

April 26, 2023

Dear Parents and Guardians,

We are pleased to announce that Camp Greenleaf will run this summer from June 6 – August 4, 2023—provided a minimum registration and enrollment is achieved by May 8, 2023. Before and After School Club at Cotton Creek School will operate at Cotton Creek School for the 2023-2024 school year. Liability, staffing challenges and DCFS mandates—including staff to child ratios—were initial obstacles to program scheduling.

Recreation offerings have been reduced due to budget constraints, low enrollment and inability to staff programs. The Village does not have a Park District, which is a separate taxing body, to cover operating, programming, transportation and liability costs. Therefore, the Village Board and staff gave careful consideration on how to meet the essential needs of child care and still protect the Village.

2023 Camp Information

- Deadline for Registration and Enrollment: May 8, 2023
- **Minimum Enrollment Required: 30**
- Camp Fees* are included in the registration packet.
** An additional insurance policy, inflation and diesel costs, shipping and minimum wage requirements resulted in an increase of \$40 for residents and \$50 for non-residents in tuition. (See attached.)*
- Camp Hours: 9am – 3:pm
- Extended hours for child care*: 7 – 9am; 3 – 5:30pm (for additional cost)

Activities: Water play, physical fitness, Island Lake park visits, visiting exhibits, “in-house field trips” and other summer fun activities. We will be visiting more Island Lake parks and bringing the field trip experience in house by contracting with entertainment companies. *There will be no trips to water parks or pools.*

Open House on Wednesday, May 31, 7 – 8pm in the gym

Contact Ashley Piltz by May 8, 2023, at 847-416-7866 or Ashley.piltz@voislk.com. if you would like to enroll your child in Camp Greenleaf. Former Camp and Club students will be given the first chance to sign up. Enrollment packets can be found on line at www.villageofislandlake.com or at the Village office.

All campers must be registered. Full-time campers will have first priority for signup. Minimum attendance: 3 days per week. **No daily drop-ins are allowed.** Part-time campers will be considered only if the maximum number is not met through full-time enrollment.

For question or concerns email Stacey.pyne@voislk.com. If you prefer a phone call, please leave a number where you can be reached.

Stacey Pyne, Trustee



VILLAGE OF ISLAND LAKE
CAMP GREENLEAF 2023



AGES: K THROUGH GOING INTO 5TH
WEEKLY FEES RESIDENT (R) / NOT RESIDENT (NR)
JUNE 5TH – AUGUST 4TH

Sessions	Times	Residents	Non Residents
		1 ST child/2 nd	1 ST child/2 nd
CAMP	9:00-3:00	\$175/\$165	\$185/\$175
EARLY RISERS	7:00-3:00	\$191/\$181	\$201/\$191
NIGHT OWLS	9:00-5:30	\$191/\$181	\$201/\$191
ALL DAY	7:00-5:30	\$235/\$225	\$245/\$235

(\$50 non-refundable deposit at registration)

DUE TO CAMP SAFETY REGULATIONS THERE WILL BE 2 PODS OF 15 CHILDREN MAX.
PARTICIPANTS MUST SIGN UP FOR FULL SUMMER (WILL NOT BE CHARGED FOR VACATION OR SICK DAYS)
-NO DAILY DROP INS-

Field trips and onsite entertainment one time per week.

Weekly trips to Converse Park and various parks throughout the village.

Besides the wonderful field trips and on site entertainment, your child will be meeting new friends, hanging with awesome counselors, doing crafts, playing organized games, playing outside with the inflatable water toys, getting as much outdoor time as possible (weather permitting), science activities, cooking days.

A \$10 activity fee donation is requested for four special on site entertainment

REGISTRATION BEGINS 4/28/23: Everyone interested, please enroll by: May 8th 2023

(ALL REGISTRANTS WILL BE NOTIFIED BY EMAIL IF THEY HAVE A SPOT IN CAMP OR ON A WAITING LIST)
 3720 GREENLEAF AVENUE, ISLAND LAKE IL, 60042

QUESTIONS? Call Ashley @ **847.416.7866**
 VISIT www.villageofislandlake.com under RECREATION TAB

REGISTRATIONS CAN BE DROPPED OFF AT THE VILLAGE HALL LOCKBOX, MAIL OR EMAIL

ashley.piltz@voislk.com

(IF EMAILED YOU MUST USE E-PAY FOR THE \$50 DEPOSIT AT THE ABOVE VILLAGE WEB ADDRESS)

**VILLAGE OF ISLAND LAKE – CAMP GREENLEAF
INFORMATION AND REGISTRATION FORM**

Early 7:00 – 3pm _____ Camp only 9-3 _____ Late 9-5:30pm _____ All Day 7:00-5:30pm _____

Name of Child: _____ **Grade 2023-2024:** _____

Gender: _____ DOB: ____/____/____ Age: _____

Address: _____ City _____ Zip _____

Billing address (if different) _____ **Email:** _____

Home #: _____ Cell # _____

Mother's name _____ Ph. #: _____

Father's name _____ Ph. #: _____

Any custody restrictions? Yes, please explain on additional paper

Order of protection? Yes, please explain on additional paper

Emergency Name and Relationship: _____ Ph. #: _____

Has your child been exposed to a communicable disease? _____

Has your child been exposed to AIDS? Hepatitis type B? _____

Allergies? _____

PLEASE DISCLOSE ANY PERTINENT MEDICAL /HEALTH ISSUES THAT YOU FEEL STAFF NEEDS TO BE AWARE OF:

Doctor: _____ Phone # _____

Choice of Hospital: _____

List up to four (4) people authorized to pick up child.

