

# Fraser Valley Rec 2025 Parent Handbook



After-school | Summer Camp | Friday Field Trip



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## Welcome Letter & Program Philosophy

Welcome to FVMRD Youth Programs!

Operating as a Colorado state-licensed school-age program, FVMRD youth programs provide a safe, fun, & positive environment allowing each child to grow and learn to the best of their abilities.

*Our mission is to provide fun and memorable experiences for our community and guests through innovative, high-quality programs and facilities that promote health and wellbeing.*

*Our vision: Connecting people through memorable experiences.*

At FVMRD Youth Programs, we:

- Foster the development of new friendships & encourage teamwork.
- Exude an appreciation of the outdoors and our environment through recreational activities and community involvement.
- Help to instill self-confidence and self-esteem, focusing on developing skills specific to the individual child.
- Encourage curiosity, creativity, and self-expression!

We are excited to partner with you and your family in creating an unforgettable experience for your child. Thank you for choosing FVMRD!

Sincerely,

The FVMRD Youth Programs Team

## GENERAL CAMP INFORMATION

### After-School/ Friday Field Trip:

August - June  
Grand Park Community Rec Center  
Penguin Room  
1 Main St  
Fraser, CO 80442  
(970) 726-8968

### Summer Camp:

June - August  
Fraser Valley Elementary School  
125 Eastom Ave.  
Fraser, CO 80442  
(970) 726-8033

## Program Contacts

Stephanie Ferguson, *Youth Program Supervisor*  
Office phone: (970) 726-8968 x108  
Cell: (720)841-4197  
Email: [stephanie@fraservalleyrec.org](mailto:stephanie@fraservalleyrec.org)

Jesse Ebert, *Assistant Camp Director*  
Email: [reccamp@fraservalleyrec.org](mailto:reccamp@fraservalleyrec.org)

Avalon Mays, *Director of Recreational Services*  
Phone: (970) 726-8968 x106  
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Samantha Pritchard, *Programs Supervisor*  
Email: [samantha@fraservalleyrec.org](mailto:samantha@fraservalleyrec.org)

## Summer Day Camp Locations:

**\*Fraser Valley Elementary School – Primary Location**  
125 Eastom Ave. Fraser, CO 80442

**FVMRD Program Building**  
Norgren Rd. & Eisenhower Dr., Fraser, CO 80442

**Fraser Valley Library**  
421 Norgren Rd, Fraser, CO 80442

**Tennis Courts - Old Schoolhouse Park**  
Directly across from Fraser Valley Elementary

**Fraser Valley Sports Complex & Community Gardens**  
Cty Rd 5 off Hwy 40, Fraser, CO 80442

**Grand Park Community Rec Center (GPCRC)**  
One Main St., Fraser, CO 80442

Any other locations will be on the schedule. Any changes to the posted schedule will be communicated through email a week prior to camp.

## Program Overview

### After-School Program

- Grades: K–5th (ages 5–11)
- Location: Grand Park Community Rec Center (Penguin Room)
- Time: Monday–Thursday, 3:30 PM – 5:30 PM
- Includes swimming every Wednesday
- Healthy snacks provided daily
- Pick-up from recreation center bus stop by staff; parent pick-up at the Penguin Room

### Friday & Break Field Trips

- Grades: K–5th (ages 5–11)
- Location: Grand Park Community Rec Center
- Time: 8:00 AM – 5:00 PM
  - **Drop-off:** 8:00 am - 9:00 am (subject to change)
  - **Pick-up:** 4:00 pm - 5:00 pm (subject to change)
- Offered during the school year and on holiday breaks
- Off-site excursions to regional destinations

### Summer Day Camp

- Grades: K–5th (ages 5–11)
- Location: Fraser Valley Elementary School
- Time: Monday–Thursday, 8:00 AM – 5:15 PM
  - **Drop-off Mon – Wed:** 8:00 am - 9:00 am | **Pick-up:** 4:00 pm - 5:15 pm (subject to change)
  - **Drop-off Thurs:** 8:00 am - 8:30 am | **Pick-up:** 4:30 pm - 5:15 pm (subject to change)
- Weekly themes and rotating activities
- Includes swimming, gymnastics, tennis, hiking, wheels day, presentations, and field trips
- Designed for fun, learning, and outdoor exploration

