



# WINTER CAMP PARENT INFORMATION LETTER

*SESSION 1: “Winter Wonderland”  
Winter 2020 (December 30<sup>th</sup> – January 3<sup>rd</sup>)*

## Greetings from the Winter Camp Staff!!

We look forward to a week of exploration, discovery, fun and excitement with your child. To help us make your child’s camp week a special one, please read the following program information.

**NEW INFO!** **SESSION I SCHEDULE:** Winter Camp, “**Winter Wonderland**” is a four day camp which runs MONDAY, December 30<sup>th</sup> through FRIDAY, January 3<sup>rd</sup>. **THERE WILL BE NO CAMP ON WEDNESDAY, January 1<sup>st</sup>**. Camp begins at 8:00 a.m. and runs until 3:00 p.m. *Please send a sack lunch with your child on all days except the last day of the session (FRIDAY, January 3<sup>rd</sup>).* On this day we will be making pizza in Chef Big’s Kitchen. On Monday, we will have a special guest storyteller! Tuesday, we will take Rosie the Trolley to “Pump It Up!”—*We have provided a waiver for you to fill out and bring on Monday. We will have extras on site. Your child cannot participate without this waiver!* Also make sure your child has SOCKS for the field trip on Tuesday. Friday, we will be making our PIZZA lunch in Big’s Kitchen and are inviting all parents to join us at 1:30pm for our Parent’s Afternoon Program, complete with skits and songs! Winter Camp is held at the **Finley Community Center** which is located at 2060 West College Ave (On the corner of West College Ave. and Stony Point Road). Drop off and pick up of campers will take place in the Person Auditorium. Please be prompt with all drop-off/pick-up times. *Please note that we will be enforcing a \$5 late fee for every 15 minutes you are late in picking up your child.*

**MONDAY MORNING CHECK-IN:** Please feel free to arrive a few minutes early on Monday morning to check in your child. *This is the only day that this is necessary.* We need to assign your child to a group, confirm emergency information, and your child’s Counselor has a few questions they like to ask parents directly. We understand that many parents will be eager to get to work, but it is imperative that the counselors obtain all the necessary information to make your child’s experience a positive one.

**EXTENDED HOURS:** For those parents who prefer longer hours, we offer Extended Hours from 3-5:15pm, MONDAY through FRIDAY. There is an additional fee of \$40.00 for this service. You must sign up *prior* to the first day of camp for this service. We do not prorate extended hours.

**REQUEST A FRIEND:** In order for requests to be considered, **BOTH** campers must request each other **at the time of registration**. **We will try to accommodate up to one friend.** We do ask that the children be of similar ages. If you would like to make a request after you have registered your child, call the Recreation Department (543-3282) and we will add this information to your computer form. Please note that requests for specific group placement must be made 5 days **PRIOR** to the start of camp!



**AFTERNOON THEATER:** You are invited to our Afternoon Theater on FRIDAY from 1:30 - 2:15pm. This performance gives the children a creative opportunity to show their parents and friends what they have been doing during the week as they take part in skits and sing songs. Please wait for us in the Person Auditorium Lobby. There will be signs to guide you to the proper area. The program lasts approximately one hour.

**LOST AND FOUND:** It has been our experience that the children have a difficult time keeping track of their belongings. The staff does everything they can to assist with this problem, but with 75 campers, it can be challenging! To help with this problem, we are asking that you **label everything that your child brings to camp**, and ask that you do not send anything valuable with them. Please check your child's belongings on Thursday afternoon and if anything is missing, see the Counselor or Camp Director. All unclaimed items for the week will be taken to the Community Center, 415 Steele Lane. Items that are not picked up after 2 weeks will be donated or thrown away.

**THINGS TO BRING:** Everyday, campers should wear sturdy tennis shoes (please no open-toe shoes!) and bring along a sweatshirt or sweater. Even though Winter Camp will be based indoors, please make sure to send a raincoat with your child. Also, a sack lunch should be brought every day, *except* for FRIDAY when we have our camper prepared buffet bonanza! All personal electronics such as Cell phones, IPODS and MP3 players, video games should be left at home. **Please label all items!**

**RAINY DAY:** Never Fear! Winter Camp was created with rainy weather in mind, so we have many activities designed to keep the day fun, safe and energized while remaining indoors. In the event of dry weather, we will utilize the grassy acres surrounding the Finley Community Center. In the event of a power outage, Finley Community Center has a generator, so the fun will continue!

**“BEHAVIOR MANAGEMENT”:** Our goal is to provide a safe and fun environment for each child involved in Winter Camp. 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. Please let us know ahead of time if your child has a potential behavior problem that we can assist with or should be aware of. Contact Ryan Shepherd, the Camp Coordinator at 543-3428 or 328-3107. It would also be helpful to speak with your child's Camp Counselor when you check in on Tuesday morning.

**ACCOMMODATION 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 the camp. Every effort will be made to reasonably accommodate your request.

**REFUND POLICY:** Please note the Santa Rosa Recreation and Parks Department 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 for requests made 24 hours or less before the camp session begins.

