



## Camp Carson Parent Handbook

*Dear Campers,*

Thank you for choosing Carson City Parks, Recreation and Open Space! We are excited about this year's program. Some old favorites and some new additions will make Camp Carson a memorable day camp for your children. Camp Carson offers a Summer Day Camp, Winter Break Camp and Spring Break Camp for all children to enjoy. It is very important to us that your child's day camp experience at Camp Carson is relaxing, enjoyable, and fun. Programs are licensed by Nevada Child Care Licensing.

This Parent Handbook is designed to help make this happen. In this packet you will find basic logistical information, such as when and where to drop off your kids and ideas on what to bring, as well as some insights into our organized camp activities.

You will also find useful information on our website at [www.carson.org/ccpr](http://www.carson.org/ccpr). If you have further questions or need any additional information, do not hesitate to send an email to us at [ccparksandrecreation@carson.org](mailto:ccparksandrecreation@carson.org) or you may call us at 775-283-7455.

*Sincerely,*  
Andrew Menendez  
Recreation Program Supervisor

### Frequently Asked Questions

**Do I have to be a Carson City Resident to attend Camp Carson?**

No, we welcome kids from everywhere. Please feel free to join us at Camp Carson, wherever you come from.

### What is Camp Carson?

Camp Carson is designed for children entering Kindergarten through 6th grade. This year we will be combining more groups due to staffing limitations. Miners (Kindergartners) and Big Horns (1<sup>st</sup> & 2<sup>nd</sup> graders) will be in the Gym of the Community Center. The Wolf Pack (3<sup>rd</sup> and 4<sup>th</sup> graders) and Capitals (5<sup>th</sup> & 6<sup>th</sup> graders) will be at the Marv Teixeira Pavilion. The programs are geared toward the specific age group. Group games, arts & crafts, learning, and friendships are the basis of the programs. Staff understands that while the younger children enjoy running and playing most of the time, the older kids tend to enjoy more individualized activities at times. The programs are designed to assist in the growth and acceptance of all children and interests.

## **Camp Carson Location Address:**

Carson City Community Center  
851 E. William St.  
Carson City, NV 89701

Marv Teixeira Pavilion  
1111 E. William St.  
Carson City, NV 89701

Carson City Aquatics Facility  
841 N. Roop St.  
Carson City, NV 89701

## **Shirt Colors for Camp Carson:**

- Miners (Kindergarten) – Orange
- Big Horns (1<sup>st</sup> and 2<sup>nd</sup> grade) – Yellow
- Wolf Pack (3<sup>rd</sup> and 4<sup>th</sup> grade) – Blue
- Capitals (5<sup>th</sup> & 6<sup>th</sup> Grade) – Purple

**UPDATED**

## **Where can I register my child for Camp Carson?**

Starting the first weekday in May, you can register your child for the Camp Carson Summer Day Camp Program online at [www.carson.org/ccpr](http://www.carson.org/ccpr), in person at the Main Office, inside of the Community Center, located at 851 E. William St, Carson City, or at the Carson Aquatic Center, located at 841 N Roop St, Carson City. There will be **NO** same day registrations/attendance. Children will be able to attend the next day of the program, but not on the day of registration. This is due to children not having an ePACT account. There will be no same day attendance.

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## **What is the cost for Camp Carson?**

The price per child for Camp Carson is \$125 per week, not including field trips. Payment must be received at the time of registration. If your family is using Children's Cabinet, your portion of payment is due at the time of registration. Camp Carson includes core programming, movie day, camps songs & skits, and teambuilding for our summer camp program. Schedule is subject to change. Each group will have an activity that they will be participating in weekly for summer camp. Campers will change activities as they advance through the camp program.

## **What happens if I have a balance on my account?**

Any previous balances from past programs will need to be paid in full or put on a payment plan. To get on a payment plan, you may contact the Recreation Program Supervisor at 775-283-7428 or [amenendez@carson.org](mailto:amenendez@carson.org). Management will need to review and approve the payment plan after contact is made. It is your responsibility to contact the Recreation Program Supervisor should a payment fail for the week you are paying for. Failure to do so may resort to your child being un-enrolled from the program.

