

The background of the entire page is a vibrant, painterly illustration of a tropical beach scene. It features a clear blue sky with soft, white clouds, a bright blue ocean with gentle waves, and a sandy beach at the bottom. Palm fronds are visible on the left and right sides, framing the central text. The overall style is bright and summery.

Ocean Pines Summer Day Camp 2019 Registration Packet

Ages 4 – 13 years old

June 17th – August 16th

5 Days: OP Resident: \$150 3 Days: OP Res. \$110

Non-Resident: \$175

Non-Res. \$135

Camp Endless Summer:

August 19th – August 23rd

5 Day Option ONLY: OP Resident: \$175

Non-Resident: \$195



Greetings from the Ocean Pines Recreation & Parks Department

The Ocean Pines Recreation Department is excited that you have chosen to send your child or grandchild to camp this summer. It is our goal to provide your child with an exciting, action packed week that is not only safe but fun! Certified by the State of Maryland Department of Health and Mental and Mental Hygiene, an inspection of our entire camp is conducted each year thus assuring you the highest quality of care for your child.

- Camp Ocean Pines will be held **June 17, 2019 – August 16, 2019**. **Camp Endless Summer** will be held from **August 19 – 23, 2019**. **Hours of operation remain 7:30am – 5:30pm.**

Field trips will be posted when available at Ocean Pines Rec. and Parks Dept.

- **Registration will begin on March 4th for Ocean Pines Residents ONLY**, registration will begin on **March 11th for Non-Residents**. Please bring proof of residency (property owner card or utility bill with your name/address) and have **all forms completely filled out**. Office hours are 8am-8pm Monday through Saturday and 10am-6pm on Sundays.
- **At registration, you will be required to PAY THE FIRST WEEK YOUR CHILD ATTENDS IN FULL. Each additional week may be reserved by submitting a \$25 per week deposit.** This deposit is credited to your overall weekly fee. **Each additional week must be paid in full by the week prior to the start of that next session.** Please refer to the payment schedule in this packet. We offer **payment plans** to help “spread out” camp payments and we also accept Visa, MasterCard, Discover & American Express Credit Cards.
- **Please remember to send your children to camp ready to play with a change of clothes everyday.** We ask that **children wear sneakers to camp so they are ready to play indoors & out.**
- Electronics may only be used before camp begins and during after care times. **Camp will not be responsible for anyone’s cell phone or other electronics.** Please make sure to label these items as well.
- *****Bullying, intentionally hurting other campers & not obeying by Camp OP’s rules will not be tolerated. Each camper has three warnings/strikes before they are no longer allowed to attend camp.*****



Again this year, we are asking that each child who attends to **please always have sunscreen**. If you would like to bring an extra tube to keep in the Camp Office so we can assure that we always have sunscreen available for times when we need to reapply sunscreen, it would be greatly appreciated.

Camp Ocean Pines will adhere to a **“Three Strikes” policy of discipline**. Parents will be notified by the Camp Director/ Administrator should a child’s behavior warrant a “strike”. **We will not tolerate any physical violence or verbal abuse or bullying directed towards campers and counselors. Please take time to review the revised behavior contract. The behavior contract must be signed by the parent and/guardian. We will not accept registrations without this completed form.**

We believe in the “Golden Rule” and will do our best to work problems out. There may be times when we ask for a meeting with parents to help us work out any issues. If, at any time, a child is suspended from camp due to behavioral issues, **under no circumstances will a refund be issued for time missed from camp.**

This camp packet has been put together to help you better understand our Summer Day Camp Programs and to assist you with registering your child(ren). **Please understand, we cannot register your child if all the paperwork is not complete.**

You must fill out separate registration forms for each family member participating. You may photocopy them if necessary. **Please be sure to fill out an EMERGENCY CONTACT CARD for each person attending camp-** these forms will travel with us when we are off-site (pool days and field trips).

Please make sure if you are an Ocean Pines resident that your HOA’s are up to date and paid, otherwise we are unable to enroll your child(ren) into camp.

Please read through all the information provided and if you have any questions you may call us at 410-641-7052. We are committed to providing you and your child with positive camp experience. Have a great spring and we look forward to seeing your family this summer!