## Dates, Times & Schedules

### After-School Program

- Monday – Thursday
- August - June
- **Pick-up Deadline:** 5:30 PM

### Summer Camp Weekly Dates (2025)

- Week 1: June 9–12
- Week 2: June 16–19
- Week 3: June 23–26
- Week 4: June 30–July 3
- Week 5: July 7–10
- Week 6: July 14–17
- Week 7: July 21–24
- Week 8: July 28–31
- Week 9: August 4–7
- Week 10: August 11–14

### Drop-Off / Pick-Up Times

#### Summer Day Camp

- Drop-off (Mon–Wed): 8:00 AM – 9:00 AM
- Drop-off (Thursdays/Field Trip Days): 8:00 AM – 8:30 AM
- Pick-up (Mon–Wed): 4:00 PM – 5:15 PM
- Pick-up (Thursdays/Field Trip Days): 4:30 PM – 5:15 PM

### Late Pick-Up Policy

A \$15 fee will be charged after 5:30 PM, and for every 15 minutes thereafter. If a child is not picked up within 30 minutes and no communication is made, authorities may be called. Habitual late pick-ups may result in removal from the program.

# Inclement Weather & Emergency Notifications

## Inclement Weather Policy

In case of inclement weather, FVMRD will announce any closures, delays, or changes to the Rec Camp schedule or operation. Updates on the weather and any change in plans will be sent out via email.

## Extreme Weather Policy

Campers may be exposed to various weather and temperature changes over the summer. We will use the following temperature readings as guideposts for the appropriate selection of camp activities:

*“Caution”*: 85 to 94 degrees F° physical activity may cause fatigue

*“Extreme Caution”*: 95 to 105 degrees F° possible heat cramps and/or heat exhaustion with prolonged exposure.

*“Danger”*: Above 105 degrees F°, possible heat stroke with prolonged exposure; heat exhaustion and heat cramps likely.

Every precaution will be taken to ensure campers’ safety. We will have frequent water breaks, and children will be monitored closely for overheating. All staff receive training on heat-related illnesses. We will schedule activities for shady and covered areas during outside playtime and limit outside time throughout the day. Children will be watched closely for signs of sunburn and dehydration. In the event of thunder, children will be brought indoors immediately. Parents have the option of not bringing children to camp or picking them up early if they believe weather conditions are unsafe. Refunds will not be offered due to weather.

## Emergency Situations

In case of an emergency that affects FVMRD Summer Day Camp, we will alert parents through CodeRed via email and text messages sent through ePACT. delivered on the mobile phone number listed in the camper profile.

### Disaster Preparedness Policy

FVMRD is committed to maintaining a safe environment for children and staff. We follow formal emergency procedures for a variety of potential situations. Drills are conducted regularly to ensure staff and campers are familiar with safety protocols.

### Tornado / Severe Weather

Campers and staff will move to designated interior shelter areas away from windows.

Staff will conduct a headcount and remain with children until conditions are clear.

Parents will be notified via ePACT or phone after the immediate threat has passed.



### Fire / Building Evacuation

In the event of fire or smoke detection, staff will calmly guide children to the closest designated exit.

- Attendance will be taken once outside.
- Emergency services will be contacted immediately.
- Children will remain with staff until picked up by an authorized adult.

### Shelter-in-Place

Used when conditions outside are hazardous (e.g., chemical spill, wildfire smoke).

- All campers and staff will remain indoors with windows and doors closed.
- Activities will be modified to indoor spaces until the all-clear is given.

### Lockdown / Active Threat On-Premises

If an intruder or active threat is suspected nearby or on site, FVMRD will initiate lockdown procedures.

- Staff will secure rooms, turn off lights, and keep children calm and quiet.
- Communication with authorities and families will occur once it is safe to do so.

### Evacuating Children with Disabilities

Campers with mobility, sensory, or cognitive impairments will receive individualized evacuation assistance.

- Staff will be assigned specific roles to support those children during drills and actual emergencies.
- Accessibility of exits and reunification procedures are reviewed to ensure inclusion and safety.

