

 **City of Tempe**  
Escalante Community Center  
2150 E. Orange Street  
Tempe, AZ 85281



**KAMP KOOL**  
**PARENT HANDBOOK**  
**EST. 1976**  
**ECC**  
**"The Power of One"**

**“Enriching the community through  
education and recreation since 1976.”**



Escalante Community Center  
2150 E. Orange Street  
Tempe, Arizona  
480-350-5800  
[www.tempe.gov/escalante](http://www.tempe.gov/escalante)

# Escalante Community Center

## Table of Contents

<b>Welcome</b>	<b>1</b>
<b>Program Times</b>	<b>2</b>
<b>Parent Involvement</b>	<b>2</b>
<b>Personal Property</b>	<b>2</b>
<b>Insurance</b>	<b>2</b>
<b>Staff Qualifications</b>	<b>3</b>
<b>Typical Day/Drop Off</b>	<b>3</b>
<b>Dismissal/Lunches</b>	<b>4</b>
<b>Illness/Emergency</b>	<b>4</b>
<b>Absences</b>	<b>4</b>
<b>Medication</b>	<b>5</b>
<b>Field Trips/Special Events</b>	<b>5</b>
<b>Behavior Management</b>	<b>5&amp;6</b>
<b>Swimming &amp; Sun Safety</b>	<b>6</b>



## Question and Concerns

Call the Escalante Community Center at  
**(480) 350-5800 press #1 then #5**  
Text Telephone/DD **480-350-5050.**

## “MEET THE SUMMER KAMP STAFF” THURSDAY, MAY 28, 2009

**5:00 pm – 6:00 pm In Gymnasium**

**Summer Kamp T-shirts can be picked up at this time.  
Please call the center if you have any questions.**

### Project Quest Summer Trips (9yrs-12yrs old)

Bowling	6/4 @ 3-6:30 pm	\$2
Build-a-Bear	6/11 @ 3:30-6:30 pm	\$5
As You Wish	6/18 @ 4-7 pm	\$3
Laser Quest	6/25 @ 4:30-7:30 pm	\$5
Ice Skating	7/2 @ 2:30-6 pm	\$3
Gameworks	7/9 @ 4-7:30 pm	\$5
Harkins (Harry Potter)	7/17 @ 1:30-5:30 pm	\$2

Trip registration are on a first come first served basis. Spaces are limited.  
Make sure to register at the front desk today! For further information  
contact Escalante Front Desk at 480-350-5800 press #1 then #5

### Back To School Celebration

**Tuesday, August 7<sup>th</sup> @ 5 pm to 7 pm**

Invite your friends and family for fun, laughter, and celebration to start the school year. Stop in and get a head start with information about upcoming fall classes, programs and services. Cool off and enjoy some ice cream, karaoke, raffle prizes. Pick up some free school supplies, get your immunizations done, fingerprinting. This event is to get you ready for school. Fee: None

A variety of methods are used in behavior management. The most effective is keeping the camper engaged in a wide variety of stimulating activities that provide plenty of choices, interactions, encouragement, and praise for good behavior, with opportunities to earn rewards and privileges. Children are expected to enjoy and participate in activities without disrupting or preventing others enjoyment and participation.

Parents will be kept informed of problems as they arise and may be asked to follow through at home in special situations. Communication between staff and parents concerning any changes in the child's routines will enable us to work as partners to provide the best care for your child.

**If Staff determines that a participant cannot benefit from Summer Kamp or presents a danger to others; parents/guardians will be required to withdraw their child from the program.**

### Swimming & Sun Safety



On swim day remember to pack swimming suit, towel, and sunscreen. A back pack works best to hold these items. Those who forget their suit will sit poolside. Parents please apply sunscreen to your

child before they come to kamp each day. We encourage parents to label their child's belongings to ensure your child gets his/her items back. Please bring only what is necessary. Storage space is limited. Life jackets are available to non-swimmers. Floatation devices (i.e. ring tubes, floaties, etc.) are not allowed in the pool unless Lifeguard approves it.

### Other Important Information

For safety reasons, campers must wear sneakers or have sneakers to change into to participate in active games. Cell phone use for campers is not allowed during kamp hours and must be turned off. For emergencies, please call the front desk at 480-350-5800 press #1 then #5. Our website listed in front of this handbook will have newsletters and field trip information links.

**Welcome..**

**The Escalante Community Center has been providing summer recreation programs for youth since 1976. Throughout the last 33 years, Escalante has established a reputation for providing quality activities, which promote educational, motivational and recreational fun. These activities include arts and crafts, sports, cooking, science, computers, life skills, swimming and others. In addition, special events such as guest speakers and weekly theme events are integrated throughout the program that will enhance social skills, develop creative expressions and build self-esteem.**

**Our positive reputation is due largely to our ability to hire caring dedicated staff and offering a variety of programs that are cost effective, creative and responsive to community input. Thank you for enrolling your child. We look forward to talking with you throughout the summer.**

**Sincerely,**



**Frieda Roben  
SR. SOCIAL SERVICE COORDINATOR**

## Program Dates & Times

- ◆ **Summer Kamp** starts **June 1** and runs through **July 23**
- ◆ **Monday-Thursday** from **8:30 am** to **2:30 pm**  
*Check-In begins at 8:15 am*
- ◆ **Kamp Kool Field Trips** are on Fridays: **6/12, 6/26, & 7/24**  
*Flyers will be sent home with field trip information or at [www.tempe.gov/escalante](http://www.tempe.gov/escalante)*

## Parent Involvement

Thank you for choosing Escalante Summer Kamp for your child's recreational and enrichment needs. We encourage parents/guardians to visit at any time and welcome your involvement. The following are ways you can be involved:

- ◆ Read newsletters and flyers. You can pick one up or read it on our website [www.tempe.gov/escalante](http://www.tempe.gov/escalante).
- ◆ Become familiar with **Kamp Rules**
- ◆ Check the information desk for upcoming special events and other program information
- ◆ Attend the **"Putting on the Kids Carnival"-July 23 at 6:00 pm**
- ◆ Offer ideas and suggestions
- ◆ Communicate daily with staff with any information concerning your child

We value your suggestions in any form and want to be partners with you in providing unforgettable memories and experiences for your child.

## Personal Property

Escalante is not responsible for any personal items or clothing that are lost or damaged. Parents are asked to monitor what children bring or wear to the program and label all belongings to ensure your camper gets his/her items back if found. Items found will be placed in Lost & Found cabinets located in the gymnasium.

## Insurance

Medical or accident insurance is not provided by the City of Tempe.

Kamp Staff, if your child will not be attending that day. Due to the demand and waiting list of the Summer Kamp Program, participants absent more than a two weeks, may lose their spot in kamp. Please contact the Program Coordinator.

## Medication

Summer Kamp Staff may not administer any medication to your child. Any medication requirements will be the sole responsibility of the parents/guardians. Please make prior arrangements.

## Field Trips/Special Event Days

There are three Kamp Kool field trips and seven special events. Children enrolled in field trips are **required** to wear their Summer Kamp T-shirt and bring a water bottle on all scheduled field trips. Bringing money is optional. A lunch will be provided for all trips. On special event days, encourage your child to wear their Summer Kamp T-shirt.

Reminder! Field trip buses pick-up and drop-off in front circle area **ONLY**. For the safety of all patrons it is important to keep this area clear of vehicles. **Please park your car in assigned parking areas when waiting for campers.**

## Behavior Management

It is the duty of the Staff to maintain a safe, positive, and controlled environment at all times. In order to maintain a quality program, the Staff shall review rules and consistently reinforce them. The following rules are:

- ☞ **K** = Keep yours hands and feet to yourselves
- ☞ **I** = Inside voices
- ☞ **D** = Do walk
- ☞ **S** = Safety comes first
  
- ☞ **R** = Respect others and equipment
- ☞ **U** = Use good manners
- ☞ **L** = Listen to and follow directions
- ☞ **E** = Everybody helps clean up
- ☞ **S** = Stop on signal

## Dismissal

All kampers **must** be picked up in the gym by 2:30 pm. It is important to notify Staff if another person is picking up your kamper not on your emergency contact sheet. Please carry picture ID on you at all times.

Kampers 6-13 yrs. old not picked up by 2:30 pm will be given a band to enter into the center's drop-in program. **Our drop-in program is an open door policy.** Participants are only supervised in community center program areas (i.e. game room, ed. room, & gym) and may leave and re-enter center without monitoring. Kampers that are 5 years old are unable to participate in the drop-in program and must be picked up by 2:30 pm. Escalante's drop-in center hours are 2:30 pm to 8:00 pm.

## Lunches/Snacks

Lunch is provided as part of Summer Kamp each day and on Kamp Kool trips. Lunch calendar will be provided monthly and is subject to change without notice. Lunch is composed of food from food groups that meets the nutritional guidelines of the Department of Health Services. Food is sponsored and provided by Summer Food Service Program for Children, therefore, we are unable to control changes that may occur with the calendar. It is important to notify Staff if your kamper will be bringing their own lunch. There is no microwave available. Please plan accordingly.

## Illness and Emergency

If there are any changes in emergency phone numbers, home phone number, or other emergency information, please notify Staff immediately. If a kamper becomes ill during the program, Staff will contact parents or other emergency contacts for pick up. The kamper will be provided an isolated area to rest until a parent/guardian arrives. In case of any serious accidents, 911 will be called and summoned for treatment. Staff will notify parents/guardians immediately.

## Absences

Call the Escalante Community Center and leave a message for Summer

## Staff Qualifications

Escalante Staff meet or exceed established educational and experience requirements for the position held, participate in pre-program training and orientation sessions. Staff is supported with training, resources, and supervision to plan and implement activities to meet the unique needs of participants. Ratio of Staff to Kampers is 1:10.



## Typical Kamp Day

- 8:30-9:30am **Groups rotate** through a variety of enrichment classes that teach skills (Life Skills, Team Building, Art, Education, Sports etc.)
- 9:30 -12 noon **Menu Choices**-opportunity for participants to choose from a variety of well-planned enrichment activities that meet their developmental needs and interests.
- 12-12:30pm **Lunch**
- 12:30-2:15pm **Depending on the day of the week**-planned center activities such as swimming, special events, and age appropriate clubs activities.
- 2:15-2:30pm **Announcements, Reminders, Dismissal**

## Drop-Off Procedures

It is important your child be on time every day in order to receive directions, room assignments, as well as supervision to and from program areas. If arriving late, you **must** accompany kamper(s) into the building. There may be times where Staff will be unable to supervise your kamper to assigned areas and you will need to escort them to their assigned areas.

Gymnasium will be open for **Summer Kamp at 8:15 am.** Kampers 5 years old must be accompanied by an adult into the gymnasium. **Please park your car in assigned parking areas if you are entering the building for any reason.** Front circle area is **ONLY** for drop-off purposes, bus circulation, and emergencies. For the safety of all patrons it is important to keep this area clear of vehicles.