

Tualatin Hills Nature Camp

Parent Handbook

School Year 2016/17

*Thank you for choosing us for your child's camp program!
Please read through this handbook and discuss it with your child so
that you both have an understanding of camp policies.*

PROVIDE EMERGENCY CONTACT AND MEDICAL INFORMATION AS SOON AS POSSIBLE.

This information must be provided at least two weeks before your child's first session of camp. We require updated information for the school year even if you have previously attended THPRD camps.

You can now fill out your Emergency Contact and Medical Information form online through your THPRD registration account - <https://www.thprd.org/portal/>. Once logged into your account click on the red tab on the left-hand side of the page. If you do not have access to the internet, please contact the Nature Center to request a paper version of the form.

To confirm your child's camp registration, visit your THPRD online account or call the Nature Center at 503-629-6350.



Tualatin Hills Nature Center
15655 SW Millikan Way, Beaverton, Oregon 97003
503-629-6350 ♦ Fax: 503-629-6351
www.thprd.org/activities/nature



CAMP DESCRIPTIONS

Day Off Camp Wild Things (Ages 4-6)

These are one-day camps for preschool-aged children to explore the natural world. Day Off Nature Camps always meet at the Tualatin Hills Nature Center.

Camp Hours: Activities are scheduled from 8:30 am-4:30 pm. Staff supervision is available as early as 7:45 am and as late as 5:15 pm. Late fees will be charged after 5:15 pm.

Half-day Winter Break/Spring Break Camp Wild Things (Ages 4-6)

Build your child's sense of wonder about nature and invite them to explore wildlife and the world around them. Games, songs, new friends, crafts, and adventure make this a good camp for young children. Please note that the morning and afternoon sessions are identical. Camp Wild Things (CWT) is offered at the Tualatin Hills Nature Center and Cooper Mountain Nature Park.

Camp Hours: Monday-Friday*, 9 am-noon or 1-4 pm. Instructors will start checking campers in at 9:00 a.m. for the morning session and 1:00 p.m. for the afternoon session. Campers will be ready to be picked up at noon or 4:00 p.m., respectively.

Half-day Winter Break/Spring Break Mini Nature Camp (Ages 6-9)

These are half-day camps for young elementary age children filled with fun and adventure. Create crafts, play games, make new friends, and explore the trails and habitats of the park. Mini Nature Camps are offered at the Tualatin Hills Nature Center and Cooper Mountain Nature Park. Please note camps with the same titles are identical.

Camp Hours:

Monday-Friday*, 9 am-noon or 1-4 pm. Instructors will start checking students in at 9:00 a.m. for the morning session and 1 pm for the afternoon session. Campers will be ready to be picked up at noon or 4 pm, respectively.

Nature Explorers Camp (Ages 7-10)

These are full-day camps for elementary-aged children filled with fun and adventure. Some days are spent exploring the Tualatin Hills Nature Park and others include a field trip to locations around NW Oregon and SW Washington. Nature Explorers Camp meets at the Tualatin Hills Nature Center.

Camp Hours: Activities are scheduled from 8:30 a.m.-4:30 p.m. Staff supervision is available as early as 7:45 a.m. and as late as 5:15 p.m. Late fees will be charged after 5:15 p.m.

Camp Green (Ages 10-13)

Camp Green provides opportunities to delve into the scientific world in which we live. We'll do science-based activities and explore how our daily lives are intertwined with our environment. Also explore various parks around THPRD and take field trips around our region. Camp Green meets at the Tualatin Hills Nature Center.

Camp Hours: Activities are scheduled from 8:30 am-4:30 pm. Staff supervision is available as early as 7:45 am and as late as 5:15 pm. Late fees will be charged after 5:15 pm.

*Typical camp days and times, may vary based on holiday schedules.

BE PREPARED FOR CAMP

Please label all of your child's clothing items, lunch boxes, water bottles, and any other items that are brought with his or her name. Be sure that all items that are brought to camp can get dirty.

What to wear to camp:

- ❖ Comfortable, appropriate, and layered clothing to accommodate changing weather conditions.
- ❖ Solid shoes. No open-toed shoes, backless shoes, flip flops, or sandals.
- ❖ Outer layer for rain or cold (inside the park can be cooler than parking lot or home)
- ❖ A hat for sun protection.
- ❖ Sunscreen and insect repellent (our instructors cannot provide these).

What to wear to camp on trips to Mount Hood:

We understand that you may not have all of these items available. Please dress your child in the most appropriate clothing that you can and we will work to accommodate everyone so that your child can have a warm, dry, and fun experience in the snow! It is not necessary for you to purchase anything special for this camp.

- ❖ Several layers. Avoid wearing cotton clothes which soak up moisture, get cold and clammy.
- ❖ Winter jacket, pants, hat, and gloves/mittens – all waterproof, preferably.
- ❖ Comfortable hiking shoes or warm winter boots that are comfortable to walk in. Waterproof shoes are preferable.
- ❖ Spare set of dry clothing (to be left on the bus) including two pairs of extra socks, a pair of shoes, and an extra warm jacket or sweater.
- ❖ Optional but useful articles of clothing may be: sunglasses, scarf, wool socks, hand/foot warmers, etc. that can keep your child warm and dry.

