

**jacomo  
summer  
camp**



# PARENT PACK

**Kemper Outdoor Education Center  
8201 Jasper Bell Road • Blue Springs, MO 64015  
Phone: 816-229-8980 • Fax: 816-224-0755**



**LIVE.  
LOVE.  
CAMP.**

**JACKSON COUNTY PARKS + REC**

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Dear Parent/Guardian,

We extend a warm “Welcome” to our returning campers for Jacomo Summer Camp 2022 and to the new campers joining us for the first time.

This packet contains important information you will need to assure your child is prepared for a positive experience at camp including COVID-19 precautions we will be following. Our number one priority is to keep our campers safe, while enjoying a summer they will never forget!

After reviewing this packet if you have additional questions, please do not hesitate to reach out to me.

We look forward to a wonderful summer with your children.

Sincerely,

**Sarah E. Gauld**  
**Kemper Outdoor Education Supervisor**  
**Jackson County Parks + Rec**  
O: 816.229.8980 x102

[www. MakeYourDayHere.com](http://www.MakeYourDayHere.com)



## JACOMO SUMMER CAMP PARENT PACK

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Jacomo Summer Camp's 40-acre site is located at 8201 Jasper Bell Rd., Blue Springs, Mo 64015 and is nestled in the Fleming Park Nature Preserve, on the east side of Lake Jacomo.

The camp serves children ages 6 to 13 years old and operates for 10 weeks during the summer. Each week has its own special theme and includes a weekly themed field trip and a weekly field trip to one of Jackson County Parks + Rec's prized beaches.

Most of our camp activities occur outdoors and are designed to instill a love of nature and discovery. Each week the camper will engage in the activities including but are not limited to:

- Swimming
- Canoeing and Kayaking
- Fishing
- Hiking
- Arts and Crafts
- Archery
- Nature Study

### COVID-19 Guidelines

We have included throughout this packet COVID-19 policies and procedures we will be taking to ensure a safe camp experience. Guidelines can change and modifications may need to be made at any moment to include cancelation. We will communicate any changes through the email you provided at registration. We thank you for your flexibility and patience as we navigate to make an enjoyable and safe camp experience.

After reading the parent pack, if you still have questions on Jacomo Summer Camp's COVID-19 Guidelines contact the Camp Director, Sarah Gauld, via [kemper@jacksongov.org](mailto:kemper@jacksongov.org).

### Registration

Before you complete this packet/required forms make sure you have **registered and paid** for your weeks of camp. If you have not done this, you **do not** have a spot at camp and need to go back and register first. If weeks are full, you can be placed on the wait list by calling (816) 229-8980 ext. 106.

Register online by going to [www.makeyourdayhere.com/daycamp](http://www.makeyourdayhere.com/daycamp). Scroll down and click on the "CLICK HERE to register online" link. Spaces fill up quickly so register early!

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### Required Forms Due May 2rd, 2022

The Parent Pack must be on file for every child at camp before they can attend camp. No child will be allowed to attend camp without paperwork! Please complete these forms by 5 p.m. on Monday, May 2rd so we have adequate time to process all the forms. Forms can be mailed, emailed, faxed or dropped off at Kemper Outdoor Education Center.

*Required Forms included in the Parent Pack:*

- Camper Information Form
- Authorized Ride and Pick Up Release Form
- Health Questionnaire Form
- Medication Request Authorization and Release Form (only if your camper will need to take medication while at camp. Make sure you bring in original medication bottles prescribed by your doctor with your child's name on them.
- Camper Code of Conduct Agreement
- Agreement to Hold Harmless, Assumption of Risk & Publicity and Talent Release Waiver
- Assumption of Risk and Waiver of Liability Relating to Coronavirus/COVID-19
- Guardian Waiver and Acknowledgement Form

*Return Forms*

 Mail or In-person: 8201 Jasper Bell Rd., Blue Springs MO 64015

 Email: [Kemper@jacksongov.org](mailto:Kemper@jacksongov.org)

 Fax: 816-224-0755

For Questions Call Kemper Office: 816-229-8980 ext. 106

### Meet and Greet

The Meet & Greet Night will be Thursday, June 2<sup>rd</sup> from 6 p.m. – 7 p.m. Meet & Greet is an opportunity for you and your camper to become familiar with Jacomo Summer Camp's grounds, activities and be able to "meet" the camp staff prior to the start of camp. Social distancing and masks will be required based on the guidelines at that time. Camp shirts will be available for pick up as well as additional shirts available for purchase for \$10 each.

