



Decoma Day Camp

Celebrating our 78th Summer

Dear Parents,

We are looking forward to having your campers with us this summer. Please note the following:

- **In mid-May, first 4-week families will receive an email with estimated morning bus pick-up times** (or parent drop-off procedures). Last 4-week families will receive this email during the summer.
- **About a week before camp begins:** *(for first session campers only, second session campers will receive theirs later in the summer):*
 - **If your camper is riding the bus to camp (not the city bus), you should be receiving a bag containing:**
 - **FIRST DAY OF CAMP ENVELOPE.** This envelope contains a wristband and name tag. PLEASE put these items on your camper on their first day of camp.
 - **Decoma T-Shirt.** PLEASE write your camper's name in their shirt- THEY ALL LOOK THE SAME:). If the size of the shirt is incorrect, write us an email stating that you'll return the shirt on your camper's first day of camp. Let us know the correct size and we'll send a replacement.
 - **A Decoma Lawn Sign** will be placed in your front yard in the coming weeks. Please leave this sign in your yard, as this will be especially helpful for our drivers while they are perfecting their bus routes. We will remove these signs from your yard -- likely at the end of the summer.
 - **If your camper is NOT riding the bus to camp OR is riding the CITY BUS, please check your mailboxes (the old school "snail mail"). You will be receiving:**
 - **FIRST DAY OF CAMP ENVELOPE.** This envelope contains a wristband and name tag- PLEASE put these items on your camper on their first day of camp. Your campers will receive their Decoma T-shirt their first week of camp.
- For those riding home on the bus, the Decoma buses leave the grounds between 3:20 and 3:30 pm. Please be ready to greet your campers outside. After the first couple of days, you will have a better idea of when to expect your child to arrive home.
- On Mondays (or your child's first day of camp for the week), they should bring a bag with 1 or 2 bathing suits (2 are recommended), sunscreen and *optional* insect repellent. **We provide towels!** All of your campers' belongings will stay in their basket in the locker room **until sent home at the end of the week.** They will not be carrying a backpack around with them all day! Please tell your children **they do not bring their bathing suits or backpacks home each day.** REMEMBER TO LABEL EVERYTHING. We are partnering with [NameBubbles](#) (again) to help us ensure that everything brought to camp makes it back home. Please use this [link](#) to order your labels and be sure to put DECOMA10 as the coupon code to receive 10% off.
- Apply sunscreen to your child *before* coming to camp in the morning and send **both** a face stick and body sunscreen (preferably spray). Be sure these are CLEARLY Labeled with your child's name. Campers will keep these in their swim baskets, and we will help them apply continuously throughout the day.
- Camp will run in all-weather conditions. If it is raining, we have plenty of indoor space for your campers. If you decide to keep your campers home on a stormy day, we ask that you let us know in the morning. We understand that many of you rely on camp for childcare, and we will be here -- ready and waiting for those that attend!
- **It is very important to label everything with your child's name:** clothing, bathing suits, socks, underwear, backpacks, sunscreen, etc. We recommend that campers wear shorts, T-shirts, and sneakers (keens or natives ok too). You will be notified if your child needs to wear special clothing for an event. Please have your kids leave electronic games and other valuables at home --we don't want them to become lost or broken. **Cell phones are not allowed.**
- Please send your child with a labeled water bottle. We will have coolers and refilling stations throughout camp so they can refill their water bottles. We provide a hot lunch (peanut/tree nut free) every day. We do not encourage

campers to bring lunch from home, but if they must, we will make sure their lunches go directly in the refrigerator when they arrive to camp. They must be peanut/tree nut free and be sure to label these with your child's name!

- Decoma Day Camp is a drug-free and alcohol free facility with a zero tolerance policy.
- **Please complete all camp forms!** The **Health History Form** (a doctor's signature is *not* required) **must be submitted in your Decoma Account before camp starts!** **If your child takes medication at camp, please notify us in advance.** Medicine (in the original labeled prescription bottle) must be delivered by the parent in advance or given to the staff on the first day. Please label all medicine and include clear instructions.
- **If your child is not feeling well, please do not send him or her to camp!** Notify us if your camper will be staying home for the day. An email or phone call from home will be necessary to excuse children from swimming. Children with open sores or infections will not be allowed to swim. Due to various contagious infections, campers complaining of headache, stomach-ache, sore throat, fever, etc. will most likely be isolated and parents will be called to pick up.
- We will contact you should your child become injured at camp. (However, very minor scrapes and bruises will usually be tended to without parental notification.) If we are unable to reach you or one of your emergency contacts, it will be necessary for us to decide whether to call 911.
- During the first week of camp, your child will receive a Decoma T-shirt without charge. You may purchase additional T-shirts for \$10.00. These are in addition to the [Online Camp Store](#) orders.
- If your camper is celebrating a birthday over the summer, we celebrate in a big way...all-camp singing, a small Decoma birthday gift, and a special group treat! If you would like to send in a treat or special birthday item, please let us know. We just ask that it is peanut/nut free and does not require a freezer or refrigerator since space may be limited.
- We ask that parents do not visit Decoma during the first two weeks that their children attend camp. If at any time a question should arise, don't hesitate to call us, as cooperation between child, parent and counselor is essential. **Our camp number is 847-272-4560.** Please call between 10:00 a.m. and 3:00 p.m. if possible.
- Camp will not be held on Friday, July 3.

