

Summer Program Guidelines 2016

TPCDC SUMMER CAMP

Staff
Ms. Brenda
Ms. Dorothy
Ms. Christine

Ms. Rosa
Ms. Joy
Mr. Steven



Takoma Park Child Development Center
310 Tulip Avenue
Takoma Park MD, 20912
301.270.6824

“Accept the children the way we accept trees “with gratitude, because they are a blessing “but do not have expectations or desires. You don't expect trees to change; you love them as they are.”

- Isabel Allende

Safety is the heart of our summer camp program, and in order to keep the children safe, certain rules will apply to everyone. Knowing the rules ahead of time will help your child stay safe so he/she will have an enjoyable summer experience.

Field Trips

Field trip permission slips must be signed by a parent/guardian. Signed permission slips acknowledge that parents are aware of what is needed for each field trip; a child who is not properly prepared will not be allowed to attend the field trip. It is **MANDATORY** that on each field trip your child must wear a **TPCDC YELLOW T-SHIRT** (wearing the yellow tpcdc t-shirt is very important because this helps to identify the tpcdc children from other schools and camps). TPCDC yellow t-shirts must remain on during the duration of each field trip.

The parent information board and information sent by the summer camp listserv will provide details involving field trips and other important information. There are scheduled departure times for each of our field trips, so please make sure your child arrives on time. Our departure and estimated times of arrival will be posted on the field trip permission form. Please be advised that there will be times when we will return late from field trips, between 5:30-6:00. If we are going to be any later than 6:00 all parents will be notified immediately.

If you do not want your child to attend a field trip due to medical/personal reasons he/she will remain at the center. Children that remain at the center will be placed in a preschool classroom.

If for any reason you need to pick your child up early, he/she will need to remain at tpcdc. We **CANNOT** leave any field trips earlier than scheduled. **DROP OFF TO** or **PICK-UP FROM ANY** of our field trip sites is **prohibited. NO EXCEPTIONS!**

Children are allowed to bring money on field trips. Please do not send more than \$5.00. Teachers are not responsible for lost money. Electronics are not allowed on any field trips.

On swim days your child must be prepared with the following items:

- **TPCDC YELLOW T-SHIRT**
- Lunch (**NO GLASS CONTAINERS**) Please make sure your child's lunch contains an ice pack.
- Swim items: Swimsuit, sunscreen, goggles, swim shirt or white t-shirt, swim shoes, towel, hat and plastic bag for wet items. We go to an outdoor pool and for protection against sunburn each child must wear a swim shirt or white t-shirt. **If your child does not have on swim shirt or white t-shirt he/she will not be allowed to swim.**
- Please provide your child with a refillable water bottle.
- All items must be carried inside a backpack. Please label all items. Teachers are not responsible for lost items, however, we will do our best to make sure swim items come home.

Swimsuits and towels must be taken home after each pool/splash day to be washed. No swim toys are allowed at the pool.

On Field Trips days (non-swimming) your child must be prepared with the following items:

- **TPCDC YELLOW T-SHIRT**
- Lunch (**NO GLASS CONTAINERS**) Please make sure your child's lunch contain an icepack.
- Comfortable shoes (**No CROCS, OPEN TOE SHOES, SANDALS or FLIP FLOPS**)

- Please provide with a refillable water bottle.
- All items must be carried inside a backpack. Please label items. Teachers are not responsible for lost items, however, we will do our best to make sure belongings come home.

You will need to provide a labeled bottle of sunscreen/bug spray for your child. Please provide only liquid or pump sunscreen/repellent labelled with your child's name. **The first application of sunscreen/bug spray must be applied at home or before releasing your child into the care of a TPCDC staff member.** By signing the permission form to apply sunscreen/bug spray you are giving permission for re-application as needed during the day. Without written permission staff will not be able to re-apply sunscreen/bug spray.

Discipline

Positive discipline and guidance are the main methods of teaching children self-control and limits; it is not punishment but rather steps towards resolving behavioral challenges. The summer program implements discipline in a loving and respectful manner. Discipline is implemented each time a child demonstrates an inappropriate behavior such as; excessive yelling, hitting, belittling, and disrespect of their peers and teachers. Age appropriate expectations and rules are anticipated to be followed consistently. Warnings and redirection will be given before alternative actions are implemented. At the beginning of each week the teachers will review all rules and expectations with the children.

Other Items

We are a peanut-free program, children may not bring foods that contain peanuts. If your child brings peanut products, the food will not be served.

Please do not send your child to camp if he/she feels ill. Parents are advised to keep their children at home if any of the symptoms below are applicable.

- Fever of 100 degrees F or more
- Diarrhea
- Head Lice
- Unidentifiable or contagious rashes
- Eye, ear, or throat infections that inhibit "normal" play
- Nausea and/or vomiting
- Any known or suspected communicable disease.

Child's Name: _____

DOB _____

Medical conditions/allergies: _____

Currently taking medications: _____

Please describe below any additional information about your child (food restrictions or special needs).

(The Medication Authorization Form is available at www.tpcdc.org)

- If needed, I must submit written documentation (Medication Authorization Form and, if needed, the Allergy/Medical Action Plan) listing my child's medical condition, symptoms, treatment (including medication name and dosage and details for administration), dated and signed by both the child's doctor's and myself. _____ Parent Initials
- I must present TPCDC the required medication with a valid RX label or detailed medication instructions with the child's name on the packaging for the condition listed above on the first day of the child's attendance. _____ Parent Initials

Swimming Authorization Please circle below giving permission according to your child's abilities:

YES OR NO my child has permission to take the swim test at the pool (taking the swim test allows for access/use of the diving board, slides and lazy river).

YES or NO my child has permission to participate in swimming activities according to their swimming level of ability.

YES or NO my child has taken swim lessons.

YES or NO my child can swim. **If YES**, please indicate child's swimming ability:

_____ **Non Swimmer**- means a child who does not meet the definition of "Beginning Swimmer".

_____ **Beginning Swimmer** means a child who has the skills to:

- (A) Hold his/her breath with his/her head submerged;
- (B) Perform a front and back float;
- (C) Perform the flutter kick on this front and back;
- (D) Be able to level off from a vertical entry into a float position.

_____ **Proficient Swimmer** means a child capable of all above, and can swim the width of the pool and tread water for at least 30 seconds.

Other:

YES or NO TPCDC staff has my permission to apply sunscreen to my child.

YES or NO TPCDC staff has my permission to apply bug repellent to my child.

I acknowledge and accept the rules and guidelines listed in this booklet.

Parent/Guardian _____ Date _____