



## **Day Camp Information – Summer 2025**

**Camp Cell Phone (619) 572-7013, Santee Teen Center (619) 258-4191, Office (619) 258-4100 x222**

Recreation Coordinator, Matthew Foster (619) 258-4100 ext. 211, E-mail: [mfoster@cityofsanteeca.gov](mailto:mfoster@cityofsanteeca.gov)

Welcome to Santee Day Camp. Campers will have the opportunity to be creative, play fairly, enjoy the outdoors, feel proud and create memories. The following information is to ensure that you and your camper have a rewarding experience. Please feel free to discuss any questions or concerns you may have with the Camp Staff or Recreation Coordinator.

### **DROPOFF/PICKUP PROCEDURES:**

- \* On most days and ALL Mondays, sign in is at the Santee Teen Center @ Big Rock Park (8115 Arlette).
- \* ALL sign-in/out locations and any possible unique pickup and drop-off times throughout the week are specified on the weekly "NEED TO KNOW."
- \* **Sign in locations may vary** – please see the weekly "NEED TO KNOW"
- \* Parent/guardian or other designated persons are required to sign in/out each camper daily. Picture ID may be required. Prior written permission is required for campers who are allowed to sign themselves and siblings in/out of camp.
- \* If camper is going to be absent or later than 9:00am please call the camp cell phone to reach lead staff on site at (619) 572-7013.
- \* **There is no alternative camp option/supervision if camper is dropped off at the wrong location.**
- \* Campers may be signed in at 7:00am and must be picked up by 6:00pm. Camp activity hours are from 9:00am – 3:00pm, and staff supervised free play activities are from 7:00 – 9:00am and 3:00 – 6:00pm.
- \* Late pickups after 6:00pm will be charged \$1.00 per minute, time determined by the supervising staff.

### **DAY CAMP GUIDELINES**

- \* Campers will be responsible for bringing a minimum of 32 oz of water each day. If they have a reusable water container, it may be smaller than 32 oz and refilled with staff assistance at the designated refill station – please note that some refill stations may not have cold water and are for public use in the park area. Bringing more than 32oz. of water is highly encouraged.
- \* Participants must follow all check-in and check-out procedures.
- \* Inclusion accommodations will be made for all campers needing support. Inclusion forms provided upon request.
- \* If a camper should suddenly fall ill, they will be moved to an isolation area and their parent/guardian contacted immediately.

### **NEED TO KNOW:**

- \* A weekly "NEED TO KNOW" information sheet will be available the Friday prior to each camp week at the camp location and posted on the Recreation website [SanteeRec.com](http://SanteeRec.com). It explains daily items needed, scheduled swim days and special activity information. Off-site activities **will not occur on Mondays (or the first day of camp)**.
- \* There are many all-camp play opportunities daily and throughout the week. Placement of campers with their friend(s) in their assigned group is not guaranteed.

### **WHAT TO BRING & ATTIRE:**

- \* **ALL CAMPERS MUST BRING WATER BOTTLE, SUNSCREEN, LUNCH, AND SNACK EACH DAY.**
- \* City of Santee is not responsible for lost/stolen/damaged items or money campers bring. Please do not allow campers to bring unnecessary/valuable items to camp (e.g. toys, jewelry, electronics).
- \* Label all items and bring everything in one bag. (e.g. Sunscreen, Water Bottle, Clothing, Towel)
- \* The majority of each day will be spent outside (weather permitting). **Apply sunscreen daily prior to camp** and send extra sunscreen daily. Reapplication of sunscreen will be highly encouraged by camp staff, but is the responsibility of the camper. Hats are also encouraged for sun protection.
- \* Campers must wear appropriate clothing (i.e. casual clothes). **Close-toed shoes must be worn daily.** Santee School District Dress and Grooming policy is used as a guideline for camp attire. Clothing must be free of writing and insignias that are crude, vulgar, profane or sexually suggestive; promote drug, alcohol, tobacco or gangs; advocate death, violence/blood, racial, ethnic or religious prejudice. Clothes must be sufficient to conceal undergarments (i.e. bra straps, boxer shorts) at all times.
- \* Open-toed shoes, sandals, flip-flops and Heelys (shoes with wheels) are not permitted on regular camp days. Flip-flops or water shoes may be worn during pool days and water activities only, but campers **must** also bring a pair of **close-toed** play shoes on those days.