Don't let important emails go into your spam folder!

ADD THIS IMPORTANT CONTACT INFO TO YOUR ADDRESS BOOK

Info@decomadaycamp.com (*business office*)

Abbey@decomadaycamp.com or Sam@decomadaycamp.com

CAMP PHONE: 847-272-4560 BUSINESS OFFICE: 847-945-4455

Website: www.decomadaycamp.com

DO NOT TEXT ABBEY or SAMI with anything time sensitive during the camp day. We are usually out in the fields working with your campers and do not have access to our cell phones. CALL THE OFFICE!

PARENT DROP OFF AND PICK UP PROCEDURES

1. Please bear with us the first few days as we smooth out the procedure. We have spent hours upon hours trying to create the most seamless drop-off/pick-up situation for both our campers and you, the parents. If you have any questions, please email Sami: sam@decomadaycamp.com or call her at 847-272-4560. **REMEMBER** to have your campers wear their name tags and wristbands on the first day.

*We have a sizable parent drop off and pick-up situation and hope to be as organized as possible. Please bear with us during the first few days! The listed times are **for the benefit of traffic congestion, and we ask that you arrive promptly at the designated time.***

Parent REGULAR HOURS drop-off and pickup times

AM PARENT DROP-OFF:

8:50 - 9:10 AM

PM PARENT PICKUP:

1:30 PM (Shortened Day)

3:30 - 3:45 PM (Full Day)

For those families enrolled in Extended Care:

DROP-OFF: 8:00 -8:30 AM

PICKUP: 3:30-5:00 PM

2. When dropping off or picking up your campers outside the regular drop off and pick up times listed above, please alert us ahead of time. If you will be dropping off late or picking up early call 847-272-4560. PLEASE DO NOT TEXT! Let us know what time you will be arriving. If you are dropping your camper off late, please bring them to the front office. If your camper is leaving early LET US KNOW and we will have them ready for you at the office. **If dropping your camper off later in the day, please come after 9:45 am to avoid the bus/drop off traffic. If picking up your camper early, please arrive no later than 2:30 pm to avoid the bus/pickup traffic. You may have to park on Terri Lynn to ensure you can safely exit the parking lot.**
3. Please write your child's (or children's) first and last names in large letters on an 8 ½ x 11 (or larger) piece of paper or cardboard and place this in your dashboard facing out for us to see. Parents will be handed a Decoma car magnet or sticker on the first day. Let us know if you need additional car decals for a spouse, grandparent, nanny, who will be transporting your campers. This will help us to identify your child's authorized rides.
4. IMPORTANT! We are in a residential area and must be courteous to our neighbors. For everyone's safety, **drive slowly and carefully on Walters Ave and on all neighboring streets.**
5. To make this process as quick and seamless as possible, parents and visitors are not allowed to get out of their cars in the drop off/pickup circle. We will help your children out of the car and bring them directly to their group's meeting place. At the end of the day, our staff is not allowed to buckle your children into car seats. If your children ride in car seats, we ask that you quickly buckle them in.

BUS PROCEDURES

Our goal is to provide safe, dependable, and convenient transportation for our campers.

1. **Please be patient.** There are many variables that could affect the actual pick-up time, especially on the first day. We have given you an estimate – please have your child ready for pickup at your stop at least 10 minutes before this time but keep in mind that this is an estimate, and the actual bus arrival could be later. **REMEMBER** to have your campers wear their name tags and wristbands on the first day.
2. The buses leave camp between 3:20 & 3:30. After the first few days, you will have a better idea as to what time your child will usually arrive home. Shortened Day buses leave camp about 1:20 or 1:25. Please be home to receive your little darlings.
3. Please wait until the bus has come to a complete stop before approaching the vehicle. A bus counselor will greet your child and assist him or her onto the bus.

4. Children are assisted in taking their seats quickly and will also be assisted, if needed, in buckling their safety belts. The bus will resume only after all children are seated and buckled.
5. Upon approaching camp, the bus staff will instruct the children to disembark in a quiet and organized fashion. The campers will be directed to their camp groups upon arrival.
6. If your child will be absent or if you will be dropping them off on an occasional morning, please call or email camp either the day or evening before if possible. Or call prior to 7:30 AM that morning at 847-272-4560. If you are dropping them off at camp, please arrive between 8:50-9:10am OR after 9:45 am.
7. **IMPORTANT! We are located in a residential area and must be courteous to our neighbors. For everyone's safety, drive slowly and carefully on Walters Ave and on all neighboring streets.**
8. If your children normally ride the bus home but you plan to pick them up on a particular day, please CALL THE OFFICE as early as possible – preferably before noon and no later than 2:00 pm. 847-272-4560. PLEASE DO NOT TEXT! Whenever we know that a bus will be very late, we will try to inform you by telephone. **If you are picking your camper up early from camp, please arrive before 2:30 pm (and park on Terri Lynn) or between 3:30-3:40 pm to avoid the bus/pickup traffic.**

Your child's safety is important to us. Please discuss the following bus rules with your camper(s) prior to the start of camp.

- Always remain seated.
- No throwing objects at each other, out the window, or at staff members.
- No fighting, shouting, profanity, or boisterous conduct.
- Keep all parts of the body inside the bus.
- Be courteous to other passengers and do not distract the driver.
- No hazardous articles or weapons.
- Animals or pets may not be brought on the bus.
- Only assigned passengers are allowed to ride the bus.

