



Days of Summer

Traditional Day Camps:

Half Day Camps: Camp Sunshine (age 3-entering 1st)

Full Day Camps: Kids Klub (1st - 5th) ★ Camp K2 (6th - 8th)

Registration & Payment Policies

City of Petaluma Recreation Services ♦ (707)778-4380 ♦ Register online at: www.cityofpetaluma.net/register

Registration

- Register in person at the Petaluma Community Center or online at www.cityofpetaluma.net/register.
- Registration begins April 4, 2011 at 8am.
- Camp forms can be downloaded off the website at www.cityofpetaluma.net/parksnrec/brochure.
- Emergency forms must be completed in full, signed and accompanied by payment. Registration forms must include email address if applicable.

Deposits

- Camp programs fill up quickly! A deposit is required per child per session in order to reserve a space.
- \$20 deposit per child per session for all camps.
- Daily Options: You will need to pay in full for the days your are registering. If you are registering for 3 or more days per week, you may pay a deposit for that session of camp.
- Deposits are applied to the total fees due for the session.
- ALL DEPOSITS ARE NON-REFUNDABLE AND NON-TRANSFERABLE

Payments

- Final payments for each session are due no later than two weeks before the start of the session.
- Failure to make final camp payment by the deadline will result in a \$10 late fee if a spot is still available or the forfeiture of spot if there is a waiting list.
- Camp fees may be paid by cash, check, VISA, MC or American Express.
- Payments may be made at the Petaluma Community Center or online at www.cityofpetaluma.net/register.

Program Cancellation

- In order to maintain the high quality of our programs, we have set a minimum number of campers per camp. The City of Petaluma, Recreation Services reserves the right to cancel a program due to insufficient enrollment.

Transfers

- If your plans change and you need to transfer to a different session, we will be glad to accommodate you if a new session is available.
- Transfers must be requested at least two weeks in advance of the session.
- Deposits are non-transferable.

Refunds

We will refund camp fees paid in full, less a \$20 transaction fee for cancellations made at least TWO WEEKS prior to the start of camp. In case of illness or injury, please provide a physician's statement if the deadline has passed. A written refund request is required before a refund will be provided. Please allow 3-4 weeks to process refunds.

No refunds or credits will be issue for missed days at camp, for cancellations made after the two week deadline, or for campers suspended or expelled from camp.

Receipts

Please retain your receipts for TAX PURPOSES. The City of Petaluma's Tax ID number is 94 6000392.



All Programs and Activities are subject to change!

General Camp Information

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Each session is filled with a large variety of activities including crafts, outdoor education, sports, cooperative games, special activity days and trips. Weekly newsletters are provided for campers, which act as reminders for swim days, field trips and any additional information.

2011 Camp Staff

The City of Petaluma Recreation Services sets high standards for our staff. We have carefully selected the best of the best to be part of camp. When selecting our staff, we give high priority to applications with the best ability to contribute to each child's positive camp experience. Our staff consists of adults, college age and exceptionally skilled high school students.

All staff attends trainings and orientations during the first week of summer to prepare them for camp. Trainings include how to effectively teach activities, how to facilitate group leadership, safety trainings, and other important skills relative to working with children.

Each staff member has current CPR and Standard First Aid certification. In addition, per City requirements, all our staff members have been fingerprinted and background checked. If at any time you have a concern about a leader and/or how camp is going, please feel free to contact a supervisor.

Camp Ratios

Our leader to camper ratio is 12:1. Our leader/camper ratio ensures that activities can be modified for age-appropriate skill levels, and also enhances team building and cooperation skills.



Lost & Found

- In order to prevent your child's belongings from getting buried in the depths of the Lost and "sometimes" Found, please make sure you label all loose items that are brought to camp, i.e.: water bottles, towels, helmets, backpacks, etc.
- Lost and Found items will be kept for the week. At the conclusion of camp each week, the leaders will attempt to return items to their rightful owners, however all remaining items will be sent to Goodwill.
- We do not allow expensive toys such as iPods, hand-held video games or DVD players, etc. at camp. The camp staff will not be responsible or liable for the loss of personal items.

Camper Conduct

- Camp is designed to be an active and creative environment and participation is required. Camp is more fun when campers fully participate in daily activities. If a child consistently chooses not to participate, staff will discuss with parents whether future participation at camp is mutually beneficial.
- All campers are expected to follow the rules of the camp. Camp staff reviews all rules thoroughly on the first day and answers any questions campers may have.
- Positive reinforcement and redirection will be used whenever possible, although 'think sheets' may be used occasionally if reinforcement and redirection fail to produce the desired behavior.