## Registration & Paperwork

### How to Register

- Online: [fraservalleyrec.org](https://fraservalleyrec.org) (*online discounts apply*)
- Phone: Call (970) 726-8968 x0
- In Person: Visit Grand Park Community Rec Center

If a program is full, your child will be added to the waitlist and contacted by staff if a spot opens. Spots are filled based on response time and waitlist order.

## Required Forms (ePACT & Immunizations)

### ePACT Information

ePACT is the secure electronic platform used by FVMRD to collect and manage emergency forms, waivers, and health documentation. All families must complete ePACT forms before their child can attend any FVMRD Youth Program.

### Getting Started with ePACT

- After registration, you'll receive an email invitation to create or connect your ePACT account
- Complete one profile per child and share it with Fraser Valley Rec
- Returning families can update existing information instead of starting from scratch

### Information Required in ePACT

- General child info (name, birthdate, address)
- Emergency contacts (at least two local – within 30 minutes driving time to camp)
- Authorized and unauthorized pick-up list
- Medical conditions, medications, allergies (food, environmental, medicine, etc.)
- Current immunization records (must be Colorado Certificate format)
  - To obtain your child's Colorado Immunization Record, visit: [CIIS Public Portal](#)
  - Sample form can be found on page 23.
- Permissions and waivers (field trips, media release, sunscreen, etc.)

### Important Notes

- Children will not be allowed to attend camp or participate in activities until all ePACT forms are complete
- Updates to ePACT may be requested if new information is needed for a specific program or trip
- Any required documentation must be submitted before your child's start date
- Sign-in/sign-out will go through the ePACT app. Once a designated guardian has signed them out, children will be allowed to leave the premises. If a party is there to pick up the child(ren) who is not cleared through ePACT, they will not be permitted to pick up the child(ren), and a listed guardian will be contacted.

**Support** If you need help with ePACT setup or troubleshooting:

- Contact the Youth Program Supervisor at (970) 726-8968 x108 or [stephanie@fraservalleyrec.org](mailto:stephanie@fraservalleyrec.org)

## Payment & Financial Assistance

**Payment Policies** FVMRD has a "Pay Before You Play" policy. Payment is required at the time of registration for all programs and activities.

### After-School Program

- \$9 per day (online pre-registration)
- \$11 per day (same-day by 11:00 AM)
- \$13 per day (late registration or added from waitlist)

### Friday & Holiday Field Trips

- \$45 per day (standard rate)
- \$43 per day (discounted online rate)

### Summer Day Camp

- \$45 per day (standard rate)
- \$43 per day (discounted online rate)

### Late Pick-Up Fee

- \$15 charged after 5:30 PM
- Additional \$15 for every 15-minute increment thereafter

## Refund Policy

- **Full Refunds:** If FVMRD cancels the program or if cancellation is requested 14+ days in advance.
- **Partial Refunds:** 50% refund available if canceled 7–13 days before the program starts (based on expenses).
- **No Refunds:** Within 7 days of program start or for contracted/specialty programs.
- **Medical/Emergency Refunds:** May be approved with documentation.
- **Processing Fee:** A 4% fee applies to most refunds unless cancellation is initiated by FVMRD.

## Financial Assistance Options

### 1. Colorado Child Care Assistance Program (CCCAP)

- Offers child care subsidies to eligible low-income families
- Visit [colorado.gov](https://colorado.gov) or call Grand County CDHS at (970) 725-3331

### 2. Fraser Valley Rec Foundation Scholarships

- Scholarships are available through the Rec Foundation
- Contact Samantha Pritchard at [samantha@fraservalleyrec.org](mailto:samantha@fraservalleyrec.org) for details

### 3. Grand Foundation GAP Scholarships

- Additional scholarships are available through the Grand Foundation
- Visit [grandfoundation.com](https://grandfoundation.com) for more information

## Daily Essentials

What to Bring to Camp Please pack the following items for your child each day:

- Non-perishable lunch (no refrigeration provided)
- Morning and afternoon snacks
- Refillable water bottle (no soda or energy drinks)
- Backpack
- Towel and swimsuit
- Hat and jacket
- Comfortable, closed-toe shoes and socks
- Extra change of clothes in a labeled bag

**Label everything** with your child's first and last name. Campers are responsible for their own belongings.

### Camp Attire

Camp is active and sometimes messy. Children should wear:

- Comfortable, breathable clothing
- Shorts or pants that allow for movement
- Sneakers or athletic shoes (no flip-flops, sandals, Crocs)
- Keep in mind that some activities may be messy

Examples of inappropriate attire: crop tops, short skirts, daisy dukes, swimwear worn outside swim time, and anything advertising alcohol or tobacco or showing vulgar messages or phrases. Should your child wear clothing that is deemed inappropriate, the parent will be contacted to provide appropriate attire.