What to bring to camp:

- ❖ Full-day campers need to bring a lunch, two snacks, and water. Half-day campers need to bring a snack and water.
- ❖ *A full, reusable water bottle is required for each day's camp adventure.*
- ❖ Please do not provide foods that require refrigeration or heating and avoid glass containers.
- ❖ Water and natural juices/drinks are highly recommended rather than soda pop.
- ❖ No sharing food (to promote allergy prevention).
- ❖ We encourage use of low waste lunches with recyclable or reusable containers. We discourage high waste lunches such as Lunchables.
- ❖ A comfortable backpack to carry all of the above items.
- ❖ Optional but useful items include: magnifying lens, field guides, etc.

Things NOT to bring to camp:

We are not responsible for lost, stolen, or damaged items. Please leave the following personal items at home: toy or water guns, knives, matches or lighters, electronics (iPods, games), and toys.

Lost & Found

Found items will be held for two weeks and then donated to charity. Check the lost and found in the camp classroom or ask at the Nature Center front desk if searching for a missing item.

Medications

When possible, give your child his or her medication before camp. A Medical Authorization form is required for medication taken during camp hours. Call the Nature Center at 503-629-6350 to obtain the form. Give completed form and the medication to the camp director when you drop off your child.

SAFETY AND DISCIPLINE

Our staff is committed to providing educational opportunities in a safe environment. To ensure that both camper and staff boundaries will be considered, mutual respect, kind yet firm leadership, and encouragement of children form our positive discipline policy.

We have established the following set of behavior expectations to ensure that all campers can participate in a safe, enjoyable, and educational experience.

Basic Rules

- ❖ All objects in the park must stay in the park (sticks, rocks, etc.).
- ❖ Campers should always be within sight of a camp leader.
- ❖ Stay on marked trails at all times.
- ❖ Respect your “TOES” (Teachers, Others, Environment, and Self).
- ❖ Use appropriate language at all times.
- ❖ Snacks and lunches are to be eaten only during designated meal times, no gum chewing allowed.

Consequences

Our policy encourages, recognizes, and reinforces the positive behaviors of children. Should any child have difficulty being a positive influence at camp, the staff will utilize a “three strike system”. Any disciplinary actions will be discussed with parents or guardians at the time of pick-up.

Strike 1: Official warning. Discussion of the issue and a brainstorming session will take place to develop ways to prevent reoccurrence of the issue.

Strike 2: Staff will reiterate the importance of respecting the camp rules and other campers. The child will sit out of one game/activity. Child will use this time to write a behavior contract detailing how they will change their behavior. Parents or guardians will be notified at time of pick-up.

Strike 3: The child will be asked to stay home from camp or to sit out of a camp activity.

Field Trip Discipline

Safety is a top priority on our NEC and Camp Green field trips. Should your child become a serious discipline problem on a field trip, you will be asked to pick him or her up at the field trip site.

Emergencies

We do everything possible to minimize accidents through safety programs, close supervision, attentive facility maintenance, and consistent discipline. In the event of an accident that requires more than reassurance and a bandage, our staff will attend to the camper’s needs, call the emergency contact listed on the child’s Emergency Contact and Medical Information form, and fill out a THPRD incident report.

All staff members have current certifications in First Aid, CPR, and Epinephrine administration and will provide basic emergency assistance when needed. 911 will be called in the event that a higher level of emergency assistance is necessary. First Aid kits are available in all of our classrooms and are carried by staff members during outside activities.

CAMP ATTENDANCE

We have a full schedule of programming every day of camp and your child's attendance and participation is important to their camp experience. Please consider this when scheduling appointments and other summer activities during weeks when your child is registered for camp.

Sign-in/Drop-off

Parents, guardians, or other authorized persons (listed on the Emergency Contact and Medical Information form) must bring their children into the camp area and must sign in on the camp check-in sheet daily.

Sign-out/Pick-up

To ensure the safety of children in our programs, THPRD policy requires a parent or other authorized individual to provide a photo ID at pick-up and sign the child out on the camp sign-out sheet each day. If the child is to be picked up by someone *other than the designated individuals on their form*, a written note from the parent is required.

Safety Note: Please be prepared to show a photo ID every day at pick-up. Thank you in advance for your cooperation in helping us implement this procedure and for understanding that it is in place to help ensure the safety of your children.

Absences

If your child will be absent from camp, please call the Nature Center at 503-629-6350 to leave a message regarding that day's absence. We are unable to give credit for any days missed from our camp programs.

Late Arrivals, Early Departures

Since many of our camp activities occur out in the park away from the program starting area, parents dropping off campers late or picking up early should allow extra time to walk out to meet their child's group. On field trip days, offsite drop-offs and pick-ups are not possible.