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Discipline Procedures

Staff use a direct, positive approach regarding discipline. The goal is to help the child develop self-control and learn to assume responsibility for his/her actions. We use positive statements and reinforcements to redirect negative behavior.

- Staff will discipline each child as necessary and keep parents informed. We encourage parents to be proactive and to make time to communicate with staff on daily positives or negatives that occurred with their camper.

“Three Strikes” Policy

Campers can receive up to three (3) strikes in one week.

1. Campers will receive a warning.
 2. If the undesired behavior continues, your camper will be issued strikes.
First Strike - Campers receive an appropriate time-out and a think sheet.
Second Strike - Staff concerns are discussed with campers' parents.
Third Strike - Parent will be called for immediate pick-up from camp or trip site. Camper will be asked to leave camp for the remainder of the day. A refund will not be issued for early dismissal of your child due to disciplinary reasons. In addition, participation in the remainder of the week will need to be discussed prior to camper returning.
 3. Consecutive Strikes for Continuous Weeks - Campers who receive strikes each session, may be dismissed from camp for the season.
- Camp staff reserves the right to dismiss a participant if his/her behavior is detrimental to other campers. We will evaluate each situation on its own merit and keep open communication with parents and campers.

Illness

- If your child is unable to attend camp, call to let the staff know.
- If your child becomes ill or an injury occurs, parents will be called and need to pick up their camper within one hour.
- If sickness or an injury occurs on a field trip, staff will communicate with parents and determine the best method of accommodating the camper's needs.

Sign In/Out

- All campers must be signed in and out of camp each day by a parent or legal guardian.
- Campers will only be released to those individuals who have been authorized, in writing, by the child's parent or legal guardian. Parents must indicate on the Emergency Form all those individuals who will be authorized to pick up campers.
- The only exception to the above mentioned procedure is when a camper has been authorized in writing (by a parent or legal guardian) to sign himself/herself in and out of camp each day. (only allowed for Camp K2).
 1. If a parent chooses this option, the City cannot be responsible for the camper after they sign themselves out.

Lunches/Snacks

All camps require that each camper bring lunch and snack daily to camp. On occasion lunch may be purchased during field trips; this will be noted on the weekly calendar.

We provide parent newsletters with important information at the beginning of each week regarding schedules, trips, times, and special requirements.

It is important and essential to obtain this information to ensure you and your child have a positive experience.



Common Q&A

City of Petaluma Recreation Services ♦ (707)778-4380 ♦ Register online at: www.cityofpetaluma.net/register

What happens if it rains...or if it's hot?

We hold camps, rain or shine, hot or cold! All locations have indoor facilities that are utilized. Our staff is well prepared and will adapt activities to rain, sunshine, and extremely hot/cold temperatures.

What should my camper wear?

All programs are active and creative camps, so make sure your child is dressed appropriately. It is important that your camper is dressed to play! Closed-toe shoes are required, no flip flops, no Heeleys. NOTE: Any child wearing flip flops will not be allowed to participate in games and will be asked to call his/her parent for appropriate footwear.

What if I'm late picking my child up?

The definition of a "late pick-up" is any child/children who have not been picked up from Camp by the scheduled pick-up time on your camp calendar. Please be considerate of our staff by picking up your child promptly when camp ends each day.

Continued disregard of published pick-up times may lead to your child's dismissal from camp.



Everyday:

- Tennis Shoes
- Lunch (labeled)
- Sweatshirt/Sweater
- Sunscreen (please apply to child prior to drop off at camp - Staff is not responsible for the application of sunscreen)

What forms does the Petaluma Parks and Recreation need?

Completion of the following forms are required for each camper to participate. All forms must be completed and returned to staff before a camper may attend.

- Emergency Medical Information & Permission form is required for each camp participant (1 per family).
- 1/2 Sheet Camper Information Form (1 per camper)
- Camp K2 only: There will be a variety of additional emergency forms required for some trips.

What if I don't want my child to attend a field trip or swimming?

All campers and staff attend field trips and swim days. STAFF DOES NOT REMAIN ON SITE! If you don't want your child to attend a trip, please don't send them to camp that day.



CAMP SUNSHINE (Ages 3 - entering 1st)

City of Petaluma Recreation Services ♦ (707)778-4380 ♦ Register online at: www.cityofpetaluma.net/register

This introduction to camp will include a morning filled with crafts, games, and songs with our well-trained staff. Campers will enjoy exploring their creativity, while making new friends! Campers must be fully potty-trained (no pull-ups) and must be three-years old by the first day of camp.