Balances on your account may occur for several different reasons that may include picking up a child late from one of our programs, having a failed payment and not correcting it with Management, or from not paying the remainder of your fees while getting assistance with Children's Cabinet. Management will contact account holders to either update their card on file or make payments for an unpaid fee. Management will make multiple attempts to contact the account holder for 1 week and if the unpaid balance is not paid in full or partially, your child may be unenrolled from the program and will be unable to enroll in any youth program again until the balance is paid in full or have a payment plan that is current. It is ultimately the account holders responsibility to ensure their account is current.

## **Do you provide financial assistance for the Camp Carson Program?**

Carson City Parks and Recreation works with Children's Cabinet as a method of assistance for our Camp Carson and Capital Kids Before and After-School Program. If your family is using Children's Cabinet, your portion of payment is due at the time of registration. We feel this offers the families in our program and Community an option for help with their summer care. If you have any questions, you can contact us at [ccparksandrecreation@carson.org](mailto:ccparksandrecreation@carson.org) or 775-283-7455.

## How does Camp Carson store medical information?

Carson City Parks, Recreation, and Open Space utilizes the ePACT Network, a health and safety software to better support all our members and make it easier to submit critical data securely! Parents are required to complete an online Epact account for their child before they attend the Camp Carson program.

Why are we using ePACT? (Download Available: [ePACT vs Paper Forms](#))

- To save you time - With ePACT, you only need to complete your child's information once and update it as needed.
- Reduces risks associated with COVID-19- Collecting data electronically and checking members in /out using contactless methods reduces contact.
- For better security & privacy- ePACT's high encryption levels and commitment to security means your data on ePACT is safer than on paper.

How it works? (Content available: [Watch video](#))

It's a very simple process! You'll be sent a request for EACH child- click the "Complete Request" button, create an account, and follow the prompts to share data with Carson City Parks and Recreation. If you have more than one child attending, family data will automatically pre-fill, saving you time!

Have questions or feedback? Please contact the Recreation Program Coordinator at [dbateman@carson.org](mailto:dbateman@carson.org) or visit [www.epactnetwork.com](http://www.epactnetwork.com).



## What is the refund policy for Camp Carson?

If your child is unable to attend a week that has been purchased, you must email Management by 4:00pm, the Wednesday prior of the week you would like to be unenrolled from, for a refund or transfer of monies. There will be a 10% transaction fee for all refunds. If Management is not contacted within that timeframe, Management reserves the right not to issue a refund. **There will be no refunds for suspended and/or terminated days.** Please contact us at [ccparksandrecreation@carson.org](mailto:ccparksandrecreation@carson.org) for unenrollment/refunds.

## What are the hours for Camp Carson?

It's sad, but true – at some point your children will have to leave camp for the day. Camp Carson hours are from 7:00am-6:00pm. Parents need to pick up their camper(s) by 6:00pm. If you are running late, please contact us at 775-283-7455 and/or your child's site/group phone.

**Please Note:** A \$10 late fee will be assessed beginning at 6:01pm for every 15 minutes your child is picked up late. An automatic charge will be applied to your account. You may pay the balance online, at the pool or at the Community Center. At 6:01pm, staff will contact parents, emergency contacts and all authorized pick-ups if no contact is made to staff regarding the pick-up of your child. After 30 minutes with no communication, we reserve the right to contact authorities to pick-up your child.

All late fees will need to be paid in full to register/attend the next week of the program. We reserve the right to either not enroll your child or un-enroll your child from the program due to unpaid late fees.

## What is your sick child policy?

To help avoid the spread of illness, children with a fever, diarrhea or nausea should not attend the Camp Carson program that day. We ask that parents please notify staff if any children that are participating in the program have symptoms or have been potentially exposed to COVID.

Upon notification of a sick child during camp, a parent or guardian must pick up their child immediately if their child is vomiting. Depending on other symptoms, your child may need to be picked up early. For example, symptoms of COVID and diarrhea. If your child happens to go to the bathroom in their clothes, parents may be called to pick up their children if more cleaning is needed. If parents are called, they are required to pick up their children. The child may be able to check back into the program if proper cleaning was performed and the child is not sick. If the parent or guardian cannot be reached, emergency contacts will be called to pick up the child. Sick children will be provided a comfortable place to rest until they go home. If a child is not displaying serious symptoms, parents will still be notified but they do not need to pick up the child unless symptoms persist. If the child is no longer showing symptoms, they may return to participate in activities. We reserve the right to adjust Camp Carson as restrictions change.

