



Painesville Recreation Summer Camp

Painesville Recreation Department
54 Mentor Ave
Painesville, Ohio 44077

440-392-5912
www.painesville.com/summercamp

2024 Season

Dear Parent/Guardian,

Welcome to Painesville Recreation Summer Day Camp 2024. Included in this packet is information to help your camper(s) have a great summer with us.

We offer exciting camp activities that allow campers the opportunity to have fun, learn and grow. Our well-trained, dedicated and friendly camp counselors are always eager to help your child have a memorable summer experience.

Please note, all trips are subject to change due to unforeseen circumstances. Thank you for being a part of the Painesville Camp tradition. We hope that your child will enjoy the best summer ever with us!

Chris Mackar & Justin Gollin
Painesville Recreation Summer Camp Directors

Please read over this packet in its entirety and return the necessary forms (pages 9-13) to our office at 54 Mentor Ave, Painesville, Ohio, during business hours (8:00 a.m. - 5:00 p.m., Monday - Friday). Once forms are returned, an online account will be created and registration reservations and payment information will be sent to the email address you provided.

Payments can be made via credit card over the phone or in the office, as well as by dropping cash or check off at our office. Camp is on a first come, first serve basis for registration. Roster spots will not be held until forms are returned and each weeks payment is paid.



About Us

Recreation Department Mission Statement

The mission of the City of Painesville Recreation Department is to provide recreation programs and events that enrich the quality of life for its residents and surrounding communities while focusing on the family unit and promoting good health and well-being.

Summer Camp Mission Statement

Enrich the lives of all our campers by offering them diverse, comprehensive, and safe recreational opportunities thus ensuring they will leave our camp with a well-rounded and positive camp experience.

Our Vision

- Create an environment where every child has an opportunity to succeed and is encouraged to do so.
- Create an environment where campers learn new games, meet new people and gain new experiences.
- Create an environment where sportsmanship is encouraged and modeled.

Our Goal

To create a daily “WOW” factor in an attempt to have the best summer **EVER**.

Camp Directors

- **Justin Gollin, Recreation Supervisor & Co-Camp Director**

Office phone: 440-392-5907 / Email: jgollin@painesville.com

Justin lives with his family in Painesville and has been part of the Painesville Parks Department for nearly 3 years after serving in a similar capacity for the City of Kirtland for 18 years. In the past, Justin coached fast pitch softball for 12 years and served on various boards including the PTA and Willoughby Strazz. Justin is looking forward to providing a safe and fun-filled summer camp experience for kids.

- **Chris Macker, Recreation Coordinator & Co-Camp Director**

Office phone: 440-392-5906 / Email: cmacker@painesville.com

Chris has a BS from Bowling Green State University in Physical Education and Health, and has been with the City of Painesville since 2006. Previously, Chris worked as a teacher in Warrensville Heights and Wickliffe schools. Chris is a Certified Parks and Recreation Professional through the National Recreation and Parks Association and feels privileged to be working with area youth for over 20 years. Chris lives in Painesville with his wife, Maureen and Shih Tzu, Emma. He roots for the Cleveland Guardians, Browns and enjoys hiking.

Important Numbers

- Karla Chardon (Recreation Office Payments) 440-392-5912
- Michelle LaPuma (Director of Recreations & Public Lands) 440-392-5905



Frequently Asked Questions

- **What age children do you accept?**
Our camp is for children ages 6-12. We will accept 5-year-olds if they have completed kindergarten and can use a restroom independently.
- **Where and when is camp held?**
The 2024 camp runs May 28 - August 2. For weeks 1-5, camp is held at Chestnut Elementary (341 Chestnut Street, Painesville). For weeks 6-10, camp is held at Elm Street Elementary (620 Pleasant Avenue, Painesville). *There is no camp on the federal holidays of May 27, June 19 or July 4.* Camp is Monday through Friday, 8:00 a.m. to 4:00 p.m.
- **Do you have extended hours in the morning or afternoon?**
Yes. Our AM extended hours are 7:00-8:00 a.m. and our PM extended hours are 4:00-5:00 p.m. Pricing is \$15/week for AM care and \$15/week for PM care.

