

# Summer Camp

## Program Guide 2022

### **BAY OAKS**

RECREATIONAL CAMPUS



*"The Heart of the Island"*



Bay Oaks Recreation Center

2731 Oak Street

Fort Myers Beach FL 33931

239-765-4222



## **Welcome to Bay Oaks Summer Camp!**

The Town of Fort Myers Beach Parks and Recreation Department would like to welcome you to our Summer Camp Program! We look forward to having a fun and enriching summer full of engaging activities for your children! We are very excited to meet new faces and welcome back our returning participants! If you have any questions about his years camp feel free to contact the Youth and Teens Program Coordinator.

### **— BAY OAKS MISSION STATEMENT—**

To create, provide, and sustain quality recreational and community experiences for all residents and visitors of The Town of Fort Myers Beach.

### **— BAY OAKS VISION STATEMENT—**

To provide exceptional programs, events and recreational opportunities that attract and delight all residents and visitors.

## **Age Parameters**

The Town of Fort Myers Beach Parks and Recreation Department operates the camp for children ages 5-12 years old. Children must be 5 by the first day of camp. Children who are 12 when they register but will turn 13 by the end of camp are approved to participate. Camp will be divided into 2 age groups, K—2nd grade and 3rd grade—5th grade.

## **Camp Setting:**

The setting for our camp will be at Bay Oaks Recreation Center, the Fort Myers Beach Pool, and the surrounding park facilities. This includes both indoor and outdoor activities, which will expand through sports, swimming, enrichment activities, and hands-on crafts. Trips may be taken off campus and will be communicated with parents beforehand.

## **Camp Hours**

Camp will run Monday through Friday from 8:00am-5:00pm.

**Please do not drop off your child before 8:00am** as we do not open before 8:00am. The check-in period lasts from 8:00AM-9:00AM.

There is not before or after care offered.

## **Check in:**

Parents will drop their kids off at the front desk of the facility. Parents must sign their child into the camp on the sign in sheet and record the time they arrive.

## **Check Out:**

For pick up, a guardian or authorized person on the authorized pick-up form can park behind Bay Oaks and walk into the facility. **Staff will confirm that a government issued photo ID matches the name listed on the child's registration form and will walk the child out to the vehicle and a signature will be required to complete the checkout process.**

Bay Oaks **will not** release a child to any persons who are not listed on the authorized pick up for any reason or any circumstance or any persons without a photo ID.

## **Late Pick-Up Policy**

If, at the program's close at 5:00PM, participants remain on-site, staff will attempt to contact the parent/guardian to pick up the child.

The parent/guardian will be charged a late pick-up fee.

If the parent/guardian refuses to pay, that child will not be allowed to continue to participate in camp until the fee has been paid.

If a parent/guardian knows they will be late, they should contact Fort Myers Beach Parks and Recreation Department at (239) 765-4222, as soon as possible to notify staff (the late fee will not be waived).

If a participant has not been picked up by 5:00PM, the parent/guardian has not contacted the camp, and no other authorized person could be contacted to pick up the child up, staff will contact the Lee County Sheriff's Office to come pick up the child and document the incident.

At no time will an employee of the Town of Fort Myers Beach Parks and Recreation Department transport a child home.

**After 3 Late Pick-Ups the Parks & Recreation Staff will determine if your child should be removed from the program.**

## **Late Pick-Up Fees**

After 5:00PM, there will be a \$5.00 fee per 15 minutes. This fee is due immediately, at the time of pick up.

## **Lunch and Snack**

**Each child is required to bring their own packed lunch from home.** Staff will not be able to refrigerate or heat any lunches for participants. Bay Oaks will provide a small snack for summer camp participants in the afternoon. Please send a water bottle with your child daily. If you cannot provide a lunch or water bottle for your child, please speak to the camp coordinator.

## **First Aid**

Many children have unknown allergies and/or reactions to certain types of first aid supplies. **Please note on camp forms any known allergies that your child has.** Children may carry medicine, inhalers, Epi-pens, or any other form of medications in their backpacks but are solely responsible for administrating and keeping track of their own belongings. All staff members are lifeguard, first aid, and CPR certified. A parent will be called if any further direction is needed. If the child's injury requires medical attention, staff will take proper measures and notify the proper parents/guardians and Fort Myers Beach Rescue.