## Does my child need a Camp Shirt?

All Campers are required to wear their Camp shirts every day. Parents will be called to bring a shirt if one is needed. This is for your child's safety!! Camp Shirts (\$10.00 + tax/per shirt through the Camp Store) may be ordered at the time of registration or after, but shirts will not be able to be purchased through the Camp Store via the Colossal Printing after June 3rd. The website to purchase camper shirts and other apparel at [www.shopcolossalprinting.com](http://www.shopcolossalprinting.com). If you are not able to purchase a shirt by June 3rd then you may purchase Camper shirts at the Community Center. Shirts will be \$15/per shirt at the Community Center. We strongly recommend that parents purchase camper shirts by June 3rd to get the best rate. **Management will assign a shirt to the child and charge (\$15) to the child's account if your child does not come to camp with their assigned camper shirt and parents do not drop off their assigned camper shirt to them in a timely manner.**

T-shirt pick-up and purchasing will be offered on **Wednesday, June 11<sup>th</sup> and Thursday, June 12<sup>th</sup> from 1:00 pm – 5:00 pm** at the Community Center Main Office (formally the Conference Room). Cost for Shirts will be \$15 if purchased after June 3rd. T-shirt pick-up and purchase will also be offered on **Friday, June 13<sup>th</sup> at the Camp Carson Meet and Greet from 5:30pm – 7:00pm in the Gym at the Carson City Community Center**. **YOU WILL ONLY BE ABLE TO PICK UP CAMPER SHIRTS IF YOU ARE THE PERSON WHO ORDERED THE SHIRT AND YOU HAVE YOUR ID OR YOU HAVE A RECEIPT. THERE WILL BE NO EXCEPTIONS.**

## What is your sign-in/out procedures?

### Bring a picture I.D. everyday!

The Camp Carson Program uses the ActiveNet Connect app on tablets to keep children's and parent's information private and increase safety with the use of these devices. We require all parents to update their Authorized Pick-Ups. This can be done when you register online, over the phone or in person. If done in person you will need to fill out an Account Information Update Form at the site your child attends or you may contact us at 775-283-7455 or [ccparksandrecreation@carson.org](mailto:ccparksandrecreation@carson.org) if you need help with adding authorized pick-ups. You may add your own Authorized pickups on your ActiveNet account by going to account options, family, manage family members, and then using the drop-down option to add or remove authorized pickups.

When picking up your child or an authorized pick-up picks up your child, make sure to **bring a picture I.D. everyday** unless you or they have a photo stored in the ActiveNet Connect app.

When you drop your child off, please walk your child into their site and sign them in. We do not accept a camper's drop off unless a parent/adult has checked them into our program. Staff is not responsible for the children until they are signed in and after they are signed out. Parents will be contacted and reminded of the check-in policies if a child is not dropped off with an adult. If after multiple attempts of reminders of the sign in procedure and no corrections have been made, a child may be unenrolled from the program for the following week. When a person comes to pick up a child, staff will ask for a picture I.D. This is for the safety of our participants. **NO** child will be allowed to leave with **ANYONE** that is **NOT** listed as an authorized pickup unless approved by the child's parent. All Campers **MUST** be signed out prior to leaving. To make a change to your child's information, an Account Information Update Form must be completed, signed, and dated by a parent/guardian. Account Information Update Forms are located at your child's site or at the Community Center Youth and Adaptive Office from 9:00am-6:00pm.

