



---

# **Camp Survival Guide**

---

**Husker Kids  
Husker Adventures  
Summer Recreational  
Day Camps  
2017**



Our goal is to provide the highest quality recreational day camps. We strive to provide developmentally appropriate activities which promote life-long learning of recreational and sport skills. The skills are experienced in a recreation setting to encourage each child to explore fun and diverse activities.

### **Table of Contents**

Parent Open House & Tours .....	1
Material To Be Returned.....	1
What to Bring Everyday .....	2
Facilities .....	3
Arriving at Camp .....	3
Departing from Camp .....	4
Parking .....	5
Extended Program.....	5
Late Fees for Pick Up.....	5
Payment Information.....	6
Cancellations & Refunds .....	6
Medication .....	7
Accidents and Emergencies .....	7
Illness ..	7
Food ..	8
Summer Camp Souvenir T-shirt .....	9
Activities .....	9
Discipline/Behavior Management.....	10
Activity Groups .....	10
Communications .....	11
Youth Activity Safety Guidelines .....	12
Notes ...	13

### **FOR INFORMATION CONTACT**

Carly Morse  
Summer Camp Coordinator  
Campus Recreation  
841 N. 14th Street, 55 CREC  
Lincoln, NE 68588-0232  
(402) 472-3467

**Summer Camps Hotline (Jun. 5- Aug. 4 7:15 am-5:30 pm only)**

**(402) 472-8383**

FAX (402) 472-8080

# PARENT OPEN HOUSE & TOURS



Wednesday, May 31, 6:30-8:00 pm

or

Thursday, June 1, 6:30-8:00 pm

- ⇒ Drop-in anytime during the open house hours. Held at the Campus Recreation Center 841 N. 14th Street. Please use 14th Street Entrance labeled A on the map in this guide.
- ⇒ Tour the facilities and meet the Campus Recreation Husker Summer Camps Staff! Tours will begin in the Atrium Lounge. Staff will be present at information tables to answer questions.
- ⇒ This is an excellent opportunity for parents to ask questions and share information regarding their child's expectations. Information regarding your child's participation in Husker Summer Camps will be provided, including activities, camps' structure, what to bring each day,

## MATERIAL TO BE RETURNED

In your packet you will find the following forms:

- Guardians Waiver and Release of Liability form  
*Orange 2-sided form*
- Youth Activity Safety Policy Notification form  
*Orange 2-sided form*
- Supplemental Information/Check Out Authorization form  
*Yellow 2-sided form*
- Camper Code of Conduct/Photo Release form  
*Yellow 2-sided form*

Please complete and return all forms in the envelope provided.

The Guardian Waiver and Release of Liability form and Youth Activity Safety Policy Notification form are required by the University Risk Management office to attend Campus Recreation Husker Summer Day Camps.

# WHAT TO BRING EVERY DAY

## **Clothing and Shoes**

Campers should come to Husker Summer Camps dressed for a full day of activity. We recommend outdoor activity clothes and athletic shoes (No sport-sandals or open-toed shoes). Please survey what your child brings to camp in the morning to avoid lost items.



## **Water Bottle**

Water is a vital component when physically active. Parents are asked to send a water bottle/squeeze bottle each day, labeled with your child's name. Please encourage your child to drink water while they are attending camp.



## **Sunblock**

Your child will participate in outdoor activities everyday. For protection from the sun's rays, we recommend applying SUNBLOCK (SPF #15 or higher recommended) on your child, prior to arrival. You may also send sun block with your child. Sun block is most effective when applied one half hour before exposure.



## **Swimming Gear**

Husker Kids, please pack a SWIMSUIT and TOWEL (labeled) for your child everyday.

Husker Adventures will need swimming apparel on a varying basis, check the session newsletter for specific days.

## **Backpack/Gym Bag**

A backpack, gym, or book bag is recommended for your child's belongings. Please label all of your camper's items with his or her name.



## **Lunch**

Please pack your child a lunch each day in small coolers (recommended), lunch boxes or lunch bags. Lunch is not provided and refrigeration is not available.

# FACILITIES

Your child's day will begin and end at the Campus Recreation Center. Activities will take place at various indoor and outdoor locations on campus, as well as, in the Lincoln community. Regularly scheduled swimming will be held at an indoor pool located on campus, with lifeguards on duty.

