



# SUMMER DAZE AT STEELE PARENT INFORMATION LETTER



**GREETINGS FROM THE SUMMER DAZE AT STEELE STAFF!** We look forward to 4 days of exploration, discovery, fun and excitement with your child. To help us make help make your child's camp week a special one, please read the following program information.

**BEFORE COMING TO CAMP:** Parents and participants must perform a self-conducted health screening by taking their temperature and ensuring that they do not have a fever of 100°F or higher. They must also ensure that they do not have symptoms that the CDC has indicated as COVID-19 related. If any of the below symptoms are present, **DO NOT** bring the participant to camp: unusual or new headache in last 24 hours, diarrhea, loss of taste or smell, tingling or numbness, coughing, fever, chills, throat, feeling achy, difficulty breathing, nausea or vomiting

**SCHEDULE:** Monday - Thursday camp runs 8:30 am – 5pm. Please send a healthy sack lunch with your child each day because campers get lots of exercise! Everyday, each group will get to play outside at Steele Lane Park. We also request that you send a sturdy water bottle as we will not be using drinking fountains for hydration at SUMMER DAZE.

**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 you directly. Please wear your masks during check-in. Check-in on Monday through Thursday begins at 8:30am.

**MORNING DROP-OFF:** Our drop-off and pickup procedures are designed to minimize foot traffic in the building. Drop-off and pickup will take place at Steele Lane Community Center (415 Steele Lane). Each day, please park your car and walk your child to the check-in table by the main entrance of the building, as we cannot have unsupervised children walking through the parking lot. There you will be assigned to a group (A, B or C). On Monday, you will proceed inside the building to meet with your group's staff who will collect important information. For the remainder of the week, you will walk your child to the check-in table, and a volunteer will then be escort them to their group's room for the day. We ask that all parents and participants wear face masks during check-in!

**AFTERNOON PICKUP:** Afternoon check-out takes place from 4:30-5pm. During this time, each group will be in a designated pickup location outside the building, so you can just pull up and retrieve your child without exiting your car! Your child's pickup location for the day will be communicated during morning-drop off. If you need to pickup your child before 4:30pm, please walk into the main lobby and ask the front desk for assistance.

On **WEDNESDAY\*** we will be taking a field trip to Finley Aquatic Center. The locker rooms are unavailable due to the current health order, so we ask that you send your children to camp in their swimsuits. As a reminder, no cutoffs, T-shirts, scuba masks, or flippers are allowed in the pool. Some pool amenities are not currently in operation, but each camper will get to swim!

On **THURSDAY\*** we will visit Howarth Park for a fun afternoon of archery and canoeing on Lake Ralphine!

\*We will be utilizing Rosie the Trolley for transportation and will clean the interior in between trips.

**ACCOMODATION REQUEST:** If you or your child has a **special** need or accommodation request, please contact the Camp Coordinator at the Recreation Department (543-3287). Every effort will be made to reasonably accommodate your request.

**LOST AND FOUND:** 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 cell phones 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.

**MORE ON OTHER SIDE >>>**

**BEHAVIOR MANAGEMENT:** Our goal is to provide a safe and fun environment for every camper. 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 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.

## **Guidelines to Protect Participants, Staff and Parents:**

Children must bring and wear their own masks. We will have a maximum of 12 children per group (family members will be grouped together). Each group will be led by the same staff all week and will not intermingle with other groups or staff. Additionally, Summer Daze has chosen projects and games that can be implemented safely with COVID-19 precautions and sanitary measures firmly in place. We are closely following all CDC protocols and Sonoma County Health Orders to keep our staff and participants safe. These steps will create a lower risk environment for children, staff and parents. Please see our list of "Frequently Asked Questions" (FAQs) on this page for more details regarding preventative measures Summer Daze is taking to make your child's experience a fun, safe and memorable one.

## **PLEASE KEEP IN MIND**

Summer Daze will do its best to insure that safety protocols set up by the CDC and County Health Officer are followed to help facilitate an environment which reduces the risk of spread of COVID19. However, the complete elimination of risk is not possible. Children must bring and wear their own masks.

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

**REFUND POLICY:** Please note our 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 7pm on the Thursday prior to camp.**

**TO BRING EVERYDAY:** Close-toed shoes (no sandals), labeled lunch, sweatshirt, sunscreen, and water bottle.

**QUESTIONS?** Contact Skip Wallace, Recreation Coordinator 707-543-3287 | [swallace@srcity.org](mailto:swallace@srcity.org)