



City of
Santa Rosa
Recreation & Parks

CAMP WA-TAM SUMMER 2009 INFORMATION LETTER

GREETINGS FROM THE CAMP WA-TAM STAFF!! We are looking forward to spending a week of exploration, discovery, fun and excitement with your child. We would like to take this opportunity to familiarize you with our camp program and provide you with some information which should help make your child's camp week a special one.

SCHEDULE: Monday through Wednesday, camp begins at 9:30 a.m. and ends at 3:00 p.m. Please send a healthy sack lunch with your child for an active schedule on these three days because we get lots of exercise at camp- hiking, swimming, games and canoeing. Healthy foods such as carrots, celery sticks, yogurt and fruits will really help keep your child going! Each Tuesday the entire camp hikes to Spring Lake Lagoon for an afternoon of swimming, games, crafts and fishing. If your child is interested in fishing, please send a pole and bait with him/her on Tuesday morning. We ask that you send **barbless** hooks because we release all fish. Thursday is the overnigher, so camp begins at 1:00 p.m. and ends on Friday morning at 10:00 a.m. Thursday dinner and Friday breakfast are provided.

MONDAY MORNING CHECK-IN: Please allow a few extra minutes on Monday morning to check-in your child. We need to set your child up with her/his assigned group, confirm emergency information and your child's counselor will have a few questions to ask parents directly. Check-in on Tuesday and Wednesday begins at 9:30am. A professional camp photo (8 x 10 color) can be ordered during this time for \$7.00. The photo will be sent home with your child Friday morning. Please make checks payable to *STEVE AJA*.

DROP-OFF, PICK-UP AND PARKING: Each day the children are dropped off and picked up in the upper parking lot of Howarth Park (at "Mr. Pipe"). Howarth Park is located on Summerfield Road between Montgomery and Sonoma Avenues. Please be prompt with all drop off/pick up times. ***Please note that we will be enforcing a \$5.00 late fee for every 15 minutes you are late in picking up your child.*** Due to the popularity of Howarth Park, we understand that parking can sometimes be difficult. Please allow for extra time to drop off and pick up your child. When picking up and dropping off your child, please find an open designated parking space and then check your child in/out *in person*. You are required to **CHECK-IN** your child, *in person*, all week. You are required to **CHECK-OUT** your child, *in person*, every day. Please plan ahead, give yourself plenty of time, and be patient with our staff and the limited parking conditions.



EXTENDED HOURS: For those parents who prefer longer hours, we offer extended hours Monday - Wednesday from 3:00 p.m. until 5:15 p.m. There is an additional \$25.00 fee for this service. **You must register one week in advance for the extended hours service.** Extended hours participants can be picked up at Mr. Pipe at 4:50p.m. *If you plan to pick your child up before this time, please make prior arrangements with the Camp Director and your child's counselor. You may also contact the Extended Hours Director on the camp cell at 888-5267.*

REQUEST A FRIEND: You may request to be grouped with one friend, however, in order for requests to be considered **BOTH campers must request one another. We will do our best to accommodate one request, but we cannot guarantee it.** In an effort to reduce the hectic nature of Monday morning registration, **we will only honor requests that have been made in advance.** We do ask that the children be of similar ages (within a year of each other). If you would like to make a request after you have registered your child, call the Recreation Department at least a week in advance (543-3282) and we will add this information to your child's enrollment form.

SWIM DAY: Please inform your child's counselor of any swimming requests or restrictions your child may have. Also remember to apply and pack sunscreen with your child as swim days are full of fun under the sun!!

ACCOMODATION REQUEST: If you or your child has a **special** need or accommodation request, please contact the Camp Coordinator at the Recreation Department (543-3428) at least one week prior to your camp session. Every effort will be made to reasonably accommodate your request.

PARENT’S NIGHT PROGRAM: You are invited to our **Parent’s Night Program on Thursday at 6:15 p.m.** This exciting activity gives the children a creative chance to show their parents and friends what they have been doing during the week. Please wait down the hill at “Mr. Pipe” in the parking lot. The children love to walk down the hill and escort you to the campfire area. **The program begins promptly at 6:30 p.m.** If you bring younger brothers or sisters to the program, please keep them on your laps, while the program is in progress. You **may** also check them into our free childcare program at the stone tables. After the program, the campers have time to give you a tour of the camp and introduce you to the staff. Children are not allowed to leave the camp area unless the Camp Counselor has been notified, so please let him/her know if you are taking your child home with you. *Finally- we ask that you do not send any candy with your child for the overnight. We already serve an evening snack and the extra sugar in the candy makes the evening program more difficult for everyone.*

PHOTOS: *Rec & Parks* staff reserves the right to photograph activities and program participants for potential promotional use. All photos will remain the property of *Rec & Parks* and may be used for publicity or promotional purposes only. If anyone in your family should not be photographed, contact the Camp Coordinator at 543-3428.

LOST AND FOUND: As we all know, children occasionally lose track of their belongings. We help out as best we can, but with so many campers it can be an adventure. We ask that you label **everything** your child brings to camp with cloth name-tags, puffy paints, indelible ink, etc., including backpacks, duffle bags, towels, sunscreen, lunch bags, etc. Please do not send anything valuable such as electronic games or portable radio/CD players to camp. There will be an on-site lost and found. If necessary, please see the Camp Director or Assistant Camp Director for assistance. Any items left over two weeks will be donated to a non-profit organization or thrown away.

“BEHAVIOR MANAGEMENT”: Our goal is to provide a safe and fun environment for each child involved in Camp Wa-Tam. We are committed to your child, and will do all that we can to help them have a good experience. We do reserve the right, however, to remove a child from the camp program if their behavior becomes too disruptive. If your child has a potential behavior problem that we can assist with or should be aware of, please inform us at least one week in advance. Contact the Camp Coordinator at the Recreation Department (543-3428). It is also necessary to speak with your child’s Camp Counselor when you check in on Monday morning.

TAX ID NUMBER: To write off your day care expenses, please save your receipt and use the Santa Rosa Recreation and Parks Department Tax ID number: **#94-6000428.**

REFUND POLICY: Please note our **NEW** refund policy. A 25% cancellation fee will be charged if request is received less than 7 days prior to the start of camp. **No refunds will be issued after 7:00p.m. on the Thursday prior to camp.**

THINGS TO BRING THINGS TO BRING THINGS TO BRING THINGS TO BRING

Every day

- ___ Tennis shoes (no sandals, please!)
- ___ Lunch (**label!**)
- ___ Sweatshirt or sweater
- ___ **Sunscreen** (*please apply to child prior to drop off at camp - Staff is not responsible for the application of sunscreen*)

Swim Day (Tuesday)

- ___ Swimsuit
- ___ Towel
- ___ **Sunscreen** (*please apply to child prior to drop off at camp - Staff is not responsible for the application of sunscreen*)

Overnighter (Thursday)

- ___ Sleeping Bag
- ___ Warm clothes
- ___ Jacket or sweater
- ___ Pillow
- ___ Personal items
- ___ Ground cloth/tarp
- ___ Foam pad (optional)
- ___ Flashlight (optional)

Please label all items!