## ARRIVING AT CAMP

### **Check-in Procedures**



Children will be checked in curbside at the "Husker Summer Camps" entrance on the south side of the Campus Recreation Center off the Memorial Stadium Loop (see map in this guide). Check-in will be conducted from 7:15 am - 8:40 am.

Staff is not available until 7:15; be advised that we cannot be responsible for your child until this time.

Signing your child in at any other time must be done in the Campus Recreation Intramural office #56 (see map).

### **Late Arrivals**

ALL late arrivals (after 8:40 am) are handled at the Campus Recreation Intramural Office, located at the 14th Street entrance (see map).



### **NOTE: Do not park in the fire lane.**

Upon arrival, parent/child should check in with the administrative office assistant and sign in on the clipboard located at the reception desk.

Children will be shuttled to activity sites by the Husker Summer Camps staff three approximate times throughout the camp day.

**10:00      Noon      2:00**

We recommend that if you must arrive late to camp that you do so as close to a shuttle time as possible. This will alleviate the greatest amount of down time for your child.

# DEPARTING FROM CAMP

## Early Departures

Advanced notice must be given in writing to the staff at check-in or check-out, at least one day prior to accommodate an early departure. ALL early departures (before 3:55 pm) are handled at the Campus Recreation Intramural Office, located at the 14th Street entrance (see map).

### NOTE: Do not park in the fire lane.

Children will be shuttled from activity sites by the Husker Summer Camps staff three approximate times throughout the camp day.

**10:00          Noon          2:00**

We recommend if you must leave early from camp that you do so as close to a shuttle time as possible. This will alleviate the greatest amount of down time for your child.

Parents will be required to sign the camper out as indicated on the Check-out Authorization form. (*yellow form*)

## Check-out Procedures



Parents may choose from two check-out authorization plans.

**Check-out Authorization Plan 1:** Children with this option will be allowed to sign themselves out to leave the camp program at 4:00 pm. (If you designate “Check-out Authorization Plan 1” for your child and they are enrolled for the extended program you will need to list the time you would like your child to sign themselves out from camp in the appropriate box.)

**Check-out Authorization Plan 2:** Parents who choose this option are required to sign-out their child. Children will only be allowed to leave with authorized persons, **ID required each day**. Requests for sign-out exceptions must be made in writing.

Check-out will be conducted from 4:00 - 4:15 pm.

Registration for the extended program allows check-out from 4:15 - 5:35 pm.

Please refer to the Check Out Authorization form in your packet to designate Plan 1 or Plan 2. (*yellow form*)

## **PARKING**

A pick-up parking area is designated on the enclosed map. One permit will be provided to families who have requested a permit to use for the designated pick-up area. Additional permits can be purchased from the HSC Office for \$12. Parking in the pick-up area is limited to 15 minutes and will be monitored.

**UNL Faculty/Staff/Students are not eligible for a camp parking permit if they currently have a valid UNL parking permit.** Permits are only good from 3:45 - 5:45 pm. Parking in the F3 lot outside of this time frame may result in a ticket. (Permit and further instructions in this mailing).

Metered parking is available for those parents wishing to stay longer than just pick-up (see map).

## **EXTENDED PROGRAM**

The Extended Program operates from 4:15 - 5:35 pm  
(Additional \$10/session/child fee required).

This portion of Campus Recreation Summer Camps is supervised, with minimal programming. Children will be asked to relax and participate in low activity games.

This additional supervision is intended to be a convenience for the parents whose work schedules do not permit them to pick-up from 4:00 - 4:15 pm.

As a reminder from the valuables section of the Camp Survival Guide, items such as collector cards or hand held video games are not appropriate for camp or during extended program times.

## **LATE FEES FOR PICK UP**

Your child should be checked out by 4:15 pm (if not signed up for the Extended Program) or by 5:35 pm.

If your child is not picked up by these times, a late fee of \$5.00 for the first 15 minutes will be assessed. After the first 15 minutes, the late fee will be \$1.00 for each additional minute.

## **PAYMENT INFORMATION**

Session registration is held by the \$25 deposit and applied towards the total session fee. **Your balance must be received in full on or before the payment deadline by 5:30 pm to avoid your child's camp session being cancelled.** The individual identified as *Parent #1* on the enrollment form is responsible for all balances associated with the account.

