



City of Fontana
Community Services Department

Day Camp Program 2020

Registration Packet Parent/Participant Rules & Policies

Registration

- On-line registration takes place beginning Saturday, April 4th at 8:00 a.m. for Fontana **residents** only. Prior to this date, you should obtain class registration information including activity numbers, session dates, etc. from the City Brochure, a local neighborhood or community center or the City of Fontana website at www.fontana.org. This is the best time to decide how many sessions you would like your camper to take part in and register for all sessions desired. Space is limited in each age group and is on a first-come- first served basis.
- Walk-in registration for **residents** begins at site specific locations on Saturday, May 2nd for any remaining spots available after online registration.
- Walk-in registration for **non-residents** begins at site specific locations on Saturday, May 9th for any remaining spots available after online and resident walk-in registration.
- Space is limited. Early registration is advised.
- There are **no refunds or credits for any Summer Day Camps.**
- For more information regarding registration, visit summercamps.fontana.org.

Forms

- All registration requires the forms listed in this packet. If you sign up online, these forms must be completed and submitted for verification by Friday, April 24th. An additional \$3.00 processing fee is due at the time paperwork is submitted.
- Campers registered through walk-in registration process are required to submit completed forms at time of registration. Staff verification is also required on all required forms.

Required Registration Forms:

- 1) A signed Registration Packet and Parent Agreement Form (both parents signatures/guardians)
- 2) General Release of Liability Release Form
- 3) Camper Information Form
- 4) Authorization to Pick Up Form & Emergency Contact List
- 5) Facility Late Pick-Up Form
- 6) KFON Video Release Form
- 7) Proof of Date of Birth
- 8) Proof of Residency (if signing up during resident registration)
- 9) Proof of current enrollment in Kindergarten 2019-2020 school year (where applicable)
- 10) Copy of Legal Custody Agreement (if applicable)

Dates and Times

- Most camps are offered Monday through Friday between the hours of 9:00am – 5:00pm. Check specific locations for specified days and times.
- In case of late pick up, a late fee will be charged at the rate of \$1.00 per minute/per camper five minutes past the pick-up time and an outstanding balance will be placed on your account. This fee must be paid prior to your camper returning to the program. After the third offense, the camper will be removed from the program.

Attendance and Program Check-in/out Procedures

- Parents/Guardians, or those listed on authorization form are required to be present in order to sign their campers in and out daily with the camp leaders.
- Campers must report to the designated site location for the program upon arrival. It is not required that your camper arrives daily by the designated start time, however, campers are not allowed to be dropped off earlier than the designated start time. Parent/guardian signature and photo I.D. may be required at sign-in.
- Please do not bring campers suffering from symptoms of illness or injury. Campers with obvious signs of illness will not be allowed into camp for that day. A doctor's note is required for those who have been out due to illness longer than a week in order to return to camp.
- At the conclusion of the day, the camper's parent/guardian is required to sign the camper out on the daily check in/out sheet and provide a signature, departure time, and photo I.D.
- Only individuals authorized to pick up will be allowed to sign out campers. Photo ID is required for all pickups. A camper will not be released to individuals who are not listed on the camper's release form or do not have proper photo I.D. All persons authorized to pick up your camper must be 18 years of age and older. Over the phone authorization is not permitted.
- Campers are **not** permitted to walk home. Campers will not be released from location until an authorized adult 18 years or older signs them out. *
*Teen Camp participants must have "sign in/out release form" on file prior to start of program in order to sign themselves in and out.

Dress Code & Personal Items

- Camp is an activity based program and as a result, campers will participate in physical activities that may include permanent paint, clay, markers etc. Campers should be dressed accordingly and camp sites will not be responsible for damaged clothing. Offensive or inappropriate clothing is not allowed. Closed toed shoes are mandatory. For safety reasons flip flops or backless sandals will not be allowed except for specified activities. Please ensure that all backpacks, lunch boxes, jackets, towels, etc. have your camper's name clearly marked on the item.