## **Sunscreen & Refillable Water Bottles**

Sunscreen and water are essential while attending Summer Camp. Please purchase a bottle of sunscreen and a refillable water bottle to leave in your child's backpack all summer. We will spend a majority of our time outside or swimming at the pool and it is vital to prevent burning and for all children to stay healthy and hydrated. If your child needs assistance with sunscreen, we ask that you purchase a bottle of **SPRAY** sunscreen. We ask that campers apply sunscreen each morning before camp, and we will have campers reapply before the pool or beach each day. This will be essential to prevent burning throughout the summer.

## **Dress Code**

All participants must have closed toe shoes while attending camp. Children will not be permitted to participate in active activities without proper footwear. Your child is enrolled in camp to have fun, learn, and play in a safe and structured environment- do not send him/her in clothes that cannot get dirty.

**On pool/beach days please send your child with a towel, bathing suit, sunscreen and change of clothes.**

## **Personal Belongings**

Please label any items that your child brings to camp. The Town will not be held responsible for lost or stolen items. In a growing age of technology, we will be encouraging our camp participants to get active and spend time outdoors this summer away from TV and Computers. If you require your child to carry a cell phone, we ask that it remain in the child's backpack. If you need to speak with your child for any reason, please contact Jimmy Demilia at 239-292-0140 or the front desk at 239-765-4222 and a staff member will get your child.

## **Payment Procedure**

Summer Camp consists of seven (8) weekly sessions. Payment of \$75/Estero Island Residents, or \$100/non-Estero Island Residents, per week, must be paid prior to the camper participating in Summer Camp.

Payment must be made in full prior to the beginning of camp. Payment may be made in the form of cash, credit card, or check made payable to Bay Oaks Recreation Center.

## **Scholarships**

Partial or full scholarships may be available for qualified campers. Please contact Jimmy Demilia at 239-292-0140 or 239-765-0202 ext. 1806 about the current availability for scholarships.

## Camper Conduct

Bay Oaks Recreational Campus strives to provide an atmosphere that focuses on consistency, communication and the safety/ well-being of every participant and staff member in the program. To do this, that means an equal amount of respect will always be given to each participant by staff and that respect should be returned to the staff. Appropriate behavior is the joint responsibility of the child, parent, and staff. Please review these rules with your child prior the first day of Summer Camp:

- 1. Participants are expected to listen to and respect camp counselors, staff, and participating campers.** Effective communication between everyone is essential—if there is a problem, voice your concern so we can solve it. Staff can work as mediators to help participants vocalize their issues with other participants in a polite and effective way. Please encourage your child to speak to a staff member if they are having an issue.
- 2. Bay Oaks will not tolerate any type of exclusion or bullying of any participants.** Our staff encourages the participants to reach out and make new friends each year. Participants in our program often form a strong bond with each other and create long lasting memories for years to come! Campers will treat others as they wish to be treated- with kindness and courtesy. Any teasing, bullying, picking on, or serious malicious physical harm caused to another participant may result in expulsion from the program
- 3. All children will be required to clean up after themselves.** We will participate in a lot of messy crafts and activities and part of participating in those crafts is assisting with set up and clean up. We will encourage all participants to clean up all of their own toys and crafts with the assistance of staff.
- 4. HAVE FUN WHILE LEARNING!** Participants are enrolled in Club Rec to learn and have fun while getting a lot of exercise. Don't be afraid to try new games and keep a positive attitude at all times! If you see a friend who is struggling, offer words of encouragement and help them! We will be playing endless amounts of different games. It is very important to practice good sportsmanship at all times and to give an activity your best effort before saying "I can't" or "I don't want to".

## Discipline

Offenses will be kept track of through an incident report. Incident reports will be printed, and a parent/guardian signature will be required for each offense. If a parent or guardian refuses to sign the write up, the participant will not be allowed to return to the program until proper documentation has been completed.

### 1. **Disciplinary Action:**

a. First warning is given along with an explanation as to why the behavior is inappropriate. If the behavior continues, it will be followed by the following disciplinary action:

i. If it occurs again, the participant will sit out of an activity for a period of time (i.e. Time Out).

ii. If it occurs again, they will sit out of a whole activity. The parents will be notified during afternoon pick-up of the inappropriate behavior.

**OR**

iii. The camp leader has the right to arrange with the parent for the child to leave the camp for the rest of the day.

iv. If it continues, a phone call will be made to the parents to discuss the behavior and their attendance may be suspended for a whole day.

v. If the participant's behavior shows no improvement, ultimately, he/she may be asked to withdraw from the camp.