### Camp Names

It is a tradition at the Jacomo Summer Camp for the campers and counselors to go by camp names. Please help your child pick a camp name before he/she arrives at camp. Names relating to animals, nature and the outdoors are most appropriate.

**Camp Schedule**

A typical day at Jacomo Summer Camp (subject to change based on COVID restrictions):

6:45 a.m. - 9:00 a.m.	Campers who are signed up for extended hours arrive and participate in a variety of games around the shelter house, barn and playground.
8:30 a.m. – 9:00 a.m.	Regular hour campers arrive
9:00 a.m.	Flag Ceremony and opening announcements
9:00 a.m. – 3:45 p.m.	Camp activities (hiking, archery, kayaking, canoeing, fishing, arts and crafts, ect.) outside speakers, field trips
3:45 p.m.	Closing flag ceremony, announcements and reminders
3:45-4:15 p.m.	Campers signed up for regular hours are picked up
3:45-5:45 pm	Campers signed up for extended hours are picked up. While they wait for their rides, they participate in a variety of games around the shelter house, barn and playground.

*Hours*

The regular camp hours are 9:00 a.m. to 3:45 p.m. If you have registered your camper for extended hours, he/she may arrive as early as 6:45 a.m. and stay as late as 5:45 p.m. *A fee of \$1.00 per minute will be charged for children picked up after 6:00 p.m., no exceptions.*

Camp activities start promptly in the morning at 9:00 a.m. It is important your child arrives on time, so they do not miss the bus if going on a field trip or miss out on any fun. Campers are not allowed to be dropped off or picked up while attending a field trip.

*Field Trips*

At the time of camp, if field trips are deemed safe, the camp will go on two field trips a week. One field trip will be taken to one of Jackson County Parks + Rec beaches. If it is raining the day your camper is scheduled to go to the beach, we will have to cancel and cannot reschedule due to transportation. The second field trip will coordinate with our theme for that week.

The Guardian Waiver/Acknowledgement Form is required to be signed by the Parent/Guardian or the camper will not be allowed to attend field trips. Depending on the field trip there might be additional waivers that will need to be signed and if applicable will be sent out in the parent email the week prior. You will receive what days your child will be going on field trips in the parent email. Field trips each week are not guaranteed. During the pandemic safety is our priority. Camp t-shirts must be worn on all field trips.

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### Lunch

Campers are required to bring their own lunch and snacks to camp. If a camper has forgotten a lunch and needs one provided, it will be a pre-packaged box or bag with disposable food service items.

Jacomo Summer Camp is not an allergy free environment but works with guardians to reduce the chance of exposure. Allergies must be documented on the included Health Questionnaire.

### Drop-off and Pick-up Procedures

Please allow yourself fifteen minutes extra to sign your camper in each morning and fifteen minutes extra to sign your camper out in the afternoon.

When you drop off your child, you will remain in your car and pull up to the drop off location. Your camper will have their temperature taken and be asked if they have had any COVID-19 symptoms or COVID-19 exposure in the last 14 days. *If their temperature is above 100.4 F or they answer yes to any of the COVID-19 questions, they will not be allowed to be dropped off.* If for any reason your child is not listed on the Sign-In Sheet, you will not be able to drop them off at camp until you go to the Front Office to resolve the issue.

When picking up your child, *the person must provide their identification and be listed on the Authorized Ride and Pick-up Release List.* These will be the only people allowed to pick up your camper. When you fill out the Authorized Ride and Pick-up Release Form included in this packet, be sure to list everyone that might pick-up your child including your own name and anyone you may call on to pick up your child in an emergency.

