



2019 Summer Day Camp Parent Manual



April 22, 2019

Dear Parents and Campers,

Welcome to the City of Lafayette's Summer Day Camp! We are extremely excited that your child will be with us to share in all the camp festivities. You will find our counselors to be wonderfully funny, caring and above all, responsible. Our number one priority will always be ensuring everyone's safety.

Registration packets (emailed after confirmed registration) need to be completed and turned no later than Monday, May 20. Please understand all paperwork must be completed, signed and returned before your child can participate in any day camp activities. All contact and medical information must be thoroughly and accurately filled in. This information is critical in our ability to effectively care for your child.

We will hold a "Meet the Staff" night at Pioneer Elementary School on Thursday, May 30 from 5:00-7:00pm. This is not mandatory, however we do encourage (especially new Campers) to come and meet their Counselors! Should you chose not to come to the "Meet the Staff" night, please visit our website for information www.cityoflafayette.com/camps

Please take time to go over this handbook and discuss the appropriate sections with your child. It is important your family understands all the procedures, schedules and activities prior to beginning the first day of camp. If you have been with us for years, please read the handbook as well, due to various revisions that have been made. This handbook includes items we are mandated to include as a licensed camp with the state of Colorado, as well as things we feel are important for you to know.

We believe each child deserves to be happy and content with their camp experience. Our days are filled with lots of activities and stimulation designed for the K-5th grader to feel safe in and enjoy. In order to provide this environment, there are camp guidelines which all children will be expected to follow.

Once again, we are excited to have the opportunity to spend the summer getting to know you and your family.

WELCOME TO CAMP 2019!

Sarah Cleland

Youth Programs Coordinator

sarah.clelend@cityoflafayette.com

303-661-1480

Location: Bob L. Burger Recreation Center

111 W Baseline Road

Lafayette, CO 80026

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RECREATION DIVISION ORGANIZATIONAL CHART

Director of Parks, Recreation & Open Space
Monte Stevenson

Recreation and Facilities Superintendent
Tammy Tucker

General Programs Supervisor
Marty Walsh
303-661-1467

Youth Programs Coordinator
Sarah Cleland
sarah.cleland@cityoflafayette.com
303-661-1480

On-Site Camp Managers
720.849.1552

Laci Conda – laci.conda@cityoflafayette.com

Austin Cito – Austin.cito@cityoflafayette.com

Bob L Burger Recreation Center

111 West Baseline Road

(303) 665-0469

www.cityoflafayette.com/Recreation

Summer Day Camp Location- NEW

Pioneer Elementary School

101 E Baseline Rd

Lafayette CO 80026

Monday – Friday, 7am – 6pm

WELCOME TO THE LAFAYETTE SUMMER DAY CAMP PROGRAM!

Purpose

The Summer Day Camp program seeks to enhance our community and enrich the lives of children by providing a safe, supportive, and structured environment that supports overall health and well-being. This off-site state licensed program offers quality educational, recreational, and cultural programs that promote the social, physical, intellectual, and emotional development of children and youth.

Location

The Summer Day Camp program is located at Pioneer Elementary School: 101 E Baseline Rd, Lafayette, CO 80026. We will be utilizing the cafeteria/gym as our home base. Drop off/pick up will be located in the Cafeteria.

Eligibility for Participation

Children participating in the Lafayette Summer Day Camp program must be 5 years old by the start of Camp and no older than 12.9 years to participate.

Admission and Registration of Children

Please remember space is limited and will fill up quickly. Registration dates are posted in the Winter/Spring 2019 Activity Guide.

Registration begins in February. Registration options are M-F, M/W/F, or Tue/Th.

The registration packet contains liability waivers, permission slips and emergency information forms necessary for program admission and will be emailed to the parents/guardians of all registered participants.

Current immunization records and physician statement forms MUST be turned in prior to your child's first day of attendance. Please note the Summer Day Camp program does provide care for children who may not be immunized. A current physical is required within 12 months of admission.

New registration forms will be required at the beginning of each summer. It is the parent's responsibility to keep their child's application form updated when changes occur.

This program is one of many activities offered by the City of Lafayette Recreation Department, and registration for all city-sponsored programs is as follows. Registration begins in the Winter/Spring of the previous year. Participants can register at the front desk of the Recreation Center during regular business hours. Please use the specific Day Camp registration form (one form per child).