Sincerely,

Brittany Jarman

Brittany Jarman

Program Supervisor/Camp Director

Summer Camp Fact Sheet

June 17 – August 16, 2019
Ocean Pines Community Center



Camp Ocean Pines is held at the Ocean Pines Community Center **Monday- Friday from 7:30am- 5:30pm** for the convenience of working parents. The actual programmed day is from 9:30am- 3:30pm. Children ages 4- 13 may participate in this camp. NO camper shall be 14 years of age during any session of camp.

A late pick-up fee (\$1 per minute) may be applied for continuously late pick-ups

Camp Endless Summer: Week 10 will host a field trip each day held August 19th-23rd. Hours are from 7:30am- 5:30pm for children 4-13. **Camp Endless Summer's space is limited to 80 campers so register early!**

General Information: No transportation is provided to or from the campsite other than field trips. A camp newsletter will be distributed each week to share with parents what our special theme and activities will be for the week. Campers will receive ONE t-shirt to be worn to camp every field trip day. Additional t-shirts may be purchased for \$10 each. Remember to label any items your child may bring to camp, including; lunches, water bottles, sunscreen*, towels, back packs, hats, and anything else.

Lunches: Our camps take a lot of energy & enthusiasm! **Please pack nutritional and filling lunches, snacks, and drinks that do not require refrigeration.** A water fountain, snack machine, and ice cream are also available only after camper's lunch is finished. Lunch will be held in the Marlin Room and each age group will have a set lunch time. Absolutely no food or drinks are allowed in the gym.

Weather: All campers will be participating in numerous fun- filled outdoor and indoor games & activities, be sure to pack a hat, water bottle and sunscreen* for your child. Even though we take cover from the worst of the weather, campers will still be in the elements. On rainy days campers should bring an extra change of clothes and shoes.

Dress: Campers are constantly playing games, running around and creating arts and crafts projects. **Appropriate dress includes comfortable play clothes and sneakers.** We ask that campers have a change of clothes EVERYDAY of camp. **PLEASE- NO SANDALS OR FLIP FLOPS for everyday shoes!!** Children may wear them to the pool/beach as an extra pair of shoes.

Field Trips: Camp will go on a field trip each week, a private bus service is contracted for these trips. Week 10 offers a field trip each day.

Swimming: Your child will be swimming at an Ocean Pines pool at least one day a week (usually Tuesdays). **Please dress your child in a swimsuit under their clothing & sunscreen ALREADY APPLIED before coming to camp.** Remember a towel and sunscreen*. In addition to a full lifeguard staff, the counselors for camp will assist the aquatics staff to ensure the safety of the children. Children must pass a swim test in order to swim in the deep end of the pool. This test is offered weekly throughout the summer. Those who do not pass the test or are restricted to the shallow end and are identified by a waterproof wristband. Please do not send inflatable arm floaties with your child. **PUDDLE JUMPERS ARE PERMITTED.**

Payment: You may reserve your child's place in Camp by paying in FULL, the first week's registration & by paying a non-refundable \$25 deposit for EACH ADDITIONAL WEEK. The remaining balance for each session must be paid the Wednesday prior to the start of the next session. Returned checks are subject to \$35 fee. Payments may be made by cash, check, or credit card.

****Children will be denied entrance to camp if your account is more than 7 days past due.****

*Please see attached page regarding sunscreen information.

Camper Information Form

Camper's Name: _____

T-SHIRT SIZE (CIRCLE ONE):

(Youth) XS (2-4), S (6-8), M (10-12), L (14-16)

(Adult) S, M, L, XL, XXL

	Mother/Guardian	Father/Guardian
Name		
Street Address		
City, State, Zip Code		
Cell/Work Phone Number		
Evening Phone Number		
E-Mail Address (optional)		

MY CHILD WILL: _____ Walk Home or _____ Be Picked up.

List the names of persons you **give permission to pick up your child from camp:**

A note signed by the parent will be required to release your child to anyone other than those listed above.