### Late Drop off and Early Pick up

If you need to drop off your camper after 9:00 a.m. or pick up your camper before 3:45 p.m. please coordinate with the counselors and Front Office so we can be sure your child will be on site and not off at a field trip. If a camper needs to be picked up prior to their return from a field trip, a written note/email needs to be provided stating that the camper is to remain at Jacomo Summer Camp and not attend the field trip.

Late drop off and early pick up is done through the Front Office. If you need to go into the office, only one family is allowed inside at a time and the mask policy at that time will be enforced.

### What to Wear and Bring to Camp

Remember this is an outdoor program. We meet rain or shine. Please check the weather forecast each day to be sure your child is dressed appropriately. Please clearly print your child's name on everything he/she wears or brings to camp. If your child is missing an item, please notify their counselor so they can check the Lost and Found for your child's property. All items not retrieved will be donated to local charity.

JCP+R and its staff members cannot be responsible for lost, stolen or damaged items. Please do not bring anything you are concerned about damaging to camp. We want your child to have a fun camp experience and to not be distracted. If any of the below items are found they will be placed in the Front Office until the end of the day.

- ⊗ Radios/CD, DVD or MP3 Players, Headphones, etc.
- ⊗ Cell Phones
- ⊗ Video Games/Other Electronics
- ⊗ Valuables

List of what to wear and bring to camp:

- Shorts and t-shirt that are ok to get dirty - camp t-shirt is always a good option
- Masks, a minimum of two
- Athletic shoes that can get wet & dirty
  - NO sandals; NO flip-flops; NO open toes or open heels. You will be called to drop off appropriate shoes if your child is not wearing ones at camp
- Water shoes for boating/wading (optional)
- Swimsuit and towel
  - Except for 6 and 7 year old's, which need to wear their swimsuit to camp under their clothes on non-field trip days and will change out of their swimsuit after swimming.
- Sunscreen, minimum SPF 30
  - Select a spray bottle if your child will need help applying it
- Child-Safe Insect Repellent
- LUNCH and healthy snacks, non-perishable or brought in a mini-cooler/lunch box
- Refillable water bottle
  - Please put your child's name on it, you can add a strap to make it easy to carry
- A book bag/ bag to keep all personal items in

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### *Masks*

We will follow the Jackson County guidelines for mask wearing. When outside and able to social distance (canoeing, kayaking, hiking, archery) or swimming masks will not be required. If indoors, on the bus or on a field trip, they will be required at this time (subject to change). Please make sure your child brings at least two masks with them to camp. If the guidelines change before or during camp, we will make adjustments accordingly.

### *Camp T-shirts*

Camp t-shirts are required to be worn on field trips. Every child registered for camp will have a one-time \$10 fee for a camp t-shirt that you can pick up on June 2<sup>rd</sup> from 6 p.m. – 7 p.m., Meet and Greet night, or your child will receive on their first day of camp. If you would like to purchase additional shirts (\$10), a limited selection will be available for purchase at the Kemper Outdoor Education Center's Front Office once camp has started or during Meet and Greet night. *Shirts must be worn on field trips!*

### **Behavior**

We ask all campers and their parents to sign the enclosed Camper Code of Conduct Agreement before coming to camp. This gives campers and parents a better idea of what is expected of them this summer. If your child does not abide by the Code of Conduct agreement, we reserve the right to remove your child from camp.

### **Camper Injuries**

In a non-emergency situation, the camper will remain at camp. If first aid is issued to the camper, it will be recorded on our first aid report. The first aid report will be located on the sign-in/sign-out clipboard with the camper's name highlighted so that the parents know they have a report.

In an emergency, every effort will be made to notify the guardian immediately. If the situation warrants, 911 will be called immediately. Jacomo Summer Camp Director or a leadership team member will always remain with the camper. If the guardian cannot be contacted or arrive at camp soon enough, the camper will be transported by ambulance to the hospital. All camp staff are certified in First Aid and CPR.