Bob L. Burger Recreation Center hours of operation. (Hours are subject to change)
111 West Baseline Road
Lafayette CO 80026

Monday-Thursday	5:00 a.m. – 9:00 p.m.
Friday	5:00 a.m. – 7:00 p.m.
Saturday	7:00 a.m. – 6:00 p.m.
Sunday	8:00 a.m. – 5:00 p.m.

Nondiscrimination and Children with Special Needs

The Summer Day Camp program does not discriminate on the basis of race, color, national origin, sex, or disability. The Summer Day Camp program is dedicated to supporting the goals of the Americans with Disabilities Act. Please refer to the inclusion statement if your child may require special accommodations for participation; please call the General Programs Supervisor at (303) 665-0469.

Inclusion Statement

The mission of the Summer Day Camp program is to provide a safe and secure environment for children to explore and achieve success through a variety of recreational activities. We believe in providing quality programs for every participant.

Accommodations

The Summer Day Camp staff will make every effort to provide reasonable accommodations. These accommodations include, but are not limited to, staff training, additional staff supervision, use of individualized behavior support techniques, consulting with families and taking other steps to ensure a safe and enjoyable leisure experience for all participants. Participants are encouraged to bring a companion to assist with special accommodations. There will be no additional fees for a companion to attend camp unless attending a special ticketed event or activity. Individuals who require inclusion assistance must call at least two weeks in advance if you are interested in attending the summer day camp program. Due to staffing ratios, space is limited. We are unable to provide personal care.

Hours of Operation *** **IMPORTANT CHANGES FOR 2019** ***

The Summer Day Camp program is administered and operated by the City of Lafayette. The camp hours are 7:30 a.m. to 6 p.m., Monday through Friday. You are free to drop off your child any time between 7:30 a.m. and 9:00 a.m. Pick-up times will be between 4 p.m. to 6 p.m. There are nine weeks in this program, and the 2019 session dates are:

Session A	June 3 – June 7
Session B	June 10 – June 14
Session C	June 17 – June 21
Session D	June 24 – July 28
Session E	*July 1 – July 5 (no camp July 4)
Session F	July 8 – July 12
Session G	July 15 – July 19
Session H	July 22 – July 26
Session I	July 29 – August 2

Program Dates Closed

*Thursday, July 4th

Fee Schedule

The summer day camp program runs in nine, one-week sessions and the fees are:

- 5 Days Monday – Friday \$170R/\$180NR per week
- 3 Days Monday/Wednesday/Friday \$112R/\$122NR per week.
- 2 Days Tuesday/Thursday \$75R/\$85NR per week

Payment Policy

- Option One: Pay the total amount due in full at time of registration.
- Option Two: Credit Card Auto Pay: A \$25, non-refundable, deposit is due at the time of registration per enrollee, per week. The remaining balance will be automatically charged to your credit card on the dates listed below. If your credit card is declined you will have until 5pm on Thursday of that week to come in with a new credit card number or cash payment. If a new credit card or cash payment is not made, enrollment will be cancelled.

Payment Due Dates and Cancellation Policy

- The non-refundable \$25 registration deposit will reserve a space in each week you register for.
- The remaining balance is due two weeks prior to each week registered for and the payment due dates are:

A session due by May 27	E session due by June 24
B session due by June 3	F session due by July 1
C session due by June 10	G session due by July 8
D session due by June 17	H session due by July 1
	I session due by July 22

- If the balance is not paid in full by the above date enrollment will be cancelled.
- If you choose to cancel from a week of camp, you must request the cancellation 7 days prior to the start of that week of camp. These cancellations must be approved by the Recreation Coordinator, and will be assessed a 25% cancellation fee.
- No refunds or credits will be given for cancellations, initiated by or for the participant, and made less than seven days prior to that week of camp.
- Refunds will be issued in the form of a check or credit card (depending on method of payment) or a household credit.
- Week to week transfers must be made seven days in advance and are subject to a \$10.00 transfer fee for each week.

Transportation/Field Trips

On local field trips, participants will walk or be transported by a City of Lafayette bus and/or van to scheduled destinations. Most field trips outside of the City of Lafayette will be transported by an outside transportation company. Participants are expected to follow rules and regulations of the bus transportation systems. The camp staff will NOT transport any participants in their personal vehicles.

A field trip schedule, with dates and locations will be available online by May 20th.

