



## Parent Handbook 2026

**Worth Park District Mission:** *In partnership with the community, we will enrich lives by providing healthy and accessible recreational programming, quality parks and facilities, while being responsible stewards of the community assets.*

**Reviewed by:** Superintendent of Recreation

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**General Camp Information**

Worth Park District summer camp program will begin June 8th and end Aug. 14th. The campers will attend the Palos Heights Pool on Thursdays (weather permitting) of each week based on their age. Tuesdays are Field Trip Days. Each camper will receive one camp t-shirt.

**There will be a Mandatory Parent Meeting on  
Monday, June 1st at 5:00pm in the Worth Park District Terrace Centre**

**NOTE:** There will be many policies and procedures discussed in this meeting. It is required to join as you will be informed on all areas of our Summer Camp.

**MEETING & CAMP LOCATION: Worth Park District Terrace Centre  
11500 S. Beloit Worth, IL 60482**

<b><u>CODES</u></b>	<b><u>DATE</u></b>	<b><u>TIME</u></b>
2032-01	June 8 – August 14	8:30am – 3:30pm
2032-02	June 8 – August 14	7:00am – 3:30pm
2032-03	June 8 – August 14	11:30am – 3:30pm
2032-04	June 8 – August 14	3:30pm – 6:00pm

**FUTURE CHAMPS CAMP LOCATION: Worth Park District Altman Park  
7425 W. 115<sup>th</sup> Street Worth, IL 60482**

2033-02	June 8 – July 1	10:30am – 2:30pm
2033-03	July 6 – July 31	10:30am – 2:30pm

**Contact/Call in Numbers:**

**Daniel Rego**

**Youth Program and Events Supervisor**

708-448-7080 ext. 104

**drego@worthparkdistrict.org**

**For Payment Info:**

**Cindy Redenbaugh**

**Front Office Supervisor**

708-448-7080

**credenbaugh@worthparkdistrict.org**

**Worth Park District Website: www.worthparkdistrict.org**

**Day Camp Fees & Sessions**

**Registration for camp will be at a first-come first-serve basis.**

Once we receive our maximum participants allowed per group, we will close registration for that week. You will be allowed to register weeks in advance (if there is space available). Fees are paid on a weekly basis. Payment is due the Wednesday prior to the week your child is attending camp.

**There will be a \$25 late fee for any schedule received after Wednesday at 5pm.** If maximum enrollment has not been reached and schedules can still be accepted, Journey Camp has a maximum of 24 participants, while Excursion Camp and Future Champs Camp each have a maximum of 20 participants.

**Individual Day Fees**

**Day Camp:** **8:30am-3:30pm**  
Fee R/NR: \$45/\$50 per day

**7am-3:30pm**  
Fee R/NR: \$55/\$60 per day

**Extended Camp:** **3:30pm-6pm**  
Fee R/NR: \$10/\$15 per day

**Late Start Camp:** **11:30am-3:30pm (Will pick up ED Camp Tu - F)**  
Fee R/NR: \$30/\$35 per day

**Future Champs Camp:** **10:30am-2:30pm**  
Fee: R/NR: \$120/125 per session

**Refunds/Credits**

There will be no refunds or credits for sick days, canceled days or no shows. The only way you will receive credit is if your child is in the hospital with a doctors note and signed approval from the Youth Program and Events Supervisor.

**Goals of the Worth Park District Day Camp Program**

Through quality leadership and program activities, the Worth Park District Day Camp programs will provide you, the parent, with child supervision while your child experiences a quality recreation program. The program goals provide each camper with the following opportunities:

**Emergency Forms**

Your emergency form is part of your registration form. Please complete it thoroughly when registering your child. If you need to make any changes during camp please notify the Youth Coordinator immediately. **All changes to the emergency forms need to be made in person.**

**Attendance**

Campers must attend the days designated on their registration. The only exception is if your child is in the hospital. You must send in the doctor's note to get credit for the days you missed with signed approval from the Youth Program and Events Supervisor.

**Absentees**

If your child is not attending camp, please notify the Youth Program and Events Supervisor immediately. Due to volume of campers enrolled at the park district, camp does not phone home if a camper is not in attendance. No refunds will be given for missed days or vacations beyond those pre-arranged at time of registration.

**Personal Belongings**

There will be limited personal belongings allowed at camp.

Examples include: sunscreen, lunch bag and reusable water bottle.

Sunscreen needs to be labeled with child's name and will be stored away properly. The child will be required to apply their own sunscreen.