### Sunscreen Policy

Please apply sunscreen to your child daily before camp. FVMRD will apply Equate Sunscreen or Coppertone Sport 50 SPF to children's exposed skin before all outdoor activities and every 60 minutes thereafter when we are outside. If children have their own sunscreen, it must be labeled with their name and turned into a counselor prior to each day.

### Meals, Snacks, & Food Allergies

- No meals or snacks are provided by FVMRD (except one snack at After-School).
- Please pack healthy, nut-free food and snacks for your child.
- \*\*Ensure all items are marked with your child(ren)'s first and last name.
- Lunches must meet 1/3 of the child's daily nutritional needs; staff may notify you if they do not.
- Due to allergies, special accommodations may be made for children with food sensitivities. Please alert staff in your ePACT profile.

### Personal Items & Electronics

- Do not bring toys, stuffed animals, or valuables to camp.
- Campers may not use cell phones or electronic devices during camp hours. Devices may be used with headphones on bus rides only.
- Money is only permitted on field trip days (max \$10). Please avoid sending candy or soda.

## Health & Safety

Parents are required to complete a registration form containing Emergency Information and the Camper's Health History. All forms must be filled out in their entirety prior to registration being accepted.

### Illness Policy

**Please keep your child home if they show signs of illness including:**

Parents should not bring a camper to camp when the camper has: strep throat, "pink-eye" or any other communicable disease that has not been treated with an antibiotic for 24 hours; has an oral temperature of 100 degrees or higher in the previous 24 hours; has had persistent vomiting and/or diarrhea in the last 24 hours; or has impetigo and has not received an antibiotic treatment; lethargic or unable to participate fully in all camp activities.

**If your child becomes sick or injured during camp:**

If your child becomes ill or injured while attending our program, a staff member will notify you. Depending on the severity of the illness or injury, we may request that you pick your child up from our program. All communicable diseases or illnesses will be reported to the local health department and communicated to camp families.

1. In the event of an emergency, 911 will be called first, followed by the guardian or emergency contact.
2. It will be the Medic's discretion if the child needs to be transported to the hospital.
3. It is the policy of FVMRD to call 911 for the following illnesses or injuries: Seizures lasting more than 5 minutes- or for any seizure experienced by campers with no seizure history, anytime a participant loses consciousness, anytime there is a suspected broken bone, anytime a wound is sustained and bleeding cannot be stopped, when there is a suspected head, neck or back injury.

### Medications

1. Please notify the Camp Director if during camp your child will need any type of medication, prescription, or over-the-counter, or if they require special medical attention due to allergies. Parents may need to meet with the Recreation Supervisor or Camp Director prior to attending in order to set up a Health Care Plan specific to your child.
2. Parents should check with their healthcare provider to see if a dosage schedule can be arranged that does not involve the hours of camp.
3. In the event that medication does need to be administered during camp time by staff, we must have a medical form on file on ePACT with authorization from a health care provider and parent written authorization.
4. Medications must arrive in their original container.
5. If the proper paperwork for medication has not been completed or it is not in the original container, medication cannot be administered by camp staff and cannot remain onsite.
6. Only the medication administration-certified staff are authorized to administer medication and only if there is a signed parent/guardian and physician waiver on file.

7. Children who correctly know how to use their Epi-Pen and inhaler may keep it with them if the proper paperwork is on file. Confidentiality of the child will be maintained at all times.
8. All medications will be kept locked up away from children. All procedures for storing and administering children's medicines and delegation of medical administration are in compliance with Section 12- 38-132 C.R.S., of the "Nurses Practice Act."

### Outdoor Area Inspections

All outdoor play and activity areas are inspected for hazards by staff before use. Unsafe areas are reported and avoided until deemed safe.