**UPDATED**

## Do you provide Special Accommodations?

Carson City Parks and Recreation is committed to providing reasonable accommodations and accessibility for all participants. We are dedicated to providing people with and without disabilities the opportunity to participate in recreation and leisure programs together and provide the necessary individual accommodations and support so every individual can benefit equally from recreation experiences. It involves providing resources at the community level which promote equal opportunity and life choices for children with disabilities through which they may positively contribute. People will benefit from being involved in recreation, through supports and other assistance designed to achieve independence through inclusion into the community. Enabling individuals who have disabilities to attain their personal measure of achievement in a safe community recreation environment is a positive goal that we can reach and provide. Reasonable modifications to the program are determined and implemented on a case-by-case basis, may be based on the individual's assessment(s), the fundamental nature of the program, and the goals for the individual. To ensure that we can meet your accessibility needs, upon registration contact us at [ccparksandrecreation@carson.org](mailto:ccparksandrecreation@carson.org) and request an Inclusive Services Form that can better help us better meet your child's needs. Should your child have an IEP, contact the Recreation Program Supervisor so we can review it and make appropriate accommodations for the child to be successful in our program.

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## Where is Camp Carson Located?

Miners (Kindergarten) and Big Horns (1<sup>st</sup> and 2<sup>nd</sup> grade) will be in the Gym of the Carson City Community Center. **Please note, parents will drop off and pick up through the West side glass doors. All other doors will be locked for security.** (**The west side of the Community Center faces the Carson City Public Library.**) Wolf Pack (3<sup>rd</sup> and 4<sup>th</sup> grade) & Capitals (5<sup>th</sup> and 6<sup>th</sup> grade) will meet at the Marv Texiera Pavilion. On Fridays, Field Trip Days, all campers will need to be dropped off and picked up at the Community Center.

## Will there be swimming lessons while my child is attending Summer Camp?

Yes, we will be offering swimming lessons for the Camp Carson program. The cost per 2-week session will be \$44.00. There be limited space available and we recommend that you sign up as soon as possible.

**UPDATED**

### Do kids have to wear a life jacket when using the pool?

All participants enrolled in the Camp Carson Break Program that would like to swim on the designated swim days and would not like to wear a life jacket are required to complete a swim test on the first swim day. Swim tests will be available at the beginning of Open Swim and will be conducted for those entering 3<sup>rd</sup> grade or higher. Participants who are in Kindergarten – 2<sup>nd</sup> grade will be unable to complete a swim test and will only be allowed in the tot pool. 2<sup>nd</sup> graders who are enrolled in the Camp Carson Break program during the school year may be allowed to take part in a swim test at Managements Discretion. Swim tests must be completed even if a child is enrolled for swimming lessons at the Carson City Aquatic Facility. Swim tests consist of the participant being able swim half of the pool lane length unassisted (15 yards), turn around, swim back to the wall, and climb out of the pool. Any swimmer who is unable to complete this test independently will be required to wear a lifejacket while in the big pool during open swim and will be unable to go on the diving board and in the deep end of the pool, near the diving board. Swim tests are designed to keep participants safe, therefore if staff feel the participant is struggling to swim independently, they may be required to retest.

**UPDATED**

### Will there be additional Field Trips at Summer Camp?

Yes, we will be offering field trips for an additional cost for the Camp Carson program. The cost per field trip will be \$30.00. There will be limited space available, and we recommend that you sign up as soon as possible. If your child is unable to attend a field trip that has been purchased, you must email Management by 4:00pm, the Wednesday of the week you would like to be unenrolled from, for a refund or transfer of monies. If Management is not contacted within that timeframe, Management reserves the right not to issue a refund. **There will be no refunds for suspended and/or terminated days.** Please contact us at [ccparksandrecreation@carson.org](mailto:ccparksandrecreation@carson.org) for unenrollment/refunds.

### What is your medication policy while my child attends your camp?

**Camp Carson staff cannot hold or dispense ANY medication.** If your child needs to take medication, they need to do so before they arrive at Camp or after they are picked up. If that is not possible, a parent must come and administer the medication. ALL medication should be listed on your child's medical alert notes on your ActiveNet and ePACT account. We **HIGHLY** encourage children with epi-pens and inhalers to be aware of signs of on-set and how to self-administer. It is also asked that children with an epi-pen or inhaler carry a small bag with them everywhere they go and include their personal equipment. Please let staff know if your child requires accessibility to their epi-pen or inhaler and note it on your child's information page.