**There are no toys, blankets, pillows, electronics, cell phones, etc. allowed at camp.**

### **Behavior Management**

To provide a safe and effective program for your child, certain rules and procedures have been established. Parents and staff are expected to work together to ensure that these parameters are established, and children are adhering to them.

#### ***Rules of behavior include but are NOT limited to:***

1. Use of foul or vulgar language or action.
2. Endangerment to the safety and well-being of self or other participants, staff and/or public surrounding the program. (this includes, but is not limited to hitting, kicking, biting, choking, climbing, leaving the premise, entering prohibited areas, and rough play).
3. Intentional abuse or misuse of program equipment and facilities, or other participant's personal property. (Please note that any costs incurred due to damage of equipment or facilities will be invoiced to the offending child's parents. Additionally, personal property damage will be resolved by parties involved).
4. Blatant disrespect and disobedience to other participants, staff and public.
5. Theft of other participants' or staff's personal belongings, or program's property.

**It is at the discretion of the Worth Park District staff to remove a participant at any time, and for any reason. Depending on the severity of the offense, immediate dismissal from the program may be implemented.**

#### **Grounds for immediate dismissal from Camp include, but not limited to:**

- Behavior or actions that staff feel is uncontrollable and/or unsafe to the child, other children, or staff in the program.

### **Discipline**

Program staff will discipline each child as necessary, using techniques such as apologies, redirections, and loss of time in an activity. The program staff will also keep parents informed and ask for their cooperation with discipline as problems arise.

Children's appropriate behaviors are encouraged through positive discipline techniques. These may include calling attention to appropriate behaviors and sitting down and talking and discussing the positive choice in the situation.

Violent behavior and/or constant refusal to comply with rules will lead to dismissal from the program.

**Discipline Methods:** During the day a staff member will contact you for misbehavior that is against the park district behavior guidelines. If it continues the staff will follow:

**1<sup>st</sup> Offense** Staff will notify parents/guardians of child with a written warning incident report and the staff member will discuss the situation with the parent.

**2<sup>nd</sup> Offense** Staff will issue a written incident report to the parents. The Youth Program and Events Supervisor will schedule a meeting with the parent to review the situation, outline the next steps, and explain that further incidents may lead to suspension or termination, depending on the nature of the behavior.

**3<sup>rd</sup> Offense** The child will receive a Suspension or Termination Slip. The Youth Program and Events Supervisor will contact the parents the same day, and the parent will be required to sign the form. Based on the severity of the incident, the child will either be suspended or terminated. Suspensions will last for two weeks, while terminations will be in effect for the remainder of the program.

**Automatic Suspension**—Any bullying, inappropriate or threatening language, and instigating an inappropriate situation that leads to another altercation.

**Automatic Termination**—Any physical altercation included but not limited to:

Choking/Punching/Scratching and Spitting

### **Health**

We are unable to offer specialized care for a sick child in a group setting. For the protection of all children and staff, a child experiencing any of the following must be kept out of the WPD Programs:

- COVID-19
- A temperature of over 100 degrees
- Intestinal disturbances-accompanied by diarrhea/vomiting within 24 hours
- Respiratory infections
- Hacking cough
- Profuse nasal discharge (green or yellow)
- Lice, Impetigo, Pinkeye, Ringworm, etc.
- Any undiagnosed or unexplained rashes

If your child is sick, please do not send him/her to camp that day. If a child becomes ill at camp, a parent or guardian will be called to pick up the child immediately. In the case of any communicable disease (chicken pox, etc.) your child(ren) will not be able to participate in the program until they have a doctor's note that they are cleared of the disease. Please contact the Youth Program & Events Supervisor immediately for the health and safety of others. Parents of the other campers will be discretely notified when necessary.

### **Medication Dispensing**

Parents should notify staff of any medication that the child needs to take during the hours of the program. Medication dispensing forms must be completed and returned to the Youth Program & Events Supervisor before any medications are dispensed. Please request these forms at registration.

### **Special Needs**

If your child has any special needs, please contact the Youth Program & Events Supervisor at 708-448-7080 ext. 104 before the start of camp so special arrangements can be made. Delay in notification of special needs could result in delays of specialized assistance from supporting organizations.

### **Field Trips**

It is very important that children arrive to camp on time for field trip days. If a trip is leaving in the morning and a child is late, he/she may be left behind. Parents will be notified of scheduled dates, destinations and any other important details through monthly calendars and the website. **Camp shirts must be worn on field trip days. If they do not have their shirt they will not be allowed on the field trip. We will have shirts for rent or purchase for the day.**

### **Money**

Field trips are pre-planned and paid in advance. Campers are not required to bring money to camp. If you choose to send your child with money (for concession stands, prizes, etc.), money will solely be the responsibility of the campers. Staff will not be responsible for the camper's money!