Snacks/Lunches

- Campers will be provided with a daily lunch and an afternoon snack by the Fontana Unified School District Summer Food Program. Check site specific locations for availability. If a camper is requesting a meal accommodation, the site coordinator must be made aware of it and the parent/guardian of the camper will need to complete the FUSD Special Meal form, signed by an authorized medical personnel (doctor or nurse practitioner). Please see the site coordinator for any questions regarding meals.
- It is encouraged that you provide your camper with a daily morning snack. Campers may not share snacks with other campers due to possible food allergies. Campers who wish to bring their own meals and opt out from the Fontana Unified School District Summer Food Program may do so at their own discretion.
- We encourage sending your camper with a water bottle as it is warm during the summer months. If you should forget your water bottle we will have water igloos for campers to keep hydrated throughout the day. Please have your camper's name clearly written on their water bottle.
- Please specify any food allergies in the Health History section in the Camper Information Form and inform camp staff and Coordinator of these allergies.
- We ask that you provide a healthy snack. No candy or soda will be allowed.
- While we carefully review camper's paperwork to be informed about food allergies, we cannot guarantee that contact with allergens such as peanuts, dairy, and gluten will not occur.
- **NO LUNCH SERVICE WILL BE PROVIDED ON FRIDAY, JULY 3rd. PLEASE PACK A SACK LUNCH.**

Discipline

- Campers must follow the rules of the program. Disruptive, disrespectful, or damaging behavior toward other campers, camp staff, and/or equipment is reason for dismissal. We encourage parents/guardians to discuss concerns with the Community Services Coordinator overseeing your camp.
- Stealing, vandalism, fighting, cursing, foul play, not following directions, etc. will not be tolerated.
Conduct Violation Consequences*:
 - 1st – Written warning, guidance, and parental contact
 - 2nd – Disciplinary Action Form, parental contact, suspension, and camper will be sent home if necessary
 - 3rd – Parental contact, dismissal from program
- Parent/Guardian will be held responsible for any cost/damages inflicted upon facility, park, and/or private property or equipment.
- No refunds or credits for dismissal of camper.

***Consequences subject to change due to severity of content.**

Inside Rules

- Play only in assigned areas.
- Respect all individuals, staff, toys, equipment and facility.
- No pushing, grabbing, hitting, kicking, or biting.
- No unauthorized running, jumping, or screaming.
- No roughhousing, climbing, standing on, lifting, carrying of each other, toys, tables, equipment, or furniture.
- No name calling, teasing, or bullying one another.
- No foul language.
- Use “indoor voice” and “walking feet” at all times.

Participation

- Only individuals who are registered may participate.
- All Summer Day Camps are set up to promote group participation. In order to have a great experience, campers will need to know how to follow instructions and participate in all regularly scheduled activities
- Summer Camp operates using a ratio of campers to staff that does not include individualized supervision; therefore alternate programming will not be provided.

Activities

- Camp will be filled with many recreational based activities. Campers may be taking part in arts & crafts, sports, swimming, group games, guest speakers, computer lab; all while being supervised by camp staff. Activities will take place throughout the facility grounds including locations with pool areas.

Pool/Swim Rules

- Some camp locations include swimming during camp hours. Assigned days and times will be determined and provided to you prior to the beginning of camp. All campers swim together in the pool as one group while the pool is open to the public for Recreation swim. All camp participants are supervised by certified lifeguards and staff at all times.
- If your camper will be wearing sun block during Summer Camp, please ensure that it is applied to your camper prior to their arrival and we ask that lotion is not shared with other camp participants. Your camper may bring sun block for the afternoon and will be given the opportunity to reapply prior to going swimming.