- **How much does camp cost?**
Early Bird Special! (Feb 1 - April 30)
 - \$140/week for City residents/employees
 - \$155/week for non-residents

- **2024 Camp Fee (After May 1)**
 - \$160/week for City residents/employees
 - \$175/week for non-residents

This price includes all trips and two camp t-shirts. Payment is due by the end of day Wednesday the week before the week your child will be attending day camp. ***NEW POLICY* Roster spots will not be reserved until each week of camp payment is received.** See page 8.

- **Are there any discounts available?**
Yes, we have a sibling discount. Each *additional* child you send to camp receives a \$5 discount per week.
- **What should my child bring to camp?**
 - Water bottle
 - Gym shoes for daily activities and flip flops for pool areas
 - Sunscreen and hat
 - Swim suit, towel and change of clothes for water days
 - Gym bag/backpack to keep belongings in

Please label all personal belongings!

- **What should my child NOT bring to camp?**
 - No weapons/dangerous items, toys, or electronic devices
 - Phones and tablets
 - Anything valuable and personal belongings (including jewelry)

Camp staff are not responsible for the loss of personal items, damage or theft.

- **Does my child need to bring a lunch?**
No. Lunch is provided by The Lunch Box program through Painesville City Local Schools during weeks 2-10. Campers are welcome to bring their own lunch or additional food and snacks. For a menu online, go to <https://www.painesville-city.k12.oh.us>, Nutrition Services > The Lunch Box

- **My child needs medication during camp hours, what do I need to do?**
There is a form that needs completed for administration of medicine. All medications must be kept in



the original containers. Contact a camp director for more information.

- **Will you ever send anything home with my child?**
Look for the “Camp Happenings” newsletter on Fridays. It gives a look at the upcoming week.
- **I may have to drop my child off late or pick them up early unexpectedly or on certain occasions. What should I do?**
Talk to a camp director as soon as you are aware this may happen, and they can plan accommodations for your specific situation



Field Trips

2024 Schedule

- **Week 1 (May 28-31):** NO CAMP May 27, **Garfield's House, Sky Zone Trampoline Park**
- **Week 2 (June 3-7):** Jordan Creek, Civic Center Pool, **Make Believe Family Fun Center**
- **Week 3 (June 10-14):** Penitentiary Glen, Civic Center Pool, **Cleveland Zoo**
- **Week 4 (June 17-21):** Painesville Splash Pad, NO CAMP June 19, **Swings-n-Things**
- **Week 5 (June 24-28):** Jordan Creek, Civic Center Pool, **Fairport Harbor Beach**
- **Week 6 (July 1-5):** Squire's Castle, Civic Center Pool, NO CAMP July 4, **Fun 'n' Stuff**
- **Week 7 (July 8-12):** Lake Erie Bluffs, Civic Center Pool, **City Skate Center**
- **Week 8 (July 15-19):** Chapin Forest, Civic Center Pool, **Pioneer Waterland**
- **Week 9 (July 22-26):** Painesville Splash Pad, Civic Center Pool, **Clay's Jellystone Park**
- **Week 10 (July 29-Aug 2):** Jordan Creek, Civic Center Pool, **Video Game Truck**

*****Trip schedule subject to change*****

Field Trips FAQ

- Money for field trips is **NOT** required. Campers are responsible for their own money. Staff will not hold money for them.
- Some trips require swimsuits and/or a change of clothes (see above). We will let you know in our weekly newsletter the specific needs for each trip.
- We provide free lunch daily, even on field trip days. You may pack a lunch if you do not want the free lunch, however, campers may **NOT** be able to purchase lunch on field trips. Typically, we have 30 minutes for lunch on trips. Children purchasing lunch will delay the group and certain trips require us to stay on a strict schedule.
- Each camper is given two t-shirts to wear for field trip days. Additional t-shirts are available for purchase for \$5 each.



Camp Rules & Discipline Policy

CAMP RULES

1. Listen and follow directions
2. Hands and feet to self
3. Be respectful to others
4. Respect school property and equipment
5. Have fun

CONSEQUENCES

1. Verbal warning
2. Time out for 5 minutes
3. Meet with camp director/written warning
4. Suspension/expelled

We are committed to working together with you and your child to ensure they have a great summer. We appreciate your time, respect and support on these rules and regulations. *Please inform and prepare our staff if there are special concerns or situations that you feel we need to know. The more detailed information and helpful "tips" you can give, the better prepared we are to work with your child.*

FIRST OFFENSE

A verbal warning from the Recreation Counselor or at the Camp Director's discretion, an ejection may be warranted.