### Do you provide snacks or lunches for your campers?

Staff does not provide food to children. Staff working with food will have their Food Handlers Certificate. Staff encourage children to eat their "grow food" first at lunch & snack time. Children should have enough healthy energy to get through a busy day. Please pack a big lunch, 2 snacks, and plenty to drink each day. There are **NO** microwaves or refrigeration for lunches; please pack all food in an insulated lunch box. Children must be able to feed themselves. Staff will check on children during lunch and snacks, but we are **NOT** responsible for making sure your child eats. Children will have access to water fountains throughout the day.

**It is asked that children take their water bottles with them when they are off site.**

If there is a birthday and a parent brings in a treat for the children, we will hand them out at the end of the day when children are signed out. This way, parents can make the decision if their child can have the treat. While it may occur, the staff does **NOT** allow children to share food with others. This is for the safety of children with allergies. If your child has a food allergy, please teach them that they should not take food from others and let the staff know.

### Do you have Lost and Found?

Do not send **ANY** toys or personal items to Camp. We also ask that cell phones, electronics (video games), and/or gaming cards (**Yu-Gi-Oh, Pokemon, etc.**) be left at home unless it is approved by Management. **If any of these items are seen, Management reserves the right to hold these items in the office until children are picked up.**

Every summer we are left with **tons** of articles from our campers. Please put your child's name on EVERYTHING he or she brings to Camp. Please do not send anything valuable that may become lost, broken, or stolen. **WE ARE NOT RESPONSIBLE FOR ANY ITEMS THAT THE CHILDREN BRING TO CAMP.**

### May I visit my child?

As long as you are an authorized pickup on your child's account, you may come to visit **your child** at any time. Your I.D. will be checked prior to visiting on or off-site. You may also call anytime to check on your child. Remember, this is your program!

### What type of training is offered for Camp Carson staff?

Staff undergoes an extensive interview process. All staff receives at least thirty hours of training that includes Certification of First Aid & CPR, behavior management, Blood Borne Pathogens, Mandated Reporting, and teambuilding. All staff are drug tested prior to working and staff that are 18 & over undergo a fingerprint background check and attend a City sponsored Driver Safety Course.

### What is Camp Carson's Child to Staff Ratio?

Camp Carson strives to maintain a 12:1 Child to Staff Ratio. NAC 432A states that all Out of School Time (OST) Programs maintain a 20:1 Child to Staff Ratio.

### Does Camp Carson staff provide any personal care to children?

Carson City Parks and Recreation does not provide services such as toileting, feeding, or the changing of clothes. Children need to be potty-trained to attend camp.

### How can I find my child's group when checking-in/out of camp?

The groups will be at their scheduled drop-off/pick-up locations until 9:00am and after 3:30pm. Between 9:00am-3:30pm, the groups are scattered throughout Mills Park or the Community Center. If you need to pick up your child before 3:30pm, please inform your child's staff at the beginning of the day and make sure to contact your correct group via phone. The contact number for your child's group will be on the Camp Carson Activity Calendar. They will be able to tell you where your child will be and have them ready to leave. All groups are asked to have the campers back to their scheduled pick-up place by 3:30pm. **Occasionally large community events cause our program to be displaced. Please understand that on these days the normal locations may be altered.**

In the event of a lightning storm, fire, smoke, or heat in the area, we will have all children from the Marv Texiera Pavilion go to the Community Center. Please be patient when picking up your child on these days if they happen to occur.

## What is your Camp Carson summer camps discipline policy?

Participants are expected to always follow Camp Carson rules and can accomplish this by showing respect to all other participants and staff, refraining from abusive language, refraining from causing bodily harm or showing disrespect for equipment, supplies and facilities. If there is a behavioral problem with your child, we will write an Infraction Report and mark it down as either a Minor or a Major and you will be notified by a phone call or at the end of the day. These reports are one of the communication tools that staff use to communicate to parents. ***Infraction Reports stay in your child's file throughout their participation in all youth programs.*** Depending on the severity of the infraction, management will decide the proper discipline procedure that is best for the child and the program. This may include being sent home for the day, not being allowed to attend a field trip, not swimming on open swim days, parent conference, suspension, or expulsion. Infractions are cumulative. **A parent may be called at any time to pick up their child from the program for behavior issues. WE RESERVE THE RIGHT TO SUSPEND OR REMOVE PARTICIPANTS FROM PROGRAMMING WHOSE BEHAVIOR ENDANGERS THE SAFETY OF THEMSELVES OR OTHERS.** If a child is suspended from the program and the child is not picked up in a timely manner after being contacted by staff, Management has the discretion to extend the suspension. Examples of inappropriate behavior are (BUT NOT LIMITED TO):

