

SPR Summer Camp 2022 Policies

2022 CAMP DATES: June 20 - August 19

Payment Info and Weekly Camp Maxes

- Weekly Camp Payments can be made online via your account at sacorec.com.
- Weekly registration and payment **deadline is the Friday BEFORE the week you're selecting.***
- Your child cannot check in to camp until you have paid for the week or completed your full camp balance through your online account.
- For safety reasons, all camps have limits on the number of children allowed on camp each week which includes a combination of those registered all summer and those registering weekly. This allows us to maintain proper child to staff ratios. If the camp has reached its maximum capacity for that week, weekly campers will be unable to register and your child will not be allowed to check in. Please register in advance for all weeks needed!

Cancellations

- **Please call the SPR Office at 283-3139 or e-mail sacorecattendance@sacomaine.org** to cancel weeks of camp.
- Voicemail is always available and all messages are time stamped. Please leave a message if we don't pick up.
- If you need to cancel a week, you will be eligible for an account credit if you notify the SPR Office by 3:00pm the Friday before the week you're cancelling. Cancellations reported after this time are not eligible for credit.
- For the Full Summer option AND the Weekly option, credits will not be issued for any missed days.

Drop Off & Pick Up

- **Camp Hours: 7:30am-5:30pm** – you may drop off and pick up any time between these hours.
- Late pickup fees apply beginning at 5:31pm and are based on camp clocks.*
- Please allow for extra time to check in and pick up during the first couple weeks, and for 15 minutes extra time upon return from all field trips for staff to complete head counts before picking up. Anticipate that there may be a line for drop off between 7:30-8:00am and for pickup between 4:15-5:30pm.
- **Every camper MUST be walked to the check-in table by a parent/guardian for drop-off each day.* There are no exceptions to this policy.**
- Picture ID is required to be shown at pick up every day.* Advise all authorized pick-up people to do the same.
- Changes to the pickup list must be done directly with the SPR Office **by 12:00pm of the day needed**. Same day updates cannot be accommodated after this time. Campers will not be released to unauthorized people.*

Field Trip T-shirts



Your child is required to wear the trip t-shirt we will provide to all field trips and outings away from camp. If your child arrives at camp on a trip day without their shirt, you will be asked to either return home to get it or you will be billed \$10.00 for each new shirt we provide. Each day that your child needs this shirt is marked with this blue t-shirt icon on the camp calendar.

Contacts at SPR

- **SPR Office** – open Monday-Friday 9:00am-1:00pm. **(207) 283-3139** or parksandrec@sacomaine.org
The office can assist you with the following: registrations, payments, refunds, cancellations, contact form updates including updating approved pick-up people, and emergency medications. If we cannot pick up the phone, please leave a voicemail on our general mailbox x801 (NOT specific staff members' extensions) or e-mail parksandrec@sacomaine.org and we will respond as soon as possible.
- **Camp Phones** – should you need to contact your child's camp directly, please call the camp cell phone number listed on the camp's calendar. This is typically used in the event of emergency or running late at pick up. Camp staff cannot assist you with any of the topics listed in the SPR Office section.

**Failure to adhere to policies as noted above may result in fees assessed to your account. FMI 283-3139*

School's Out Program 2022-2023 & Fall Youth Sports Opens in July!
Stay tuned for details - FMI: www.sacorec.com