- Proper swimwear must be worn at all times. No t-shirts or baggy swim shorts allowed. Fitted rash guards can be worn in the pool for sun protection. Sandals are recommended during this time.
- A complete head and body shower must be taken first before entering the pool.
- Floatation devices or toys (built in floatation devices, lifejackets, water wings, balls, etc.) are not permitted.
- Hanging on ropes or lane lines in the pool is not permitted.
- Hanging, swinging, and sitting on hand rails is not permitted.
- No gum chewing.
- No food in the pool or on the deck.
- No running, pushing, shoving, or horseplay in the pool or on the deck.
- Chicken fights, intentional splashing, and foul language will not be permitted.
- Campers will be assessed by a certified City lifeguard before going swimming to determine the pool area they will be allowed to swim in.

Diving Board Rules

- As a safety precaution, a swim test will be performed before using the diving board.
- Only one (1) bounce on boards is permitted.
- Only one (1) person on board and ladder at a time.
- Upon entry, swimmer must swim directly to the closest ladder of the pool to exit.
- Intentionally splashing lifeguards is strictly prohibited.
- The following is prohibited on the diving board:
 1. Running on the board
 2. Diving from the side of the board
 3. Swinging on the rails
 4. Horseplay (flips, back dives, etc.)
 5. Jumping off the board while others are in designated diving area.

Inclement Weather

- Inclement weather including, but not limited to rain, high winds, excessive heat and lightning may restrict outdoor camp activities.
- Poor Air Quality may limit/modify outdoor activities.
 - The City of Fontana receives daily emails from SCAQMD regarding the air quality which may change our daily programming schedule.
 - All activities are subject to change.

Personal Belongings

- Please keep all personal belongings at home. This includes all electronic devices such as gaming devices, tablets and cell phones. Your camper will NOT have an opportunity to use these electronic devices at camp. Camp staff reserves the right to temporarily confiscate these items and release them to those authorized to pick up at the end of the day. Camp staff will not be responsible for damage or theft of these devices.
- All Campers are responsible for placing their snacks/lunch bags in the designated area at the beginning of the day.

Gratuity

- The City of Fontana Camp Staff love what we do! We are very appreciative and enjoy the time you have allowed us to spend with your child. We cannot accept any tip, special value, or other consideration because of service rendered as a City employee.

REGISTRATION PACKET & PARENT AGREEMENT FORM

PLEASE SIGN AND RETURN THIS PORTION

Participant's Name: _____ Birth Date: _____
Last First M.I

Camp Location: _____ Dates: _____

PROGRAM POLICIES

Please initial the following:

- _____ I have read and agree to abide by the Parent/Participant Rules and Policies.
- _____ My designated person(s) or I will pick up my camper on time at the end of the program each day. As of five minutes past the pick-up time, a late fee will be charged at the rate of \$1.00 per minute/per camper. Fees must be paid in full prior to your camper returning.
- _____ All person(s) authorized to pick up my camper are 18 years of age and older and listed on the release form.
- _____ I will notify my camper's camp program leader or the site supervisor of any changes to the emergency contact information.
- _____ I understand that enrollment is on a "first-come, first served basis" and a list of registered campers will be kept on file as well as those on a waiting list. If my child is on the waiting list, I will await notification as to my child's first day of participation.
- _____ I understand that fees must be paid at time of registration and that there are no refunds or credits.
- _____ I understand that disruptive, disrespectful, and damaging behavior will not be tolerated and will be a reason for discipline and/or dismissal from the program without refund.
- _____ For the safety of my camper, I will ensure they have closed toed shoes daily, unless specified otherwise.
- _____ I understand that no electronic devices or toys are allowed such as: iPods, tablets, cell phones, etc.
- _____ I understand that I am responsible for ensuring that my camper has a healthy daily snack and lunch if one is not provided by the Fontana Unified School District Summer Food Program. **NO LUNCH SERVICE WILL BE PROVIDED JULY 3rd. I WILL PACK MY CAMPER A LUNCH.**
- _____ I understand that my camper may be swimming on assigned days and will send my camper with a swimsuit, towel, and sun block on those specified days.
- _____ I understand that at any time campers may be grouped together for activities including but not limited to movies, crafts, sports, swimming, etc.
- _____ Parent/Guardian will be held responsible for any cost/damages inflicted by their camper upon city, park, and/or private property or equipment.
- _____ I understand that I may not drop off my camper until camp program assigned start time, and I or my designated assignee has signed my camper in.
- _____ I understand that no camper will be released to walk home and will make sure to have an authorized person pick-up my camper by assigned pick-up time. *For Teen Camp, I will have a "sign in/out release form" on file prior to start of program in order to allow my child to sign themselves in and out.
- _____ I have read and understand the KFON Video Release form.