### **Lunches**

Participant meals brought from home need to be in lunch bags/boxes. **Please write child's name. No glass bottles allowed. No Heat Up Lunches.** Reusable water bottles are preferred.

### **Rainy Days**

Camp meets every day regardless of rain or bad weather. In case of severe weather or a power failure we will follow the safety manual guidelines from the Park District. All parents/guardians will be informed at the earliest time regarding camp running for this day.

### **Pool Day**

Pool day is Thursday, weather permitting. We will be visiting the Palos Heights Pool. Lifeguards will be on duty while our camp swims. **Each child will be required to take a swim test on their first pool day, regardless of swimming abilities. This is for the safety of all campers, counselors, and lifeguards!** All campers will be expected to follow all pool rules and listen to both the counselors and the lifeguards. Please prepare your child for swim days before they attend (suits under clothing, undergarments in backpack). If a pool trip is questionable on account of weather, please make sure your child has proper clothing in case we do not attend the pool. Campers will eat their lunch prior to attending the pool; however we encourage you to send them with an extra water bottle to bring in their pool bag. If a camper is sent with lotion sunscreen, they must be able to apply the sunscreen on their own. Counselors will be able to help with the application of spray sunscreen only.

### **Required Pool Items:**

- Swimsuit/ Trunks (please make sure they fit properly)
- Towels (labeled)
- Sun Block (children will reapply during the day)
- Swim shoes/Sandals (for use at the pool only)
- Water bottle (labeled)

### **Arrival Procedure – Changes for Drop Off**

**Early Morning before 8:30am**, Drop off will take place on the East side of the building on Beloit Ave.

You will get out of the car with your child and make a line to the east door where a counselor will be waiting inside. They will open the door and get your signature. Then the child will be let in outside.

**Regular Camp Drop off will be outside**, and make a line to the east door and walk your child to the picnic tables on Beloit Ave. A counselor will greet you for sign in. On Rainy days sign in will be inside the door.

**Please enter from 114th Pl. and exit on 115th St. so we can ensure there is only one entry/exit line.**

**Departure Procedure – Changes for Pick Up**

**Please call the Worth Park District if your child needs to be picked up early or notify counselors at drop off.**

Pick-up will take place on the East side of the building on Beloit Ave.

**Regular Camp Pick up** will be outside, you will make a line at the east door and walk your child to the picnic tables on Beloit Ave. A counselor will greet you for your signature and sign in your child(ren).

**Extended Camp Pick Up** you will get out of the car and make a line to the east door where a counselor will be waiting inside. They will open the door and get your signature.

Counselors will be doing I.D. checks for the first time they meet you so please have your I.D. ready.

**Please enter from 114th Pl. and exit on 115th St. so we can ensure there is only one entry/exit line.**

**Drop off – Mornings**

7:00am until 8:30am

**Drop off – Regular**

8:30am until 8:45am

**Drop off – Late Start/ED Camp**

11:30am until 12:30pm

**Pick Up – Regular**

3:15pm until 3:30pm

**Pick Up – Extended**

3:30pm until 6pm

### **Late Pick-ups & Fees**

**Any child who is picked up after 3:30pm (basic camp) and 6pm (extended camp) will be charged \$1.00 per minute/per child until parent arrives.** We understand that

emergencies happen; the first late pick-up will be a warning. If late pick up is repetitive you may be dismissed from the program. The late fee will be charged automatically with your card on file on the next day of camp. Please note that any child left after 45 minutes after the end of camp, with no communication with the parents or emergency contact will be considered abandoned. At this time the Worth Police Department will be notified.

### **Search Policy**

The Worth Park District reserves the right to search the pockets and personal belongings of participants in its programs, including but not limited to, back packs, gym bags, and the like, in the event of an investigation or for contraband or other illegal or inappropriate materials. By participating in a program of the Worth Park District, the participant consents to having his or her personal belongings searched as provided herein. Any person found to have property belonging to the Worth Park District or one of its employees in his or her possession, or found to be in possession of contraband or other illegal or inappropriate materials, the Worth Park District reserves the right to remove the person from all Park District programs and to prohibit the person from registering for other programs.

### **Dress Policy**

**Please have your child wear gym shoes and socks to camp everyday.** Proper gym shoes need to be worn during camp at all times for their safety. On Field trip day the camp shirt must be worn to go on the field trip.