SECOND OFFENSE

A written warning from the Recreation Counselor or at the Camp Director's discretion, an ejection may be warranted.

THIRD OFFENSE

A second written warning will be issued, plus a meeting/phone call between the participant, his/her parents, Recreation Counselor and Camp Director; or at the Camp Director's discretion, an ejection may be warranted.

FINAL ACTION

Dismissal from camp for a period deemed appropriate by the Camp Director. If a child is deemed a danger to themselves or others they will be removed from the program.

PLEASE NOTE

We will support your child the best we can to make camp as successful as possible. Should a camper need support that goes beyond what we can safely provide, or should a situation escalate to a level where we can no longer safely find a resolution for the camper, an action plan may determine the need for a child to be removed from a program for any amount of time, including the remainder of the summer season.

Painesville Recreation reserves the right to dismiss a child from camp as needed regardless of whether the camper had previous warnings or not. Safety of all campers is our first priority. We do not provide refunds any weeks paid in advance.



Sign-In and Sign-Out Policy

Upon arriving at camp, please take a moment to introduce yourself and your child to camp staff. We will check them in and direct them to their counselor for the week.

To ensure the safety of your child, we require that you sign your child out every day they attend camp. Children cannot sign themselves out of camp (unless you have given permission for them to walk/bike home and informed camp staff). Sign out with your child's counselor near the back doors of the school at the end of each day.

If a different parent or guardian will be picking up the child, please notify camp staff as soon as possible with the individual's name. *When the individual arrives for pick, they must provide a photo ID for identification.*

Cell Phone Policy

- We prefer if all campers left their phones at home
- All camp staff have cell phones in the event of an emergency
- If your child does bring their phone with them, it is to remain in their backpack/bag during camp activities and can only be taken out with permission from the counselor/director.

We encourage your child to unplug and enjoy the experience. We try to promote interpersonal communication between campers. We also try to reduce the stress associated with the damage or theft of electronics.

Abuse of the phone policy and/or filming/viewing/listening to a video/music with age-inappropriate materials will result in the phone being taken away and returned to an adult at the end of the day. This may result in dismissal from camp without a refund.

Payment Agreement Policy

***EARLY BIRD SPECIAL! *** (February 1 – April 30)

- \$140 for city resident/employee
- \$155 for non-resident

2024 Camp Fee (May 1 – week prior to camp)

- \$160 for city resident/employee
- \$175 for non-resident

Extended Hours Fee: \$15/week for AM care and \$15/week for PM care

Sibling Discount: Each additional child from a family receives a \$5/week discount



A week's payment for camp (no matter what that first week is) is due at the time of registration. **Roster spots will not be reserved until each week of camp payment is received** and forms are returned to the Recreation Office. Once that first week of camp is paid for, remaining weeks can be paid on a week-by-week basis as stated below. However, until a week is paid for, the child's "spot" is not reserved.

- Payments for camp **MUST BE PAID PRIOR TO THE CHILD ATTENDING CAMP.**
- Weekly payments should be made by end of day Wednesday prior to your child attending camp for the following week. For example - Camp Week 2 (June 3-7) must be paid for by Wednesday, May 29 at 5:00 p.m.
- You cannot pay at the camp itself, nor can you drop your child off without having paid camp fees.
- If a child is dropped off that is not registered, we will contact the parent/guardian and then the emergency contacts. If we are unsuccessful contacting anyone, your child will be taken to the Painesville Recreation Office until someone can pick them up or payment is made.

Payment Options

- Cash: In person only at 54 Mentor Ave, Painesville (8:00 a.m.–5:00 p.m., Mon-Fri)
- Check: Made out to **City of Painesville**. Drop off in person at 54 Mentor Ave, Painesville or mail to Painesville Recreation Department, 7 Richmond Street, P.O. Box 601 Painesville, OH 44077
- Credit Card: For first time registration, must be completed in person or over the phone at 440-392-5912. Once you have been entered into the system, an email link will be sent to you with the ability to pay online.