### Emergency Procedures

- In an emergency, 911 will be contacted before the parent/guardian
- Camp staff are trained in CPR, First Aid, AED and emergency protocols
- 911 will be called for serious injuries, uncontrolled bleeding, seizures, or suspected broken bones

### Lost Child Procedures

1. All children are under direct supervision at all times. Children will be counted on arrival, throughout the day, before and after loading buses, and during lunch.
2. Staff members will be responsible for small groups and are required to constantly verify their attendance with a "Face Count" every 20 minutes. In the event a child should become separated from the group, camp staff will notify the Assistant Director or Director and a search party will be organized immediately. The rest of the camp group will be supervised by staff members who are not actively searching for the separated child.
3. Camp staff will contact authorities for assistance if necessary. If the group is on a field trip and a child becomes separated from the group, the organization will be contacted immediately. For all situations, parents will be notified and updated on the status of the situation.
4. A report describing the incident will be properly documented by all staff involved with the specific incident. Each staff member will report exactly what happened from their perspective, and the Youth Program Supervisor will collect documentation. If the child is determined to be missing for more than 5 minutes all documentation will be made available to the Department of Social Services.

### Restroom Supervision

Children are never left alone with a staff member in a restroom. Restroom use is supervised discreetly, and staff will not assist with toileting unless absolutely necessary and done with proper oversight (e.g., door ajar or second staff in vicinity).

**Reunification in the Event of Evacuation or Emergency**

In the event that the FVMRD program is unable to return to the home base following an emergency situation family can expect communication to come via email, phone, or social media regarding the specific process for reunification. The reunification site nearest to our home base will be:

**The Foundry**  
**22 Second St, Fraser Co 80442**

As always campers will only be released to those indicated on their ePACT profile as a Parent/Guardian, Emergency Contact, or other Authorized Individual for pickup.

**Visitors Policy**

To maintain a safe, secure, and focused environment, FVMRD has established the following visitor guidelines:

**Authorized Visitors Only**

- All visitors must be approved by FVMRD administrative staff in advance.
- Visitors must check in at the front desk of the Grand Park Community Rec Center or program site before entering any youth program space.

**Identification Required**

- Visitors are required to show a valid photo ID.
- Visitor names and purpose will be documented in a visitor log.

**Escort and Supervision**

- All approved visitors will be escorted by staff while on-site.
- Visitors are not permitted to be alone with children at any time.

**Family Observations**

- Parents/guardians may request to observe their child's participation. These must be scheduled in advance with the Youth Program Supervisor.
- Observations are conducted in a way that minimizes disruption to programming.

**Volunteer Procedures**

- All volunteers must complete a background check and receive approval through the FVMRD HR Department.
- Volunteers will be supervised by FVMRD staff at all times and are not counted in supervision ratios.

**Unscheduled or Unauthorized Individuals**

- Individuals who arrive without prior approval or refuse to follow check-in procedures will be asked to leave immediately.
- If necessary, law enforcement will be contacted.

## Transportation & Field Trip Procedures

FVMRD provides weekly field trips throughout the year. Friday field trips are offered during the school year, and several are offered during holiday breaks. Summer field trips will occur every Thursday.

### Field Trip Protocol

- Departure and return times are communicated in advance by email
- Campers must be dropped off and picked up within posted field trip windows
- Staff maintain supervision and headcounts throughout the trip

### Transportation Guidelines

- FVMRD uses district vans, mini-buses, East Grand School District buses, and Winter Park/Fraser transit
- Campers are **never transported in personal vehicles**
- Drivers are 21+ and hold valid licenses and certifications
- Vehicles are inspected prior to each trip for safety
- Seat belts are required at all times in district vehicles

### Booster Seat Requirements

- Colorado law requires booster seats for children under 9 or weighing less than 40 lbs
- Booster seats will be provided for children meeting these requirements

### Field Trip Authorization

- Written permission is required to transport your child on any trip
- This authorization is collected via your child's ePACT profile
- Additional waivers may be required for some excursions
- A sign will be posted at the GPCRC with destination, return time, and contact number
- The Grand Park Community Recreation Center (GPCRC) guest services will have access to trip information at (970) 726-8968

### Emergency Procedures on the Road

When off-site for field trips or special excursions, FVMRD staff follow strict emergency procedures to ensure child safety and clear communication with families.