Local field trips include but are not limited to:

Great Outdoors Waterpark (Lafayette)
Bob L. Burger Recreation Center Indoor Pool
Waneka Lake Park
City of Lafayette Public Library

Arrival / Dismissal & Log-In / Log-Out Process

It is required that all children be accompanied to and picked up from the program by an authorized person. Children may not log themselves in or out of the Summer Day Camp program. Children will be released only to those on the authorized pick up list. Persons

unknown to staff will be asked to show ID. Authorized persons must be at least 18 years old. No staff member may be listed as an authorized person. To authorize an alternate person to pick up your child, you may add them to the list or provide written consent that includes the person's name, the specific date(s), and your signature. Verbal consent will be accepted from a parent, only in an emergency.

Procedure for Individuals Not Authorized to Pick Up Participants: If an unauthorized individual comes to sign a child out, the child will remain in the program until the parents can be contacted for permission or someone with proper authorization comes for the child.

Late Arrivals

Day Camp Program hours are 7:30 a.m.- 6 p.m.

Arrival Time: Participants should arrive between 7:30 a.m.- 9 a.m. Anything after 9:15 a.m. is considered tardy, unless it is communicated in advance.

In all cases of tardiness or late arrivals, a staff member will wait at the check-in location until 9:15 a.m. After 9:15 a.m., staff will assume your child is absent and will then continue to their regular, scheduled activity.

Planned or Scheduled Late Arrivals: It is required the parent/guardian notify staff at least one day prior to the foreseen late arrival.

Tardiness or Unscheduled Late Arrivals: For unscheduled tardiness, the procedure will be as follows:

- A. First Time – Parent/guardian will sign-in the late participant. Parent may need to call Camp Cell to locate their child's group. 720.849.1552
- B. Second Time – Staff will notify the Youth Programs Coordinator who will call the parent and discuss the situation.
- A. Third Time – Staff will notify the Youth Programs Coordinator/Recreation Supervisor, who will then reach out to the parent/guardian to discuss reasons of their tardiness. The Recreation supervisor will set up a meeting time with the guardian to discuss the issue at hand.

Dismissal / Late Pick-up / Failure to Pick-up

Dismissal time: Participants should be picked up between 4 p.m and 6:00 p.m. Pick-up will always be at Lafayette Elementary School. Anyone picking up after 6:00 p.m. is considered a late pick-up and is subject to the following disciplinary procedure:

- B. First Time – The supervisor or leader will wait with the participant until they are picked up by a designated parent/guardian. This staff member will remind the parent this is a late pick up and prompt pick-up is required.
- C. Second Time – The supervisor will wait with the child until the parent/guardian arrives. They will inform the parent the Recreation Supervisor will be in contact regarding their continued delinquent behavior. The Recreation Supervisor will notify the parent/guardian to inform them of a late fee owed. This is \$1 for every 1 minute late. This fee is payable at the Recreation Center Front Desk, NOT to the Day Camp program staff. This fee MUST be paid prior to their child returning to the program. In addition to the late fee, the parent/guardian will also be informed if they are late a third time, their child can no longer attend this program for the duration of the year.
- D. Third Time – The Recreation Supervisor will notify the parent/guardian they have abused our policy, they have been warned and their child may no longer attend this program for the duration of the year. There will be NO REFUND for the current session and fees will be forfeited. The remaining payments will be discontinued if on auto pay.

Failure to Pick-Up Child: If a child is not picked up by 6:05 p.m staff will call the parent/guardian(s) listed on the emergency card. If staff reaches them, they will proceed with

the outlined policy for late pick-up, depending on whether this is a first, second or third offense. If the parent cannot be located, the On-Site Director/Recreation Supervisor will call the police and the child/ren will be turned over to the police by 7 p.m. Late fees will apply until the parent/guardian arrives or the police take custody.

Absences or Changes in Schedule

It is the parent's responsibility to inform the Day Camp program staff (in writing) of their child's absence or any schedule changes. Please communicate any absences with Day Camp Managers and staff. In an emergency please call the Day Camp cell phone directly at **720-849-1552**.

**Program fees will not be pro-rated for children absent due to illness or family vacations.*

**You must attend Camp on the days signed up for. We do not accept attendance outside of the original registration dates chosen.*

Closing Procedures

After closing hours, the staff will check the sign in/out sheets to make sure all children in attendance have been signed out. The program staff will also check all areas of the building used for the day. This will be done prior to staff leaving the building for the day.

Dress Code

Please dress children appropriately according to weather, planned activities and in comfortable running shoes (closed-toe). A swim suit and towel (packed sandals are ok inside swimming areas) will be needed on days when swimming is planned as the field trip. Please have kids pack swim shirts and hats if they are sensitive to the sun. All participants must wear their camp shirt on field trips.

