



2024 K-6 SUMMER CAMP PARENT/ GUARDIAN GUIDE



Session 1

JUNE 10
JUNE 21

Session 2

JUNE 24
JULY 3

Session 3

JULY 8
JULY 19

Session 4

JULY 22
AUG 2

Location

Ashton House
820 Park Rd, Iowa City

Registration begins:

Iowa City resident registration: Feb. 29, 2024
Non-resident registration: March 1, 2024

Activities Include:

- Nature Discoveries
- Hands-on STEAM investigation stations
- Campfire cooking, safety, and singalongs
- Fishing and pond life explorations
- Sports and games
- Swimming
- Special visitors
- Arts and crafts

Camp Sessions

- Session 1: June 10th-21st
- Session 2: June 24th-July 3rd
- Session 3: July 8th-19th
- Session 4: July 22nd-August 2nd

Camp Hours:

- Camp activities take place from 9 AM to 4 PM.
- Supervised play is available before and after camp from 7:30 to 9:00 AM, and 4 to 5:30 PM at **no additional charge**

Fees

- \$400 per two-week session for Iowa City residents (persons living within the city limits of Iowa City).
- Session 2 is \$320 as it **excludes July 4 and 5**.
- Nonresident fee is an additional \$5 fee per session per child.
- AM and PM play available at no additional fee. Registration for AM and PM play is not necessary.

Camp is for students who have completed grades K-6 in the 2023/2024 school year.

Those completing Kindergarten by June 2024 must have also turned age 5 years by Sept. 15, 2023.

Summer Camp

Memories to last a lifetime, opportunities to become more independent, and self-confident, and chances to make new friends are what you can expect for your child at the Iowa City Parks and Recreation Department Summer Camp.

Does your camper enjoy connecting with nature, learning new skills, making unique art, and having fun? If so, you've come to the right place. Throughout all four of our 2-week sessions, we will participate in nature discoveries, hands-on STEAM Investigation Stations, arts and crafts, and campfire fun. Some examples are fishing, archery, pond life explorations, swimming, and special visitors with very cool talents.

Home base will be the Ned Ashton House, with many activities taking place at City Park and City Park Pool. Camp activities will be held 9 AM – 4 PM. AM and PM Supervised Playtimes are offered, at no additional cost, from 7:30-9 AM and 4-5:30 PM.

Check-in for Summer Camp will be at the Ashton House. Sign out will be at Upper City Park Shelter # 2. If the weather does not cooperate, we will check-in and sign out at Ashton House. Information will be posted on the Rain Out Line. Please sign up at [Rain Out Line](#). More information on how to sign up will be found under Rain Out Line/How to sign up in this parent guide.

We are excited to be offering our camp again at the Ned Ashton House, 820 Park Rd. Each session will include some old favorites and many new engaging, hands-on activities. We will spend time outdoors on the Ashton House grounds and at City Park learning and experiencing so many different activities. Activities your child may participate in include:

- Swimming
- Campfire Safety/Cooking/Singing
- Fishing
- Drones
- Indi Cars and RC vehicles
- Knot tying and friendship bracelets
- Special Events
- Hands on history at the cabins
- Visitors with cool presentations
- Hands-on STEAM Investigations
- Arts and crafts
- Games
- Archery
- Gaga
- Camp Craft
- Nature exploration

Below is a rough schedule of what each day may look like for your child.

AM Play and Check in	7:30 - 9:00 am
Introductions & "house-keeping"	9:00 - 9:15 am
Wash hands and AM Snack	9:15 – 9:45 am
Walk to City Park Shelter 8	9:45 - 10:10 am
Activities in rotations	10:10 -11:40 am
Wash hands and clean up	11:40 - 11: 55 am
Lunch and Restroom	11:55 - 12:30 pm
Head for the Pool	12:30 - 1:00 pm
Go over pool rules at City Park	1:00 - 1:15 pm
Swim at City Park Pool	1:15 – 3:30 pm
Head for Shelter # 2	3:30 -3:45 pm
Wash hands and PM Snack	3:45 - 4:00 pm
PM Play and sign out	4:00 - 5:30 pm

Admission

A child is eligible to enter the Iowa City Parks and Recreation Department Summer Day Camp program under the following conditions:

- 1. Space is available**
- 2. The child will have completed any grade K-6 by June 2024**
 - a. Those completing kindergarten by June 2024 must have also turned age 5 by Sept. 15, 2023
- 3. Full payment has been made**
- 4. Camper information form on our website has been completed and submitted**

Staff

Counselors are carefully chosen for their interest and experience in leading children's recreation activities. Staff trained in First Aid and CPR are always on-site. In addition to our regular camp staff, certified lifeguards will be on duty during all pool activities. Our expected staff-to-child ratio will be 1:10 for most activities. Specialists and special visitors will lend expertise in creating unique recreation programs offered at camp, assuring you and your child well-planned, safe, and exciting activities every day.