**Sessions 1-3  
Friday  
May 19**

**Sessions 4-6  
Friday  
June 16**

**Session 7-8  
Friday  
July 14**

**Session registration will be CANCELLED if payment is not received in full by the due date.**

Camp fees may be paid by cash, check, Visa, MasterCard, Discover or NCard. Checks should be made payable to the University of Nebraska Campus Recreation.

To qualify for the member rate, the parent/guardian must be a Campus Recreation member from enrollment through the duration of camp the child is enrolled in.

## **CANCELLATIONS & REFUNDS**

If your plans change and you need to cancel your child's registration from a camp session, you will receive a refund less the \$25 deposit if Campus Recreation is notified in writing at least one week prior to the camp session. After that time, there will be no refund.

**All cancellations must be made in writing.**

**Payments and deposits are non-transferable to other sessions.**



## MEDICATION

If medication of any type (over the counter or prescription) is required, it must be administered by the Campus Recreation Summer Camp Staff.

Campers may not carry medication with them, including all over the counter medicines.



A “Participant Medication and Instruction Form” must be completed by the parent/guardian.

All medication must be in its original container.

*Forms will be available at Check-in/out and the Parent Open House.*

## ACCIDENTS & EMERGENCIES

In the case of an emergency or accident involving your child, you will be notified, following notification of the appropriate emergency personnel. All members of the camp staff are certified in Adult & Child CPR, AED and First Aid and have also been trained in emergency procedures at all locations.

## ILLNESS

If your child should become ill while at camp, you will be notified. We do not have a registered nurse on staff, therefore, we will ask you to make the decision whether to remove your child from the program for the day. We ask for your discretion on bringing your child to camp if he/she is ill.



# FOOD

## Lunches

Lunch begins around 11:30 am each day. Lunches should be brought in small coolers (recommended), lunch boxes or lunch bags. Refrigeration is not available. When packing your child's lunch please put his/her name on the cooler/bag.

Please help us in making sure your child has the energy needed to enjoy camp by making sure they eat a good breakfast and have a substantial lunch packed.



## Snacks

A snack such as fruit chews, cookies, chewy granola bars, or pretzels and juice boxes are provided at mid-morning. The morning snack is meant to be a supplement and not a substitute to a nutritious breakfast and lunch.

A small afternoon treat is also provided. Typically this will be a popsicle, fruit rollup, or candy selection.



Parents may provide a small snack for the extended program if they feel it is necessary for their child.

Food allergies need to be articulated on the Supplemental information form and you may be asked to provide an appropriate allergen-free snack. (*yellow form*)

## Vending Machines

Vending machines are NOT available to participants during Campus Recreation Summer Camps or during the extended program time. We request that you refrain from sending money to camp with your child.

# SUMMER CAMP SOUVENIR T-SHIRT

Each camper will receive one complimentary Husker Summer Camps T-shirt as a keepsake for attending camp. T-shirts will be distributed at the Parent Open House or the first session for which the camper is enrolled.



\*\*T-shirts from previous camp seasons will be available for sale. Please speak with the supervisor if interested.

## ACTIVITIES

### **Huskers Kids**

Activities will vary each session based on available facilities and weather. During every session a field trip and craft activity will be offered. Activities are sport-based in nature. Our goal is to provide a supportive and enjoyable environment where learning and fun can go hand in hand. Specific sport instruction is not a goal of the camp. A typical day at Husker Kids as been described as a “fun PE class that lasts all day.”

### **Husker Adventures**

Each session will focus on exposing campers to a variety of activities stimulating the mind and body. Instruction in the basic skills of traditional and non-traditional sports will be the foundation of every session. Camp staff will attempt to provide challenging and rewarding experiences unique as each camper.

### **Valuables**

**No cell phones or iPods** are allowed at camp. We request that your child leave all items of sentimental or monetary value at home. This may include collector cards, hand held video games, sports equipment, money, etc. Items that are not appropriate for camp will be confiscated and locked in the camp support office until check-out.

**Campus Recreation cannot be responsible for lost or stolen items.**

# DISCIPLINE/BEHAVIOR MANAGEMENT

At the Husker Summer Camps, we are aware that there will be a time when a camper has a difficult day. First and foremost, we want to quickly resolve any conflicts and keep your child involved in the activities.