Is there anyone your child should **NEVER** be released to? Yes _____ NO _____

If yes, please list name(s) here: _____

While attending camp, my child will reside with: _____

Address: _____

Relationship: _____

Day Phone: _____ Cell Phone: _____

If year-round renters; give name of property owners: _____



Camper Information Form ...Page 2

IN CASE OF EMERGENCY, WHEN PARENT/GUARDIAN CANNOT be reached please contact:

1) Name _____ Relationship _____

Telephone Day _____ Emergency # _____

2) Name _____ Relationship _____

Telephone Day _____ Emergency # _____

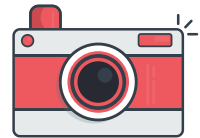
Please list any **allergies, disabilities, or conditions** that should be known to the staff:

Has your child been taking any medications in the past 6 months that they will NOT be taking at camp?

YES _____ NO _____ Briefly explain: _____



Emergency Care~ Transportation & Photo Consent



I recognize that participation in recreation and instructional activities, even when well supervised and managed, posed a risk of physical injury to my child, and I agree to assume such risk on behalf of my child. I certify that my child is in good health and able to participate in camp. In the case of an emergency and I cannot be reached, I hereby authorize the Ocean Pines Recreation & Parks Department Staff to obtain whatever medical treatment deemed necessary for the welfare of my child listed on this application. I further understand and agree that I will be financially responsible for all charges and fees incurred in the rendering of said emergency treatment, regardless of whether my medical insurance would cover such charges and fees. I consent to the transporting of my child by private bus or automobile to and from various locations for recreational and instructional activities. I consent to the use of video recordings and photographs of my child's participation in camp that may be used in future brochures or program promotions.

I, The undersigned, intending to be legally bound, do hereby for myself, family, guardians, heirs, executors and administrators, waive and release any and all rights to claims for damages, which we may have against the Ocean Pines Association, their representatives, successors and employees for any injuries which I/we may suffer in connection with my/our use of this facility, transportation to/from, or involvement in any and all activities.

Parent/ Guardian

Date

5 Days a Week

Camper's Full Name _____

Camper's Age _____ Camper's Next Grade _____ Date of Birth ____/____/____

Ocean Pines Resident/ Property Owner _____ or Non- Resident _____

Mailing Address _____

Home Phone _____ Emergency Phone _____

- ❖ Checks should be made payable to OPA.
- ❖ The first session attended **must** be paid in full at registration. Final Payments for Camp Ocean Pines are due by Wednesday the week prior to the beginning of the session
- ❖ Refund request must be made in writing at least 2 weeks prior to the start of a session.
- ❖ No refunds will be issued after the session has begun. All deposits are non- refundable.
- ❖ **Children will be denied entrance to camp if your account is more than 7 days past due****
- ❖ **Please note that you are responsible for paying for the whole payment for the week that your child is signed up, regardless of how many days your child attends that week****

1st WEEK ATTENDING MUST BE PAID IN FULL

\$25 Deposit REQUIRED for each additional week.

Circle Weeks	SESSIONS & DATES 2019	Circle Fee Resident/ Non Resident	Deposit	Amount Owed	Payment Due:
1	June 17 – June 21	\$150/\$175			At registration
2	June 24 – June 28	\$150/\$175			June 17th
3	July 1 - July 5 **NO CAMP ON THE 4 TH **	\$120/\$145			June 24th
4	July 8 – July 12	\$150/\$175			July 1st
5	July 15 – July 19	\$150/\$175			July 8th
6	July 22 – July 26	\$150/\$175			July 15th
7	July 29 - August 2	\$150/\$175			July 22nd
8	August 5 – August 9	\$150/\$175			July 29th
9	August 12 – August 16	\$150/\$175			August 5th
10	*Camp Endless Summer* August 19 – August 23	\$175/\$195 Field Trip ea. day			August 12th
	Grand Totals				

3 Days a Week

Camper's Full Name _____

Camper's Age _____ Camper's Next Grade _____ Date of Birth ____/____/____

Ocean Pines Resident/ Property Owner _____ or Non- Resident _____

Mailing Address _____

Home Phone _____ Emergency Phone _____

- ❖ Checks should be made payable to OPA.
- ❖ The first session attended must be paid in full at registration. Final Payments for Camp Ocean Pines are due by Wednesday the week prior to the beginning of the session
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1st WEEK ATTENDING MUST BE PAID IN FULL.