Arrival and Departure for Summer Camp

- **Check in at the Ned Ashton House between 7:30 and 9:00 AM**
 - Parents must check their child(ren) in with camp staff every morning.
 - Please park and escort your child(ren) into the Ned Ashton House.
 - Parents are expected to sign and time stamp the log each day.
 - Please check your child(ren) in by 9:00 AM

- **Check out at Upper City Park Shelter # 2 between 4:00 and 5:30 PM**
 - Please park your car, come to Shelter # 2, to sign your child(ren) out.
 - You must sign and time stamp each day.
 - You must present a valid I.D. as a form of verification when your child is being signed out.
 - Campers will not be allowed to leave for any other reason without advance, written notification to the Supervisor.

Late Pickup Charge

Parents of children left after 5:30 PM will be charged \$5.00 for **each additional 5 minutes**.
If you run into a problem, call ahead – we'll help in any way we can.

What to Bring for Camp

All children should bring their daily needs inside a backpack or bag, as we may be carrying our possessions with us most of the day.

- **Swimsuit and towel:** Campers will swim daily at the City Park Pool, weather permitting. In cases of inclement weather, campers will not be swimming and will stay at the Ashton house.
- **Lunch:** Campers should bring their own lunch every day. Refrigerators and microwaves are not available during camp hours. Due to storage restrictions, bulky coolers are discouraged.
- **Supplemental snacks (if desired):** We will provide two simple snacks each day, one in the morning and one in the afternoon. Parents may wish to supplement according to their own child's needs. We suggest packing fruit, cheese, crackers, etc.
Note: Parents/Caregivers of children with special dietary needs should plan on providing snacks for their child.
- **Water bottle:** As we will be spending as much time outdoors as possible, a water bottle is important to keep your child hydrated throughout the day. Glass water bottles are not allowed at camp.
- **Non-water-soluble sunscreen:** A medical release is necessary for staff to apply sunscreen and is included with the Camper Information Form you will complete from the website. You are responsible for providing sunscreen for your child. We have found in past summers that spray sunscreen can be highly ineffective and easily wasted. **Please note that spray sunscreen is not allowed at camp.** We recommend lotion sunscreens and/or sun protection swim shirts in order to sufficiently protect your camper from the sun.
- **Non-aerosol insect repellent:** A medical release form is necessary for staff to apply insect repellent and is included with the Camper Information Form. You are responsible for providing insect repellent for your child. **Please note that insect repellent in aerosol form is not allowed at camp. DEET based repellants are not allowed at camp.**

What to Leave at Home

- **Electronic games/devices**
- **Trading cards**
- **Personal cell phones:** If a camper needs to contact a parent throughout the day, a phone will be provided. Playing games and holding conversations on cell phones or other technology is not allowed.
- **Jewelry and other valuables**
- **Money for vending machines:** Children are not allowed to purchase items from the vending machines or anything similar during camp. Please purchase items for your child(ren) before or after camp.

Please make sure your child does not have prohibited items, and make sure their bag isn't too heavy.

What to Wear

- **Camp t-shirt (every day):** One camp t-shirt is provided with camp registration. One Camp shirt will be given per enrollment, not one shirt per session. Additional shirts will be available for purchase for \$7.00 while supplies last.
- **Closed-toed shoes and socks:** We will be walking off paved pathways for many of our activities and there may be poison ivy in the area. Closed-toed shoes and socks are recommended to protect your child and allow them to participate in camp activities. Sandals, crocs, flip-flops, or any similar footwear may be brought for use at the pool, but they are not allowed during daily activities.
- **Shorts or pants:** Shorts or pants that are comfortable and allow movement are recommended. Clothes may get dirty depending on activities.
- **Regulation swimwear is required at the pool.**
 - Cut-off shorts, thongs, street clothes, and sweatpants are prohibited in the pool (shirts may be worn over appropriate swimming attire).
 - Persons may wear additional clothing in adherence to their religious beliefs, provided that the garments are clean and are worn over appropriate swimwear.
- **Extra change of clothes; if desired.**

Please mark the inside of all apparel, particularly camp shirts, with the child's name and phone number.

Transportation

Instead of public transportation, we will be walking to City Park and City Park Pool via Manor Drive. Under no circumstances will your child be walking along Park Road.

In lieu of field trips, many special guests will travel to the Ned Ashton House and City Park to present a variety of new activities several times each week.

Illness and/or Injury

Please do not bring your child to camp if they:

- **have or have had a fever of 100°F or above in the last 24 hours**
- **are vomiting or has vomited in the last eight hours**
- **have a communicable illness** such as chickenpox, strep bacterial infection, Covid-19, or any illness considered to be contagious by the Johnson County Health Department

You will be contacted immediately if your child exhibits any of the above symptoms. You will be asked to remove your child until all symptoms have subsided.

