

Summer Camp 2026

Parent's Manual



Olympia Fields
Park District

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Dear Parents and Campers:

Thank you for choosing Olympia Fields Park District for your summer camp needs; we are very excited about this summer with you and your children! The next nine weeks of camp will be filled with great trips, fun games, STEM activities and many memorable moments. Campers will make new friends while playing games and learning in a fun, safe environment.

Our staff has been working hard to plan and prepare for fantastic summer programming for the campers. We are aware that you are entrusting the safety and well-being of your child to us, and we will not disappoint. Our top priority is the safety of the campers, and we work hard ensuring that the staff members are properly trained on first aid, CPR, and safe recreational practices. We are devoted to making sure each camper has an outstanding summer camp experience filled with fun activities, opportunities to grow as an individual, and making new friends.

This handbook was created with your child in mind. We try to keep the content of this manual as consistent as possible from year to year, but there is always new information we want to share, and improvements we are making to the summer camp program. It is our hope that you find this handbook useful in easing any concerns that you and your child may have, as well as fully understanding the policies and procedures at Olympia Fields Park District Summer Day Camp.

Please feel free to contact us with additional questions, concerns, or ideas.

Sincerely,
Jennifer Denton
Facility Manager

Jesus Vargas
Executive Director

Parents Meeting

All parents or guardians are encouraged to attend a summer camp informational meeting to be held on Thursday June 4th at 5 P.M via Zoom. This meeting is intended to better familiarize parents and guardians with summer camp curriculum and activities, as well as go over all rules and regulations. Please make every effort to attend.

General Camp Information

Hours and Days of Operation

Summer Day Camp begins at 9:00am and ends at 4:00pm, Monday through Friday.

The Olympia Fields Park District offers 9 weeks of Summer Day Camp. Camp sessions and dates are listed below. Each week will be a different theme, and the theme will be incorporated into many of the aspects of the camp. The field trips we will take, the arts & crafts we will do, and the games and activities we do will all tie into the theme of the week.

- Week #1: June 8 – June 12
- Week #2: June 15 – June 19 (No camp June 19 Juneteenth)
- Week #3: June 22 – June 26
- Week #4: June 29 – July 3 (No camp July 3)
- Week #5: July 6 – July 10
- Week #6: July 13 – July 17
- Week #7: July 20 – July 24
- Week #8: July 27 – July 31
- Week #9: August 3 – August 7

On the next page you will view a sample of the daily schedule. The schedule is created in a way that incorporates a variety of different activities, so everyone can enjoy the camp. The majority of the time will be spent outdoors, and the activities will be tailored to the children's ages, making it both fun and age-appropriate. The activities done during the day will relate to the theme of the week. For example, when children participate in the arts and crafts during the week of "Nature" theme, they may create a nature scrapbook, where children will collect different items all around nature and make it into a book. During the learning portion of that day, they may learn about the circle of life, and how we, as humans, play a part in it. And during the outdoor activities, children may do a scavenger hunt.

Sample of the Daily Schedule

Summer Camp Schedule

	Mondays	Tuesdays	Wednesdays	Thursdays	Fridays
9:00am	Camp sign-in, prepare for day, morning circle, and stretch	Camp sign-in, prepare for day, morning circle, and stretch	Camp sign-in, prepare for day, morning circle, and stretch	Camp sign-in, prepare for day, morning circle, and stretch	Camp sign-in, prepare for day, morning circle, and stretch
9:30am	Learning time		Learning time		Learning time
10:00am	Arts & crafts		Arts & crafts		Arts & crafts
10:30am	Playground/ outdoor activity		Playground/ outdoor activity		Playground/ outdoor activity
11:00am	Cool down break	Swim Day (Pee Wee, Youth, & Leadership Camps)	Cool down break	Field Trip Day (Pee Wee, Youth, & Leadership Camps)	Cool down break
11:30am	Lunch time	Just For Fun Camp	Lunch time	Just For Fun Camp	Lunch time
12:00pm	Outdoor activity	will follow the same daily schedule as normal	Outdoor activity	will follow the same daily schedule as normal	Outdoor activity
12:30pm	Cool down break		Cool down break		Cool down break
1:00pm	Sports		Sports		Sports
1:30pm					
2:00pm	Cool down break		Cool down break		Cool down break
2:30pm	Outdoor activity		Outdoor activity		Outdoor activity
3:00pm	Reflection circle & sign-out	Reflection circle & sign-out	Reflection circle & sign-out	Reflection circle & sign-out	Reflection circle & sign-out
3:30pm					

Camper Sign-In/Sign-Out Procedures

Campers must be signed in and signed out by a parent/guardian or an individual 18 years or older who is listed on the authorization form. Parents/guardians will be asked to provide a picture ID to pick up a child. This must be presented to the staff person at check in and check out. To avoid any confusion and frustration, please have your ID with you, and ready to present each day.

All campers are encouraged to be at the park district at 9:00am. Please do not drop your child off earlier than 9:00am, unless you have enrolled in Before Camp. Parents wanting to pick up their child before 4:00pm will need to let the camp staff members know in writing no later than the beginning of that day. This will allow staff to keep children easily accessible for pick up. Repeated late pick-ups will result in “tardy fines” issued by the summer camp program. The fines will assessed at \$10.00 per 15 minutes late. Late time is rounded up, so if you are only 7 minutes late, it will be considered a full 15 minutes late fee. Please help reduce this procedure by being considerate of our staff and facility schedules.