\$25 Deposit REQUIRED for each additional week.

Circle Weeks	SESSIONS & DATES 2019	Circle Fee Resident/ Non Resident	Deposit	Amount Owed	Payment Due:
1	June 17 – June 21	\$110/\$135			At registration
2	June 24 – June 28	\$110/\$135			June 17th
3	July 1 - July 5 **NO CAMP ON THE 4 TH **	\$110/\$135			June 24th
4	July 8 – July 12	\$110/\$135			July 1st
5	July 15 – July 19	\$110/\$135			July 8th
6	July 22 – July 26	\$110/\$135			July 15th
7	July 29 - August 2	\$110/\$135			July 24th
8	August 5 – August 9	\$110/\$135			July 29th
9	August 12 – August 16	\$110/\$135			August 5th
10	*Camp Endless Summer* August 19 – August 23	\$175/\$195 Field Trip ea. day			August 12th
	Grand Totals				

PROCEDURES FOR ON-SITE MEDICATION

Parental Responsibilities

All medication should be taken by the child at home under parent/guardian supervision whenever possible. Should the need arise that a camper needs assistance with medication while attending an Ocean Pines Recreation & Parks program, the following criteria must be completed in full:

1. Completion of attached form by physician and returned to site prior to the first day medication is needed at camp.
2. Parent/ Guardian signature on form.
3. All medication, prescription and non-prescription, must be safely and properly enclosed in the original container with a childproof top that has been labeled with the name of the child, the name of the medication and frequency and quantity of dosage.
4. Parents need to personally bring the medication to camp and give it to the director.
5. Medicines that require refrigeration cannot be dispensed due to lack of storage facilities.
6. Information sheets provide by your pharmacy must accompany the medicines.

Program Responsibilities

The outlines procedures are designed to give staff a CLEAR series of procedures regarding the distribution of medicines:

1. Creation of an area suitable, safe, and out of reach of program activities.
2. Establish a log that would be present at all times and in which we would keep the following:
 - A. Name of child
 - B. Name of medication
 - C. Dates/Time(s) of dispensing schedule
 - D. Dosage
 - E. Medication distribution by whom
3. Copies of medication form on file in the Recreation & Parks office as well as on site.
4. Medical Log will remain on file for 5 years.
5. Medical Information will remain confidential.

Note: Your child must be able to self-medicate. Child must be able to recognize his/her name & medication and know the dosage he/she supposed to take. Camp staff will assist your child with this process.

Medication Form

Child's Name _____

Recreation Program Name _____

Reason for Medication _____

Dates of Distribution _____

Dosage Frequency _____

Potential Side Effects _____

Special Instructions _____

The following information is required:

1st Emergency Contact

(Parent or Legal Guardian): _____ **Phone:** _____

2nd Emergency Contact

(Other than Parent Above): _____ **Phone:** _____

HEALTH INFORMATION:

1. Are there any health problems including physical, psychiatric, or behavioral problems of which we need to be aware? NO
 YES, Explain: _____

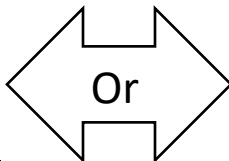
2. Are there any medications, dietary restrictions, allergies, or special needs that we need to be aware of to ensure that your child's camp experience is positive? NO
 YES, Explain: _____

IMMUNIZATION INFORMATION:

For Campers who reside **within** the United States, a United States territory, or the District of Columbia:

1. State/territory I which child resides: _____

2. Is this child exempt from any immunizations? [] NO
[] YES, List them: _____



For campers who reside **outside** the United States, a United States territory, or the District of Columbia:

1. Country in which child resides: _____

2. Attach Department form DHMH-896 (record of vaccination or immunity)

Parent or Legal Guardian's Signature: _____ Date: _____



Ocean Pines Recreation & Parks Department Inclusion Policy & Code of Conduct



Inclusion Policy

The Ocean Pines Recreation Department is deeply committed to inclusion throughout our programming. We request the parents set up an interview about any concerns they may have regarding appropriate placement. Consistent with the Americans with Disabilities Act (the "ADA"); we will make every reasonable effort to include a participant with a disability in our programs whenever appropriate. Such determinations are made on a case by case basis determined by the circumstances of the individual participant and the program in which he/she is interested. Consistent with the ADA, no participant will be excluded from any program on the basis of his or her disability. However, should The Ocean Pines Recreation Department/ Camp Ocean Pines conclude, after having admitted a student with a disability to a program, that the student's disability or behavior places the participant beyond the expertise or capacity of our staff to serve in a safe and healthy environment, the Ocean Pines Recreation Department/ Camp Ocean Pines reserves the right to require the withdrawal of the participant from the program and refund any pro-rated tuition.

Discipline Policy:

Please make certain that both you and your child are completely familiar with this policy. The director, upon notification of the parent, may suspend or terminate all activities and participation for the following misconduct while participation in any Ocean Pines Recreation Department Program.

1. **Leaving the premises without permission, or going into posted unauthorized areas.**
2. **Using foul language or being rude and discourteous to other children/ staff members.**
3. **Defacing property owned by the Ocean Pines Association.**
4. **Engaging in fighting as the only means to solve a problem.**
5. **Stealing or defacing another child's or staff member's property.**
6. **Intentionally injuring another child or staff member.**
7. **Refusing to remain with the group during outings or when in designated areas.**
8. **Consistently arguing with staff members and intentionally not following directions**
9. **Bullying or any other behavior deemed offensive or unacceptable by Recreation Department staff.**

Noncompliance with the stated policy may result in any of the following actions:

Time out from group, loss of privileges, counseling, and Parent/Guardian notification; Suspension or expulsion from camp. Refunds will not be issued for suspension or expulsion. **Campers will have three warnings/strikes for behavior before they will be asked to not return.**

This policy has been developed to provide the safest, healthiest environment for each child enrolled in our recreation program. Please discuss this policy with your child so they may understand the consequences of their actions. **By signing this document, you are complying with the Three Strike Policy & agreeing that you have discussed this with your child and your child understands.**

Parent/Guardian Signature _____

Camper's Name _____

Date _____





February 13, 2018

Dear Parents,

The Maryland Department of Health and Mental Hygiene requires us to obtain your permission to apply sunscreen to your child while at camp. In addition, we are NOT permitted to supply sunscreen for campers.

Please sign this form giving us permission to apply sunscreen as needed to your child while he/she is attending Camp Ocean Pines.

Thank You,

Ocean Pines Recreation & Parks

Sunscreen Permission Slip

I _____, as an authorized parent/guardian of
Parent/Guardian's Name

_____ give permission to staff of Camp
Camper's Name

Ocean Pines/Endless Summer to **APPLY SUNSCREEN PROVIDED** to my child as they deem necessary.

Parent/Guardian Signature

Date



Dear Parents,

Please be aware, that like schools, summer camp also tends to be a place that children have greater potential to spread/contract head lice. If you suspect that your child has contracted head lice, please notify us as soon as possible and do not send your child to camp until medical professional has given you written permission to do so.

Please speak to your camper and help us enforce a **NO SHARING** of personal items like combs, brushes, barrettes, hair bands, headbands, ear phones, sunglasses, goggles and hats. If there should be an incident of head lice at Camp Ocean Pines the policy listed below will be in effect.

Sincerely,

Brittany Jarman

Policy Regarding Head Lice



If staff members discover or parents notify staff that a child has lice, the following steps will be taken:

1. Notify the Camp Program Supervisor and the Director of Recreation & Parks.
2. Maintain confidentiality until situation is evaluated.
3. A supervisor will contact parent or guardian to discuss the situation.
4. The suspected camper will be isolated and removed from camp until treatment occurs.
5. The camp staff will distribute notification to families indicating a case of lice was recognized and they should check their child(ren). Camp Ocean Pines will also provide medical personnel to do an inspection (the next morning if possible) of children to be sure no other cases exist.
6. Once treatment has occurred, the parent/guardian must present proof from a Physician or Nurse that the child is cleared to return to camp. (**Written proof is required**)