Snacks and Meals

All children and staff are required to wash hands before snacks and meals. The Colorado State Department of Childcare Licensing (7.702.65 Food and Nutrition) requires all children who attend the day camp program for four or more hours to receive a meal that meets one-third of the child's daily nutritional needs. The requirement must be met regardless of whether the program or the parent provides the lunch. Staff will be checking lunches provided by parents to make sure the requirement is met. If a child does not have a snack and lunch or if the program needs to supplement a child's snack and lunch to meet the requirement, the parent will be contacted so they can supply the needs of the child's daily nutrition. If the parent is unable to bring and or supply this they will be charged a flat fee of \$10.00 for each instance the camp supplies a lunch/snack.

Sack Lunch/Snack Do's and Don'ts:

- | | |
|--------|--|
| Do: | Provide a nutritious and filling lunch
Label lunches and drinks with the child's first and last name |
| Don't: | Please NO microwaveable foods
Please NO glass containers
Fail to advise the staff of any individual food allergies |

Please note: Lunches and/or snacks will not be shared

Activities

All activities are age appropriate and for the enjoyment of the children. Activities include, but are not limited to: arts and crafts, indoor & outdoor games, field trips, science, nutritional education program, literacy enrichment, swimming and other adventures. These activities are

designed to enrich children's social growth and self-esteem. If your child cannot participate in a scheduled activity, please notify the staff so reasonable accommodations can be made.

A Typical Day at Camp

7:30 a.m. – 9:00 a.m.	Morning Drop off time
9:00 a.m. – 9:10 a.m.	Camp Sign-In
9:15 a.m. – 10:30 a.m.	Group Activities
10:30 a.m. – 10:45 a.m.	AM snack
10:45 a.m. – 12:00 p.m.	Group Activities
12:00 p.m. – 1:00 p.m.	Lunch
1:00 p.m. – 3:30 p.m.	Group Activities
3:30 p.m. – 3:45 p.m.	PM snack / Small Group Activities
3:45 p.m. – 4:00 p.m.	Camp Closing Announcements
4:00 p.m. – 6:00 p.m.	Afternoon Pick up time

- Mondays: Swim at Bob Burger Recreation Center
- Tuesdays: On-Site
- Wednesdays: Field Trip
- Thursdays: Swim at Great Outdoor Water Park
- Fridays: Waneka Lake

Identifying Where Children Are at All Times

The Summer Day Camp program staff will directly supervise all children during program hours. They will identify the children in their groups and take attendance of their groups at regular intervals. Please stress to your child the importance of remaining with the Summer Day Camp program staff at all times.

When participants are not present at the designated base location, a sign will be posted on the door indicating where the children and staff can be found.

Personal Belongings and Money

Ultimately, the individual participant is responsible for any personal belongings they may bring to the program. ***Please clearly label personal belongings*** (swimsuit, towel, sunscreen, lunch box, water bottles, backpack, etc.), as a preventive measure for tracking personal items. We ask children to keep all items in a labeled backpack. Participants are NOT to bring personal items (toys, cell phones, iPods, cards, money, etc.) The City of Lafayette and the Day Camp staff will not responsible for lost, stolen or damaged belongings. We keep a "Lost and Found" box at the camp base, where all recovered items are placed. **PARTICIPANTS ARE ASKED NOT TO BRING MONEY TO CAMP.**

Guidance / Discipline Procedures

The Summer Day Camp program is designed to enrich, educate and entertain children. The Summer Day Camp program has the right to refuse service to any student who has been expelled from any school or City of Lafayette for disciplinary reasons.

In order to make the Summer Day Camp program a positive experience for all children, we ask that three basic principles be observed:

- Keep yourself safe
- Keep others safe
- Keep the materials and equipment safe

If a child interferes with the quality of care or is putting the safety of children or staff at risk the Youth Programs Coordinator will contact the parents/guardian to discuss alternate care options.

1. Each child will be given three verbal warnings about the behavior, except when such behavior poses a safety concern. Parents will be notified about the inappropriate behavior each time. The Summer Day Camp program does NOT use emotional, verbal or physical abuse as forms of punishment. Withholding food, physical activity, and corporal punishment are NOT allowed within the Summer Day Camp program.

We also use:

Redirection and other activities

Positive Reinforcement

Time Away

Chill Time – child reads, colors, or constructs a puzzle.