1. INAPPROPRIATE LANGUAGE OR GESTURES - The use of foul or unkind words, inappropriate gestures toward participants, staff, or self.
2. PHYSICAL ALTERCATION - Injuring another participant, staff, or self.
3. DISRESPECT OF STAFF AND PARTICIPANTS - Not listening to staff members - not following directions.
4. MISUSE OR DAMAGE OF SCHOOL OR CAPITAL KIDS/CAMP CARSON PROPERTY - Improper care of equipment or items that belong to the Capital Kids/Camp Carson location, the school, or to another person.
5. STEALING - Removing items from staff, Capital Kids/Camp Carson locations, the school, or participant's personal belongings without permission.
6. SPITTING - Spitting on property, equipment, others, or self.
7. FAILURE TO ADHERE TO SCHOOL SITE/FIELD TRIP FACILITY SPECIFIC RULES - Disobeying rules established by the Carson City School District Administration or management at any field trip facility.
8. RUNNING AWAY - Leaving the immediate area of supervision.
9. LYING - Always tell the truth.
10. HARASSMENT - Harassment of any form will not be tolerated.
11. INDECENT EXPOSURE – Taking off their pants/shorts and showing their underwear/private area.

## What is your weather policy for the programs you offer?

When the temperature reaches 100 degrees outside, we will bring the kids that are at the Marv Texiera Pavilion to the Carson City Community Center.

Camp Carson follows AirNow's temperature model. When Carson City's air quality goes into the Orange (USG), we bring the kids indoors but do not suspend outside activities. When Carson City's air quality goes into the red (Unhealthy), we will bring the kids indoors and will suspend outside activities until the air quality improves.

The main lightning safety guide is the 30-30 rule. After we see lightning, we start counting to 30. If we hear thunder before we reach 30, we go indoors. We will suspend activities for at least 30 minutes after the last clap of thunder.

In the event of a lightning storm, fire, smoke or heat in the area, we will have all children who are outside go to the Gym of the Community Center. Please be patient when picking up your child on these days if they happen to occur.

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## City Declared Closure Policy:

Carson City Parks, Recreation, and Open Space does **NOT** provide services when the Mayor or Mayor Pro Tempore declares the city closed due to weather or other emergencies. If the City declares a closure at any time after the Youth program starts, parents will be notified to pick up their children. Parents will have 2 hours to pick up their children from

the Community Center. Once the 2 hours have passed, a late fee may be issued. The fee is \$10 (per family) for every 15 minutes that the parent is late. In the case that staff has not been able to talk/hear from parents, all other emergency contacts and/or authorized pick-ups will be contacted. We reserve the right to contact authorities to pick-up your child If no contact is made to staff regarding the pick-up of your child After 2 hours of closure with no communication.

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### What days will Camp Carson be closed?

The following days will be days Camp Carson will not be in session: 6.19 and 7.4.

Observed Days: Should one of the above holidays fall on a Saturday the program will be closed the Friday before. Should the holiday fall on Sunday the program will be closed the following Monday.

### Does Carson City Youth Programs accept donations?

Carson City Parks and Recreation accepts donations of games, arts & craft supplies, and other age appropriate items. If you are cleaning out your closets and discover your child's outgrown items, please feel free to contact the Recreation Program Supervisor to discuss an appropriate drop-off time and location. Thank you in advance for your contribution.

### What time do the kids eat?

Approximate Mealtimes:

**Morning snack 9:00-9:30am, Lunch 12:00-12:30pm, and Afternoon Snack 3:00-3:30pm.**

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### What Activities will be offered?

We offer a variety of activities at Camp Carson. This year at Camp Carson we will have a movie day, core programming, group games, camp skits & songs, open swim, STEAM, arts & crafts, optional swimming lessons, and optional field trips.

