

*Welcome 2011 Camp Sunshine Families-*

*We are pleased to have you in the Oak Lawn Park District's Preschool Camp Sunshine Day Camp Program. We just wanted to give you a few tidbits of information to make your child's summer with us successful and fun.*

- *Preschool Camp Sunshine meets at our "Little White Building" at 9514 S. 54<sup>th</sup> Ave. Children are to be dropped off and picked up at this location. It is located on 54<sup>th</sup> Ave across from Freshline Foods. Enter the parking lot shared by Nancy JKoss. Please walk your child into the building. Attendance is taken daily.*
- **Camp Sunshine Open House is Wednesday, June 8<sup>th</sup>: 2:30-3:30 OR 6:30-7:30pm pm at The Little White Building.**
- If this is your child's first program, attending on his/her own, there may be some tears that first day (and they may be yours!) Parents are welcome to stay for the first 15-20 minutes of that **FIRST** day of camp. After you leave, your child may be upset, but usually children calm down within 10 minutes when they realize that they are there to have fun. If your child continues to be upset, the staff will contact you. If your child continues to be upset and won't participate in camp activities after 2-3 days of camp, staff will communicate this with you.
- Children need to be potty trained by the starting date of camp.
- The campers, as a group, will take frequent trips to the adjacent park, Lakeshore Park.
- Our Preschool Camp Sunshine Counselor to Camper ratio is at a maximum of 1:8 in addition to the Site Director who is the camp supervisor. We accept 30 children per camp.
- Camp begins no earlier than 9am for the morning sessions and 12 Noon for the afternoon session. We are not responsible for your child until that time. Camp ends at 11:30am for the morning sessions and 2:30pm for the afternoon sessions. If you are running late, please call the **Little White Building directly at 708-857-2209**. If you are unable to reach staff at this number, then call the **Oak View Center at 70-857-2200** and we will relay the message to the site director. Two uninformed late pick-ups will result in a late charge of \$5 every 15 minutes.
- You will need to sign your child out everyday, be prepared to show ID.
- You will fill out the Emergency/Personal Information Form that requires the names of authorized people to pick up your child. If this changes, please submit changes in writing to your site director. If your child has a play date with another camper and going home with another parent, you are required to give the site director a note – **NO VERBAL CHANGES ARE ACCEPTED**.
- Each day your child will be engaged in arts & crafts, playing games, group activities and playing at the park. Occasionally, the 4-5 year old campers will go on scheduled field trips. Campers may need to be dropped off and picked up at the field trip sites..
- If you are unsure about bringing your child to a designated field trip site due to weather threats or other situations, you may call **708-857-2209 and again – if no answer – call 708-857-2200**. Please note that sometimes weather can change quickly and our first concern is the safety of your children. We will make our best efforts to reach you if we have to cancel at the last minute and ask for your cooperation and understanding on our decisions to cancel an event. No refunds or comps are issued due to canceled trips.
- Please send a snack and beverage with your child daily. There will be a snack time every day of camp.
- Please label any item your child brings with them to camp.
- Campers must wear their Camp T-Shirts on Field Trip days. There is no additional fee for the field trips or T-Shirts.
- Occasionally, we will invite outside visitors, such as the police and fire departments to our camps as a fun and educational event.
- Please apply sunscreen to your child before camp. Our staff will assist with reapplying sunscreen as needed with your authorization signature on the Emergency/Personal Information Form.
- Each week a planner is sent home with your child with up coming events, so take the time to read them because your child may need to bring something extra on a certain day
- We ask that your child wear comfortable shoes to camp, preferably gym shoes. Please do not send your child in sandals or flip-flops. This will help maintain their safety when playing running games.
- You may contact us by email at [mkennedy@olparks.com](mailto:mkennedy@olparks.com) or call the Oak View Center at 708-857-2200.

*Our staff is first aid and CPR certified and high school graduates. Most staff are college students or the teaching or related profession. We can assure you that your child is in the best hands throughout the day. If at any time you have a question or concern, please give the day camp coordinator or recreation supervisor, a call and we will be glad to help you out. Thank you for signing your child up for our program and we look forward to a successful summer with her/him!*

Smiles and sunshine!!