Location: Petaluma Community Center, Preschool Room

Days: Monday - Friday

Hours: 8:30am - 1pm; 7-8:30am extended care

Fees: \$20 / day; \$3 / day extended care

\$80 / wk; \$12 / wk extended care

*\$10 weekly activity fee. This fee to be paid to Camp Sunshine Staff includes the fees needed for swimming/busing, jump houses, field trips, or presentation that we have during each week of camp.

\$ GREAT Savings!

At an average of \$3.60/hour, we provide a tremendous value.

CONSIDER THIS!

If your kids stay home, they'll cost you more in food and energy by raiding the refrigerator more than three times a day, leaving the lights on, watching TV, and playing video games. Not to mention, the cost of taking them to the movies, water parks, and much more!



1	Welcome to the Jungle	June 6 - 10
2	Things that Bounce	June 13 - 17
3	The Fair's in Town	June 20 - 24
4	Once Upon a Time	June 27 - July 1
5	Red, White and Boom	July 5 - 8
6	Where did the Time go?	July 11 - 15
7	Space is the Place	July 18 - 22
8	Walking down the Red Carpet	July 25 - 29
9	Field of Dreams	Aug 1 - 5



(grades 1-5) KIDS KLUB

City of Petaluma Recreation Services ♦ (707)778-4380 ♦ Register online at: www.cityofpetaluma.net/register

Kids Klub is for the older camper ready for more complex crafts, outrageous adventures and specialized activities. Trained and experienced staff will lead children through daily adventures of songs, crafts, games and a variety of other outdoor activities.

Location: Petaluma Community Center

Days: Monday - Friday

Hours: 8:30am - 4:30pm;

7am - 6pm: extended care

Fees: \$35 / day; \$5 / day extended care
\$150 / wk; \$25 / wk extended care



1	G'Day Mate	June 6 - 10
2	Bouncing Bonanza	June 13 - 17
3	Adventure on the High Seas	June 20 - 24
4	Cloudy with a Chance of Fun	June 27 - July 1
5	Over the Net	July 5 - 8
6	Duel of the Decades	July 11 - 15
7	Outta this World	July 18 - 22
8	Movie Madness	July 25 - 29
9	Are We There Yet?	Aug 1 - 5
10	End of Summer	Aug 8 - 12

Monday	Tuesday	Wednesday	Thursday	Friday
June 6	7 swim day	8	9 Bowling	10 swim day
13	14 swim day	15	16 Pump It Up	17 swim day
20	21 swim day	22	23 Academy of Science	24 swim day
27	28 swim day	29 Mortons	30	July 1 swim day
4 No CAMP	5 swim day	6	7 Expedition Isl	8 swim day
11	12 swim day	13	14 Oakland Zoo	15 swim day
18	19 swim day	20	21 Environmental Discovery Ctr	22 swim day
25	26 swim day	27	28 Movies	29 swim day
aug 1	2 swim day	3	4 Hageman Ranch	5 swim day
8	9 swim day	10	11 Cal Skate	12 swim day

CAMP K2 (grades 6-8)

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This travel day camp takes you on a week of adventure as you explore the best the Bay Area has to offer. Activities may include: sports, games, field trips, swimming, and events. In addition to these activities camp will focus on team building and leadership activities.

Location: Cavanagh Recreation Center
 Days: Monday - Friday
 Hours: 8am - 5:30pm; no extended care
 Fees: \$45 / day
 \$75 / day for days marked with a ★
 \$206 / week

1	Summit Rock	June 6 - 10
2	That's How We Roll	June 13 - 17
3	Hit the Waves	June 20 - 24
4	Up, Up Away	June 27 - July 1
5	Chill Out	July 5 - 8
6	Going, Going Gone	July 11 - 15
7	Can you Dig It?	July 18 - 22
8	Step Right Up	July 25 - 29
9	What A Trip!	Aug 1 - 5

Monday	Tuesday	Wednesday	Thursday	Friday
June 6	7	8	9	10
	Bowling	swim day	★ Ropes Course	swim day
13	14	15	16	17
	Cal Skate	swim day	★ Great America	swim day
20	21	22	23	24
	★ Adventure Sailing	swim day	★ Waterworld	swim day
27	28	29	30	July 1
	Vertex	swim day	★ I Fly	swim day
4	5	6	7	8
No CAMP	Ice Skating	swim day	★ Boomerang Bay	swim day
11	12	13	14	15
	★ House of Air	swim day	★ Discovery Kingdom	swim day
18	19	20	21	22
	★ Paintball	★ Giants Game	swim day	swim day
25	26	27	28	29
	★ Trapeze Arts	swim day	★ Sea-Trek	swim day
aug 1	2	3	4	5
	Movies	swim day	★ Discovery Kingdom	swim day

