



## Welcome!

Thank you for choosing Irving Recreation Center Day Camp for your child this summer. We are pleased to have the opportunity to spend this exciting time of year with your family. Our experienced staff is planning a summer full of fun and developmental benefit for Irving day campers. At Irving Recreation Center you can count on our longstanding reputation for quality recreation experiences for children and youth.

Please take a moment to review our Summer Day Camp Handbook with your child. Inside you will find important information about camp. Please let us know if you have any questions!

## Open House

We hope you will plan to attend our Day Camp Open House on **Sunday, May 22, from 2:00 to 3:30 p.m.** This will be a wonderful opportunity to meet our staff, ask questions, become familiar with our facility, and submit forms. There will be a brief presentation at 2:30 p.m.

fundamental

## Our mission

Lincoln Parks and Recreation is:

- **fundamental** to youth development;
- **fundamental** to active living;
- **fundamental** to livable neighborhoods and family life;
- **fundamental** to environmental stewardship;
- **fundamental** to special places and events;
- **fundamental** to economic development.

## Program goals

At Lincoln Parks and Recreation Summer Day Camps, families can expect a focus on large group games and activities, skill building with challenging activity levels, site-based activities and city-wide field trips, and individual exploration of interests through a wide range of activities offered.

To support our work in achieving our mission, we have identified a series of strengths in the areas below that we intend to provide and develop in our child and youth program participants:

- Physical development (i.e., physical activity, healthy living, etc.)
- Social development (i.e., support, empowerment, social skills, etc.)
- Learning skills (i.e., planning, decision making, reading, etc.)

## Program evaluation

Over the course of the summer campers and their parents will be asked to take surveys regarding their experiences at Day Camp. The information we receive is extremely valuable to us as we gauge the effectiveness of how well we meet our goals and will also be used as part of a larger evaluation of our performance according to City budget outcomes. For more information about City of Lincoln budget priorities and performance measures, visit [lincoln.ne.gov](http://lincoln.ne.gov) keyword: taking charge.

*97% of parents  
who responded  
to our Summer  
2010 survey  
rated Irving  
Day Camp  
above average.*

## Summer calendar

Open House: Sunday, May 22 (2-3:30 p.m.)  
Week 1: May 31—June 3 (No camp May 30.)  
Week 2: June 6—10  
Week 3: June 13—17  
Week 4: June 20—24  
Week 5: June 27—July 1  
Week 6: July 5—8 (No camp July 4.)  
Week 7: July 11—15  
Week 8: July 18—22  
Week 9: July 25—29  
Week 10: August 1—5  
Week 11: August 8—12

## Payment schedule

Your balance is due according to the following schedule:

Weeks 1—4 due June 1  
Weeks 5—8 due July 1  
Weeks 9—11 due August 1

**REFUND POLICY:** The \$10 weekly enrollment fee is nonrefundable. Refunds for weekly fees must be requested prior to the first day of the session. After the session begins, refunds will not be granted. Refunds will not be granted for campers who miss days of camp due to disciplinary action. (See our discipline policy included in this handbook.)

## Hours of operation

The following times are included in the Day Camp fee:

7:00—9:00 a.m.: Early drop-off  
9:00 a.m.—4:30 p.m.: Core program hours  
4:30—6:00 p.m.: Late pick-up

**LATE FEE POLICY:** Parents who do not pick up their child by 6:00 p.m. will be charged a late fee of \$5 for every 15 minutes they are late. After 6:30 p.m., it is our policy to call the police dept. out of concern for the child.

## Important details

**Schedules.** Weekly schedules will be available online at [parks.lincoln.ne.gov/irving](http://parks.lincoln.ne.gov/irving) and at our service counter. Daily schedules are posted in the recreation center. If your child will arrive late or be picked up early, please consult the schedule and notify camp staff.

**Sign in/out.** A parent or guardian must sign campers in and out at the service counter at both the beginning and end of the day. Campers who walk to and from camp must receive permission to sign themselves in and out for the day.

**Parent visits.** Parents are welcome and encouraged to visit camp during the day; however, please sign in first at the service counter.

**Lost and found.** Please check the Day Camp lost and found basket located in the center lobby weekly. Items remaining in the basket at closing time each Friday will be placed in storage. Any items left unclaimed at the end of the summer will be donated to a local charity.

**Medication.** If your child will be taking medication at camp (prescription or over-the-counter), you must request and complete a Medication Consent Form. All medications are kept secured in a designated area.

**Absence or illness.** Please notify camp staff if your child will be absent. If a camper becomes ill during the day, a parent will be notified so the camper can be picked up early. Refer to the enclosed Exclusion Guide.

**Rest and breakfast.** Please help your child be physically prepared for long, active, and fun days at camp by ensuring they get adequate rest the night before and a balanced breakfast each morning.