I have read and understand the Registration Packet and Parent Agreement Form and will go over it with my child to ensure they understand and abide by the rules.

Parent/Guardian's signature: _____ Date: _____

Parent/Guardian's signature: _____ Date: _____

City of Fontana Community Services Day Camp Program
RELEASE OF MEDICAL AND LIABILITY & ASSUMPTION RISK

Participant's Name: _____ Telephone# _____

Address: _____ City: _____ Zip: _____

Age: _____ Birth Date: _____ Emergency Contact: _____ Telephone: _____

Medical Release: I do hereby give permission for any certified professional or health care professional to administer any type of treatment he/she deems necessary to the above child in case of any emergency and in the case that I cannot be contacted.

Signature: _____ Date: _____

Doctor's Name: _____ Hospital: _____ Telephone: _____

Existing Medical Conditions: _____

I, _____ on behalf of myself: or on behalf of my minor child _____, hereby waive in advance any and all actions or causes of action and claims for injury or property damage I may have, or which may hereafter accrue to the participant, his/her heirs or other successors as a result of my participation in any activity, or activities incidental thereto, (hereinafter referred to as the "activity") sponsored by the City of Fontana. This is intended to release and hold harmless the City of Fontana and its elected officials, officers, employees, contractors, and agents. I understand the participant must be in good health prior to participating in the activity. I understand that serious accidents occasionally occur to participants during such an activity, transportation, to or from such an activity, and during activities incidental to such an activity. Knowing these risks, I expressly assume those risks and agree that under no circumstances will I, or any of the participant's heirs or successors present any claim or action against the City of Fontana. I also agree that the participant may be photographed and or filmed, and or agree to have the participant photographed and or filmed, and release the use of the photographs and or footage for publicity in City of Fontana publications and other public information materials.

I hereby represent that I understand and am familiar with the nature of the activities in which I (or my child) will participate in this recreation program. I personally read and understand this release.

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Grade: _____ School: _____

SITE DIRECTOR USE ONLY

Date Application Received: _____ Emergency /Health Form Completed: YES___ NO___

Shirt Size: _____ Attended Parent Orientation: YES___ NO___

Notes: _____

**City of Fontana Community Services Day Camp Program
CAMPER INFORMATION FORM**

Child's Name: _____ Age: _____ M [] F []

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Date of Birth: ____/____/____

Mother/guardian's name: _____ Home phone: _____

Work phone: _____ Cell: _____

Email: _____

Father/guardian's name: _____ Home phone: _____

Work phone: _____ Cell: _____

Email: _____

Does your child have a sibling attending camp? YES / NO If yes, name of sibling: _____

Has child attended a previous camp program? YES NO

If yes, name location of camp and year(s) attended: _____

Camper's swimming skill level: Beg. ____ Int. ____ Adv. ____

Does your child have any special medical conditions? No Yes (Diabetes, seizures, asthma, etc.)

Does your child have any allergies to food, environmental or medication or currently taking medication?

NO YES (If so, please describe)

Does your child have limitations to physical activity? NO YES (If so, please describe)

T-Shirt Size Youth XS S M L XL Adult XS S M L XL

I hereby authorize City of Fontana Staff and/or emergency first responders to act for me according to their best judgment in any emergency requiring medical or dental attention.