### Camper Illnesses

If any of the below circumstances are true for a camper, that camper must stay home from camp:

- The camper has a fever of 100.4°F or higher
- In the past 3 days, the camper has reported:
  - A cough
  - Shortness of breath or difficulty breathing
  - A fever of 100.4°F or higher or a sense of having a fever
  - A sore throat
  - Chills
  - New loss of taste or smell
  - Muscle or body aches
  - Nausea/vomiting/diarrhea
  - Congestion or running nose not related to seasonal allergies
  - Unusual fatigue
- Someone living the household with the camper has reported any of the above symptoms.
- The camper has been in close contact with someone with suspected or confirmed COVID-19.
- The camper has taken medication to reduce a fever prior to coming to camp.

### *Illness During Camp*

If a camper becomes sick or presents with a fever while at camp their guardian will be contacted immediately and are expected to pick up the camper within an hour. The counselor will escort the camper to our “sick bay” where they will be isolated from the other campers. A counselor will provide supervision until the guardian is able to arrive.

All staff and campers that were in close contact with the camper (spending longer than 15 minutes within a 6-foot radius) will be identified. Parents with campers in that group with close contact will be notified and not allowed to return to camp until the Jackson County quarantine guidelines are followed. Prorated refunds will be issued in the case campers are sent home to quarantine.

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### *Returning to Camp after Illness*

Should a camper be sent home from camp due to illness with any type of symptoms, we will require the parent to consult a doctor and provide a written note from that doctor indicating that it is safe for the camper to return to camp or the camper has completed the quarantine time required by the current Jackson County and CDC guidelines.

Any camper who had signs of suspected or confirmed COVID-19 can return to camp when:

- At least 24 hours have passed since recovery (defined as no fever without the use of medications and improvement in respiratory signs like cough and shortness of breath); **AND**
- Have completed the recommended quarantine period per CDC and local guidelines.

If a camper believes they have had close contact with someone with COVID-19 but they are not showing signs of illness, their health should be closely monitored for development of a fever, cough, shortness of breath and other COVID-19 symptoms per the CDC and Jackson County's recommended quarantine time, following the last day they were in contact with the sick person with COVID-19. The camper should not attend camp or other public places for the CDC and Jackson County's recommended days. All illness or suspected contact with someone with COVID-19 will be reported to camp staff as soon as possible.

### **Contact Info**

You may reach your child or the camp staff by calling the Kemper Outdoor Education Center at (816) 229-8980 ext. 101 for the Front Office or ext. 102 for Camp Director. After-hours calls (emergency only) can be directed to the Ranger Station at (816) 503-4890.

### **Refund and Transfer Policy**

If you cancel 30 days or more in advance of your camp start date, 85% of your fees will be refunded. If you cancel less than 30 days in advance, 75% of your fee will be refunded. If you transfer your child to a different week of camp, given there is space available, there will be a \$20 transfer fee. To ensure your child a space at camp, please make sure you enroll early!

If any COVID-19 related cancellations happen by Jacomo Summer Camp you will receive a prorated refund for the days not able to attend. If YOU must cancel due to COVID-19 and can provide documentation you will receive a full refund.

# DON'T FORGET TO COMPLETE THE REQUIRED FORMS

**DUE: May 2rd, 2022**

Please complete the required forms and return:

 Mail, Drop Box or In-person: 8201 Jasper Bell Rd., Blue Springs MO 64015

 Email: [Kemper@jacksongov.org](mailto:Kemper@jacksongov.org)

 Fax: 816-224-0755

- Camper Information Form
- Authorized Ride and Pick Up Release Form
- Health Questionnaire Form
- Medication Request Authorization and Release Form (If your camper takes medication)
- Camper Code of Conduct Agreement
- Agreement to Hold Harmless, Assumption of Risk & Publicity and Talent Release Waiver
- Assumption of Risk and Waiver of Liability Relating to Coronavirus/COVID-19
- Guardian Waiver and Acknowledgement Form

For Questions Call Kemper Office: 816-229-8980