Illness

Please do not send sick children to camp. We ask that you keep them home so they can rest and recuperate and be less likely to infect other children or staff. If a child becomes ill during the camp day, the Nature Center staff will contact the parent or other designated person named on the Emergency Contact and Medical Information form to come and pick up the child.

Late Pick-Up Fee

A late fee of \$1.00 per minute will be charged for pick-ups after the published end of the program. This is generally 5:15 pm for full day camps, 12:00 pm for morning half-day camp, and 4:00 pm for afternoon half-day camps.

THPRD Camp Cancellation Policy

Requests to drop or change a camp registration must be made at least two weeks (14 days) prior to the start date of the camp. No credit will be applied to your account with less than 14 days' notice. We require this notice because materials and expenses are made on your child's behalf once you have made a reservation.

ADDITIONAL INFORMATION

If you have any questions, please call the Nature Center at 503-629-6350.

Nature Explorers Camp and Camp Green Field Trips

Field trip hikes are anywhere from two to five miles. Campers need to wear comfortable shoes and a backpack to hold a lunch, water bottle, and clothing layers. Field trip destinations are listed with the camp descriptions in the THPRD Activities Guide or online at www.thprd.org. Although we plan our field trip schedule as carefully as possible, changes do occur.

Bus: We hire a Beaverton School District bus and driver for NEC field trip transportation.

TriMet: NEC and Camp Green occasionally uses TriMet to travel to local natural areas.

Vans: Camp Green participants are transported in mini-buses and mini-vans driven by trained THPRD staff.

Photography

We often take photos to document camp activities, and on occasion, may use these photographs in publications and online. *If you wish that your child's photo NOT be used, please notify the Program Coordinator in writing.*

Communication with Parents

Open communication between parents and camp staff is essential. If you have any suggestions or concerns, or would like to share something that you or your child enjoyed about camp, please contact the Camp Director or the Program Coordinator.

Inclusion Program

THPRD promotes the power of choice to enhance the quality of life for individuals of all abilities by providing diverse, accessible recreation in an environment that promotes dignity, success, and fun. Through inclusion services, THPRD may provide reasonable staff support for those who prefer other THPRD programs or activities. If you would like to discuss or request inclusion services for your child at camp, contact Inclusion Services at 503-629-6330.

Scholarship Program

THPRD has established this program to ensure that no district resident is denied a recreation opportunity due to financial limitations. For complete program information and to request an application form, please call 503-645-6433.

Dependent Care Expenses

In some cases camp payments can be written as dependent care expenses. Please remember to keep your receipts. THPRD's tax credit number is **93-6011018**.

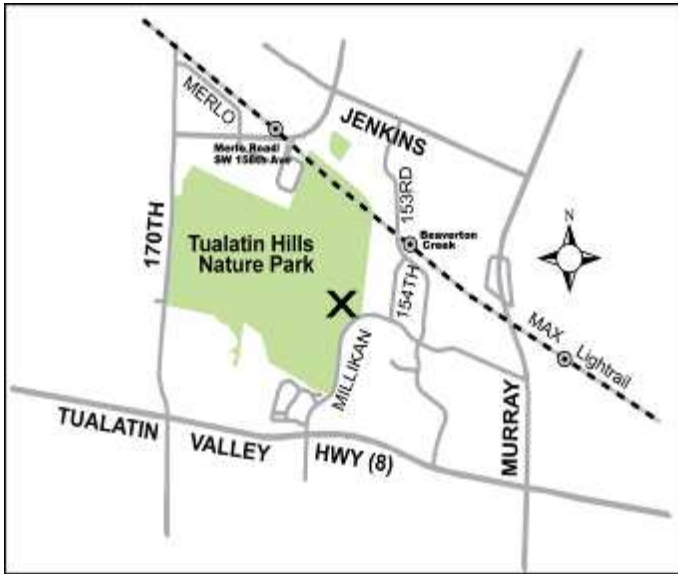
Program Evaluation

Parent evaluations of the camp programs play an important role in planning for future improvements. Please help us provide your child with the best possible program by completing the evaluation form at the end of each camp week. You can pick one up at check-out or watch your email for the online link to the form.

Thank you for your help and support in creating a safe and enjoyable camp for everyone!

Tualatin Hills Nature Center

15655 SW Millikan Way
Beaverton, Oregon 97003



The Nature Center acts as the gateway to the 222 acres of the Tualatin Hills Nature Park, where five miles of trails and a mosaic of habitats provide endless opportunities for discovery.

Meeting Location:

Camps will be meeting at the Nature Center by the parking lot off of Millikan Way.

Cooper Mountain Nature Park

18892 SW Kemmer Rd
Beaverton, Oregon 97007



The Nature House and the Cooper Mountain Nature Park are a joint project between Metro and THPRD. This beautiful park has views of Tualatin Valley from many of its three miles of trails and a variety of habitats that are becoming rare in our region.

Meeting Location:

Camps will be meeting at the Nature House next to the parking lot on Kemmer Rd.