### What else should I know?

- We ask that our staff be respectful to the parents/guardians and their children, and we ask that you please be respectful to our staff as well.
- We ask that parents and/or guardians please support Management, Supervisors, and our direct staff when working with your children. It benefits all involved when we are working together and unified.
- **Campers are required to wear their Camp shirt EVERY DAY.**
- All belongings should be packed into your child's bag every day, lunches included. Please label everything.
- Please pack a big lunch, 2 snacks, and a water bottle with plenty to drink each day. We want to make sure your children don't get hungry and that they don't get dehydrated. **(There is no refrigeration or microwaves for lunches.)**
- **Please do not allow your child to wear flip flops to Camp Carson.**
- Throughout the day, we will spray on sunscreen or remind children to apply sunscreen. Please make sure your child has their own sunscreen to use.
- Do not send **ANY** toys or personal items to Camp. We also ask that cell phones, electronics (video games), and/or gaming cards (**Yu-Gi-Oh, Pokemon, etc.**) be left at home unless it is approved by Management. **If any of these items are seen, Management reserves the right to hold these items in the office until the children are picked up.**
- All Camp Staff hold First Aid/CPR/AED certificates to assist in emergencies. In the unfortunate event that an emergency does occur, we will contact 911 and notify the first contact on the child's account.
- During all pool and lakefront activities there are staff that hold a lifeguard certification and can provide needed response in the event of an emergency.

## Packing Checklist For Campers

Here is a list of items you may want your kids to bring to help make their day more comfortable.

- Camp Shirt
- Water Bottle with plenty of water
- Lunch with plenty of snacks (2 snacks a day)
- Sweatshirt
- Bathing suit
- Beach towel
- Sunblock
- Backpack or Bag

## Youth Programs Contact Information

Eric Klug – Recreation Program Manager	775-283-7421	<a href="mailto:eklug@carson.org">eklug@carson.org</a>
Andrew Menendez – Recreation Program Supervisor	775-283-7428	<a href="mailto:amenendez@carson.org">amenendez@carson.org</a>
Dawn Bateman – Recreation Program Coordinator	775-283-7430	<a href="mailto:dbateman@carson.org">dbateman@carson.org</a>
Charmaine Angel – Adaptive Recreation Specialist	775-283-7424	<a href="mailto:cangel@carson.org">cangel@carson.org</a>

*A tentative schedule of activities and meals can be found on our website. If you have additional questions, please contact us at 775-283-7455 or [ccparksandrecreation@carson.org](mailto:ccparksandrecreation@carson.org). We look forward to seeing you at Camp Carson in Carson City soon.*

### **Mission Statement: What is the program's core purpose?**

To provide a diverse and all-inclusive program that focuses on creating a safe and structured environment for all youth. We strive to provide quality activities, help foster friendships and create memories that will last a lifetime.

### **Vision Statement: What is the program's long-term goal for the future?**

Carson City Capital Kids and Camp Carson promotes high-quality programs and inspires students to thrive.

### **Values: What principles will our staff culture be based on?**

Collaborative Communication	Open-Mindedness
Creativity and Innovation	Friendly
Responsible	Respectful
Engaging	Energetic
Enthusiastic	Diversity

### **Program Goals:**

The main goal of the Camp Carson and Capital Kids Program is to provide a safe and positive environment for the students through the following:

- Encouraging and motivating students.
- Teaching students to be respectful to authority, their peers, and themselves.
- Building on their interests and strengths.
- Developing self-worth and confidence.
- Opening communication between staff and students.
- Teaching students to be team players.
- Enriching and empowering our students.
- Applauding their achievements.
- Diversifying funding and partners to provide new opportunities for youth and staff.
- Planning, coordinating, implementing and evaluating the Capital Kids and Camp Carson Program.

### **Program Objectives:**

- Our students will grow by contributing to a loving, safe, happy and goofy environment.
- Our students will progress by providing events that engage students, parents and the community.
- Our students will grow academically through activities focusing on STEAM and Arts & Crafts.
- Our students will advance by encouraging their ideas and innovations.
- Our students will grow socially, emotionally and physically by participating in recreation activities with their peers.
- Our students will develop and improve their homework skills to reinforce learning during homework and reading time.
- Our students will grow by learning respect and responsibility.