**Clothing.** Campers should come to camp dressed appropriately for physical activity, including comfortable tennis shoes, and the day's weather.

**Bus trips and library walks.** Day camps may use public transportation for outings scheduled in addition to weekly field trips. Campers may also walk a neighborhood route to South Branch Library.

## Bring to camp

All campers should bring the following items to camp:

- Closed construction athletic shoes. Open footwear such as sandals are not a safe option; those who do not have appropriate footwear will not be allowed to participate in many camp activities.
- A sack lunch. Lunches will be kept in coolers. **No microwave lunches.** *Irving Recreation Center will provide a daily snack.*
- Sunscreen and insect repellent.
- Water bottle permanently labeled with the camper's name.
- Swimwear and bathing towel (swim days only).
- Camp t-shirt (field trip days).

## Leave at home

- Cell phones - *If a parent prefers their child bring a cell phone to camp, it **must** remain with the camper's personal belongings in the coat room during core program hours (9:00 a.m.—4:30 p.m.). Messages can always be left for campers by calling the office (402-441-7954).*
- Handheld video game systems
- Money - *Campers may choose to bring change for vending machine use; however, they must keep it on their person.*
- Personal video games
- Trading cards and games
- Shoes with wheels in them (i.e., "Heelys")
- Valuable or sentimental items

Irving Recreation Center is not responsible for lost or stolen items.

## Discipline policy

Our expectations for behavior:

### **BE SAFE. BE RESPECTFUL. BE RESPONSIBLE.**

We use the Standard Discipline Policy of the Parks and Recreation Department. Please review this policy with your child. Every effort will be made to resolve behavior problems, but please be aware that if there are continuous or serious behavior issues your child could be suspended. If suspension becomes necessary, parents will be contacted the same day. We appreciate your support in managing behavioral issues.

When there is an infraction of rules, we issue a warning and encourage children to continue playing or ask them to take a time out, and then resume play.

- If disruptive behavior continues after one time out, the child is given a second time out and then may resume play.
- If disruptive behavior continues after two time outs (or refusal to go to a time out) the child may be suspended for the rest of the day or for the following day. Parents will be contacted.

The above process will be used again if there is a second incident of continued disruptive behavior. If a second suspension is necessary, it will again be for the rest of the day or the following day.

If a third suspension is necessary, it will be for one week. A fourth suspension will again be for one week.

An additional suspension could be for 30 calendar days or to the end of the program depending on the incident.

Please note – for incidents which are more serious, we may need to move through these steps more quickly than outlined.

## What to expect

At our camps, parents and participants can expect large group games and activities, skill building, community service, swimming, and City-wide field trips. At the same time, day camp allows for individual exploration of interests with participation in activities such as reading programs, creative arts, and individual sports. In the end, our goal is to promote physical and social development, learning skills, and the exploration of lifelong leisure activities through the variety of opportunities available at Irving Recreation Center's summer day camps.

## Our facilities

While each camp will have access to recreation center facilities, we will also utilize outdoor areas such as Irvingdale Park, Irvingdale Pool, the playing field north of the recreation center, and Irving Middle School outdoor basketball courts. Additional indoor spaces include Irving Middle School classrooms and auditorium gym.

## Our partners

Our list of program partners this summer includes, but is not limited to, the Nebraska Game and Parks Commission, Lancaster County Extension 4-H Youth Development, and Woods Tennis Center. A special thanks to Irving Middle School for allowing us to use additional space in the school.

## Our youth volunteers

At Irving Recreation Center, we understand that young people benefit from having useful roles in the community and by providing service to others. We have a small group of youth volunteers who will serve under the training and direction of one of our AmeriCorps Members. Volunteers must have completed at least eighth grade and have completed an application and reference process to be considered. Their role is to assist Day Camp staff with daily operations. In turn they receive the developmental benefit of the experience and acquire important job skills along the way.

# Camp Character

## GRADES K-2

Camp Character is a recreation day camp program designed specifically for children who have completed grades K-2. We help campers develop life-long social skills by implementing character development into all the fun things we do. Camp Character recreation activities include—but are not limited to—character lessons and awards, group and individual games, tennis, swimming, story time, arts and crafts, music, and field trips!

## CHARACTER COUNTS!

CHARACTER COUNTS! is a widely implemented approach to character education that has been used to reach millions of youth nationwide. It is a framework centered on basic values called the Six Pillars of Character:

- Trustworthiness
- Respect
- Responsibility
- Fairness
- Caring
- Citizenship

## SWIMMING DAYS

Mondays and Fridays at Irvingdale Pool, 11:30 am—1:00 pm

## FIELD TRIPS

Every Wednesday unless otherwise noted:

6/1	Hollywood Bowl
6/8	Skate Zone
6/15	Morrill Hall & Mueller Planetarium
6/22	Antelope Park
6/29	Champions Fun Center
7/6	Lincoln Children's Museum
7/13	Memorial Stadium
7/20	Lincoln's Children Zoo
7/27	Omaha's Henry Doorly Zoo
8/3	Chuck-E-Cheese's
8/10	Pioneer's Park Nature Center

*Important:* Field trips are subject to change. Always consult the camp's weekly newsletter for details.

