical reasons only. If the District cancels the activity after any sessions have been attended, the refund will be prorated by the District. All requests must be submitted in writing and are subject to approval. No refunds will be given for the day(s) of suspension. A service charge of \$5.00 will be deducted from each refund unless the activity was cancelled by the District.

**PROGRAM CANCELLATION:** Hesperia Recreation and Park District reserves the right to cancel the program or any segment of a program. 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.

**PROGRAM CHECK-IN/OUT:** Check in will be held at the Lime Street Park Program Center. 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. A VALID GOVERNMENT ISSUED ID IS REQUIRED AT TIME OF PICK UP. If you or those authorized can't pick up your child, please update your Emergency Data Form with the Program Office. Person(s) signing children in and out will be required to show a valid photo I.D.

In an emergency, if anyone other than those listed is to pick up your child, the Program Office must be notified in person or by phone. Any changes needing to be made to the Emergency Data Form may only be made by the person who completed the form. Your child will not be released to anyone unless this procedure is followed.

**Note: We cannot deny a biological parent their child, unless a court restraining order is provided to the District Office.**

**LATE FEE PICK UP:** If your child is not picked up by 6:00pm, this will result in a late fee. **The fee is \$5.00 (per child) for every fifteen (15) minutes or fraction thereof, after 6:00 p.m. Late fees will be based on the District's posted clock.** Instructions for the payment of late fees will be given to the parent/guardian at the time of pick up, along with amount owed. Should you be one (1) hour late, and whether or not we are able to make contact with anyone on your child's Emergency Data Form, we will arrange for the Hesperia Police Department to assume custodial care of your child. **Excessive or reoccurring late pickups may result in your child being removed from the program. All late fees must be paid before child can return to Kids Kamp.**

**EMERGENCY DATA FORM:** The Emergency Data Form requires the names and active phone numbers of **at least five (5) persons** designated to pick up your child in case of an emergency. The Emergency Data Form will help to ensure the safety of your child. Remember to inform and provide copies to the Program Office of any court restraining orders. No one under the age of 18 years of age is allowed to pick up a child, regardless of relationship. There may be exceptions to this rule provided that parents have notified the District and received special permission. In the event of an emergency, every effort will be made to contact you using the information provided on the Emergency Data Form.

**MEALS/SNACKS:** It is the parent/guardian's responsibility to **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. **Please remember there is no refrigerator or microwave available for participants to store or heat up any food.**

**ILLNESS AND MEDICATION:** We are concerned about our participants' health and safety. We ask to be informed if your child has been exposed to an infectious disease. 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,** but will make every reasonable effort to protect participants' health and well-being.

**DISCIPLINE:** If a child and/or parent guardian violates the code of conduct, Kids Kamp rules, and/or becomes disruptive to the overall enjoyment and effectiveness of the program; your child may be suspended. In the case of suspension, child(ren) must be picked up within the hour to avoid an additional day of suspension or possibly accrue late fees. Circumstances may vary. Kids Kamp rules can be found on page 3 and Code of Conduct on pages 4 and 5.

If your child deliberately runs away or hides from a leader, he/she may be suspended from the program and at that time becomes the responsibility of the parent/guardian. Staff will make a reasonable attempt to get

your child to return to the program, but if the child refuses, the parent and Hesperia Police Department will be contacted.

**Hesperia Recreation and Park District strives to provide a safe and enjoyable environment and has zero tolerance when it comes to threats or acts of violence.**

**KIDS KAMP RULES:**

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.

**RESIDENCY:** A resident is anyone living or owning property within the District. A **nonresident** is anyone who does not reside or own property within the District. The **nonresident fee** is to be paid at the time of registration. If you are paying for your child on a weekly basis, a \$2.00 nonresident fee per child will be added to each payment.

**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 Program Office at least 48 hours prior to enrollment in this program to inform us of your particular needs and to determine if reasonable accommodation is feasible. Please advise us at that time if you will need accommodations on a regular basis.

**PERSONAL PROPERTY:** The District doesn't allow participants to bring any electronic items, other than items required for the program. Any electronic items or personal property found will be held in the Program Office for parent pick-up only, during normal business hours. **The District will not be responsible for or replace any lost, stolen, or damaged property brought to the Kids Kamp program.**

**SUN SAFETY:** It is recommended that parents apply sunscreen on their child(ren) before dropping them off at the program. **Staff will not apply sunscreen on participants.** Participants may bring and apply sunscreen themselves. Spray on sunscreen is HIGHLY recommended.

## 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/at 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.

**All participants and parent/guardian or designated party will be responsible to abide by this "Code of Conduct."**

**PROGRAM REGISTRATION FORM**

Participant Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Activity: Kids Kamp Res Fee: \_\_\_\_\_ Non-Res Fee: \_\_\_\_\_  
Location: Lime Street Park Community Center Class: \_\_\_\_\_  
Day: \_\_\_\_\_ Time: 6:00 a.m. until last child is picked up Session: Kids Kamp Spring 2019  
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 as that may be modified from time to time, 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 ME AND THE HESPERIA RECREATION & PARK DISTRICT, AND I SIGN IT OF MY FREE WILL.**

**I FURTHER UNDERSTAND AND AGREE THAT I MUST ABIDE BY ALL APPLICABLE DISTRICT ORDINANCES, RULES, REGULATIONS AND CODE OF CONDUCT FOUND ON HESPERIAPARKS.COM, AND THAT CONTINUED PARTICIPATION IS SUBJECT TO SUCH COMPLIANCE.**

**I  DO,  DO NOT (PLEASE CHECK ONE) GIVE PERMISSION FOR IMAGES 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

\_\_\_\_\_  
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: \_\_\_\_\_ Circle: M/F

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. \_\_\_\_\_

**Please 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.**

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: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relation: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relation: \_\_\_\_\_

I authorize my child to receive emergency first aid or medical services while participating with Hesperia Recreation and Park District Kids Kamp. This form will act as a release for authorization to receive emergency medical treatment for the child listed above.

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

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Name Printed

\_\_\_\_\_  
Date