On occasion, it may be necessary to give the camper a chance to re-group away from the activity area. If your child still has difficulty in a situation you will be notified by way of an incident report sent home with your child and/or a phone call.

If the behavior persists and conflicts can not be resolved, or the situation merits, you will be contacted immediately and the incident(s) may result in suspension from the program. In some repeat situations, expulsion may result.

**We are not a child care facility and do not have the staff for one-to-one supervision.** Therefore, if there is a behavior incident that requires removal from the day's activities and you are not available, your emergency contact will be asked to come pick up your child.

Please read and return the Camper Code of Conduct found in your packet.  
(yellow form)

## ACTIVITY GROUPS

One of our goals at Husker Kids and Husker Adventures is to promote individual growth. We feel that exposure to other children and new experiences is one way to achieve this goal. Hence, specific small group requests will not be honored. Husker Kids campers are grouped according to the grades they will be entering in the fall. Husker Adventure groups are a random mix of the registered participants. Most campers will be with the other camper they have requested due to the fact they are entering the same grade.

There is time designated for small group development and we encourage you to visit with your child about the opportunity to make new friends and learn about others.

# COMMUNICATIONS

## **Electronic Mail**

If you would like to email Carly Morse feel free to do so at [cmorse@unl.edu](mailto:cmorse@unl.edu)



## **Website**

Husker Kids and Husker Adventures will post schedules and newsletters on the Campus Recreation web site. You can find the link to the Husker Summer Camps page at <http://crec.unl.edu/youth>. Please visit the website for more information.

## **Newsletter**

A weekly newsletter will be available the Thursday prior to the next session of camp. It will feature upcoming field trips, reminders, and the upcoming session's activities. Newsletters will be posted on the website and electronically mailed to families.

## **Contacting Your Child During Camp**

If you have an emergency and need to contact your child during the camp, call the Campus Recreation office at (402)472-3467.

The camp hotline number is **472-8383** for absences, messages and general information.

This number is **ONLY** active **June 5 - August 4** from **7:15 am to 5:30 pm**.

## **Cell Phones**

Campers are not allowed to carry cell phone or pager/beepers during camp program time. Please do not allow your child to bring these items to camp.



If your child needs to walk to an office or needs to carry a cell phone to call a parent/guardian after camp, please contact a camp coordinator prior to the start of the camp session.

# YOUTH ACTIVITIES SAFETY GUIDELINES

## **Husker Summer Camp Staff**

Our energetic and well-qualified staff are ready to spend an exciting summer with the campers. The staff is comprised of UNL professionals, certified school teachers, and highly motivated college students.

The University of Nebraska-Lincoln has implemented a Youth Activity Safety Policy to provide a safe environment for youths participating in activities, clinics or conferences.

Our policy includes safe interaction guidelines including sex offender registry checks for Husker Summer Camp staff. This policy will help to protect participating youths from potential misconduct incidents and help provide a safe, educational and enjoyable activity/program experience.

The following items are completed for our Husker Summer Camps staff prior to the start of our activities.

- All Husker Summer Camp staff must successfully pass a sex offender registry search for Nebraska and the state(s) they reside.
- All Husker Summer Camp staff driving activity vehicles must successfully pass a Driving Record Check.
- *All UNL activities will comply with UNL's Youth Activities Safety Guidelines.*

<http://police.unl.edu/campus-youth-activity-safety-policy>

## **Disciplinary Action**

Per our Youth Activities Safety Guidelines, activity directors of University-sponsored activities, clinics and conferences reserve the right to immediately dismiss any youth from the activity, clinic or conference who is found to have violated behavioral expectations. Dismissed youth will be sent home at their expense (if applicable) and will be responsible for all other expenses associated with their dismissal. Parent(s)/Guardian(s) will be immediately notified of the youth's dismissal.

# NOTES

---



# Campus Recreation Summer Camps Map

- P** Pick-up Parking Area (15 minute limit)
- A** Late Arrival/Early Departure Site
- M** Metered Parking
- X** CREC Summer Camps Entrance

\*\*Vine Street is experiencing the temporary closure of one west bound lane between 16th & 14th streets. Traffic will have continued access to one east-bound and one westbound lane.