(grades 9-12) Leader in Training

City of Petaluma Recreation Services ♦ (707)778-4380 ♦ Register online at: www.cityofpetaluma.net/register

The Leader in Training (LIT) program is a volunteer position working with the Kids Klub program. LIT's will gain knowledge of communication skills, age group characteristics, discipline, safety, event planning, team building and group leadership. Participants are required to complete a one-week training, after which they will work with campers for additional weeks. Working additional sessions will be based upon availability, as well as approval from the LIT Coordinator. LIT's will be responsible for completing time sheets, weekly check-ins and self evaluation forms.



Location: Petaluma Community Center

Days: Monday - Friday

Hours: 9am - 4:00pm

Fees: \$50 (covers supplies, Tshirts, and trip fees)

Dates to Remember

March 1	Applications Available
May 9	Applications Due
May 16-20	LIT Interviews (mandatory)
June 13 - 16	LIT Training (choose 1)
July 11-14	
June 13 - August 12	Volunteering



FREE TO THE PUBLIC !!

**ANNOUNCING THE 2011
MOVIE & CONCERT SERIES**

**LUCCHESI PARK - EVERY FRIDAY JUNE 10 - AUGUST 26
12 FREE EVENTS ALL SUMMER LONG !!**

**WE NEED YOUR HELP !!
TO SPONSOR OR CONTRIBUTE TO THE SERIES
VISIT WWW.PETALUMAMOVIES.COM OR 707-888-0326**

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Information and Advertising Opportunities - Visit www.petalumamovies.com or 707-778-4380

Save the July 4th Celebration!

Make your Tax Deductible Donation Today!

JULY 4, 2011

Buy your **STAR** today!

\$1 - \$5 - \$10

Donate online at cityofpetaluma.net/register or Make checks payable to: City of Petaluma
Send to: Petaluma Community Center/Fireworks - 320 N McDowell Blvd - Petaluma, CA 94954
For information call 707-778-4380

LAUGH
LEARN
PLAY
SHARE

TINY TOTS PRESCHOOL

A Great Place to Grow

Now
Enrolling
for Fall



Growing Healthy, Happy Children

Our goal is to offer your child a positive first learning experience. Choose the schedule that works best for your family. Tiny Tots (3-5yrs) is Tuesday - Thursday, KinderReady (4-5yrs) is on Monday & Friday. Programs are 9am - noon.

City of Petaluma
Recreation Services
petaluma recreation

Call 707.778.4380 for more information

www.cityofpetaluma.net/parksnrec

Make a Splash This Summer!

Registration
Opens
April 11

EMERGENCY MEDICAL INFORMATION & PERMISSION

Please circle appropriate program... Camp Sunshine Kids Klub Camp K2 Date: ___/___/___

- A. Child's Name _____ Age _____ Birthdate _____
- B. Child's Name _____ Age _____ Birthdate _____
- C. Child's Name _____ Age _____ Birthdate _____

Parent/Guardian Name _____ Evening Phone _____
Email Address _____
Address _____ City _____ State _____ Zip _____

During the hours of camp a parent may be reached at the following numbers:

Name _____	Day Phone _____	Relationship _____
Name _____	Day Phone _____	Relationship _____

Person (s) to call in emergency (if parents cannot be reached):

Name _____	Day Phone _____	Relationship _____
Name _____	Day Phone _____	Relationship _____

Physician: (name) _____ (address) _____ (phone) _____
Dentist: (name) _____ (address) _____ (phone) _____

Insurance Plan _____ Insured's Name _____
Plan Number _____ ID# _____

Does your child have any allergies? (ie: bee stings, food, animals, medications, etc?) Please explain reaction:

- A. _____
- B. _____
- C. _____

Is your child on any medication? (If so, please explain)

- A. _____
- B. _____
- C. _____

Are your child's immunizations current? A. _____ B. _____ C. _____
**All immunizations must be current.

Parent's comments and/or additional information that staff should know about your child (ie: medical conditions)

- A. _____
- B. _____
- C. _____

AUTHORIZATION FOR PICK UP

The following persons have my authorization to pick up my child:

Name	Phone	Relationship
Name	Phone	Relationship
Name	Phone	Relationship

★ Is there anyone who is not allowed to pick up your child? _____

CONSENT FOR PARTICIPATION & PERMISSION

- I wish to register my child(ren), _____ and consent to my child(ren)'s participation in the Summer Camps at City of Petaluma, Recreation Services during the summer 2011.
- I consent to the transporting by city bus, school busses, and charter bus to and from various locations in Petaluma and in the surrounding areas for recreational and instructional activities.
- I consent to the use of video recordings and photographs of my child's participation in Summer Camp activities.
- I agree to pay the extended care fee if my child(ren) is not picked up by 4:30pm and is not already enrolled in extended day care.
- I agree to pay a late fee if my child(ren) is not picked up by 6:00pm, at a rate of \$1.00 per minute.

I hereby give my permission for my child/children _____, to participate in all activities of the Petaluma Parks and Recreation Department's summer camp program. In consideration of participation in this program, the undersigned on behalf of any minor child enrolled in the program by the undersigned in his/her capacity as parent or guardian, agrees to indemnify and hold harmless, and to release, waive, and discharge, the City of Petaluma and its officers and employees, from any and all liability for an injury including death, or property damage, arising out of or in any way connected with participation by the enrolled child in this program, including injuries or property damage due to the active or passive negligence of the City, its officers and employees.

I hereby grant permission to any licensed physician, hospital or medical clinic to provide the necessary care and/or medical treatment required should my child become ill or injured and a parent or guardian is not available to grant authorization for such treatment.

Parent's Signature _____ Date _____

RECREATIONAL OPPORTUNITIES FOR PERSONS WITH DISABILITIES

Persons with disabilities are welcome to participate in any class or activity offered by the Petaluma Parks and Recreation Department. If you have any special needs related to participating in an activity, please explain below. A Recreation Supervisor will contact you and explore how we may assist. We will make a reasonable effort to accommodate your special needs so that you may enjoy the recreational opportunities offered by our department.

Special Needs: _____

FRIENDS REQUESTS - KIDS KLUB ONLY

We will try to accommodate requests, however cannot guarantee placement.

Friends Name	Friends Age
Friends Name	Friends Age

ON-SITE EMERGENCY INFORMATION

★★ COMPLETE ONE PER CHILD ★★

Please circle appropriate program... Camp Sunshine Kids Klub Camp K2

A. Child's Name _____ Age _____ Birthdate _____

Parent/Guardian Name _____ Evening Phone _____

Address _____ City _____ State _____ Zip _____

During the hours of camp a parent may be reached a the following numbers:

Name _____ Day Phone _____ Relationship _____

Name _____ Day Phone _____ Relationship _____

Person (s) to call in emergency (if parents cannot be reached):

Name _____ Day Phone _____ Relationship _____

Name _____ Day Phone _____ Relationship _____

AUTHORIZATION FOR PICK UP

The following persons have my authorization to pick up my child:

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____



ON-SITE EMERGENCY INFORMATION

★★ COMPLETE ONE PER CHILD ★★

Please circle appropriate program... Camp Sunshine Kids Klub Camp K2

A. Child's Name _____ Age _____ Birthdate _____

Parent/Guardian Name _____ Evening Phone _____

Address _____ City _____ State _____ Zip _____

During the hours of camp a parent may be reached a the following numbers:

Name _____ Day Phone _____ Relationship _____

Name _____ Day Phone _____ Relationship _____

Person (s) to call in emergency (if parents cannot be reached):

Name _____ Day Phone _____ Relationship _____

Name _____ Day Phone _____ Relationship _____

AUTHORIZATION FOR PICK UP

The following persons have my authorization to pick up my child:

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____



Physician: (name) _____ (address) _____ (phone) _____

Dentist: (name) _____ (address) _____ (phone) _____

Insurance Plan _____ Insured's Name _____

Plan Number _____ ID# _____

Does your child have any allergies? (ie: bee stings, food, animals, medications, etc?) Please explain reaction:

A. _____

Is your child on any medication? (If so, please explain)

A. _____

Parent's comments and/or additional information that staff should know about your child (ie: medical conditions)

A. _____



Physician: (name) _____ (address) _____ (phone) _____

Dentist: (name) _____ (address) _____ (phone) _____

Insurance Plan _____ Insured's Name _____

Plan Number _____ ID# _____

Does your child have any allergies? (ie: bee stings, food, animals, medications, etc?) Please explain reaction:

A. _____

Is your child on any medication? (If so, please explain)

A. _____

Parent's comments and/or additional information that staff should know about your child (ie: medical conditions)

A. _____