Early Pick-Up

Should you need to pick up your camper before 4:00 pm we will require a written note from you no later than that morning specifying what time you’ll be arriving for your child. This will allow staff to keep children easily accessible for pick up so you do not have to search all over the park for the campers.

Authorized Guardian Pick-Up List

By the first day of camp, we will require a list of all individuals authorized to pick up your child from camp. Only those individuals will be allowed to pick up your child without written authorization from you. If an individual not on the list is scheduled to pick up your child, you must provide written authorization for them to pick up the child no later than that morning. We will not allow someone to pick up your child without your authorization. Those individuals, in which you have given written consent, still may be required to show ID to verify their identity. Please let them know this so there is no confusion or frustration during pick-up.

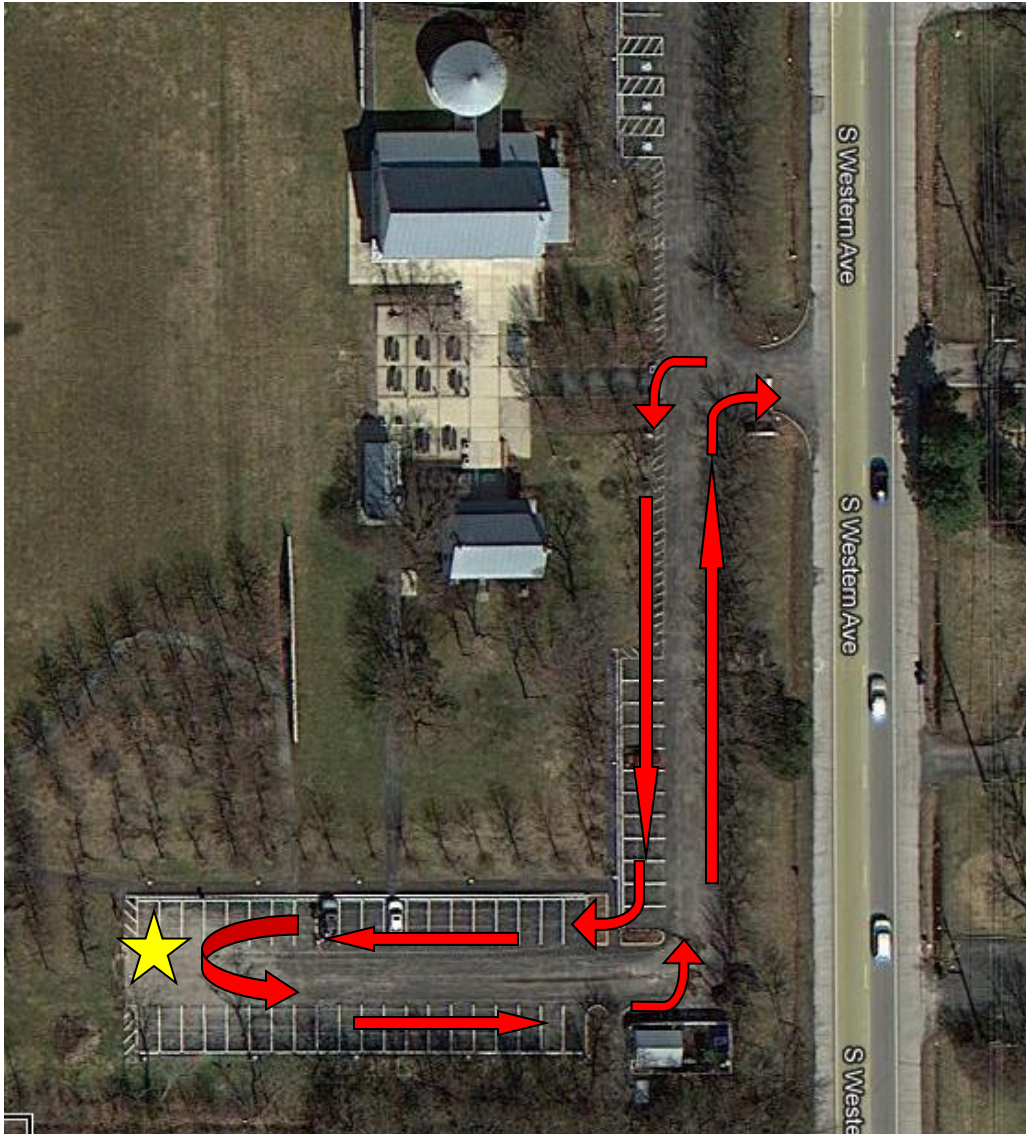
Parking Policies

Since the majority of parents/guardians will be responsible to drop off and pick up their child from camp, it is very important to state our parking lot policies!

***PLEASE DO NOT Double Park along side of another car. (It is not safe, and it reduces parking for other drivers.) Please observe Fire Lane- No Parking on West Side of the Drive Way**

Sign-In / Sign-Out Location

We will again be using the drive-up and drop off check in as we did last year, as well as a drive-up and pick up check out. This location will be used for all drop offs and pickups for the entire camp. Adults **MUST** sign in and sign out children each day. Below is a map indicating how the drop off will be organized.