Vehicle Emergencies (e.g., breakdown, accident)

- Staff will immediately secure all children and assess for injuries.
- 911 will be called if medical or emergency services are required.
- Uninjured children will remain supervised and calm inside the vehicle or moved to a safe area nearby.
- Parents will be contacted as soon as staff are able to safely do so.
- An incident report will be filed upon return.

### Lost Child on a Field Trip

- Immediate headcounts and site-wide search will be initiated.
- Camp staff will notify venue personnel and law enforcement if the child is not found within 5 minutes.



- Parents will be contacted and kept updated until the child is safely recovered.

Unexpected Delays (e.g., weather, traffic, road closures)

- Parents will be notified by phone, email, or text via ePACT.
- Staff will remain with children at all times and keep them occupied, hydrated, and supervised until return is possible.

Medical Emergency While Off-Site

- 911 will be called, and the child will be cared for by trained staff until help arrives.
- The child's emergency contact will be notified immediately.
- A staff member will accompany the child to the hospital if transported, and parents will be given the hospital information.

All staff carry a list of emergency contacts, medical information, and authorization to treat forms during off-site programs.

## Supervision & Staffing

### Staff Qualifications

- All staff complete background checks including criminal history and child abuse/neglect screening
- All staff are certified in CPR, AED and First Aid
- Training includes Bloodborne Pathogens, Child Abuse & Neglect, and program safety
- Staff include experienced year-round team members and qualified seasonal hires
- All camp counselors are 18 or older

### Counselor-to-Camper Ratios

- FVMRD strives for a 10:1 camper-to-staff ratio
- Lower ratios are maintained during swimming and field trips

### Swimming Supervision

- Counselors remain within arm's reach of non-swimmers
- All children are swim-tested and grouped by ability
- Children must be 48" tall to use the GPCRC waterslide
- Campers are not permitted in the hot tub, steam room, or sauna
- Properly fitted Coast Guard-approved life vests may be used for extra support

### Junior Camp Counselors

- Junior Counselors (ages 16+) assist camp staff during the summer
- They receive similar training as full-time staff
- Junior Counselors help with daily activities and support camper engagement

## Behavior Expectations & Code of Conduct

FVMRD Staff uses positive methods of guidance that encourage independence and accountability. Redirection is a way to guide a child from inappropriate play to a more appropriate activity.

Please inform the Youth Program Supervisor if your child has any behavioral, mental, or physical challenges. Parent and staff conferences can be requested to discuss your child's behavior, progress, and social and physical needs.

**Behavior Management Philosophy** FVMRD uses positive guidance strategies to promote independence, cooperation, and accountability. Staff are trained to:

- Use redirection to guide children toward appropriate behavior
- Offer choices and problem-solving support
- Communicate clearly with campers and families about expectations

We ask that campers follow three core principles:

1. Keep yourself safe
2. Keep others safe
3. Keep materials and equipment safe

**Disciplinary Steps** To maintain a safe and respectful environment, FVMRD staff follow a three-step behavior protocol:

### **Step 1: Behavior Report (Warning)**

- Camper is separated from the group
- Camper and staff discuss behavior and readiness to return
- Incident is documented and shared with the parent/guardian

### **Step 2: Behavior Contract (Second Instance)**

- Camper is again separated and behavior is addressed in detail
- Parent is notified and may be asked to assist in redirection
- Supervisor is informed if safety is a concern

### **Step 3: Parent Meeting (Third Instance)**

- A formal meeting is held with parents and staff
- Possible outcomes include suspension or removal from the program

**Zero Tolerance Policy** Campers may be immediately dismissed for behavior that endangers others or is excessively disruptive, including:

- Physical violence (hitting, kicking, biting)
- Bullying or harassment
- Possession of weapons or dangerous objects
- Repeated refusal to follow directions or safety rules

### **Examples of Minor Infractions**

- Name calling
- Horseplay

- Disrupting activities
- Throwing soft objects or damaging materials

**Emotional/Behavioral Disorders**

Parents will be contacted and asked to take a child home if a child diagnosed with an emotional and/or behavioral disorder causes a major disruption in camp operations, and/or, in the opinion of staff, may be harmful to him/herself or others. If the parent fails/refuses to pick up the child, then it will be at the discretion of the staff, with approval of the Program Coordinator, to have the child transported to an appropriate health care facility.