Parent/Guardian's signature Date

Parent/Guardian's signature Date

**City of Fontana Community Services Day Camp Program
AUTHORIZATION TO PICK UP and EMERGENCY CONTACT LIST**

(Note: your emergency contact should live within 25 miles of the center your child attends camp. If your child requires an inhaler or special medication, and it is difficult for you to make yourself available, your emergency contact is the person you will leave these items with).

Please list all individuals who are authorized to pick up your child/children.

MOTHER/GUARDIAN AND FATHER/GUARDIAN MUST BE INCLUDED ON THIS FORM.

All individuals must be at least 18 years of age and present a (valid photo I.D. daily at the time of pick up.

**Staff will always try to contact a parent first. In the case the parent cannot be reached staff will contact the emergency contact in the order listed.*

Name: _____ Relationship: _____

Driver's License #: _____ Contact Number: _____

Alternate Number: _____ *Is this person an emergency contact?* ____ yes ____ no

Does this person have authorization to make changes to this Packet? ____ yes ____ no

Name: _____ Relationship: _____

Driver's License #: _____ Contact Number: _____

Alternate Number: _____ *Is this person an emergency contact?* ____ yes ____ no

Does this person have authorization to make changes to this Packet? ____ yes ____ no

Name: _____ Relationship: _____

Driver's License #: _____ Contact Number: _____

Alternate Number: _____ *Is this person an emergency contact?* ____ yes ____ no

Does this person have authorization to make changes to this Packet? ____ yes ____ no

Name: _____ Relationship: _____

Driver's License #: _____ Contact Number: _____

Alternate Number: _____ *Is this person an emergency contact?* ____ yes ____ no

Does this person have authorization to make changes to this Packet? ____ yes ____ no

Name: _____ Relationship: _____

Driver's License #: _____ Contact Number: _____

Alternate Number: _____ *Is this person an emergency contact?* ____ yes ____ no

Does this person have authorization to make changes to this Packet? ____ yes ____ no

**Only individuals listed on this sheet will be authorized to pick up your child. Additional sheets may be attached if necessary. I grant permission for the above mentioned individuals to pick up my child from camp. I release all liability and responsibility from the City of Fontana for any issues that may develop from such persons taking my child from the premises.*

Parent/Guardian's signature

Date

Parent/Guardian's signature

Date



Facilities Division Late Pick-Up Form

Student Name:

Date:

Child(ren) X \$1 X mins late = \$

Parent Name:

Home Address:

Home Phone Number:

Cell Phone Number:

Employee		
	Print Name	Date
Parent /Guardian/ Authorized Person		
	Name and Signature	Date

All Late payments must be paid in full before returning to next scheduled program day

OFFICE USE ONLY

Date Inputed:	Staff Name:	Date:
		Amount Paid:

According to the City of Fontana Late Fee Policy :

This fee is to cover costs associated with parents arriving late to pick up their participant at any City Program; \$1.00 per minute/per participant, after first five minutes of program ending.

I understand the policy and will make payment by next scheduled program day.

Signature _____ Date _____



Photograph & Video Release Form



I hereby grant permission to the rights of my image, likeness and sound of my voice as recorded on audio or video tape without payment or any other consideration. I understand that my image may be edited, copied, exhibited, published or distributed and waive the right to inspect or approve the finished product wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of my image or recording.

By signing this release I understand this permission signifies that photographic or video recordings of me or my child may be released to be used in the City of Fontana publications, KFON-TV channel and other electronically displays via the Internet.

There is no time limit on the validity of this release nor is there any geographic limitation on where these materials may be distributed.

By signing this form I acknowledge that I have completely read and fully understand the above release and agree to be bound thereby. I hereby release any and all claims against any person or organization utilizing this material.

Full Name _____

Street Address _____

City _____ State _____

Zip Code _____

Phone _____

Email Address _____

Signature _____ Date _____

If this release is obtained from a participant under the age of 18, then the signature of that participant's parent or legal guardian is also required.

Parent's Signature _____ Date _____

Participant's Name _____