Payments

All camp fees must be paid in full by the Friday before the week session you want to attend. Those who have a remaining balance on their camp account after the first day of the session will be dropped from camp until balance is paid. There will also be a \$10.00 late fee assessed to the account balance.

Refund/Credit Policy

Due to extensive scheduling for staff, activities, and materials, we will not be able to refund any camp fees.

Withdrawn or Dismissed from Camp

There will be no refunds for campers who are withdrawn from camp by their parent or campers who have been dismissed for either unpaid balances or behavior situations. Also campers can be dismissed from camp for repeated offences of camp policy. There will be no refunds available.

South Suburban Special Recreation Association

If a camper needs one on one attention or redirection, SSSRA can help. Olympia Fields Park District is a member of SSSRA who can assist us. For more information: SSSRA.org

Camper Dress

A camper's clothing should reflect good taste and concern for the values and standards of all campers enrolled at Olympia Fields Park District Summer Day Camp. Campers may be asked to change their clothes if deemed inappropriate by the Camp Staff. **Keep in mind kids will get dirty, sweaty or wet during camp due to the active games, sports, and activities they will participate in, so they should not wear dress clothes.**

Clothing which is recommended includes:

- Mask that covers nose & mouth (exception approved medical condition or disability)
- T-shirt or sweatshirt (depending on weather)
- Shorts or jeans (depending on weather)
- Gym shoes that tie or Velcro

Inappropriate dress includes, but not limited to the following:

- Not wearing a secure properly worn face mask
- Dress shoes or open toed/heelled sandals
- Short shorts (shorter than fingertip length)
- Provocative clothing and bare midriff
- Hats worn backward or to the side
- Clothing promoting inappropriate language, violence, weapons, alcohol, drugs, tobacco products or any other inappropriate items

COVID-19 Best Practices

- All will have hand sanitizer & sink & hand soap readily available
- Staff will clean and disinfect in compliance with CDC protocols
- Campers will have own space and individual materials (if sharing this will be minimized)

Lunch and Snacks

Lunch will not be provided to children. Please make sure to send your children with a well-stocked lunch, including snacks and a drink. Lunches will be stored inside every day, and children are allowed to use our microwave and fridge/freezer when on site. During the day we will take designated breaks for bathrooms, and during this time children are more than welcome to eat a snack. We try to encourage children to drink water every chance they get so they are fully hydrated for all activities. For certain fieldtrips, money may be sent to purchase additional food and vending items (we will let you know when this is appropriate on the trip permission slip). When we are on a field trip or swim day, the lunch must not require a fridge, freezer, or microwave. The children will be carrying their own lunches around during the morning until lunch.

Illness and Injury Policies

With each child's welfare in mind, we ask parents not to send a child to camp if he/she is sick or has a fever. We also ask that if a child has an injury that may affect their positive Summer Camp experience, that parents do not send their child to camp. Campers are asked to participate in a wide variety of activities each day, and if they are injured or ill, they may not feel up to or have the ability to take part in planned activities. If a child becomes ill or injured during camp hours, appropriate measures will be taken. Parents/guardian will be contacted and asked to pick up their child from the camp sites. In the event that we are unable to contact the parent or guardian, we will review the emergency contact information to locate one of your designees who can pick up your child.

If your child is injured at camp, the Camp Coordinator will take whatever steps necessary to obtain emergency care and to make sure your child is properly treated. We will then seek to contact the child's parent/guardian. If a camper is suspected to have head lice/ring worm, we will conduct a check on all campers as a precaution. Head lice/ring worm is unfortunately common when there are large groups of children, and in order to prevent a major breakout at our facility, no camper with head lice/ring worm may be in our care. A child may return to camp after treatment. Evidence of treatment includes no lice/ring worm, clean hair and scalp, and a note from a parent or child's physician stating treatment used.

Medications

Children cannot bring medicine and use it themselves; a camp counselor must administer it, unless approved by the Executive Director. Any medications given to a child during our Summer Camp Program must be in its original container. Our staff will only dispense prescription medication. We will not distribute medicine to control a fever or relieve pain. The Olympia Fields Park District Staff will not be allowed to give the first dosage of medicine to a child. If a child needs to take medication in our care, the parent must complete a Request to Dispense Medication form. This information must also be listed on the enrollment form. All medications will be labeled and locked up. Please be very specific when giving us information regarding your child's medication, as each camper's health is important to us.

