



# Summer Camp Parent Information Handout

## General Information

### Summer Camp Dates and Times:

- Monday – Friday 8:30 am – 12:30 pm

### 2024 Sessions:

- June 10-14 (ages 7-11)
- June 17-21 (ages 7-11)
- July 15-19 (ages 7-11)
- July 22-26 (ages 7-11)
- July 29- Aug 2 (ages 7-11)

**Note:** Camp Clearwater Farm will operate rain or shine. In the event of severe weather, outdoor activities and field trips may be canceled and substituted with indoor activities.

### **Teacher/Child Ratio is 1:6**

- We will have one adult on-site per (up to) six children during camp.

## Cancellation Policy

Camp will be canceled if less than 6 campers register for a session. A full refund will be issued. If the parent or guardian needs to cancel after signing their child up, the following goes into effect:

- A \$50 refund will be issued if a written cancellation is received at least 2 weeks prior to the start of camp.
- Cancellations less than two weeks will not receive a refund.
- We do not offer refunds for days of camp missed due to illness or other medical reasons, family plans, or other personal situations that would prevent your child's attendance at camp.
- All withdrawals from camp and/or refund requests must be done through email or phone call. Please email [info@clearwaterfarm.org](mailto:info@clearwaterfarm.org) or call Alesha at .

## Camp Policies

### Dropping Off/Picking Up your Child

- Drop Off Time: 8:15 – 8:25 am. Activities will begin at 8:30 am. No supervision is available before 8:15 am.
- A parent/authorized person must sign their child “in” when they arrive and sign “out” when the child leaves for the day.
- Photo **ID is REQUIRED** at the time of pick up. If you do not have it with you, staff will ask you to go get it.
- Children are not allowed to leave camp without a parent/ guardian picking them up and signing them out.
- Children will be released only to those authorized by the parent on the child's Registration Form. It is the parent's responsibility to notify the camp of any changes in authorization.
- If someone other than these people must pick-up your child, a written note must be sent in ahead of time.
- No child will be released to anyone who is not authorized to pick up that child.

### **Late Pick-up Policy**

We will close promptly at 12:30 pm. For all children not picked up by the end of the program, the following late policy will be in effect:

- First 5 minutes: Grace Period
- Each 5 minutes thereafter: \$5.00 per child payable upon pick up.
- If a child is not picked up after 1:30 pm, Onalaska Police or Child Protective Services will be called.

### **Walk Home Policy**

No child will be allowed to leave by him/herself and or sign him/herself out of camp, regardless of written permission. NO EXCEPTIONS.

### **Bugs and Bees**

Clearwater Farm has bugs and bees. Please be aware and take a few precautions.

- Bugs and bees are attracted to patterns on clothing that resemble plants and flowers. Please wear solid, light colored shorts, shirts, or pants. Insects are also attracted to sweet smelling soaps/shampoos, lotions, or perfume.
- Please try to use unscented products. Be aware that your child will be discovering, touching, and tasting plants in the garden, hiking on nature trails, working with animals, and collecting insects. These activities could have the possibility of your child coming in contact with bees and other insects.
- If your child has severe allergies to bee or insect stings please make sure that their personal EPI pen is available for their use and inform the staff of these allergies and/or any other medical conditions.

### **Accidents & Emergencies**

All precautions will be taken to prevent serious health risks to all campers. If a minor injury occurs, First Aid will be administered. The following procedures will be followed: First Aid will be provided, and the incident recorded in the camp log.

- The child will periodically be observed after First Aid has been applied.

In general, if a major injury or health problem arises, and professional medical care is required, the following steps will be taken:

- Immediate First Aid will be administered by the camp staff until professional services arrive.
- You will be contacted. If you cannot be reached, the emergency contact person will be notified.
- 911 will be called:
- The incident will be documented in writing on a Clearwater incident report.

Note: Clearwater Farm does not incur the cost of any medical treatment.

### **Weather/Heat Policy**

- Most activities during camp are held outdoors. Please dress your child appropriately. A light jacket or sweater may be needed in the early morning and a hat is strongly requested.
- During periods of extreme heat (heat indexes of 100o and above), activities will be scaled down and we will conduct programming in shade or indoors. The staff will take children inside to increase their water intake on these days. All precautions will be taken to prevent heat related injuries during these weather periods.

### **Bathroom and Drinking Water**

Clearwater Farm provides a handicap accessible Port a Potty style bathroom. We do not have access to city drinking water.

- Campers will have to provide their own water and water bottle.

### **Lost or Stolen Items**

Clearwater Farm is not responsible for any lost, stolen, or broken items.

- Any items of value should be kept at home.
- All lost and found will be kept one week after each session concludes. All items will then be donated to our local Goodwill.

### **Rules and Safety**

Safety is paramount to Clearwater Farm. We have established these rules to protect the visitors, volunteers, staff, animals, and historic property of the Farm.

#### **General Rules:**

- 1) Campers should not be alone at any time while at the farm. Always stay with your group.
- 2) Do not climb trees, fences, or other farm structures
- 3) Respect the animals & do not feed unless instructed
- 4) Wash your hands with soap and water or use hand sanitizer after touching animals
- 5) Closed toed shoes must be worn at all times
- 6) No cell phone, electronics, or toys are allowed – please keep them at home

7) Respect the garden & flower beds

8) Respect other campers

### **Discipline Policy**

There will be one adult on-site per (up to) six children during camp (1:6 ratio). If needed, the following steps are used for discipline:

#### **Step 1 – Redirect**

- Staff will redirect behavior and provide a warning while providing appropriate behavior to the situation.

#### **Step 2 – Time Out**

- If a warning is not effective, the child will sit out for 5 -10 minutes depending on the severity of the situation.
- The camper will be reminded of camp rules & behavior guidelines, and a discussion will take place

#### **Step 3 – Parent Contact**

- If established rules are not followed and problems still persist, the parents will be contacted. At this time parents may have to pick up their child or may be asked to accompany their child for the remainder of camp (if possible).

#### **Step 4 – Dismissal**

- Dismissal from Farm Camp will be considered if camper's behaviors are too disruptive to be redirected or if it endangers the health and safety of other children, animals, staff members, or volunteers.
- Serious behaviors may result in immediate camp suspension.

### **Termination Policy**

Clearwater Farm reserves the right to terminate your child's camp enrollment without refund if the staff deems it in the best interest and/or safety of the other campers, animals, volunteers, staff, or damage to Clearwater Farm property. Parents will be informed of the reason(s) for this termination.

### **Contact Information**

If you have any questions or concerns at any time, please feel free to **email Alesha Weiland at [info@clearwaterfarm.org](mailto:info@clearwaterfarm.org)** or **call (907) 799-6750**. We will return your call or answer your email as soon as possible.

Thank you and we look forward to providing a wonderful  
unique camp experience for your child!

# CAMP CLEARWATER FARM

## Camper Checklist

### What should my child bring to the Farm?

- ✓ Backpack
- ✓ Water bottle with water
- ✓ Close-toed shoes
- ✓ Hat or bandana
- ✓ Waterproof sunscreen (Unscented) – apply before camp
- ✓ Bug spray
- ✓ Sack lunch with the camper's name on it.

\*Clearwater will provide a morning snack.

- ✓ Casual Clothing is recommended. Jeans, shorts, t-shirts, and sneakers are the wisest choices. Flip-flops and animal hooves **do not** mix. Please remember this is a farm and your camper will get dirty. Old play clothes are suggested.
- ✓ Dress for the weather. Camp will be open rain or shine except during severe weather.
- ✓ Bring your sense of adventure and have a great time!