2. If the behavior continues, the child will be given a behavior notice* to take home and parents will be contacted.
3. If the behavior continues, the child will be given a write-up and the parents will be contacted to pick up the child.
4. After (2) write-ups, a conference will be held and the child may be placed on an individualized behavior plan. The child may also be suspended depending on the offense.
5. After (3) write-ups the Youth Programs Coordinator and the General Programs Supervisor will be notified and care may be discontinued. The parent will be notified in advance if care is to be discontinued.
6. There will be NO REFUND for the current session and fees will be forfeited. The remaining payment will be discontinued if on auto pay.
7. At the parent's request, a review committee will meet to determine eligibility for re-entry to the Summer Day Camp program for the following summer.
8. When behavior presents a safety concern, Day Camp staff reserves the right to skip steps in the discipline process. Every effort will be made to help the child change his/her behavior, but it is the child who is ultimately responsible for his/her conduct.
9. To clarify, inappropriate, disruptive behavior includes but is not limited to the following: damaging/stealing property; throwing objects; leaving room, playground, or school grounds without permission; disrespectful, abusive, harassing behavior and inappropriate language; hitting, bullying, roughing, or physical abuse.

* Staff will document all behavior problems and incidents.

Visitors / Volunteer Policy

The Summer Day Camp program welcomes visitors to come and see our program. All visitors are welcome, but they must comply with the procedures for the safety of the children. All visitors must check in/sign in with the day camp on-site director. Visitors must provide the following information: first and last name, current address, the date of their visit, and the purpose for their visit. They must also show the Day Camp on-site director a photo ID and receive a visitor's badge to wear while on site. It is very helpful if the Recreation Specialist or Supervisor has advance notice of visitors so arrangements can be made. Visitors must stay in the same area as the Day Camp program staff and children.

All volunteers are required to complete a City of Lafayette Volunteer Application and undergo a background check. If you are interested in volunteering, please contact the Youth Programs Coordinator/Supervisor.

Accidents and Illnesses

To help prevent accidents and injuries, safety rules will be reviewed with the children. In case of an injury, the following actions will be taken:

1. A trained staff member will assess the situation.
2. If there is any question about the seriousness of the injury Emergency Medical Service (911) will be contacted to respond and provide necessary evaluation.
3. For minor injuries, trained staff will apply first aid whenever necessary.
4. Parents/guardians/emergency contacts will be notified of the severity of the accident.
5. If the parents/guardians/emergency contacts cannot be reached Emergency Medical Service (911) will be contacted to respond and provide necessary evaluation.
6. Appropriate documentation will be completed and an accident/illness log will be maintained.

Children enrolled in Summer Day Camp are expected to be able to maintain appropriate bodily functions. We do understand however there may be an occasional accident. Should a child have repeated "accidents" which require more care than the staff can provide without compromising the health and safety of other children, the child's placement in the program may be reconsidered.

Ill children are not to attend Summer Day Camp and will be sent home if exhibiting any of the following:

1. Temperature of 100 degrees or higher.
2. Vomiting or diarrhea.
3. Uncontrollable or persistent cough.
4. Appearance or complaint of acute illness or severe pain.
5. Communicable diseases that have not been treated with antibiotics for at least 24 hours. (Serious communicable diseases will be reported to the Colorado Department of Health)
6. Head Lice.
7. Any behavior that requires more care than the staff can provide without compromising the health and safety of other children.

If a child should become ill while attending the program, the parent will be contacted and the child must be picked up immediately. The child will be cared for comfortably until the parent/guardian arrives.

Storing and Administering Medication

Parents need to meet with the Program Managers/Youth Programs Coordinator in advance to set up a Health Care Plan specific to your child. If the proper paperwork has not been completed by the child's first day of camp, they will not be able to attend. Parents should check with their health care provider to see if a dosage schedule can be arranged that does not involve the hours the child is in the program. In the event medication, whether it is prescribed or an over the counter product, does need to be administered during program time by staff it must meet the following conditions:

1. Medication must be placed in the original container and properly labeled with the prescription number, name of pharmacy, patient's name, doctor's name as well as the dosage clearly marked.
2. All medication needing to be administered during program hours will be kept in the day camp program area in a locked cabinet, unless it is an emergency type (Epi-Pen) medication, then staff will carry in first aid pack. The program is unable to share

medications for siblings, therefore adequate amounts of medication must be provided for each child. Children will be prohibited from carrying medication, as the medication may be abused or endanger other children. Inhalers may be exempt with a written statement from an authorized medical provider.