The procedure for medication is as follows. If any steps are not followed properly, the child will not be given the medication that day. The steps are as follows:

- Before the start of camp, the parent/guardian will fill out the Request to Dispense Medication form. Once the medication is approved for dispensing at camp by the Recreation Supervisor, the parent/guardian will be given a call.
- The first day of camp (or earlier), the parent/guardian will receive a packet containing one week's worth of small envelopes. Each envelope will contain the child's pill. On the envelope it will have all the information for each day's medication time.
- On the first day of camp, the Camp Coordinator and the Recreation Supervisor will need to be presented with the original medication bottle, which should match everything written down on the Request to Dispense Medication form.
- The Camp Coordinator and the Recreation Supervisor are the only two staff members who are allowed to receive, dispense, and handle the medication.
- If a parent comes into the facility to drop off their child and attempts to give a counselor medication, the counselor is to inform the parent that they are not allowed to accept medication and that they need to fill out the Permission to Dispense Medication form and the Medication Dispensing Information form and give the medication to the Camp Coordinator and the Recreation Supervisor. The medication is not allowed to be given to anyone other than those two staff members. If the parent is running late, or in a hurry and they cannot come into the building to drop the medicine and the forms off to the Camp Coordinator and the Recreation Supervisor, they may leave the child but not the form or the medication. The form and medication must stay together.
- Medication at camp is a serious safety risk, both for the child and the staff, and so this procedure has been put in place to eliminate certain risks that can arise out of dispensing medication at camp. If you have further questions, or need more explanation about this procedure, please contact the Recreation Supervisor, or another Administrative Staff.

For campers that have asthma, please be sure to send along an inhaler. Campers who need to take an inhaler will use the inhaler themselves, but a counselor will carry it with them. When a child needs the inhaler, they will find the counselor. The counselor will be with the child at all times. Many children who have asthma know best when they need to use their inhaler, and will be supervised by a camp counselor. However, all the forms must be filled out.

Field Trip Information

Field trips are a major part of our Camp Program. Field Trips will be scheduled periodically throughout the summer. We will choose destinations that are age appropriate for the campers. It is very important that campers are prepared for the day, and arrive at camp on time on field trip days. Campers who arrive after the bus has left will have to stay at the camp site.

There will be times when the destination will change at the last minute due to circumstances beyond our control (i.e. weather for an outdoor trip). We will try our best to make parents aware of these changes as soon as possible via phone call.

We schedule field trips to return to Sgt. Means Park no later than 4:00pm. However, there may be times the bus is running late due to circumstances beyond our control (i.e. traffic, issues on the trip). We hope this does not happen often, but if it does, we ask that parents be understanding about this matter. When this does happen, a camp staff member will contact the office staff to let parents know as they come in about the late arrival.

A separate waiver is required for all field trips. Each waiver will be delivered at least one day before each field trip. If we do not receive a signed waiver back by the start of camp on the day of the field trip, your child cannot attend the field trip and must stay at camp during the trip.

Swimming

The majority of the rules and guidelines for the field trips apply to the swimming trips as well. Swim suits/trunks must be worn in the pool on swimming days! Sun screen/block, a towel and a bathing suit are required items on these days. A swim cap and goggles are allowed if a child needs them. Children may wear a plain white t-shirt over their swim suit if they desire.

Because all swim days will take place at the Olympia Fields Park District's Splash Pad at Tolentine Park, there is no requirement for a lifeguard (no standing water, so there is no risk of drowning). However, there will always be staff on-site to assist the camp counselors with the supervision of the children.

Transportation Information

The Olympia Fields Park District will charter a bus and/or a 15 passenger van that will be used to transport campers. We will transport campers on field trip and swimming days during this summer. The Camp Coordinator, or Recreation Supervisor, will be the driver

when the 15 passenger vans are used. At no time may campers be transported in a staff vehicle before, during or after camp without proper supervision and a written consent from the parents, Recreation Supervisor, and camp counselor. At no time will a camper be driven in a staff's personal vehicle, unless in an emergency, and given permission by the parent/guardian.

Bus & Van Rules

All Camp Counselors will be enforcing the rules listed below when our campers get on the bus. Please make sure that your child is well aware of what is expected of them when they step foot onto the bus during camp.

- Wear your mask while in the vehicle.
- Do not leave your seat while the vehicles moving.
- Remain in the vehicle during a road emergency until the driver has given directions.
- Keep all body parts (i.e. hands, arms, head, feet) and personal items inside the vehicle at all times (windows may be opened if approved by a camp counselor and driver).
- Do not throw anything out of the windows.
- Treat the vehicle equipment as you would treat your own belongings.
- Never tamper with the vehicle or any of its equipment.
- No food, drink, candy, or gum is permitted on the vehicle at any time (with the exception of lunches, which the camp counselors will properly stow).
- Voices must be kept low at all times. The driver needs to be alert at all times.
- Be sure to take all belongings with you when you get off the vehicle. Again, we are NOT RESPONSIBLE for lost or stolen property.
- When 15 passenger vans are being used, all children must wear seatbelts.

Electronic Policy

NO ELECTRONICS are allowed at camp; including, but not limited to: cell phones, portable music players (iPods, mp3 players), video game units (PSP, Game Boys, Nintendo DS), and paging devices. Your child will be too busy with daily activities to use these items, which cause distraction among campers and are not necessary. In addition, these items are subject to be lost, damaged, or even stolen. The Olympia Fields Park District is not responsible for electronic devices that are lost or stolen at the camp. If a parent needs to get in touch with their child in case of an emergency, we ask that they call the Olympia Fields Park District at (708) 481-7313 ext. 221

Personal Belongings

Campers will be responsible for all of their own belongings throughout the camp day. We ask that campers refrain from bringing anything of value and anything that may be a distraction from camp. The Olympia Fields Park District is not responsible for items that are lost or stolen at camp. This rule also applies to money brought to camp. Please monitor what your child is bringing to camp to avoid unnecessary problems. We have included a "Camper Check List" in this manual for suggested items your child should bring to camp. **All personal belongings should have your child's name clearly printed on them.**

Behavior Policies

Please read the following pages carefully; feel free to contact the day camp staff with any concerns. If a child does any of the actions listed below to any staff member, camper, or a participant of the park district, that camper will be disciplined, and may be dismissed from camp.

