

SUMMER CAMP 2023

GENERAL INFORMATION



GRADE INFORMATION

The grade listed for each camp refers to the grade campers will have completed at the end of the current school year. Please refer to the specific age/grade requirement as detailed for each individual camp. If your child is currently in Kindergarten or 1st grade, please contact the main office at 847.234.6700 to be sure we have a grade indicated in our files.

CAMP STAFF AND TRAINING

A qualified adult director supervises each camp. Counselors at each camp are mature and enthusiastic college and high school students. All camp staff complete an extensive training program that includes supervision and safety techniques, activity development, and first aid.

CHANGE IN CAMP LOCATIONS

Though we do our best to secure camp locations in advance, occasionally we must relocate our camp due to last minute construction needs from the public schools or insufficient enrollment numbers necessitating consolidation of sections. If this should occur, you will always be given the choice of a full refund or a transfer to an alternate available camp.

INFORMATION REQUESTS

Information regarding campers enrolled in our programs is confidential. For your family's safety, staff is not allowed to release phone numbers and addresses of other campers.

PEANUT POLICY

We are requesting your cooperation in partnering with us to ensure a safe environment for children with nut allergies. Lake Forest Parks & Recreation Department has identified these operational practices for everyone to follow:

- Parents with children that have a nut allergy are requested to list this information on their registration form in the medical conditions section and notify the staff as soon as possible.
- When we are notified of a nut allergy and we know the severity of the allergy, we will notify families registered in that particular program. If the allergy is life-threatening, the program environment will automatically become a nut-free zone.
- For programs designated nut-free, we will ask all families to cooperate by packing lunches and supplying snacks that do not contain any nut or nut by-products
- Unfortunately, due to ever-changing processing practices and product ingredients, it is not feasible for us to provide you with a comprehensive list of what items to avoid. This is where we need your assistance. We ask that parents take a few minutes when preparing a lunch or snack to review the list of ingredients on each item prior to packing it. We recognize that this may be an inconvenience for your child's food choices, but the safety of another child's life must take precedence.
- Staff will do their best to monitor foods that may pose a potential harm to the allergic child; however, since many items may be without their original packaging and since we have so many children in each program, it is not feasible to inspect every food item from every child to ensure compliance.

Thank you in advance for your cooperation! Should you have questions with this practice, do not hesitate to give us a call.

PHOTO POLICY

Photos are periodically taken of participants in our programs. Please be advised that these photos are for the Parks & Recreation Department's use only and may be used in future brochures, flyers, or public relations. If you do not want your photo publicized, please contact the Parks & Recreation Department at 847.234.6700.

FINANCIAL ASSISTANCE

The Friends of Lake Forest Park & Recreation Foundation recognizes that there are community residents who may suffer from economic setbacks that might preclude their participation in Recreation programs. The Friends Foundation has graciously set up an annual fund to help those in need. If such a need exists, please contact the Superintendent of Recreation, Joe Mobile, at 847.810.3941, or pick up a scholarship application from the front office. A request for a scholarship must be made prior to and approved before signing up.

ACCURACY

Every effort has been made to ensure the accuracy of information listed on our websites, and in our program guides. However, errors can occur and circumstances may require adjustments to fees, schedules, locations, or other information. Lake Forest Parks and Recreation Department reserves the right to make such adjustments and apologizes for any inconvenience these errors or adjustments may cause.

WITHDRAWAL/REFUND POLICY

SUMMER CAMPS (with deposit option):

For withdrawal requests received in writing no later than May 31, 2023, a credit equal to 90% of the fee paid for the camp will be placed on your account.

From June 1, 2023 until before the 1st meeting of the second week of the camp, a credit equal to 80% of the camp fee will be placed on your account.

No refunds will be given after the 1st meeting of the second week, except in the case of documented medical reasons or moving out of the area.

ALL OTHER CAMPS AND PROGRAMS (that do not offer a deposit option):

For withdrawal requests received in writing no later than 7 days prior to the beginning of the class, a credit equal to 90% of the fee paid for the class will be placed on your account.

From 6 days prior to the start of class until before the 3rd meeting of the class, a credit equal to 80% of the class fee will be placed on your account.

No refunds will be given after the 3rd meeting except in the case of documented medical reasons or moving out of the area.



If you are in need of an Inclusion Companion through NSSRA, please contact Joe Mobile at MobileJ@cityoflakeforest.com.