Absence

If your child will be absent for any reason, please call the Recreation Office at 440-392-5912.

We are unable to issue refunds once a week is paid for. We are unable to give partial refunds if your child is absent for anytime during the week. If you know your child will miss an entire week, we will allow you to transfer the fee into another week, provided space is still available.



Policy Acknowledgement Form

Discipline Policy (page 6)

I have read the rules, regulations and discipline procedures to my child. My child understands that they must follow these rules to help make camp a safe program for everyone and agrees to follow the policies.

Sign-In/Sign-Out Policy (page 7)

I have read and understand the Sign-In and Sign-Out Policy and will make sure that anyone picking up my child come prepared to show photo ID as requested.

Cell Phone Policy (page 7)

I have read the cell phone policy to my child. My child understands that they must follow these rules to help make camp a safe program for everyone and agrees to follow the policies.

Payment Policy (pages 7-8)

I understand that by signing this form, I agree to the payment policy set forth on pages 7-8. Painesville Recreation is unable to issue refunds once a camp week is paid for.

Policies

I have read and understand all the policies including the Discipline Policy, Sign In/Out Policy, Cell Phone Policy, and Payment Policy.

Parent Signature: _____ Date: _____

Sun-Block Protection

To better assist your child with sun-block protection while attending the summer day camp program, please send sun-screen with your child to camp daily (preferably the pump/spray bottle, for easy application). Clearly mark your container with your child's name. I give permission if my child may need assistance from the staff in applying the sunscreen. I give permission for staff to use camp provided sunscreen if my child does not have one available. Please sign below for permission.

Parent Signature: _____ Date: _____

Field Trip Permission

My child has my permission to attend all scheduled field trips and bus transportation with the Painesville Recreation Department's Summer Day Camp. I hereby waive and relinquish any and all claims, demands, and/or causes of action whatsoever against the City of Painesville and all personnel associated with the activity. I, likewise waive all claims, demands, and/or causes of action against any persons who will be accompanying my child to the field trip for which the camper is registered. I understand that the field trip schedule is tentative and can change at any moment.

Parent Signature: _____ Date: _____



2024 Camper Information Form

Please fill out all the information

Child's Name (Last): _____ (First) _____

Child's Birthday (MM/DD/YYYY): _____ Age (as of 5/31/2024): _____

Child's T-shirt Size (circle one): Youth S M L / Adult S M L XL

Parent/Guardian Name (Last): _____ (First) _____

Email: _____

Cell Phone #: _____ Alternate Phone #: _____

I am (circle one):

CITY RESIDENT

CITY EMPLOYEE

NON-CITY RESIDENT

Street Address: _____

City: _____ Zip Code: _____

Emergency Contact (different than parent/guardian listed above)

_____ Relationship to Child: _____

Phone #: _____

Child's Allergies (if any): _____

Child's Medications (if any): _____

Primary Care Doctor: _____

Phone #: _____

-next page-



If emergency treatment is required and the parent/guardian cannot be reached, may city authorities use their own judgment in sending the child to the hospital or doctor most easily accessible?

(Please circle one) **YES** **NO**

Does the hospital/physician have permission to administer necessary emergency treatment at the time for your child's safety and well-being?

(Please circle one) **YES** **NO**

If you circled 'NO' to either of the questions above, please write specific instructions below for staff to follow if you or the person(s) designated above cannot be located. Participants must provide his/her own insurance.

I, _____, Parent or Guardian of _____ understand that my child will be accompanied by staff/counselors on field trips and during the normal course of the program. In granting permission, I recognize that such activity may be hazardous and that injury or accident may occur as a result of direct or indirect participation. Therefore, I agree to release the City of Painesville, its employees, agents, and volunteer aides from liability as a result of accidents or injuries incurred while participating in the activity/program.

I also give the City of Painesville Department of Recreation and Public Lands permission to use my child's image in photographs and marketing brochures.



CITY OF PAINESVILLE RECREATION DEPARTMENT SUMMER CAMP 2024
PARTICIPANT WAIVER, RELEASE, INDEMNIFICATION OF ALL CLAIMS AND COVENANT
NOT TO SUE

NOTICE THIS LEGAL BINDING AGREEMENT: Read this document carefully and in entirety. By signing this agreement, you give up your right to recover compensation or obtain any other remedy for personal injury or property damage however caused rising out of participation in Painesville Recreation Department Summer Camp now or at any time in the future.