Behavior Management Policy

Summer Day Camp has a Behavior Management Policy that complements our program by assuring that each camper is safe, learns, grows, and has fun! Whenever possible, our staff will encourage appropriate behavior by positively reinforcing good behaviors. Discipline is carried out in a way that helps a camper develop self-control and assume responsibility for his/her own behavior. The discipline balances firmness and kindness. The policy is based on three overall rules:

- A camper may not disturb or hurt others, verbally or physically.
- A camper may not damage camp equipment or property.
- A camper may not place themselves or others in a dangerous situation.

Our Behavior Management Policy is limited to a few techniques of discipline, the first being rationalization and education. This allows the camper to solve a problem and the staff to assist with choices for more appropriate behavior. Another technique will be the removal of a camper from a problem situation in a time out. Removal gives the camper time to calm down, reflect on his/her actions, and the staff the chance to discuss with the camper what happened. Our staff is trained to use a combination of techniques to encourage the best behaviors from our campers.

In the event of a major infraction of the rules, the Camp Coordinator will contact a parent/guardian to discuss the issue and if warranted, make arrangements for the camper to be sent home. **Refunds will not be issued for the campers sent home for disciplinary reasons!** Parents please support us in all efforts to help manage and secure a great summer.

Civil Disobedience or Camper Disruption: Camper conduct either individually or in a group that is intentionally disruptive to or designed to be disruptive to the normal operation of the camp program may result in being sent home and/or suspended from the camp. Conduct includes, but is not limited to the following: starting arguments with staff or campers; refusing to cooperate with camp staff; destruction of Olympia Fields Park District property or other's personal property; harming a camper or staff member.

Fighting: The summer camp will not tolerate verbal or physical abuse between campers. Physical or verbal fighting, degrading, making fun of others, demeaning, or threatening other campers or staff will not be allowed. Any campers involved in these sorts of activities will be subject to discipline, and may be sent home for the day, suspended from camp, or removed from the program.

Social Conduct: Camper conduct should reflect concern for others. Camp is not the place for any type of public display of affection. Intimacy and physical contact will be grounds for disciplinary action.

Deceitful Activity: Any camper who lies to or tries to deceive camp staff will be subject to disciplinary action.

Dangerous Weapons: Items that campers bring to camp that may cause harm or are deemed potentially harmful will be confiscated. Bringing such items to camp may result in suspension or removal from the Summer Camp for the summer. Items will not be returned to the camper, but to a parent after a meeting with the Camp Coordinator. Items include, but are not limited to: sling shots, air soft guns, pocket knives, etc. The item may be returned to the parent at the end of the camp, or if a camp staff member deems it too hazardous to have, they may discard of it immediately.

Intimidation/Bullying: Any camper found to be harassing, making fun of, or intimidating another camper is subject to disciplinary action and may be sent home from camp.

Obscenity: Obscene, profane, or vulgar language, written, oral, or expressed by symbols, is not tolerated. Being respectful to staff and campers is important and expected. Any camper who violates this policy is subject to disciplinary action, and may be sent home from camp.

Gangs: Campers must refrain from any gang activity while in camp. No camper shall wear, possess, use, distribute, or display clothing, jewelry, or other items, which are evidence of membership or affiliation in a gang. Any act or omission, or use of speech, either verbal or non-verbal, showing membership or affiliation in a gang will be grounds for disciplinary action, up to and including removal from camp.

Stealing: A camper who steals camp or park property, or another camper's or staff's personal belongings, is subject to disciplinary action. This could include suspension or removal from camp.

Vandalism: Campers committing acts of vandalism or malicious mischief either against camp property, another camper, or staff will be disciplined immediately. Vandalism includes, but is not limited to: any type of graffiti in, out, and around the camp site and park grounds, breaking windows, throwing trash cans, etc. Payment to repair damage accrued as a result of vandalism will be the responsibility of the camper's parent/guardian.

Family Issues: If there are family issues that may affect the camper in our care, we ask that you make the Camp Coordinator aware of these concerns. These issues will remain confidential, and the Camp Coordinator will only share the information with the necessary people involved with your child. Issues such as custody, legal care arrangements, restraining orders and other additional family concerns are necessary for Camp Administrators to know. Our top priority is the safety of our campers, and we want to put ourselves in the best position to prepare for such issues.

Camper Check List

Please be sure to label all of your child's belongings!

The Olympia Fields Park District will not be responsible for items that are lost or stolen.