T-SHIRT SIZE YS _____ YM _____ YL _____ YXL _____ AS _____

SUMMER CAMP AGENDA AND SAFETY GUIDELINES

VILLAGE OF ISLAND LAKE – CAMP GREENLEAF

*Schedule of activities is subject to change. If field trip changes need to be made, we will try our best to inform parents ahead of time.

DROP OFF AND PICK UP: Drop off and pick up will be at the Village Hall, behind the building where the Senior Center is located. It will be marked. Counselors will be monitoring drop offs. Stay Outdoors and a Counselor will have you sign the sign in sheet. **Parents are not allowed into the building.** *If you have any questions for Miss Ashley, please call or reach out via email. If you are late and it holds up a field trip, there is an extra \$20 charge per day per incident. Please be aware that unless it is a field trip expected to return later than 3:00 pm, there will be a late charge for campers that are signed up to leave at 3:00 and are not picked up by then. This will be strongly enforced, due to many of our counselors have obligations to tend to and are scheduled to leave at 3:00 p.m. This applies as well to parents that are later than 5:30 as well. We will give 2 times after that a \$20 charge will be applied to your next week's bill. If you need your child to stay later for one day only, please call us on our camp phone if you haven't already made prior arrangements with Miss Ashley.

CHARGES: Tuition fees must be paid every Friday prior to the week attending. If you are more than 2 weeks past due, a \$20 a week late charge applies and your child will not attend camp until balance is paid. (Please talk with Ashley if you are having an issue with paying.)

FIELD TRIPS: Most Mondays or Wednesdays are field trip days. We do occasionally go on a Tuesday or Thursday. If a trip is cancelled, we will text or call you ASAP. Please keep a pair of socks in your child's backpack because bowling is one of their favorite fill-in trips, and extra clothes as well for accidents. (Backpack rules are on a following page) We will text all parents when the bus is returning to Camp so you will know when to pick up your child if we are running late. Please do not call the front office of the Village. You will be given a card with all of our contact information to keep in your wallet.

CAMP T-SHIRTS: Each camper will receive a T-shirt. **We strongly encourage these to be worn on field trip days.** We also, strongly encourage the purchase of a second shirt at ½ price.

STAY AT CAMP/ACTIVITY/THEME DAYS: Two days a week we have more leisurely activities hanging out at the Village Hall. Campers will do such things as crafts, art, games, (inside and outside) sprinklers, water balloons, relax and watch a movie etc. Throughout the summer we will have theme days. We strongly encourage all parents and campers to participate by dressing up and or donating anything extra that may go with the designated theme! Our counselors participate and we love seeing our campers get involved as well! Weather pending, we will walk to Converse Park, have a picnic lunch there and play on the playground and hill.

SPENDING MONEY: We do not allow the children to bring their own spending money on field trips. Some of the other children won't have money with them and this will causes tension amongst the campers. There are some field trips on which we will purchase something extra for the children.

TOYS AND ELECTRONICS: Toys, Stuffedies, and Electronics are **not allowed** at any time in Camp Greenleaf. Phones are also not permitted during camp hours. Phones may be kept in the child's backpack, if you feel it is necessary. We do have a Club phone that you may call us on at any time. This phone will not be available for the children to make calls on unless for emergencies. No items from home are to be brought into Camp unless it

necessary to your child's well-being. Please notify Miss Ashley if your child has a smart watch. We ask that they do not make phone calls or use the device during camp hours.

DISCIPLINE AND SAFETY: We follow the same rules as "Before and After School Club" program. We expect our campers to respect one another and respect the counselors. If we have a continual discipline problem we will let you know. If this behavior continues and is being disruptive you will be called and your child will be given a write up. If more than two write ups are necessary your child will be asked to leave camp. Safety is our main concern. We absolutely do not allow any rough housing, wrestling, hitting, spitting, etc. We ask that the children do not touch each other. We will continue to remind children regarding distancing, personal space and unwelcomed touching.

While on the bus, children must be seated at all times and use quiet voices. Please let us know if your child has any allergies, especially this time of year for bee stings and asthma. If your child is allergic to bees or has asthma they must have an EpiPen or Inhaler with them at all times in their backpacks.