Acknowledgement of Risk

I hereby acknowledge and agree participation in Painesville Recreation Department Summer Camp activities comes with inherent risks. I have full knowledge and understanding of inherent risks associated with Painesville Recreation Department Summer Camp participation, including but in no way limited to (1) slips, trips, and falls (2) aquatic injuries, (3) athletic injuries, and (4) illness including exposure to infection with virus or bacteria. I further acknowledge that the proceeding list is not limited to all possible risks associated with Painesville Recreation Department Summer Camp participation and that said list in no way limits the operation of this agreement

Coronavirus (Covid-19) Warning and Disclaimer

Coronavirus, COVID-19 is an extremely contagious virus that spreads easily from person to person contact. Federal and state authorities recommend social distancing as a means to prevent the spread of the virus. **COVID-19 can lead to severe illness, personal injury, permanent disability, and death. Participating in Painesville Recreation Department Summer Camp programs or accessing Painesville Recreation Department Summer Camp facilities could increase the risk of contracting COVID-19.** Painesville Recreation Department Summer Camp in no way warrants that COVID-19 infection will not occur through participation in Painesville Recreation Summer Camp programs or accessing Painesville Recreation Summer Camp facilities.

Waiver Release Indemnification & Covenant Not to Sue

In consideration of participation in Painesville Recreation Department Summer Camp, I, _____ the undersigned guardian/participant agree to release on behalf of myself, my heirs, representatives, executors, administrators, and assigns **HEREBY DO RELEASE** Painesville Recreation Department Summer Camp, its officers, directors, employees, volunteers, agents, representatives, and insurers (Releases) from any cause of action, claims, or demands of any nature whatsoever including, but in no way limited to, claims of negligence, which I, my heirs, executors, administrators and assigns may have, now or in the future against Painesville Recreation Department Summer Camp on account of personal injury, property damages, death or accident of any kinds, arising of or in any way related to the use of Painesville Recreation Department Summer Camp facilities/equipment or participation in Painesville Recreation Department Summer Day Camp program whether that participation is supervised or unsupervised however the injury or damage occurs, including, but not limited to the negligence of releases.

In consideration of participation in Painesville Recreation Summer Camp, I, the undersigned participant/guardian, agree to **INDEMNIFY AND HOLD HARMLESS** Releasees from any and all causes of action, claims and demands, losses, or costs of any nature whatsoever arising out of or in any way related to Painesville Recreation Department Summer Camp participation.

I hereby certify I have full knowledge of the nature and extent of the risks inherent in Painesville Recreation Summer Camp participation and that I and my representatives are voluntarily assuming said risks. I understand that I will be solely responsible for any loss or damage, including personal injury, property damage, or death sustained while participating in Painesville Recreation Summer Camp and that by signing this agreement I **HEREBY RELEASE** Releasees from all liability for such loss, damages, or death. I further certify that participants are in good health and have no conditions or impairments which preclude participation in Painesville Recreation Department Summer Camp.

PARTICIPANT/GUARDIAN SIGNATURE

NAME (PRINT CLEARLY)



Camper Pick-Up Form

Please indicate all individuals that have permission to pick-up your child from camp. We will not allow your child to leave with someone who is not listed on this form, without prior consent from a parent/guardian. Please keep camp staff updated concerning any changes that may occur. If you have any questions or concerns, please call the Recreation Office at 440-392-5912.

BE PREPARED TO SHOW PHOTO ID AT PICK-UP

Child's Name: _____

My child has my permission to walk or ride a bike home from Summer Camp
(Please circle one) **YES** **NO**

The following people have permission to pick up my child from Summer Camp (***please include yourself***):

1. Name: _____ Phone Number: _____

2. Name: _____ Phone Number: _____

3. Name: _____ Phone Number: _____

4. Name: _____ Phone Number: _____

5. Name: _____ Phone Number: _____

6. Name: _____ Phone Number: _____

7. Name: _____ Phone Number: _____

8. Name: _____ Phone Number: _____

Parent/Guardian Signature: _____