Required Items:

- Cool, comfortable play clothes
- Swim suit (during swim days)
- Towel (during swim days)
- Gym shoes (no sandals please!)
- Complete lunch with drink
- Water bottle

Optional Items:

- Hat
- Sunglasses
- Goggles (during swim days)
- Spending money – please limit the amount of money you send with your child (during field trip days)

Items to Leave at Home:

- All electronics (cell phones, MP3/iPod player, Sony PSP/Nintendo DS, etc.)
- Sandals& dressy clothes
- Jewelry, make-up, nail polish
- All trading cards
- Personal toys
- Items of value

Summer Day Camp Donation Wish List

Many parents ask if there are any items that they can donate for campers to use throughout the summer. We are always willing to accept donations. We have included a list of some of the most sought after items this summer. Feel free to drop them off with any Camp Staff Member.

- Crayons, markers, colored pencils, chalk
- Glue/glue sticks
- Construction paper, white paper, lined paper
- Buttons, beads, fabric, yarn, ribbon
- Cotton balls, cotton swabs
- Newspaper & magazines (kid friendly please!)
- Paper towel rolls
- Straws, baby food jars
- Children's board games (with all the pieces)
- Puzzles
- Playing cards
- Gently used sports equipment
- Rubbermaid plastic containers and bottles
- Tape (masking, scotch, packing, duct)
- Table cloths (plastic or cloth)

Have an item you think the Park District could use that's not on the list? Bring it in and give it to the Camp Coordinator or Recreation Supervisor. If you would like to discuss the item first, please contact the Recreation Supervisor at (708) 481-7313 ext. 221. Thank you! We appreciate your generosity.

Let's Have a Great Summer!



Olympia Fields Park District Summer Camp 2026 Rules and Guidelines Agreement

Pee Wee Camp, Youth Camp, and Leadership Camp (as well as Before and After Care) is designed for all campers to have a fun, safe and enjoyable summer. Below are the rules and guidelines to be followed during the program. If these rules and guidelines are not followed, some form of discipline may follow, up to and including dismissal from the program. The Park District appreciates your cooperation and understanding of these rules and guidelines. The complete list of rules can be found in the Parent Manual. The children will also be informed of the rules on the first day of camp. Examples of camper misconduct and reason for disciplinary action include but are NOT limited to:

- Show respect to all children, staff, equipment, supplies, facilities, and Park District guests
- Listen to all rules and instructions given by the Camp Counselors and Camp Coordinator
- Do not put him/herself or others into a dangerous situation
- Refrain from aggressive behavior that could cause bodily harm (bullying, hitting, play fighting, wrestling, throwing items). **Fighting will automatically result in immediate dismissal from the program**
- No outside toys or other personal items allowed into camp unless otherwise authorized (i.e. playing cards, PSP, cell phones, iPods, etc.)
- Refrain from using offensive and profane language (including teasing & demeaning language)
- Refrain from inappropriate touching and body language
- Stealing of equipment or child/staff belongings will not be tolerated, and will result in a **minimum suspension of one day**

Discipline Procedures:

- Below are levels of discipline. Every Camp Counselor has the right to deem which level is appropriate for the camper's misconduct. Each discipline is reviewed by the Camp Coordinator to make sure everyone is being treated fairly. Depending on each situation, a child may get multiple disciplines for the first level for different reasons, or may jump a few levels (some examples are listed above). To get further explanation of the levels, please see any of the staff.
- First Level of Discipline: Warning, timeout, parent notification
- Second Level of Discipline: 1-day suspension from the next field trip*, parent notification
- Third Level of Discipline: 2-day suspension from the next field trip*, conference with Camp Coordinator, parent, and child
- Fourth Level of Discipline: 1-week suspension from camp, conference with camp staff, Camp Coordinator, Recreation Coordinator, parent, and child
- Fifth Level of Discipline: Dismissal from program (no refunds)

The Camp Coordinator will interpret these rules. It is at the discretion of the Camp Counselors and Camp Coordinator to implement the discipline procedures, and it is at the discretion of the Camp Coordinator & Recreation Staff to suspend a child in violation of the above agreement.

** Suspension from a field trip only means the child will not be allowed to go on the field trip. They will still be allowed to come to camp and participant in all activities that will be located on-site.*

Please read and explain these rules and guidelines to your child(ren). Sign and return this agreement to the Camp Coordinator. The first page of the agreement is for you to keep, the camp staff only need this page.

I have read and agree with the rules and guidelines as stated in the “Rules and Guidelines Agreement”

Parent Signature: _____

Date: ____ / ____ / ____

Child’s Name: _____

Camp (circle one): Pee Wee Camp Youth Camp Leadership Camp
Child’s Name: _____

Camp (circle one): Pee Wee Camp Youth Camp Leadership Camp
Child’s Name: _____

Camp (circle one): Pee Wee Camp Youth Camp Leadership Camp

Olympia Fields Park District Summer Day Camp Information Sheet



Parent's Name: _____ Phone: (_____) _____ - _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Child's Name	Birth Date	Grade	Medical Concerns (allergies, medications, and/or medical history)

Emergency Contacts:

Mother's Name: _____ Phone: (_____) _____ - _____

Father's Name: _____ Phone: (_____) _____ - _____

Physician: _____ Phone: (_____) _____ - _____

List anyone besides your emergency contacts who may pick up your child (they will become your emergency contacts):

Name	Phone Number	Relationship to Child

Waiver and Release of all Claims

Please read this form carefully! When you sign this form you waive and release all claims for injuries your child might sustain arising out of their use of the facilities and participation in the activities and programs at Olympia Fields Park District (OFPD), as well as all field trip venues.