**Parent & Camper Code of Conduct Form** All families are required to sign a Code of Conduct agreement prior to camp. This form outlines behavioral expectations and disciplinary procedures. The agreement must be signed by both the parent/guardian and the camper.

## PARENT & CAMPER CODE OF CONDUCT

Campers and parents are expected to conduct themselves in an appropriate manner. Campers and parents should refrain from verbally and/or physically abusing others. Campers should respect authority figures and respond positively to guidance and direction. Staff are trained in using redirection as the first intervention for behavior concerns. Persistent behavior problems may result in dismissal from the summer camp program. Disciplinary procedures within the camp programs are guided by the type and severity of the behavioral incident as described below:

*Minor Incidents:* Minor incidents include, but are not limited to, name calling, horseplay, refusing to cooperate (not listening, not following rules, or not following directions), being disruptive, being rude/discourteous to adults, throwing soft objects, minor destruction of property such as tearing up or coloring on others papers, etc.

*More Serious Offenses:* More serious offenses include, but are not limited to, using abusive/profane language, throwing dangerous objects, participating in physical conflict (hitting, kicking, biting, etc.), and inappropriate social behavior. When a camper does not conform to acceptable rules of behavior, the staff will discuss with the camper the specific inappropriate behavior that the camper has demonstrated, more appropriate behavior, and the consequences for demonstrating further inappropriate behavior. Consequences may include, but are not limited to:

- Being assigned to a “Time Out,” a parent will be asked to assist with redirection. This action will be repeated if necessary.
- Being removed from the group if the behavior causes a distraction and barrier to learning or playing for the other participants.
- Exclusion from field trips.
- Informal or formal parent conferences.
- Suspension or dismissal from the program (without refund of fees).

*Zero Tolerance Policy* – There is no tolerance regarding the participant’s conduct involving infractions that concern the immediate safety of the child, the other campers, and our staff. I have read and fully understand the terms and conditions of participating in FVMRD Recreation Parks programs. I understand that if I violate any of the terms of the code of conduct, I/my child could be removed from camp and not allowed to return.

\_\_\_\_\_  
Camper Name

\_\_\_\_\_  
Camper Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Name

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

## Licensing & Reporting

**Program Licensing** FVMRD Youth Programs are licensed by the Colorado Department of Early Childhood. Our programs meet or exceed all requirements set forth in Colorado's school-age child care regulations. All licensing documentation and policies are available upon request. For more details about the state's licensing rules, visit: [coloradoofficeofearlychildhood.com/rulesandregulations](https://coloradoofficeofearlychildhood.com/rulesandregulations)

**Concerns or Complaints** We encourage open communication and welcome any feedback or concerns. If you believe that a licensing regulation has been violated, you may contact:

**Colorado Office of Early Childhood Services**

1575 Sherman St., Denver, CO 80203-1714

Phone: (303) 866-5958

**Suspected Child Abuse or Neglect** FVMRD staff are mandatory reporters and are required by Colorado law to report any known or suspected incidents of child abuse or neglect.

If you suspect abuse or neglect, you should contact:

- **Grand County Department of Human Services**
- Or call the Colorado Child Abuse and Neglect Hotline: **1-844-CO-4-KIDS (1-844-264-5437)**

## Children with Special Needs / ADA

FVMRD welcomes children of all abilities and is committed to providing inclusive, supportive, and safe programming for everyone. FVMRD does not discriminate based on race, color, origin, sex, or disability. The summer camp is dedicated to supporting the Americans with Disabilities Act. If your child may require special accommodations for participation, please call us at (970)726-8968 at least two weeks in advance of your child's planned participation.