If your child is ill or will not be attending camp, call the Recreation Division Office after 8 AM at (319)356-5100

If your child becomes ill or injured during the day, we will call according to the EMERGENCY CONTACT INFORMATION you provided. If this information changes during the summer, please notify us.

Camp Visitors

Parents and caregivers are welcome to visit with children and counselors prior to and after activities. Please do not interrupt activities unless it is necessary. Only registered children may participate in camp activities. Parents and guardians may observe, but please identify yourself to staff upon arrival and be prepared to show valid identification.

Medications

- **Medications* should not be sent in your child's backpack.**
- **Parents must complete and sign a medication release form** during check-in for medication(s) to be administered. This includes prescription, non-prescription drugs, creams, lotions, etc. Please leave your child's medication and release form with the check-in staff. You may pick it up at the end of the day if necessary.
- **All medication MUST BE in the original container** with the name of the medication, physician's name, and amount to be given printed on the label. Pharmacists are usually willing to divide medication into two separate bottles upon your request.
- **All medication will be administered by Recreation Division staff**
 - **A new medication release form is to be filled out for each two-week session.**
- ***Epi-pens, emergency inhalers, and other medications used for emergency conditions will be carried in the child's backpack. All other medications will be held by staff.**

Inclement Weather

In case of inclement weather, children will remain at the Ned Ashton House. Should severe weather occur during the afternoon, children will either be transported back to the Ned Ashton House or will take shelter at the City Park Pool.

Rain Out Line/How to sign up

Any changes to your child's pick-up location will be posted on Rain Out Line

- Visit [Rain Out Line \(https://rainoutline.com/\)](https://rainoutline.com/). Select login. Create an account. Search for Iowa City Parks and Recreation. Locate the Summer Camp Program. Select the star to favorite Camp. Select the bell to enable notifications.

Special Needs

Parents of children with disabilities or children requiring special arrangements should note these special needs on the registration form AND **make a special accommodation request by email or in writing to Joyce Carroll at joyce-carroll@iowa-city.org**. The more time we have before the program begins, the better we will be able to meet the needs of the individual. Insufficient or lack of notice may delay your child's attendance. Contact us and we'll be glad to help.

RecAssist

Iowa City Parks and Recreation has something for everyone! We are accepting applications for RecAssist, our income eligible discount program. One application for Iowa City residents is valid for the entire calendar year. Program enrollment using RecAssist discounts must be done in person or by phone. **Learn more at [RecAssist](https://www.iowa-city.org/Forms/RecAssist)** (<https://www.iowa-city.org/Forms/RecAssist>).

Camp Specific Refund Policy

Please note that this refund policy is specific to Summer Camp only. All refund requests must be made in writing to the Program Supervisor, Joyce Carroll at 220 S. Gilbert Street, Iowa City, IA 52240 or at joyce-carroll@iowa-city.org. Full refunds will be made for withdrawals requested by May 26th. **All other withdrawals will be subject to a \$50.00 cancellation fee per session cancelled.** No refund will be made for withdrawals requested less than 1 week in advance of session start date. Prorated refunds for health reasons may be considered after camp begins and requests must be made in writing to the Program Supervisor, Joyce Carroll at 220 S. Gilbert Street, Iowa City, IA 52240 or at joyce-carroll@iowa-city.org. A doctor's certificate may be required. No refunds will be given for programs which have been completed.

Dismissal

The following will warrant dismissal:

- The child cannot adjust and requires individual attention at a level that prevents the leader(s) from caring for other children.
- The child exhibits social or emotional problems that are detrimental to themselves, other children, or staff.
 - We will work closely with parents to discourage inappropriate, disruptive, or dangerous behavior. In all cases, no child will be permanently withdrawn without an attempt to conference with parents.
 - Behaviors such as fighting, physical aggression, choosing to leave the group/camp area, bullying behaviors, severe or consistent noncompliance, and disrespect will require parent conferencing. If behaviors do not improve, dismissal from camp will be an option.
 - Physical aggression, disruptive or dangerous behavior may be cause for immediate dismissal from camp.

Please discuss concerns in advance of attendance.

This can save us all from needing to discuss issues later.

Photos

Please note that Summer Camp activities may, from time to time, be photographed for future brochures, other promotional materials, or for group pictures. Due to the public nature of our Summer Camp facilities, we cannot be responsible for photographs taken by the media or others. We will, however, do our best to adjust accordingly to your needs. Should you have any such concerns, please contact the Iowa City Recreation Division in writing at the time of your registration. Thank you.

We look forward to providing exciting summer recreation activities for your child(ren). Please participate in your child's experience through comments and suggestions.

Warmest Regards,
Joyce Carroll, CPRP
Program Supervisor
Iowa City Recreation Division
(319) 356 5223
joyce-carroll@iowa-city.org

Federal I.D. # 42-600-4805