**REFUNDS, full or partial, will NOT be made due to disciplinary suspensions or expulsions.**

## —RESIDENCY—

For residency purposes, if documenting an Estero Island address on a Youth Registration form, the following supplementary documentation will be required to show proof of residency to qualify resident pricing and resident priority registration. The following documentation must confirm the Estero Island address listed on the registration form. Please note you must live within the taxing district of the Town of Fort Myers Beach.

- FPL or Utility Bill, OR
- 2021 Tax Bill, OR
- Mortgage / Rental Agreement greater than 6 months, AND
- a Driver's License to confirm Identity.

**With this documentation, Summer Camp will be \$75/week PER child.**

**For any address that falls outside of the Estero Island jurisdiction will be \$100/week per child.**

# Youth Application for Enrollment

**Student Information**

Full Name: \_\_\_\_\_

Childs Preferred Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_ Grade Going into: \_\_\_\_\_ School: \_\_\_\_\_

Child's Physical Address: \_\_\_\_\_

Parent's Email Address: \_\_\_\_\_

**Please check which weeks your child will be attending summer camp**

Week 1 6/6 - 6/10	Week 2 6/13 - 6/17	Week 3 6/20 - 6/24	Week 4 6/27 - 7/1	Week 5 7/5 - 7/8	Week 6 7/11 - 7/15	Week 7 7/18 - 7/22	Week 8 7/25 - 7/29	Week 9 8/1 - 8/5
Invoice#	Invoice#	Invoice#	Invoice#	Invoice#	Invoice#	Invoice#	Invoice#	Invoice#
Staff Int	Staff Int	Staff Int	Staff Int	Staff Int	Staff Int	Staff Int	Staff Int	Staff Int

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**Family Information**

Child Lives With: \_\_\_\_\_

Guardian Name: \_\_\_\_\_ Guardian Name: \_\_\_\_\_

D.O.B: \_\_\_\_\_ D.O.B: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Employer: \_\_\_\_\_ Employer: \_\_\_\_\_

Cell Number: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Number: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Custody: Mother \_\_\_\_\_ Father \_\_\_\_\_ Both \_\_\_\_\_ Other (Specify) \_\_\_\_\_

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**Medical Information**

I hereby grant permission for the staff to contact the following medical personnel to obtain emergency medical care if warranted. I give my consent to transport by ambulance if the situation warrants. Staff will attempt to contact parent/guardian in the event of any emergency.

Doctor: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Hospital Preference: \_\_\_\_\_

**Please list all allergies, special medical or dietary concerns, if they can swim or other areas of concern:**

\_\_\_\_\_

\_\_\_\_\_

**Helpful Information About the Child:** \_\_\_\_\_

\_\_\_\_\_

# Town of Fort Myers Beach

## Pick Up Authorization and Emergency Contacts:

Child will be released to the custodial parent or legal guardian and the persons listed below with a government issued photo ID. These people are people you trust and the people who will be contacted and are authorized to remove your child from the facility in case of illness, accident, or emergency. Please make sure to add yourself as an emergency contact. We will begin at #1 and go in order down the list when making calls. Any additions to the list must be made in person by a Parent/legal guardian and CANNOT be made by phone.

**Bay Oaks will NOT release any participant to ANY persons not listed on an authorized pick-up under any circumstances.**

1. \_\_\_\_\_  
Name                      Cell #                                      Work #                                      Home                                      Relationship

2. \_\_\_\_\_  
Name                      Cell #                                      Work #                                      Home                                      Relationship

3. \_\_\_\_\_  
Name                      Cell #                                      Work #                                      Home                                      Relationship

4. \_\_\_\_\_  
Name                      Cell #                                      Work #                                      Home                                      Relationship

5. \_\_\_\_\_  
Name                      Cell #                                      Work #                                      Home                                      Relationship

6. \_\_\_\_\_  
Name                      Cell #                                      Work #                                      Home                                      Relationship

7. \_\_\_\_\_  
Name                      Cell #                                      Work #                                      Home                                      Relationship

8. \_\_\_\_\_  
Name                      Cell #                                      Work #                                      Home                                      Relationship

## Daily Drop Off/Pick Up

### **A. CHECK IN**

Parents will walk their child into Bay Oaks, check in at the front desk, and sign them in to the program.

