

ST. PETERS REC-PLEX

SUMMER CAMPS PARENT GUIDE



2016



WELCOME TO ST. PETERS REC-PLEX SUMMER CAMPS!

We're excited that you chose St. Peters Rec-Plex Summer Camps for your child! We are going to do everything we can to make sure your child has a great time with a chance to meet new friends—and come home nice and tired for you at the end of the day.

We encourage you to read this entire parent guide so that you will know what to expect at our Summer Camps. For your convenience, here is some information you should know right away to help you get ready:

- St. Peters Summer Camps include weekly Activities Camps and Sports Camps at the St. Peters Rec-Plex, plus we offer before and after camps (Rise & Shine Camp in the morning and Sunsetters Camp in the late afternoon).
- Your child should wear closed-toe tennis shoes with socks every day to camp in order to participate in all of the activities we plan.
- For lunchtime, there are two options for Rec-Plex campers. Your child can purchase a meal at the Rec-Plex, or you may send lunch with your child. Please use a small lunch bag—space is limited. Campers should also come with two snacks each day. Keep in mind that we do not refrigerate food, but we will keep the food indoors out of the heat.
- The drop-off and pick-up point for Rec-Plex Activities Camps, Rec-Plex Sports Camps, Rise & Shine Camp and Sunsetters Camp is at Rec-Plex South. Turn into the Rec-Plex parking lot off of Mexico Road and follow the Summer Camp signs.
- Every week, the Rec-Plex will place its schedule of camp activities for your child online at www.stpetersmo.net/camps.
- Your child will swim twice per week, but pack a swim suit and towel every day because we might use the pool when there's bad weather. On ice skating days, please send a sweatshirt. Your child may bring a backpack to carry these items. Our rule is that campers carry all possessions (except lunch) with them throughout the day.
- We have a late fee policy. Please read the parent guide to make sure that you're clear about drop-off and pick-up times.

We can't wait to see you at Camp! Do not hesitate to contact us if you have any questions. Call us at 636-939-2386, ext. 1608.

TABLE OF CONTENTS

ACTIVITIES • Pages 4-5

- Rec-Plex Activities Camp and Rec-Plex Sports Camps
- Camp Schedules
- Registering Your Child
- Special Arrangement Requests
- Field Trip Policy
- Refund Policy

SIGN-IN/SIGN-OUT, BEFORE/AFTER CAMPS, & LATE FEES • Page 6

- Where to Sign In and Out
- Drop-off/Pick-up Times and Procedures
- Before & After Camps
- Arriving Late/Leaving Early
- Late Fee Policy

HEALTH & EMERGENCY INFORMATION • Page 7

- Medications
- Emergencies
- Illnesses
- Inclement weather
- Sunscreen

WHAT TO BRING/WEAR TO CAMP • Page 8

- Clothes
- Personal Items
- Lunch
- Swimwear

BEHAVIOR • Page 8

- Expected behavior
- Consequences of Poor Behavior

FOR MORE INFORMATION • Page 9

- Online
- In Person
- Phone Numbers

**COMPLETE THE REGISTRATION/AUTHORIZATION
FORMS AT THE END OF THIS DOCUMENT.**



ST. PETERS REC-PLEX SUMMER CAMP ACTIVITIES

The St. Peters Rec-Plex offers both recreational Activities Camps as well as a variety of Sports Camps throughout the summer.

The Rec-Plex offers all of our campers lots of fun activities, including indoor swimming, ice skating, gym activities, fun in the park, and much more. In each Rec-Plex Summer Camp, whether Activities Camps or Sports Camps, kids will be in their own age group, enjoying activities together and getting the chance to form new friendships.

In Sports Camps, campers focus on improving skills in one of several sports. Soccer, Flag Football, Basketball, Volleyball,

Baseball, Pickleball, Rink Rats Hockey, Figure Skating, Edge advanced figure skating and NEW Dance camps are available.

Kids in all of the Rec-Plex Summer Camps get special T-shirts and enjoy a weekly field trip at no extra cost!

Field trips usually take place on Friday and oftentimes require us to transport kids by bus, or in rare cases a City vehicle. Camp staff will accompany the campers at all times. All field trips are tentative and subject to change.

Check out the following camp schedules, which you can also find online at www.stpetersmo.net/camps.

REC-PLEX ACTIVITIES CAMP SCHEDULE

<u>Week</u>	<u>Dates</u>	<u>Theme/Field Trip</u>
1	May 23-27	Luau at Rec-Plex
2	May 31-June 3*	Bowling-Cave Springs Lanes
3	June 6-10	Kokomo Joe's Family Fun Center
4	June 13-17	Great Skate
5	June 20-24	Movie-Mid Rivers Mall
6	June 27-July 1	Bowling-Cave Springs Lanes**
7	July 5-8*	Kokomo Joe's Family Fun Center
8	July 11-15	Great Skate
9	July 18-22	Movie-Mid Rivers Mall
10	July 25-29	Bowling-Cave Springs Lanes
11	Aug. 1-5	Luau at Rec-Plex

All dates and locations are subject to change.

*NO CAMP MAY 30 or JULY 4 (holidays) **Field Trip moved to Thursday, June 30

SPORT CAMPS SCHEDULE

<u>Session</u>	<u>Camp</u>	<u>Field Trip</u>
May 31-June 3*	Figure Skating, Soccer, Pickleball	Bowling-Cave Springs Lanes
June 6-10	Basketball, Rink Rats	Kokomo Joe's Family Fun Center
June 13-17	Baseball, Figure Skating, Volleyball	Great Skate
June 20-24	Rink Rats, Edge, Flag Football, Dance	Movie-Mid Rivers Mall
June 27-July 1	Soccer, Pickleball, Figure Skating	Bowling-Cave Springs Lanes**
July 5-8*	Basketball, Rink Rats	Kokomo Joe's Family Fun Center
July 11-15	Figure Skating, Baseball, Volleyball	Great Skate
July 18-22	Rink Rats, Flag Football, Dance	Movie-Mid Rivers Mall
July 25-29	Figure Skating, Soccer, Pickleball	Bowling-Cave Springs Lanes
Aug. 1-5	Rink Rats, Basketball	Luau at Rec-Plex

All dates and locations are subject to change.

*NO CAMP MAY 30 or JULY 4 (holidays) **Field Trip moved to Thursday, June 30

HOW TO REGISTER YOUR CHILD

Rec-Plex Summer Camps registration is available in-person only at the St. Peters Rec-Plex, 5200 Mexico Rd. **Advance registration is required by 7 p.m. on the Wednesday prior to camp.** Register as early as possible because Rec-Plex Summer Camps have a limited number of spaces and we fill these spots on a first-come, first-served basis. Pending availability, late registrations may be accepted Thursday through Saturday prior to camp for an additional \$15 late fee or during the week of camp for a \$25 late fee. Registration is not available on Sunday. Payment is expected at the time of registration. Camp registration and authorization forms (at the end of this guide) also must be completed at the time of registration.

Parents will be able to view specific activities for their children online at www.stpetersmo.net/camps in the week prior to attending camp.

Call 636-939-2386, ext. 1400, if you have questions about registering for St. Peters Summer Camps.

SPECIAL ARRANGEMENT REQUESTS

If you have special camp requests for your child, please give them to us in writing at the time of registration. Special requests include requesting your child be placed with another child in a group.

Read the “Sign-in/out ...” section to learn how you can request special arrangements for your child to arrive late or to leave early.



FIELD TRIP POLICY

All Rec-Plex camp field trips are tentative and subject to change. Field trips are a scheduled camp activity and require a full complement of camp staff. Therefore, we will not have camp staff at the Rec-Plex during field trips. If you choose not to have your child participate in the weekly field trip, it will be necessary for you to make alternate arrangements for your child/children for that day. Field trip permission slips must be signed and turned in to camp staff before the child can participate in a field trip.

REFUND POLICY

If you need to withdraw your child from a St. Peters Summer Camp after registration, refunds may be granted, minus a processing fee of \$7.50 or 10% (whichever is higher) per child, per week. Refunds will not be given for sick days or any days your child misses due to behavior problems. NOTE: Before and after camps have their own processing fees and will be charged accordingly.

REGISTRATION AND AUTHORIZATION FORMS CAN BE FOUND AT THE END OF THIS PARENT GUIDE.

SIGN-IN/OUT, BEFORE/AFTER CAMPS, & LATE FEES

WHERE TO SIGN IN AND OUT

All Rec-Plex campers must be signed in and out each day by a parent, guardian or someone authorized to sign your child in and/or out of camp.

The drop-off and pick-up point for Rec-Plex Activities Camps, Rec-Plex Sports Camps, Rise & Shine Camp and Sunsetters Camp is at Rec-Plex South. Turn into the Rec-Plex parking lot off of Mexico Road and follow the Summer Camp signs. Sign-in/out takes place in the Multipurpose Room of Rec-Plex South.

DROP-OFF/PICK-UP TIMES AND PROCEDURES

Your time for drop-off and pick-up depends on what camp you have joined, and whether you're using Rise & Shine Camp in the morning and Sunsetters Camp in the late afternoon (see below for more information about these before and after camps).

Individuals picking up a child must be on the authorized pick-up form (included in registration and authorization forms during registration), and must bring a photo ID **EVERY DAY** for pick-up.

The earliest you may drop off your camper without using Rise & Shine Camp is 8:45 a.m. Drop-off is between 8:45-9:15 a.m. The latest you may pick up your child without having to pay a late fee (or registering for Sunsetters Camp) is 3:45 p.m. (pick-up is between 3:15-3:45 p.m.).

ARRIVING LATE/LEAVING EARLY

St. Peters Rec-Plex Camp staff also may accommodate special arrangements for your child to arrive late or to leave early. You must provide advance written notice stating what time the child needs to arrive/leave and who will be picking them up. This note needs to be turned into a Camp director/leader. During Rec-Plex Summer Camp field trips, special accommodations may not be possible.

BEFORE/AFTER CAMPS

For your convenience, Rise & Shine Camp (7-9 a.m.) and Sunsetters Camp (3:30-6 p.m.) are available before and after St. Peters Summer Camps.

Fees for Rise & Shine OR Sunsetters Camp:

\$31 Rec-Plex Passholder/St. Peters Resident
\$36 General Public

Fees for Rise & Shine AND Sunsetters Camp:

\$43 Rec-Plex Passholder/St. Peters Resident
\$48 General Public

LATE FEE POLICY

Parents/guardians picking up any child after the designated pick-up time will be required to pay an additional fee. Children registered for full-day camps (and not Sunsetters Camp) must be picked up by 3:45 p.m. Children registered for Sunsetters Camp must be picked up by 6 p.m. Here is the late fee process:

- When the person picking up the child arrives late, he/she must check in with the Camp Leader on duty, to sign and receive a late fee form.
- The form must then be taken to the Rec-Plex Front Desk.
- You will receive a receipt.
- The child will not be able to participate in any St. Peters Summer Camp activities until the late fee has been paid. Payments may be made in cash, check, MasterCard, Discover or Visa. There will be NO EXCEPTIONS, including traffic, construction, personal affairs, weather, etc. We strictly enforce this policy.

The late fee structure is as follows:

Late Fees for Summer Activities Camp:

3:50-4:00 p.m.	\$10
4:01-4:10 p.m.	\$15
4:11-4:20 p.m.	\$20
4:21-4:30 p.m.	\$25

Late Fees for Sunsetters Camp:

6:05-6:15 p.m.	\$10
6:16-6:25 p.m.	\$15
6:26-6:35 p.m.	\$20
6:36-6:45 p.m.	\$25

If you have any questions or concerns, please direct them to a camp director at 636-939-2386, ext. 1608.



HEALTH & EMERGENCY INFORMATION

St. Peters Summer Camp staff undergoes safety training each year, and we have a number of policies to help us with our goal to provide a safe and fun environment for your child.

MEDICATIONS

The giving of prescription and non-prescription medicine to children during camp hours shall be restricted to necessary medication that cannot be given on an alternate schedule.

Prescription medicine that is to be administered by the camp staff should be accompanied with a written note from a parent/guardian explaining the process of administering the medicine, plus the prescription medicine must have a label affixed by a pharmacy or physician showing the following:

1. Name of Child
2. Dosage and Schedule of Administration
3. Physician's Name
4. Name of Medication

Non-prescription medicine that is to be administered by the camp staff must be sent to camp in the original container with the following information affixed to the container:

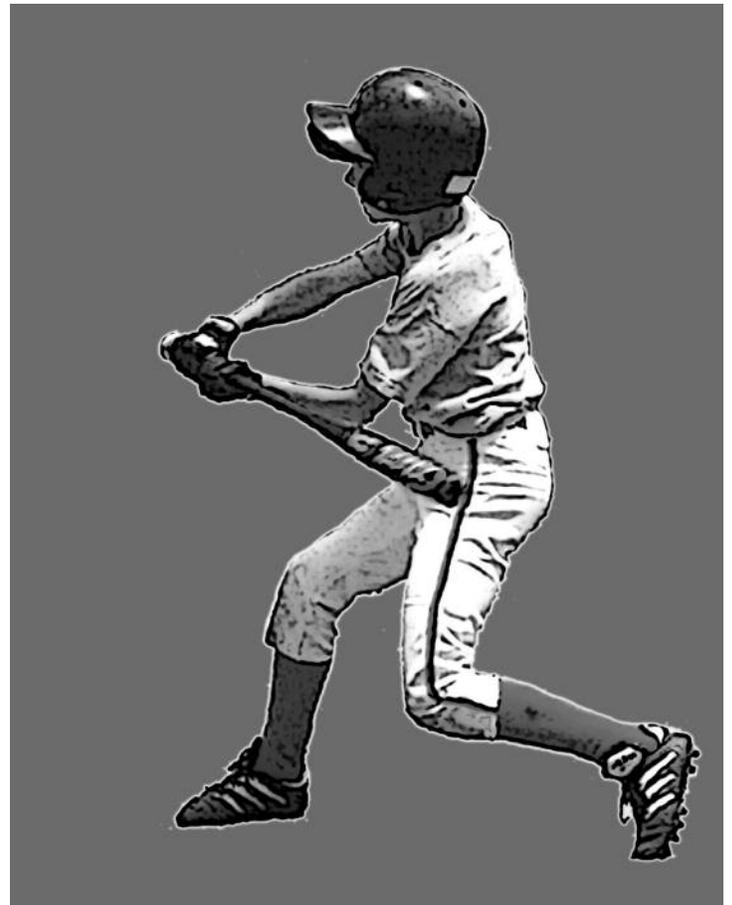
1. Name of Child
2. Dosage and Schedule of Administration
3. A written note from a parent/guardian explaining the process of administering the medicine.

All medication must be accompanied by a written request from the child's parent/guardian. All medication will be kept in the camp office and only administered by a camp leader. If the above steps are not followed, the medication will not be given and will be sent home with the child at the end of the day.

EMERGENCIES

In case of an emergency or accident involving your child, you will be notified immediately by a camp director/leader. On the Parent Authorization form, we ask for medical conditions of your child that the camp personnel may need to know. Please notify us immediately if there is a change(s) in the status of your child's health. In the case of an emergency, your child will be taken to:

Barnes-Jewish St. Peters Hospital
10 Hospital Drive St. Peters, MO 63376
636-916-9000



ILLNESSES

All illnesses will be treated with discretion, and you will be notified any time your child is sick. Please do not send your child to camp if he or she is ill.

If your child will not be present because of illness, please give us a call at 636-939-2386, ext. 1608.

INCLEMENT WEATHER

Rec-Plex Camps will be held everyday rain or shine. When inclement weather occurs, outdoor camp activities will be modified and/or moved indoors. During severe weather, children will be moved to a secure location inside. (We may post updates on Twitter @stpetersmorec.)

SUNSCREEN

The Rec-Plex will provide SPF 30 sunscreen for Rec-Plex Campers to use throughout each day. The children will have to apply their own sunscreen. If a child normally uses something other than SPF 30 sunscreen, please send it with them to camp.

WHAT TO BRING/WEAR TO CAMP

TYPES OF CLOTHING

Campers should come dressed for a full day of activities. Please wear socks and a pair of good tennis shoes in order to participate in all of the activities we plan. No sandals or open toe shoes, please. And, please bring a swim suit each day.

On field trip days, Rec-Plex Campers must wear the Rec-Plex Summer Camp T-shirt. We will have you fill out the T-shirt order form at the time of registration.

PERSONAL ITEMS

Rec-Plex Campers should bring a swimming suit, goggles and towel for the pool and a sweatshirt/jacket for the ice rink. For outdoor activities, bring a hat, water bottle, and, if needed, sunscreen (see sunscreen policy on page 6). Please have a backpack to carry these items.

DO NOT bring any valuable items to St. Peters Summer Camps. This includes video games, cell phones, radios, skateboards, collectible items, books and magazines, headphones, etc. If a counselor notices your child with these items, they will be kept in the camp office until the end of the day.

Please do not bring equipment or related items and ask to store it in the camp office. Office space is limited.

Camp Rule—IF YOU BRING IT, YOU CARRY IT!

We have a lost-and-found area, but each year we find items that go unclaimed. Please write your child's name on his/her personal belongings so that we have a better chance of returning a lost item to you.

LUNCH

For lunchtime, there are two options for Rec-Plex campers. Your child can purchase a meal at the Rec-Plex, or you may send lunch with your child. Either way, please send a snack with your child. Lunch can be brought in a small paper or plastic bag with your child's name on it.

Please use a small lunch bag, because space is limited.

Keep in mind that we do not refrigerate food, but we will keep the food indoors out of the heat.

BEHAVIOR

EXPECTED BEHAVIOR

As St. Peters Summer Camp staff members, we will do our best to take care of your kids while they are at camp. In return, we expect kids to behave respectfully toward camp staff and other children. Please review these rules with your child:

- Improper language or name-calling will not be tolerated.
- No fighting, pushing, shoving or careless horseplay will be allowed.
- We expect campers to follow directions at all times.
- We prohibit campers from trying to climb trees, play on bridges over the creek, or play in the creek.
- We expect campers to stay with their counselor at all times.
- There is no running inside our facilities, except during activities inside the gymnasium.
- Respect camp property and other people's property.

Sleep is a necessary ingredient for your child to participate fully in the day-to-day camp activities. Activities are spaced out during the day, allowing for rest periods. Your child will be asked to participate in all the activities throughout the day, which can be difficult without a good night's rest.

CONSEQUENCES OF POOR BEHAVIOR

If campers follow the behavior guidelines above, there shouldn't be a problem. However, if a camper has severe and/or repeated misbehavior, Summer Camp staff may give the camper timeouts or suspensions from activities, may notify parents, and in the case of repeat or serious offenses may expel the camper.





FOR MORE INFORMATION

ONLINE

You can find updated St. Peters Summer Camp information online at www.stpetersmo.net/camps.

As a Rec-Plex Camper, you can use this web page every week to find a schedule of upcoming camp activities.

IN PERSON

Visit the St. Peters Rec-Plex located at 5200 Mexico Rd. Registration hours are 9 a.m.-7 p.m. Monday through Friday and 9 a.m.-3 p.m. on Saturday, except during holidays. Once you've completed and submitted your packet of Summer Camp forms, registration may be done over the phone.

REGISTRATION NOTE: Rec-Plex Camp registration is available in-person only at the Rec-Plex.

PHONE NUMBERS

- Rec-Plex Summer Camp Office: 636-939-2386, ext. 1608
- Registration for all St. Peters Summer Camps: 636-939-2386, ext. 1400

St. Peters Rec-Plex Summer Camp 2016

PARENT AUTHORIZATION FORM

Please complete one sheet per child.

Camper's Name _____ Age _____ Grade Completed _____

Date of Birth _____ Phone Number _____

Complete Home Address _____

Mother's Name _____ Father's Name _____

Mother's Work No. _____ Father's Work No. _____

Mother's Cell No. _____ Father's Cell No. _____

Does this child need reasonable accommodations to participate in Camp activities? (e.g. sign language interpreters, accessible facilities, etc.) If YES, please describe accommodations: _____

I have reviewed the program and activities of the camp and feel the camper can participate without restrictions.

I have reviewed the program and activities of the camp and feel the camper can participate with the following restrictions. Identify activities this child SHOULD NOT participate in:

SPECIAL NEEDS/MEDICAL CONDITIONS INFORMATION: (check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> None | <input type="checkbox"/> Heart Disease |
| <input type="checkbox"/> ADD | <input type="checkbox"/> Hemophilia |
| <input type="checkbox"/> ADHD | <input type="checkbox"/> Learning Disability |
| <input type="checkbox"/> Allergies (please note what allergies below) | <input type="checkbox"/> Nose Bleeds |
| <input type="checkbox"/> Asthma (please note to what degree and how controlled below) | <input type="checkbox"/> Seizures: <input type="checkbox"/> mild <input type="checkbox"/> moderate <input type="checkbox"/> severe <input type="checkbox"/> profound |
| <input type="checkbox"/> Bee Sting Reaction | <input type="checkbox"/> Speech Impaired |
| <input type="checkbox"/> Behavior Problems | <input type="checkbox"/> Wears Contacts |
| <input type="checkbox"/> Diabetes | <input type="checkbox"/> Wears Glasses |
| <input type="checkbox"/> Headaches/Migraines | |
| <input type="checkbox"/> Hearing Impaired | <input type="checkbox"/> Other |

Please describe further if necessary: _____

Does this child take any medication on a regular basis? No Yes, give details below:

All medications must be sent to camp in the **ORIGINAL** container. Place all medications in one zip lock bag and give it to a staff member at camp. Prescription medicine that is to be administered by the camp staff must be accompanied with a written note from a parent/guardian explaining the process of administering the medicine, plus the prescription medicine must have a label affixed by a pharmacy or physician showing the following: name of child, dosage and schedule of administration, physician's name and name of medication.

Non-prescription medicine that is to be administered by the camp staff must be sent to camp in the original container with the following information affixed to the container: name of child, dosage, schedule of administration, and a written note from a parent/guardian explaining the process of administering the medicines.

If the above steps are not followed, the medication will not be given and will be sent home with the child at the end of the day.

Medication	Dose	Times taken	when	Special Instructions	Illness or problem being treated

Describe any side effects from a medication we should be aware of:

WAIVER TO CARRY EMERGENCY MEDICAL DEVICE:

All emergency medical devices (e.g. inhalers and EpiPens) must be carried on the camper's person at all times while attending either a day camp or playground/teen program. This section must be completed by a parent/guardian.

Due to the potential necessity for immediate medication administration imposed by my child's life-threatening condition, I _____ hereby request that _____ be allowed to keep the appropriate prescribed device on his/her person while participating in all camp activities.

The prescribed device is a EpiPen Asthma Inhaler Other _____

MEDICAL INSURANCE INFORMATION:

This camper is covered by family medical/hospital insurance: Yes No

Include a copy of your insurance card if appropriate; copy both sides of the card so information is readable.

Insurance Company _____ Policy Number _____
 Insured _____ Insurance Company Phone No. _____

PARENT/GUARDIAN AUTHORIZATION

I, the undersigned parent or legal guardian of _____ (Print Name), hereby give permission for my child to participate in all camp activities except as noted above. My permission extends to all activities listed on this form or which may occur during the course of the camp, including the right of the City of St. Peters to use the Camper's name, images, photograph, videotape or other recordings for any publicity or promotion without obligation or liability to the Camper, me or my family. I further acknowledge that the information contained in this Authorization is correct and accurately reflects the health status of my child. By signing below, I give my consent to the City of St. Peters and/or its designee to dispense the medication(s) listed above, if any, to my child according to the information provided above. I further give my consent to the City of St. Peters and/or its designee to provide first aid to my child as necessary to preserve the health of my child. In the event that the emergency contacts identified herein cannot be reached, I give consent to the City of St. Peters for my child to be transported by ambulance or other means to the nearest health care facility, to be hospitalized if necessary, for emergency medical care and treatment. I acknowledge that I am responsible for all reasonable charges incurred in connection with any emergency medical care and treatment rendered to my child.

I hereby give further consent to the City of St. Peters to release of any and all health information contained herein relating to my child to health care provider(s) or other persons necessary to render proper medical care and treatment to my child. I give consent to the City of St. Peters to further release any and all medical records, reports and other medical documents and information relating to my child necessary for health care and insurance purposes. I understand that once this information has been released pursuant to this Authorization, it may no longer be protected by Federal and/or State law/regulations and may no longer be deemed "Confidential." Information used or disclosed pursuant to this Authorization may be subject to re-disclosure by the recipient, and may no longer be protected by HIPAA and its implementing privacy regulations, to the extent applicable.

I do hereby expressly release and discharge, and agree to indemnify and hold harmless the City of St. Peters, its public officials, servants, volunteers, agents and employees from and of any and all liability of every kind or nature, including, but not limited to, bodily injury (including death), damage to property, and all claims, demands, causes, suits, actions, legal or administrative proceedings, damages, losses, penalties, fines, costs, and expenses of whatsoever kind or character (including reasonable attorneys' fees and expenses), arising out of or related in any manner to the camper's participation in camp activities or programs.

Does this parent/guardian have legal custody of this child? Yes No

PARENT/GUARDIAN HAS BEEN PROVIDED AND READ THE CITY OF ST. PETERS MEDICATION GUIDELINES AND AGREES TO ITS TERMS. Yes No

Parent/Guardian Signature _____ Date _____

Parent/Guardian Print Name _____

St. Peters Rec-Plex Summer Camp 2016

AUTHORIZED PICK-UP FORM

Please list below the people that you, as the parent/guardian, authorize to pick up your child from St. Peters Summer Camp. Remember to include all car pool drivers, neighbors, relatives or babysitters who may be asked to pick up your child from camp.

Be sure to include yourself on the following list, as this is what the staff will use when CHECKING PHOTO ID'S.

Camper's Name: _____

Parent/Guardian Name Completing Registration Packet: _____

- | | | | |
|-----|-------|-----------|-------|
| 1. | _____ | Phone No. | _____ |
| 2. | _____ | Phone No. | _____ |
| 3. | _____ | Phone No. | _____ |
| 4. | _____ | Phone No. | _____ |
| 5. | _____ | Phone No. | _____ |
| 6. | _____ | Phone No. | _____ |
| 7. | _____ | Phone No. | _____ |
| 8. | _____ | Phone No. | _____ |
| 9. | _____ | Phone No. | _____ |
| 10. | _____ | Phone No. | _____ |

NOTE: This form must be completed and returned to the Camp Director before your child may attend any program or activity.

EMERGENCY TELEPHONE NUMBERS (other than your own):

Name	Relationship	Phone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

In consideration of the opportunity of my minor child to participate in the Summer Camp activities and programs, as the parent/guardian of such child, I recognize that such activities and programs involve an inherent risk. Therefore, I assume on behalf of my minor child all risks and hazards incidental to such participation, and I do hereby, on behalf of myself and my minor child, expressly release and discharge, and agree to indemnify and hold harmless the City of St. Peters, its public officials, servants, volunteers, agents and employees from and of any and all liability of every kind or nature, including, but not limited to, bodily injury (including death), damage to property, and all claims, demands, causes, suits, actions, legal or administrative proceedings, damages, losses, penalties, fines, costs, and expenses of whatsoever kind or character (including reasonable attorneys' fees and expenses), arising out of or related in any manner to the minor child's participation in camp activities or programs.

Parent/Guardian Signature

Date

St. Peters Rec-Plex Summer Camp 2016 REGISTRATION FORM

ATTENTION: Parents, we need individual registration/authorization forms (all forms at the end of the Parent Guide) completed for each child that you register for Rec-Plex Summer Camp.

Child's Name _____ Birthdate _____
 Address _____ Zip _____
 Parent/Guardian Name _____ Home Phone _____
 Cell Phone _____ Work Phone _____ Email _____

Registration is required by 7 p.m. on Wednesday prior to the camp. See page 5 of this guide for late registration fees. Please mark or circle the appropriate camp session(s) you are registering for (check sports camp codes below):

Camp Dates	\$107 Residents/Passholders				\$33 Residents/Passholders \$46		
	\$128 General Public	\$141	\$193	\$193	\$39 General Public	\$46	\$51
	Activities Camp	Sports Camp	Rink Rats	Figure Skating	Rise & Shine	Sunsetters	Both
Week 1 May 23-27	___	N/A	N/A	N/A	___	___	___
Week 2 May 31-June 3**	___	<u>SO*</u> or <u>PB*</u>	N/A	<u>FS*</u>	___	___	___
Week 3 June 6-10	___	<u>BK*</u>	<u>RR*</u>	N/A	___	___	___
Week 4 June 13-17	___	<u>BA*</u> or <u>VB*</u>	N/A	<u>FS*</u>	___	___	___
Week 5 June 20-24	___	<u>FF*</u> or <u>DN*</u>	<u>RR*</u>	N/A	___	___	___
Week 6 June 27-July 1	___	<u>SO*</u> or <u>PB*</u>	N/A	<u>FS*</u>	___	___	___
Week 7 July 5-8**	___	<u>BK*</u>	<u>RR*</u>	N/A	___	___	___
Week 8 July 11-15	___	<u>BA*</u> or <u>VB*</u>	N/A	<u>FS*</u>	___	___	___
Week 9 July 18-22	___	<u>FF*</u> or <u>DN*</u>	<u>RR*</u>	N/A	___	___	___
Week 10 July 25-29	___	<u>SO*</u> or <u>PB*</u>	N/A	<u>FS*</u>	___	___	___
Week 11 Aug. 1-5	___	<u>BK*</u>	<u>RR*</u>	N/A	___	___	___

*Sports Camp Codes: SO = Soccer; PB = Pickleball; BK = Basketball; VB = Volleyball; BA = Baseball; FF = Flag Football; RR = Rink Rats Hockey; FS = Figure Skating; DN = Dance

Camp times are from 9 a.m. to 3:30 p.m. Rise & Shine Camp goes from 7 to 9 a.m. Sunsetters Camp goes from 3:30 to 6 p.m.

- General Activities Camp—St. Peters Resident Rate \$107/Non-Resident \$128
- Rise & Shine OR Sunsetters—St. Peters Resident Rate \$33/Non-Resident \$39
- Rise & Shine AND Sunsetters—St. Peters Resident Rate \$46/Non-Resident \$51
- Sports Camp—All Campers \$141
- Rink Rats Hockey—All Campers \$193
- Figure Skating—All Campers \$193

**No Summer Camp on Memorial Day (May 30) or Independence Day (July 4); rates adjusted to reflect 4-day week.

St. Peters Rec-Plex Summer Camp 2016

FIELD TRIP FORM

PLEASE READ AND SIGN BELOW:

I give permission for my child to take part in ALL ACTIVITIES OF THE CITY OF ST. PETERS REC-PLEX SUMMER CAMP. In consideration of the opportunity for my child to participate and fully recognizing that such an undertaking involves an element of risk, we assume all risks and hazards incidental to such participation and hereby release, absolve, indemnify, and agree to hold harmless the City of St. Peters, its agents, employees, officers, leaders, organizers, sponsors, and persons transporting your child to and/or from these activities. Neither the City of St. Peters, nor any of the said persons shall be held financially responsible for any injury, illness, or death incurred as a direct or indirect result of this activity.

REFUND POLICY

Requests for refunds are accepted:

- If a program is cancelled by the City of St. Peters and not rescheduled.
- If a refund is requested a minimum of 5 days prior to the beginning of the program session.
- If a medical condition prohibits participation, and written support documentation is provided by the doctor.
- All requests must be made by the registrant in writing—THERE ARE NO MAKE-UPS FOR MISSED DAYS!
- A \$7.50 or 10%, whichever is higher, processing fee, per child per camp, will be charged for any refunds that are not initiated by the City of St. Peters.
- Refunds are only given with the approval of the camp program director.
- There will be no reduction of the weekly fees for those who choose not to participate in the scheduled field trips. This includes the extended camp programs.

We, the undersigned, have read this release and understand all its terms and execute it voluntarily and with full knowledge of its significance and that information on this form is true and accurate.

In the event of an emergency, and I cannot be contacted, I hereby authorize a camp supervisor to call a private ambulance service for the purpose of transporting my child to the proper medical facility and authorize emergency treatment may be administered at my expense.

Parent/Guardian Signature _____ Date _____

FIELD TRIP PERMISSION RELEASE

I, _____ hereby give permission for my child, _____, to attend all Rec-Plex Summer Activities Camp Field Trips scheduled for the summer of 2016 with the following exceptions, _____.

Parent/Guardian Signature

Date

Emergency Contacts for day of Field Trip:

Name and Relationship to Child

Phone #

Name and Relationship to Child

Phone #

St. Peters Rec-Plex Summer Camp 2016

LATE FEE AGREEMENT FORM

Any child being picked up after their designated pick-up time will be required to pay an additional fee. Children registered for camp only must be picked up by 3:45 p.m. Children registered for Sunsetters Camp must be picked up by 6 p.m.

Following is the process for the late fee policy:

- When the person picking up the child arrives, he/she must check-in with the Camp Leader on duty in the gym, to sign and receive a late fee form.
- The form must then be taken upstairs to the Front Desk.
- You will receive a receipt.
- The child will not be able to participate in any camp activities until the late fee has been paid. Payments may be made in cash, check, MasterCard, Visa and Discover. There will be NO EXCEPTIONS including traffic, construction, personal affairs, weather, etc. The camp staff will strictly enforce this policy.

The late fee structure is as follows:

Late Fees for Summer Activities Camp

3:50-4:00 p.m.	\$10
4:01-4:10 p.m.	\$15
4:11-4:20 p.m.	\$20
4:21-4:30 p.m.	\$25

Late Fees for Sunsetters Camp

6:05-6:15 p.m.	\$10
6:16-6:25 p.m.	\$15
6:26-6:35 p.m.	\$20
6:36-6:45 p.m.	\$25

I, _____, have read the Late Fee Agreement Form for the St. Peters Summer Camp Program. I understand that the fee must be paid before my child(ren) can participate in any further camp activities. Late Fee Policy is also located within your Camp Parent Guide.

Parent/Guardian Signature

Date

St. Peters Rec-Plex Summer Camp 2016 T-SHIRT ORDER FORM

Each child must have a Rec-Plex Summer Activities Camp T-shirt in order to attend field trips.
The shirt must be worn on the day of the field trip.

Camper's Name _____

1st Week Attending Camp _____

Check Shirt Size: ___ Youth 6-8 ___ Youth 10-12 ___ Youth 14-16
 ___ Adult S ___ Adult M ___ Adult L ___ Adult XL

SPECIAL REQUESTS?

Please list below any special requests. Camp Staff will make every effort to fulfill requests.