### **LUNCH & FOOD:**

- \* **ALL CAMPERS MUST BRING A LUNCH, SNACK, AND WATER BOTTLE EACH DAY.** Drinking fountains are available.
- \* Healthy food and drink options are encouraged at camp (e.g. lower sugar, non-caffeinated, "smart choice" items). Special camp treats (e.g. soda occasionally provided with special lunches, dessert/treat items) will be limited and portion-controlled.

### **MEDICATIONS & SPECIAL NEEDS:**

- ★ If a camper requires medication during camp hours, parent/guardians are required to complete a **Release and Waiver of Liability for Administering Medications**. Form is available from Community Services at (619) 258-4100 ext. 222, at SanteeRec.com, or at the Santee Teen Center.
- ★ The City of Santee is proud to be affiliated with KIT - Kids Included Together, Inc. Please contact the Recreation Coordinator at (619) 258-4100 ext. 211 three (3) weeks prior to camp enrollment date if your camper requires accommodations due to a disability, medical condition, social/emotional or behavioral issue.

### **CELL PHONE & ELECTRONIC DEVICES:**

- ★ City of Santee is not responsible for lost/stolen/damaged items. For safety and security issues, electronic devices (e.g. cell phones, handheld consoles, Kindle, MP3 players/iPods) **WILL NOT** be permitted at Day Camp.
- ★ Campers may use the Day Camp Cell phone or the Teen Center phone to contact parents on an as needed basis.
- ★ If an unauthorized electronic device is brought to camp, the camp staff will keep the device and it will be returned to the parent/guardian.

### **ILLNESS/INJURY PROCEDURES:**

- ★ Emergency medical services will be called in the event of serious or life-threatening situations. Parent/guardian and emergency contacts listed will be called until someone is reached.
- ★ If a camper receives a minor injury, first aid will be provided and an ouch/accident report will be completed and given to parent/guardian to read and initial at pickup. Parent/Guardian will be contacted prior to pick-up if a head or above shoulders injury occurs (even if minor) or if necessary.
- ★ Illness policy: Campers experiencing fever, vomiting, diarrhea or other contagious illnesses must be symptom-free without aid of medication for 24 hours prior to returning to camp. Campers exhibiting these symptoms at camp must be picked up by parent/guardian within one hour after notification

### **BEHAVIOR GUIDELINES:**

- ★ Camper orientation each Monday (or 1<sup>st</sup> day of camp) will include a review and agreement of the Code of Conduct as listed below. Each camper is responsible to know and abide by the rules.
- ★ **RULES:** The following are general rules that identify expectations and standards of behavior that campers need to follow to ensure a safe and positive experience for all.
  - I will treat myself with respect.
  - I will treat the City of Santee Staff with respect.
  - I will treat other participants with respect.
  - I will keep my hands, feet and other objects to myself.
  - I will treat others and their possessions with respect.
  - I will be honest and trustworthy during my participation in the activities.
  - I know that I will be accountable for my actions and the consequences thereafter.
- ★ **CONSEQUENCES:** If standards of behavior are not met, a course of action will be enforced through a series of consequences. The following is used to correct inappropriate behavior displayed at camp. Consequences are determined by severity of inappropriate behavior. Any action/behavior that endangers campers and/or staff will result in immediate removal from camp and contact with parent/guardian and appropriate authority, if necessary.
  - Verbal warning.
  - Removal of privilege from participating in the activity.
  - Removal of privilege and behavior report will be completed and given to parent.
  - Phone call to the parent will be made.
  - Behavior Contract will be issued and signed by camper and parent.
  - Removal from camp (temporary to permanent suspension pending behavior).

### **TRANSFER/CANCELLATION/CREDIT POLICY:**

- ★ All requests must be in writing and submitted a minimum of five business days prior to the start of the originally registered camp (if applicable). Processing fees will apply. Contact Community Services at [csdfrontdesk@cityofsanteeca.gov](mailto:csdfrontdesk@cityofsanteeca.gov) or 619-258-4100 x222 for the refund and policy guidelines.
- ★ Transfer/cancellation/credit requests, including those resulting from contagious illness and/or major injury, will be evaluated on a case-by-case basis.