### **B. PICK UP**

1. All camp participants must be signed out by a parent or guardian who has been listed in the authorized pick-up list and approved to pick up the child.
  
2. Picture identification of the parent/guardian must be shown to camp staff in order to pick up a child. Until staff and parents are familiar with each other they will be asked to show identification.
  
3. Anytime an unfamiliar person attempts to pick up a camper they will be asked to show identification. Staff will also check the Authorized pick-up list to see if they are eligible to pick the camper up. Parent or guardian may be called for verification on the pickup.
  
4. If a parent or guardian refuses to sign out a child from the program, or refuses to show ID, staff can refuse to release the child into their custody. If a parent/guardian or other adult attempts to remove a child without showing identification or signing out, staff will treat the incident as an attempted abduction from the camp. The Sheriff's department will be called, and staff will attempt to record license plate and description of the car the participant left in.

**I have read and agree to abide by the above policies regarding the pick-up of my child from the Bay Oaks Recreation Center summer camp. I understand that I am responsible for following the rules and procedures set forth and will be held accountable for violations of above said rules.**

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Cancellation Refund Policy

**Please know that the camp you have enrolled your child in has the following cancellation policy:**

**NO REFUNDS** will be issued if your camp session has already begun.

Parent/Guardian Name: \_\_\_\_\_

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

Date: \_\_\_\_\_



**Participant Waiver and General Release Form**

**Town of Fort Myers Beach, Florida**



Waiver and release of all claims and assumption of risk for the Town of Fort Myers Beach, Florida. Please read this form carefully and be aware that in participating in Town of Fort Myers Beach (hereafter "Town") activities/programs, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you and/or your minor child might sustain as a result of participating in any and all activities connected with and associated with Town of Fort Myers Beach programs/activities (including transportation services/vehicles operation, when provided).

I recognize and acknowledge that there may be certain risks involved in participating in Town programs/activities, and I voluntarily agree to assume the full risk of any injuries, damages or loss that my minor child or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child may have (or accrue to me or my child) against the Town as a result of participating in such program/activity, including but not limited to claims against Town officials, officers, employees, agents, independent contractors associated with such programs/activities in any capacity, and/or volunteers (hereinafter collectively referred to as "parties"). I do hereby fully release and forever discharge the parties from any and all claims for injuries, damages or loss (including but not limited to attorney's fees and/or appellate attorney's fees associated therewith, whether or not suit is filed) that my minor child or I may have or which may accrue to me or my minor child and arising out of, connected with, or in any way associated with these programs/ activities or any of them. I indemnify and hold the Town, any of its employees and/or agents and/or any parties referenced above, from any and, all claims from my use of town property or participating in any town programs/activities. I further indemnify and hold harmless the Town, its employees and/or agents and/or any parties referenced above from all costs, expenses and liabilities resulting from any claim brought as a result of my or my child's use of Town property and/or participation in Town programs/activities to the extent of the town's liability under general law. I will comply with all requirements imposed by any federal, state, county or Town emergency declaration. Failure to do so will result in immediate revocation of this Agreement. I am familiar with federal, state, county and local laws, orders, directives, and guidelines relating to COVID-19 (including the Center of Disease Control's prevention guidance), and will comply with all such orders, directives and guidelines while on Town property and covenant not enter onto Town property if I am experiencing any symptoms of COVID-19, or have a confirmed or suspected case of COVID-19, or have come in contact in the last fourteen (14) days with a person who has been confirmed or suspected of having COVID-19. Notwithstanding the risks associated with participating in events held on Town facilities, I accept and assume all risks and liability of personal injury, illness, disability, death, or property damage related to COVID-19, arising from being on the premises or engaging in activity on the premises, whether caused by the negligence of the Town or otherwise. I acknowledge that the Town requires all participants to wear a life jacket or personal flotation device ("PFD") at all times when on the water. I understand that if I do not follow the Towns requirement of wearing my PFD, I face having my participation privileges revoked, and may be barred from activities. I understand that photographs, videos or other recording of my and /or child's face, likeness, and/or voice may occur during Town programs/activities, by signing below, I hereby agree that such face, likeness and/or voice may be published by the Town in brochures, newsletters, or other advertising for the Town.

I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering via fax, my facsimile signature shall substitute for, and have the same legal effect as, an original form signature.

\_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE:

\_\_\_\_\_  
WITNESS SIGNATURE:

\_\_\_\_\_  
DATE:

\_\_\_\_\_  
DATE: