

2018 Bowie Nature Park Day Camp

A PROGRAM OF THE CITY OF FAIRVIEW PARKS DEPARTMENT

Please keep this on hand until your child is finished attending camp.

General Information

Location

Bowie Nature Park
7211 Bowie Lake Rd
Fairview, TN 37062
(615) 799-5544
Fax: (615)799-2076

Hours of Operation

Monday - Friday

Half Day Camps - 8:30AM to 12:00PM

Whole Day Camps - 8:30AM to 3:30PM

*Children are not to be dropped off earlier than 8:15 and are to be picked up promptly at the end time stated above. Please be on time, if you will be later than 5 minutes please call camp staff at (615)799-5544 ext. 0.

Availability

Sessions will be filled on a first come first-served basis as long as there are spaces available. We will have a waiting list for campers, so please notify us as soon as possible if your child is unable to attend camp.

Camp Dates	Camp	Ages	Tuition	*Remainder of Fees Due
June 11 - 15	Art in Nature (1/2 day)	8 - 12	\$100	June 1
June 18 - 22	Rockin' Minerals	8 - 12	\$125	June 8
June 25 - 29	Nature Navigators	8 - 12	\$125	June 15
July 9 - 13	Fun with Nature (1/2 day)	5 - 7	\$75	June 29
July 16 - 20	Wild Weather	8 - 12	\$125	July 6
July 23 - 27	Wacky Weather (1/2 day)	5 - 7	\$75	July 13

Registration, Payment, and Refunds

Registration

Registration will remain open until the Friday before the session begins or the session is filled. You may register your child as early as February 1, 2018. To register your camper please fill out the Camper Registration Form and mail it to or drop it by:

Bowie Nature Center / 7211 Bowie Lake Road / Fairview, TN 37062

Payment

A non-refundable \$25 deposit for each week of camp you are registering for is due at time of registration. This deposit guarantees your child a place in camp. Payment can be made in either cash or check. All checks must be made payable to The City of Fairview. Full payment must be completed 10 days prior to the first day of camp.

- 5-7 year old Half Day Camps - **\$75 per week.**
- 8-12 year old Half Day Camps - **\$100 per week.**
- 8-12 year old Whole Day Camps - **\$125 per week**

Refund Policy

Refunds will be granted if a request is made in writing prior to the tuition deadline. However, a **\$25 administrative handling fee** will be retained per child per camp for any such refund request.

No refunds will be granted after the tuition deadline. The only exception is a family emergency in which case the tuition refund will be prorated. This request should be made in writing at your earliest convenience.

The Parks Department reserves the right to cancel any program that fails to meet the required minimum participation level OR for unforeseen safety concerns. Full refunds will be given in such instances. The program will not be cancelled due to rain; changes are made in the scheduled activities.

Parent/Guardian Responsibilities and Expectations

To account for your child's safety, the most important responsibility for a Parent/Guardian is to inform camp staff when his or her child will not be attending camp on a scheduled day. **Please contact the Program Director if your child will be absent due to illness or other circumstances.**

Drop Off & Pick Up Policies

In order to ensure every child's safety, the following policies must be adhered to:

- Parents/guardians must check-in with a camp staff member to drop off or pick up a camper.
- Parents/guardians picking up a camper must have their names on the Authorized Pick-up list.
- Parents/guardians must provide photo identification to a camp staff member in order to pick up a camper.

Special Arrangements

If you have special circumstances and need to make special arrangements to pick up your child, please notify camp staff. Once campers have been picked up for the day, they cannot return to camp unless approval is given by the camp staff. Once special arrangements have been made, please come to the Nature Center and inform staff you are here to pick up your child from camp. They will have your child brought to the Nature Center. This is to ensure staff is aware of exactly who is attending camp during each activity.

Absences

If your child will not be attending camp on a scheduled day due to illness or other circumstances, please inform camp staff as soon as possible.

Illness / Sick Policy

If your child has a fever, is vomiting or has diarrhea, please do not send them to camp and inform camp staff as soon as possible. If a child develops these symptoms while at camp, parents will be called and expected to make arrangements to pick up the child.

What to Wear

Dress your children for the outdoors. We will be outside most of the day and we will get dirty. Closed toed shoes are required. **Please do not send your children in sandals or Crocs.** These shoes are a hazard to hiking and most other planned activities. Please apply sunscreen prior to the start of camp. We provide insect repellent that contains DEET due to the number of mosquitos, ticks, and chiggers in the park. There will be a permission sheet for you to sign at the beginning of each week of camp. If you would prefer to use your own repellent, please notify us and apply it yourself before the start of the camp day.

Fridays will include water games. (*Wild Weather Camp will have water games every afternoon.) Please have children bring a towel and appropriate attire. No sandals or Crocs. Bathing suits are not necessary.

What to leave at home

We have planned an exciting summer camp. Please do not send toys or electronic items with your child to camp. These items are a distraction from the group activities and we cannot be responsible for them.

Behavior Expectations and Management

Behavior Expectations

At Camp Bowie we expect behavior that is respectful, responsible and safe. Staff and campers are asked to follow these 3 basic guidelines. Our goals are to provide an environment where all of our campers and camp staff can build lasting relationships, express them-selves freely, and explore the natural world to learn and grow.

Harassment and Bullying Policy

Camp Bowie has a zero-tolerance policy for harassment or bullying behaviors and will not tolerate any types of harassment or bullying behaviors involving any campers or staff. Please express to your camper that if they feel threatened to immediately tell a camp staff member.

Harassment or bullying behaviors will be handled immediately with disciplinary actions up to and potentially including dismissal from camp as determined by the Program Director. Any expenses and transportation related to early dismissal from camp, for any reasons, are the responsibility of the parent/guardian.

Discipline Policy

It is the intent of Camp Bowie to provide a safe environment for participants in our day camp program. Our Camp Bowie staff takes a developmental approach when dealing with unacceptable behavior. We view conflict as an opportunity to help young people learn more effective strategies for conflict resolution, communication, and management of emotions. If a participant is disrupting the program, creating an unsafe condition, or displays a disrespectful demeanor to Camp Bowie staff or peers, the participant may be removed from the program. Typically, we follow a 3-occurrence system to determine dismissal and recognize that all behavioral issues, even if repeated, should not necessarily result in removal from program. We make every attempt to work with the child and family to support improved positive behavior.

Discipline Procedure:

1st Major Occurrence: Camp Bowie staff will warn child and contact Parent/Guardian to discuss problem behavior.

2nd Major Occurrence: Child's second warning, Parent/Guardian notified to discuss problem behavior.

3rd Major Occurrence: The child will be withdrawn from the program and will not be able to return. Parent/Guardian will be contacted.

Camp Bowie has a zero-tolerance policy for violence. If your child engages in a violent act causing possible harm to another participant or staff person, they may be immediately suspended for at least one day of program and possibly removed from the program indefinitely. No refunds will be given for discipline related suspensions.

Camp Components

Location of Activities

Bowie day camp will use Bowie Park Nature Center as home base but will also use other areas of the park.

Camp Activities

Each day of camp will be structured and have a theme. Activities will include hiking, hands-on science, arts and crafts, exploration time, games, guest speakers, and a chance to journal and reflect on the day.

Lunch and Snacks

We will provide snack each day. We do take food allergies into account, so please let us know in your application if you child has any. If your child is a picky eater, you may want to send snack with them each day. If you decide to send snack with your child, please give it to camp staff at sign-in so that it can be given to the child at the designated snack time and the predetermined park location.

Full Day Campers: Parents/Guardians are responsible for lunch each day. Lunches will be eaten out of doors most days so pack accordingly. **Please do not pack anything in a glass container or that must be heated.** Some campers may have food allergies; therefore, campers are not permitted to swap or share lunches. Please discuss this with your camper prior to camp.

Half Day Campers: Half Day Camps will not include a lunch time.

Sample Schedule

8:15 – 8:45	Sign-in, Morning worksheet or activity, Apply bug spray
8:45 – 9:00	Go over the day's theme and activities
9:00 – 9:15	Use restroom and fill water bottles
9:15 – 10:15	Hike/Activity
10:15 – 10:30	Snack
10:30 – 11:15	Hike/Exploration time
11:15 – 12:00	Game or Craft
12:00 – 1:00	Lunch
1:00 – 2:00	Activity
2:00 – 2:45	Game or Craft
2:45 – 3:00	Playground
3:00 – 3:30	Journal/Reflection

Thank you for entrusting your camper to our care. We take that trust seriously. If you have any concerns or questions, please call me at 799-5544 Ext. 2.

**Nancy Jackson,
Program Director
Bowie Nature Park**

2018 Bowie Nature Park Day Camp Registration

ONE CAMPER PER FORM - Please print

STAFF ONLY
<input type="checkbox"/> Deposit
<input type="checkbox"/> Shirt size
<input type="checkbox"/> Waiver
<input type="checkbox"/> Medical
<input type="checkbox"/> Insurance
<input type="checkbox"/> Photo

Camper's Name: _____ Age: _____ Birthday: _____

Parent(s)/Guardian(s) Name: _____

Home Phone: _____ Cell/Work Phone: _____
Parent/Gaurdian 1 Parent/Guardian 2

Address: _____
Street City State Zip

E-mail Address: _____

Emergency Contact: _____ Relationship: _____

Home Phone: _____ Work/Cell Phone: _____

Camper's Shirt Size: Please Circle				
Child S	Child M	Child L	Adult M	Adult L

1 Art in Nature (1/2 day)	June 11-15	
2 Rockin' Minerals	June 18-22	
3 Nature Navigators	June 25-29	
4 Fun with Nature (1/2 day)	July 9-13	
5 Wild Weather	July 16-20	
6 Wacky Weather (1/2 day)	July 23-27	

Check Desired Camp(s)

Authorized adults to pick up your child (Including Parent/Guardian):

Name: _____ Name: _____ Name: _____

Name: _____ Name: _____ Name: _____

Hold Harmless Agreement/Waiver:

I give my consent for my son/daughter, _____, to participate in the above activity.

I/we hereby execute this agreement with the understanding that this release is part consideration for the city allowing my child the privilege of using all city facilities.

In consideration of the privilege of using all City of Fairview facilities, I/we hereby remise, release and forever discharge the City of Fairview Parks Department and its officers and employees, from any actions, suites, damages, claims or judgments that may result from any personal injury or other damages sustained while on the premises of Bowie Nature Park. I/we further relieve the City of Fairview Parks Department and its officers and employees, from liability loss or damage to any personal property that may be damaged, lost or stolen while on the premises.

In cases in which this release is signed by parents or guardians for a child under the age of 18, the parents or guardians assume the risk of injury to the child or loss of or damage to personal property and release the city, and its officers and employees, from all claims, suits, damages or judgments that may result from these injuries or losses that the parents or guardians might have against the City of Fairview, Parks Department or its officers or employees.

Signature: _____ Date: _____

THIS FORM WILL BE USED FOR EMERGENCY PURPOSES. ALL INFORMATION MUST BE COMPLETED PRIOR TO YOUR CHILD'S REGISTRATION. WITHOUT THIS FORM YOUR CHILD WILL NOT BE ALLOWED TO PARTICIPATE.

TO BE FILLED IN BY CAMP STAFF:

Session #	Deposit AND Date	Paid in Full (date)	Staff Initial

MEDICATION AUTHORIZATION:

Although we encourage medication to be given to your child before or after camp, we understand there may be a real need for your child to receive medications during camp hours. A procedure has been established for medications to be administered by staff. In order for medications to be administered by our staff, it must be brought to camp in its original container with clearly written directions for use.

I hereby give my consent for Camp Staff to administer medication to _____ as prescribed in the below instruction.

Signature: _____ Date: _____

NAME OF MEDICATION	DAYS	TIME	DOSAGE

Please list all medications, food and drug allergies, or special considerations needed:

Medical Conditions: _____

Food Allergies: _____

Drug Allergies: _____

Special Conditions: _____

Staff may contact you to provide additional information on how to best accommodate your child's needs.

Please provide proof of Health Insurance. Staff can make a copy in the Nature Center.

Consent to Treat:

I hereby give my consent of have the above applicant treated by a physician or surgeon in case of sudden illness or injury child participating in the above event. It is understood that the City of Fairview Parks Department provides no medical insurance of such treatment and that the cost thereof will be at my expense. If a personal physician is listed below, every effort will be made to contact such physician. However, the location of the activity, the nature of the illness or injury may require the use of emergency medical personnel.

Physician's Name: _____ Phone: _____

Address: _____

I have read and understand the foregoing consent to treat forms and agree to all conditions.

Date: _____ Signature: _____

If you have ANY questions, please contact the Parks Department at 799-5544. If it is a specific situation regarding your child, please contact Nancy Jackson at 799-5544 ex 2.

PHOTOGRAPHIC RELEASE LETTER:

I hereby grant to the City of Fairview, and their respective licensees, successors and assigns, the right and permission, with respect to those photographs taken of me or the minor named below on whose behalf I am signing, and with respect to any matter in connection therewith, to do the following:

1. To include such photographs taken in Bowie Nature Park, and/or in all media, and in the advertising, publicity, and promotion thereof.
2. To use my name, or the name of the minor on whose behalf I am signing, in connection with the foregoing.

I hereby release, discharge and agree to indemnify and hold harmless the City of Fairview and their respective heirs, legal representatives, licensees, successor and assigns, from all claims and demands whatsoever arising out of or in connection with the foregoing, and waive any right to inspect or approve the same.

Subject of Photograph

I hereby certify that I am the *[parent and/or guardian]* of _____, a minor under the age of eighteen years, and hereby consent on behalf of said minor to the use of any of the photographs taken of said minor pursuant to the terms set forth in this Photographic Release, including, without limitation, the release, discharge and hold harmless provisions thereof.

Signature of Parent or Guardian of Minor Subject
of Photograph