Acknowledge risk injury: As a participant in the activities or programs at OFPD, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injuries, including death, damages or loss which my child may sustain as a result of participation or use of such facilities, activities or programs.

Waive, Release & Indemnify: I hereby waive, release and discharge any and all claims I may have or may acquire against OFPD, its officers, agents, servants and employees as a result of my or my child's participation in the activities and programs of OFPD summer camp; and I agree to indemnify and hold harmless OFPD, its officers, agents, servants and employees from any and all claims resulting from injuries, damages, and losses, including death, sustained while I or my child are using OFPD facilities.

I have read and fully understand the above Waiver and Release of all Claims Form.

Print Name of Parent/Legal Guardian

Signature of Parent/Legal Guardian

_____/_____/_____
Date

Signature below authorizes OFPD to transport your child to field trips and secure emergency medical transportation for your child. This form does not authorize or guarantee treatment upon arrival at the designated source of emergency medical or dental treatment, as each emergency facility sets their own treatment procedures. Please sign below if you grant OFPD permission to transport your child for field trips and emergency care.

Signature of Parent/Legal Guardian

_____/_____/_____
Date

Olympia Fields Park District

Summer Day Camp Swim Permissions Slip

Duration: June 8, 2025 - August 7, 2025

Parental Authorization for Participation

My

child(ren),

___ (name of child/children) have my permission to swim at the splash pad on-campus (Tolentine Park on Governor's Highway) for swim days. Swimming is a privilege and campers may be excluded for various reasons including, but not limited to, failure to follow the splash pad rules or guidelines, failure to follow adult instructions, or bad behavior. [See swim rules safety attached hereto on the back.]

I understand that during this event or during related activities, my child may be photographed. In addition, I realize and specifically acknowledge that there always exists the possibility of an unforeseen accident causing harm to my/our minor child. Nevertheless, I grant permission for my minor child to participate in the above described activities. I, the undersigned, acknowledge and agree that swimming can be a dangerous activity involving **MANY RISKS OF INJURY**. I understand that such risks include, but are not limited to: death, serious neck and spinal injuries that may result in complete or partial paralysis, brain damage, serious injury to internal organs, serious injury to bones, joints, ligaments, muscles, tendons, and other skeletal components, and serious injury or impairment to other aspects of the body, general health, and well-being.

I understand and agree that because of the dangers involved at a splash pad, and it is important to follow the guidelines set by the splash pad staff and summer day camp counselors regarding the splash pad. I have read and understand the above physical and emotional injury risk warning and agree to assume any and all risks of physical and/or emotional injury and any results from such injuries to my child/ward.

This authorization will remain in effect while the above minor is involved in participation in any Olympia Fields Park District Summer Day Camp program or activity unless revoked in writing by the under-signed and delivered to the aforesaid agent. I understand that neither the Olympia Fields Park District nor its employees, officers, commissioners, or agents are liable for any injury sustained by my child while he/she is participating in Olympia Fields Park District Summer Day Camp activities. I agree to release and hold harmless Olympia Fields Park District and its employees, officers, commissioners, or agents from any and against any and all liability, loss, damages, claims, or actions for bodily injury, and/or property damage, in accordance with current state and federal law, arising out of participation in Olympia Fields Park District Summer Day Camp activities. The terms thereof shall serve as a release and assumption of risks for my child, heirs, estate, executor, administrator, assignees, and for all members of my family.

I, do hereby authorize Administration, Recreation Supervisor, Camp Coordinator, and Camp Counselors, or other proper agents of the Olympia Fields Park District to act as agent for the undersigned to consent to any X-Ray examination, anesthetic, medical or surgical diagnosis or treatment and hospital care for the above minor child which is deemed advisable and to be rendered under the general or special supervision of any physician or surgeon, licensed under the provision of the Medicine-Practice Act, whether such diagnosis or treatment is rendered at the office of said physician or dentist, at a hospital, school, or elsewhere. I agree to the cost of such treatment.

Olympia Fields Park District

Summer Day Camp Swim and Splash Pad Rules and Guidelines

- ❖ Swimmers will receive instruction and be supervised at the pool and splash pad
- ❖ NO running, jumping, or climbing the water apparatuses
- ❖ NO rough housing/horseplay
- ❖ All campers MAY NOT hang, hold or splash each other
- ❖ NO food or drink in splash pad
- ❖ All campers MUST ask to leave and use the restroom, and must be escorted by a counselor
- ❖ All campers who have open wounds or if they're bleeding will not be allowed to enter the pool
- ❖ All campers must wear sunscreen
- ❖ All campers must have a labeled swimsuit, sun screen and towel. Other things that should be sent with are a water bottle and lunch. We will be taking a lunch break, as well as breaks to apply sunscreen often
- ❖ All campers MUST always wear shoes while walking to and from the splash pad. Open toed shoes are acceptable while walking in the splash pad only!

I agree, with my child(ren), to follow all rules set forth on this document, as well as any other rules the designated life guards and counselors give.