Please let us know if you EVER have any concerns or issues during your child's Camp Greenleaf experience. No questions or concerns are ever too small to bring to the counselors or to Miss Ashley's attention. We would like to address any issues as soon as they arise. We are so excited to start up Camp Greenleaf this year! We have a wonderful staff on board with us this summer! We want this experience to be fun, exciting, and enjoyable for your child, while also giving you the peace of mind that your child is being provided for in a safe environment. We want to make as many memories as possible!

Ashley Piltz
Recreation Administrator
Ashley.piltz@voislk.com
847.416.7866

CHILD'S NAME _____

PARENT SIGNATURE _____

I HAVE READ THE SAFETY GUIDLINE PAGE TO MY CHILD AND WE ARE BOTH IN AGREEMENT TO THE SAFETY RULES



VILLAGE OF ISLAND LAKE – CAMP GREENLEAF

Camp Greenleaf Phone 847.977.9147

DAILY SUPPLY CHECKLIST

Campers are required to bring the following **EVERDAY to camp:**

- Backpack:** Campers need to have a backpack that closes and be able to **carry by themselves with all of their supplies**. Counselors will be carrying other things and will not carry the camper's bags.
- Water Bottle:** It is **very important** to stay hydrated when we spend so much time outside in the sun daily. We do have water to refill their bottles. Please make sure your child has a water bottle at all times!! We will not be providing water bottles this year.
- Lunch:** Make sure you send your child with a **healthy lunch**.
- Snacks:** Please bring a morning and afternoon snack. We will keep a small amount if someone should forget their snacks. **If a lunch is forgotten, we will call you. We cannot provide lunch.**
- Swimsuit and Towel:** There are water activities that we do outside the Village Hall. **Please make sure they are packed daily along with a plastic grocery bag to put wet items in.**
- Gym Shoes:** For safety reasons, campers are **not allowed** to play on the playgrounds without gym shoes. Flip flops/sandals should be brought daily for water related and some of the other activities.
- Spray Sunscreen:** Counselors will apply the **SPRAY sunscreen ONLY**, but will NOT provide sunscreen for campers. If you prefer lotion please apply before arriving. We will spray an additional time if needed. Please send **SPRAY sunscreen** with your child daily.
- Extra Clothing and Socks:** Please **ALWAYS** keep extra clothing including underwear and a pair of socks in the backpack. If it is rainy and we have to change our field trip, they may especially need the socks for another activity. We do have some clothes available for those emergency cases.

Please go over this checklist with your camper EVERY MORNING

so they won't be left out of our daily activities.



**VILLAGE OF ISLAND LAKE – CAMP GREENLEAF
GENERAL LIABILITY WAIVER AND TUITION AGREEMENT**

Please read the following very closely as you will be waiving and releasing all claims for injuries your child might sustain arising from activities of this Camp Greenleaf program. I, the undersigned parent does recognize and acknowledge that there are certain risks of physical injury to participants in the Camp Greenleaf program and I agree to assume the full risk of any such injuries, damages or loss (regardless of severity) which my child may sustain as a result of participating in any activities connected to or associated with this program.

I further agree to waive and release all claims my child may have as a result of participating in this program against the Village of Island Lake and its officers, agents, servants and employees.

All tuition shall be paid in advance and is due on the Friday prior to attendance. The Village of Island Lake reserves the right to deny admission to any child whose tuition is not paid in advance in accordance with the terms of this agreement or for any other reason that has been deemed necessary. The undersigned agrees to pay, court costs and attorney's fees incurred by the Village of Island Lake in enforcing any of the terms of this agreement.

I have read and fully understand the above waiver and tuition agreement.

Name(s) of Child Participant: _____ **Date:** _____

Parent/Guardian signature: _____ **Date:** _____

**VILLAGE OF ISLAND LAKE
CAMP GREENLEAF
FIELD TRIP RELEASE**

I hereby give permission for my child/children, _____, to take part in scheduled field trips while attending 2023 Camp Greenleaf. I hereby waive and release the Village of Island Lake, its employees and agents from any and all claims of liabilities arising from or in any way related to my child/children attending said field trips.

Parent/Guardian Signature: _____ **Date:** _____

**PHOTO RELEASE PERMISSION
VILLAGE OF ISLAND LAKE – CAMP GREENLEAF**

During the summer there will be times when your child/children will be photographed. These photos may be used for decorating our bulletin boards at the Village or for publicity purposes, as well as for local newspapers or our Recreation Guide. We are requesting your permission to use these photographs for any of the above listed situations.

Please check the appropriate space below.

_____ I understand that my child/children may appear in photos for the above listed situations and give permission for this.

_____ I DO NOT give my permission for my child/children to be photographed.

Child/Children's Name: _____

Parent/Guardian Signature: _____ **Date:** _____

**MOVIES PERMISSION
VILLAGE OF ISLAND LAKE – CAMP GREENLEAF**

My child has my permission to watch (circle all that applies)

G-Rated videos PG-Rated videos

Child/Children's Name: _____

Parent/Guardian Signature: _____ **Date:** _____