### **Equal Access Commitment**

- FVMRD does not discriminate based on race, color, national origin, sex, or disability
- Our programs comply with the Americans with Disabilities Act (ADA)

### **Requesting Accommodations** If your child requires special accommodations for participation:

- Contact us at (970) 726-8968 at least **two weeks** prior to your child's attendance
- Share specific needs through the ePACT profile and follow up with staff directly
- We may schedule a meeting with families to create an individualized support plan when appropriate

### **Supportive Environment** Our staff are trained to provide:

- Redirection and behavioral support
- Patience and flexibility in activity participation
- Safe supervision and encouragement to help all children succeed

## Media, Photos, & Technology Policy

### Photo & Video Permissions

- FVMRD may take photos or videos of campers during activities for promotional or documentation purposes
- A media release must be signed in your child's ePACT profile before any media can be used
- No media will be taken or shared without guardian consent

### Technology Use

- Campers do not use computers or technology during regular camp hours
- All movies shown are rated **G or PG** and approved by the Youth Program Supervisor
- Media and music will only be used when it aligns with camp curriculum or for occasional indoor activities

### Personal Devices

- Personal electronics, including cell phones, tablets, and smartwatches, are not allowed during camp
- Devices may only be used on field trip bus rides and must be kept silent or used with headphones
- FVMRD is not responsible for lost, damaged, or stolen personal devices



## COLORADO CERTIFICATE OF IMMUNIZATION

[cophs.colorado.gov/immunization](http://cophs.colorado.gov/immunization)



**COLORADO**  
Department of Public  
Health & Environment

This form is to be completed by a health care provider (physician [MD, DO], advanced practice nurse [APN] or delegated physician's assistant [PA]) or school health authority. School-required immunizations follow the Advisory Committee on Immunization Practices (ACIP) schedule. If the student provides an immunization record in any other format apart from this Certificate or an Approved Alternate Certificate (details found at [cophs.colorado.gov/immunization/terms](http://cophs.colorado.gov/immunization/terms)), the school health authority must transcribe the record onto this form. **Note:** Final doses of DTaP, IPV, MMR and Varicella are required prior to kindergarten entry. Tdap is required at sixth grade entry.

Student Name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Parent/Guardian (If student is under 18 years of age and not emancipated): \_\_\_\_\_

### Required Vaccines

Immunization date(s) MM/DD/YY	Titers Date <sup>2</sup> MM/DD/YY
HepB Hepatitis B	
DTaP Diphtheria, Tetanus, Pertussis (pediatric)	
Tdap Tetanus, Diphtheria, Pertussis	
Td Tetanus, Diphtheria	
Hib Hemophilus influenza type b	
IPV IPV Polio	
PCV Pneumococcal Conjugate	
MMR Measles, Mumps, Rubella 1	
Measles	
Mumps	
Rubella	
Varicella Chickenpox	
Varicella - date of disease	Varicella - positive screen date

<sup>1</sup>The shaded area under "Titers Date" indicates that a titer is not acceptable proof of immunity for this vaccine.

<sup>2</sup>In certain instances, laboratory confirmation of positive titers are an acceptable alternative to written documentation of vaccination. A positive laboratory titer report must be provided to the school to document immunity. Most laboratory systems can be linked with the Colorado-based at HealthLink is 1-800-888-4444.

<sup>3</sup>For IPV and Tdap, both the diphtheria and tetanus titers must be positive. A titer is never acceptable to demonstrate immunity to pertussis.

<sup>4</sup>Laboratory confirmation of positive titers are an acceptable alternative to the MMR vaccine only when titers for all three components (measles, mumps, and rubella) are positive.

### Recommended Vaccines

Immunization date(s) MM/DD/YY
HPV Human Papillomavirus
RV Rotavirus
MCV4 Meningococcal
MenB Meningococcal
HepA Hepatitis A
Flu Influenza
COVID-19
Other

Health care provider printed name/signature: \_\_\_\_\_ / \_\_\_\_\_ Date: \_\_\_\_\_

Student is current on required immunizations for age (circle one): OR Yes ☐ No ☐

Immunization record transcribed/reviewed by school health authority:

School health authority signature or stamp: \_\_\_\_\_ Date: \_\_\_\_\_

(Optional) I authorize my/my student's school to share my/my student's immunization records with state/local public health agencies and the Colorado Immunization Information System, the state's secure, confidential immunization registry.

Parent/Guardian/Student (emancipated or over 18 yrs old) signature: \_\_\_\_\_ Date: \_\_\_\_\_

Last Reviewed: May 2023