Parent or Legal Guardian Signature:

Parent or Legal Guardian Printed Name: _____

Date: _____

Permission to Dispense Medication

Waiver & Release of all Claims

This form MUST be completed for each individual child

The Olympia Fields Park District will not dispense medication to a minor child or other participant until the Permission and Waiver to Dispense Medication and Medication Information Form have been fully completed by a parent or guardian. The Park District's internal procedures on dispensing medication are available for review.

If your child DOES NOT need medication, please fill out this first section, write "no medication" on the Name of Medication Line, then sign and date the bottom page 1.

Name of Program _____ Date _____

I, _____ the parent/guardian of _____
Print Name Print Name

Give Permission to the staff of the Olympia Fields Park District to administer to my child

Name of Medication _____

I understand that it is my responsibility to give the medication directly to the program staff in individual dosage containers, original prescription containers, or envelopes clearly labeled with the following information:

Participant's Name: _____

Name of Medicine and Complete Dosage Instructions: _____

In all cases the recommended dosage of any medication will not be exceeded. If after administering medication there is an adverse reaction, I give my permission to the Olympia Fields Park District Staff to secure from any licensed hospital Physician and/or medical personnel any treatment deemed necessary for immediate care. I agree to be responsible for payment of any and all medical services rendered.

I recognize and acknowledge that there are certain risks of physical injury in connection with the administering of medications to my minor child. In the consideration of the Olympia Fields Park District Staff administering medication to my minor child, I do hereby fully release or discharge the Olympia Fields Park District, and its officers, agents, volunteers, and employees from any and all claims from injuries, damages and losses I or my minor child may have, arising out of, connected with the administering of medication. I further agree to indemnify, hold harmless and defend the Olympia Fields Park District, and its officers, agents, volunteers, and employees from any and all claims resulting from injuries, damages and losses sustained by me or my minor child and arising out of, connected with, incidental to or in any way associated with the administering of medication.

Signature of Parent of Guardian _____

Date _____

MEDICATION DISPENSING INFORMATION

This form MUST be completed for each individual child

**This form must be completed for each program session or when medication changes.*

Background Information:

Participant's Name _____ Age _____

Address _____

Parent/Guardian Name(s) _____

Home Phone (_____) _____ Cell Phone (_____) _____

Work Phone (_____) _____ Other Phone (_____) _____

Program Name: (circle one) Pee Wee Camp Youth Camp Leadership Camp

Doctor's Name _____ Phone _____

Medication Information:

1. Name _____ Dose _____ Time _____

Dispensing & Storage Instructions _____

Possible Side Effects _____

2. Name _____ Dose _____ Time _____

Dispensing & Storage Instructions _____

Possible Side Effects _____

3. Name _____ Dose _____ Time _____

Dispensing & Storage Instructions _____

Possible Side Effects _____

Other Information:

I understand that it is my responsibility to give the medication directly to program staff, with full instructions, in individual dosage containers, already labeled envelopes, or in original prescription bottles.

In all cases, medication dispensing can only be changed or modified by completing another Permission and Waiver to Dispense Medication Form and Medication Information Form.

I hereby acknowledge that the above information provided for the dispensing of medication for my minor child, guardian, ward, or other family member is accurate. I also understand that it is my responsibility to inform the Park District Staff if there are any changes in the dispensing of medication.

Signature of Parent or Guardian

Date

WAIVER & RELEASE OF ALL CLAIMS FOR USE OF INHALER OR AUTO-INJECTOR

WAIVER AND RELEASE OF ALL CLAIMS AND INDEMNIFICATION

Please read this form carefully and be aware that pursuant to the Illinois Asthma Inhalers at Recreational Camps Act, 410 ILCS 607/1 *et seq.*, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain in connection with the possession, self-administration, or use of medication, including, but not limited to the use of an epinephrine auto-injector or inhaler at the camp or at any camp-sponsored activity, event, or program; except for claims arising out of the willful and wanton conduct of the Olympia Fields Park District.

As parent/guardian of the below identified participant, I verify and attest that my child/ward has the knowledge and skills to safely possess, self-administer, and use an epinephrine auto-injector or inhaler in a camp setting. I also recognize and acknowledge that there are certain risks of physical injury to participants' possession, self-administration, or use of medication, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said possession, self-administration, or use of medication. Such risks include, but are not limited to, failing to properly administer the medication, failing to observe side effects, failing to assess and/or recognize an adverse reaction, failing to assess and/or recognize a medical emergency, and failing to recognize the need to summon emergency medical services.

I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of or arising out of the possession, self-administration, or use of medication against the Olympia Fields Park District, including its officials, agents, volunteers and employees; except for claims arising out of the willful and wanton conduct of the Olympia Fields Park District.

I further agree to protect, indemnify, save, defend and hold harmless the Olympia Fields Park District from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs become obligated by reason of the possession, self-administration, or use of medication; except to the extent caused by the willful and wanton conduct of the Olympia Fields Park District.

I have read and fully understand the above waiver and release of all claims and indemnification. If registering on-line or via fax, my on-line or facsimile signature shall substitute for and have the same legal effect as an original form signature.

PLEASE PRINT

Participant's Name

Parent/Guardian's Signature

Date _____

PARTICIPATION WILL BE DENIED

If the signature of parent/guardian and date are not on this waiver.

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