3. All medication forms must be completed in full and submitted annually or revised when any changes occur in the medication or its administration. All medication received from the parent must be logged in and signed for by the parent and authorized Day Camp staff member to ensure an accurate amount.
4. Only trained Day Camp staff members will be allowed to handle and distribute medication. Day Camp program staff members are trained to administer medications in compliance with the Colorado Department of Human Services rules and regulations. A log will be maintained for medication that is administered. All medication left after the Summer Day Camp program is over or expired will be disposed of per the Delegation of Nursing Tasks: 12-22-318 C.R.S.
5. Delegation of Nursing Tasks: 12-22-318 per Colorado State Law: We will follow all guidelines in the administration of medication per the requirements set forth in section 12-22-318. Please contact the Colorado State agency below for a complete list of the guidelines in this area.

The Colorado State Board of Nursing: (303) 894-2430

Sunscreen

Parents are required to provide sunscreen (insect repellent optional). Summer Camp staff will supervise the application as needed. Under specific circumstances and with written permission, Summer Camp staff will apply sunscreen to younger children or students with special needs. Please apply sunscreen to your child daily before arriving to the Summer Day Camp program. It is the parent's responsibility to provide sunscreen with the specific amount of SPF they wish their child to have. Please have your child's first and last name clearly labeled on the bottle.

Procedures for Emergencies

The Summer Day Camp program will periodically conduct emergency practice drills with the children and staff members to ensure safety of all children.

Tornado/Fire: In the event of a tornado or fire, the Summer Day Camp program staff members will follow the procedures set forth by the City's Emergency Action Plan in getting the students to a safe and designated area.

Evacuation: In an emergency situation where the Summer Day Camp program will need to evacuate the camp location, staff will follow the established emergency evacuation protocols.

Excessively Hot: In the event of excessively hot weather, children will remain indoors and be encouraged to drink plenty of water.

Natural Disaster: In case of a natural disaster, the children will follow the City's Emergency Action Plan and will proceed to the areas mapped out for safety by the City.

Lost Child: In the event of a lost child, the parents, local police authorities, and the General Programs Manager/Youth Programs Coordinator will be notified. All attempts will be made to locate the child as quickly as possible. If your child leaves the Day Camp program without permission, we will treat the situation as a lost child and notify

parents and local police authorities immediately. Children who are expected to attend Summer Day Camp but do not show and are not excused by the parent or guardian may also be treated as a “lost child”. Appropriate documentation will be completed and filed with proper authorities.

Internal/External Threats: Lockdown drills will be implemented for internal threats. Lockout drills will be implemented for external threats. Both are done in accordance with the City’s Emergency Action Plan.

Meeting Location: In the event of an emergency, or evacuation, Day Camp staff will take all children to the safe ‘Meet Location’, This location will be directly behind the Bob L. Burger Recreation Center, at the in-line skating rink. Staff will have all Emergency Cards/contact information on each child in the event we need to call you for updates. If Camp is not on-site during an emergency, staff will take children to the nearest, safe spot and update parents on that location.

Reporting of Child Abuse

As a child care facility, each staff member is required to read and sign a statement clearly defining child abuse and neglect pursuant to state law and outlining the staff member’s personal responsibility to report all incidents of child abuse or neglect according to state law.

Should you suspect child abuse at our facility, a report of suspected child abuse must be made to the county department of social services, police department, or other law enforcement agency in the community or county in which the child care facility is located.

Should you suspect child abuse that did not occur at our facility, a report of suspected child abuse must be made to the county department of social services in the county in which the child resides or the local law enforcement agency in the county in which the incident is believed to have occurred. Boulder County Social Services (303) 441-1000.

Photos / Video Taping / Video Viewing

From time to time, the City of Lafayette Recreation Department may photograph or video tape activities and events for inclusion in promotional materials. If you prefer not to have your child involved, please let us know in writing prior to their first day of participation. As a general rule, movies will not be shown during day camp program.

Safety When Riding in a Vehicle / Vehicle Supervision

Important safety rules are reviewed prior to each field trip. When on field trips, all participants and drivers will use a seat belt. Behavior in the vehicles will be such as to not distract the driver. Other staff will be present to assist the children.

Questions, Comments and/or Concerns Regarding Child Care Services

For additional information regarding licensing or if you have concerns about a child care facility, please consult:

Colorado Department of Human Services
Division of Child Care
1575 Sherman Street 1st floor
Denver, CO 80203
303-886-5958

City of Lafayette Summer Day Camp License Number: **82036**

This license indicates the program has met the required standards for the operation as a child care facility.