# Camp Energy

## GRADES 3-4

Camp Energy is Irving Recreation Center's newest summer day camp opportunity for children. Camp Energy teaches young people healthier lifestyle choices through fun recreation day camp activities (e.g., Wise Kids®, individual and group games, archery, swimming, tennis, reading, special interest clubs, and more). This simple theme provides a framework for making smart nutrition and activity choices. Every day at camp we promote a healthy balance of staying active while focusing on healthy food choices to help our bodies grow and develop in healthy ways so we can enjoy life to its fullest!

## WISE KIDS®

Wise Kids is a nationwide program committed to fostering healthy living that has been designed to teach kids about wellness and to help them learn to make wise decisions about nutrition and exercise. The Wise Kids program was created by the Säjai Foundation in partnership with the National Recreation and Park Association (NRPA). It has been evaluated by the University of Minnesota and has been shown to have a positive impact on children's attitudes and behaviors towards healthy living.

## SWIMMING DAYS

Mondays and Wednesdays at Irvingdale Pool, 11:30 am—1:00 pm

## FIELD TRIPS

Every Thursday unless otherwise noted:

6/2	Skate Zone
6/9	Morrill Hall & Mueller Planetarium
6/16	Champions Fun Center
6/23	Memorial Stadium
6/30	Pioneer's Park Nature Center
7/7	Solid Rock Gymnastics
7/14	Hollywood Bowl
7/21	Island Oasis Water Park (Grand Island)
7/28	Antelope Park
8/4	Adventure Golf
8/11	Laser Quest

*Important:* Field trips are subject to change. Always consult the camp's weekly newsletter for details.

# Camp Challenge

## GRADES 5-7

Camp Challenge is a summer recreation program developed with the unique interests and needs of pre- and early adolescents in mind. Each week at camp will incorporate a variety of individual and group challenges to promote positive youth development through fun recreation day camp activities. Camp activities include games, sports, community service, initiative games, team building activities, problem solving exercises, Health Rocks!® training, Summer Reading Program, field trips, and much more!

## DO YOU ACCEPT THE CHALLENGE?

Camp Challenge initiative games, team building activities, and problem solving exercises are designed to help youth develop effective communication and problem solving skills, take positive risks, and practice leadership roles. The major emphasis will be on group and team thinking, but there will be some individual activities as well. Challenges will be indoors and outdoors and will range from the physical to the mental.

## HEALTH ROCKS!®

HR! is a National 4-H Curriculum intended to help young people develop the personal strengths needed to avoid tobacco, alcohol, and other drug use. Last summer campers generally reported increased levels of knowledge, skills, and potential for positive behaviors after participating in HR!

**Swimming:** Tuesdays and Thursdays at Irvingdale Pool, 11:30 am—1 pm

## Field Trips (Fridays unless otherwise noted):

6/3	Laser Quest
6/10	Morrill Hall & Mueller Planetarium
6/17	Fishing at Oak Lake
6/24	Memorial Stadium
7/1	Paint Yourself Silly
7/8	Hollywood Bowl
7/12	Champions Fun Center
7/22	State Capitol Building
7/29	Adventure Golf
8/3*	Island Oasis Water Park (Grand Island) *Wednesday
8/12	Pioneer's Park Nature Center

*Important:* Field trips are subject to change. Always consult the camp's weekly newsletter for details.

## Important forms

Please double-check that you have completed and returned the following important forms to Irving Recreation Center:

- **Participant Information Form**
- **Family Information Form**
- **Waiver, Release of Claims, and Permission Form**
- **Media, Talent, and Production Consent and Release Form** (This form allows us to take pictures of camp activities for display and/or promotional materials.)
- **Medication Consent Form** (Only if your child will be administered medication during the camp day.)

## We're online!

If you have not yet had an opportunity to explore our website, [parks.lincoln.ne.gov](http://parks.lincoln.ne.gov), we encourage you to do so. Each week this summer you will receive an email newsletter details regarding the coming week's activities on the website.

While you're there, check out the wide range of fun, healthy activities and programs for all ages offered by Lincoln Parks and Recreation. Visit our website for information about city-wide classes, programs, team sports, School's Out (day camps and after school programs), and much more. If you need access to the Internet, public computers are available at libraries and recreation centers. Seasonal program guides are also mailed to Lincoln residents and available at Irving Recreation Center and the Lincoln Parks and Recreation Administrative Office at 2740 "A" Street.