### **No Smoking in Parks Policy**

Smoking is prohibited on the grounds of any Worth Park District facility and park except for the grounds of the Charles S. Christensen Terrace Centre. Worth Park District staff members, while on duty, are prohibited from smoking on the grounds of any Worth Park District facility and park except for staff designated areas of the Charles S. Christensen Terrace Centre. Smoking means either the carrying, smoking, burning, inhaling, or exhaling of any kind of lighted pipe, cigar, cigarette, hookah, weed, cannabis, herbs or any other lighted smoking equipment; and/or the use of any electronic cigarette including vaping, e-cigars and e-hookah. Consuming marijuana or marijuana products is prohibited on the grounds of all Worth Park District facilities and parks, including but not limited to the Charles S. Christensen Terrace Centre.

### **Emergency Closings**

As a general practice, if the Worth School District cancels school due to hazardous weather or power loss, the RAS and Preschool programs are also cancelled. The Director of Parks and Recreation and Superintendent of Recreation will establish communications with the School District and evaluate whether to provide these programs based upon the aforementioned conditions, staff availability and safety in traveling to and from work, power loss at the Terrace Centre, etc.

The Director of Parks and Recreation, Superintendent of Recreation and Superintendent of Parks will decide whether facilities should open, and programs conducted based upon the following:

- Conditions of roads and streets in Worth.
- Safe access into facilities (parking lots, sidewalks, and steps).
- Changing/deteriorating weather conditions. (ex. anticipated overnight icing, rain changing to snow, etc.)

Public notification should be made according to the following schedule:

- 6:00 a.m. for classes/programs beginning before noon. 10:00 a.m. for classes/programs beginning between noon and 5:00 p.m.
- 3:00 p.m. for classes/programs beginning after 5:00 p.m.

### **Electricity Failure**

Should the electricity be out for over an hour between November 1 and March 30, the facility will be declared closed and all programs, events and rentals scheduled for the remaining part of that day shall be cancelled.

Should the electricity be out for over two hours and the temperature outside is 90 degrees or higher, the facility will be declared closed and all programs, events and rentals scheduled for the remaining part of that day shall be cancelled. If we are made aware of the cancellation situation in advance, the staff will make every effort to contact you.

**WAIVER & RELEASE OF ALL CLAIMS  
FOR USE OF INHALER OR AUTO-INJECTOR  
WAIVER AND RELEASE OF ALL CLAIMS AND INDEMNIFICATION**

Please read this form carefully and be aware that pursuant to the Illinois Asthma Inhalers at Recreational Camps Act, 410 ILCS 607/1 *et seq.*, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain in connection with the possession, self-administration, or use of medication, including, but not limited to the use of an epinephrine auto-injector or inhaler at the camp or at any camp-sponsored activity, event, or program; except for claims arising out of the willful and wanton conduct of the Worth Park District.

As parent/guardian of the below identified participant, I verify and attest that my child/ward has the knowledge and skills to safely possess, self-administer, and use an epinephrine auto-injector or inhaler in a camp setting. I also recognize and acknowledge that there are certain risks of physical injury to participants' possession, self-administration, or use of medication, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said possession, self-administration, or use of medication. Such risks include, but are not limited to, failing to properly administer the medication, failing to observe side effects, failing to assess and/or recognize an adverse reaction, failing to assess and/or recognize a medical emergency, and failing to recognize the need to summon emergency medical services.

I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of or arising out of the possession, self-administration, or use of medication against the Worth Park District, including its officials, agents, volunteers and employees; except for claims arising out of the willful and wanton conduct of the Worth Park District.

I further agree to protect, indemnify, save, defend and hold harmless the Worth Park District from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses (including reasonable attorney fees) for which the Worth Park District may become obligated by reason of the possession, self-administration, or use of medication; except to the extent caused by the willful and wanton conduct of the Worth Park District.

**WAIVER & RELEASE OF ALL CLAIMS  
FOR USE OF INHALER OR AUTO-INJECTOR  
WAIVER AND RELEASE OF ALL CLAIMS AND INDEMNIFICATION**

**I have read and fully understand the above waiver and release of all claims and indemnification. If registering online or via fax, my online or facsimile signature shall substitute for and have the same legal effect as an original form signature.**

Child/Children's Name: *(PLEASE PRINT)*

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Parent/Guardian's Name: *(PLEASE PRINT)*

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Parent/Guardian's Signature:

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Date: \_\_\_\_\_