Parents

Guide to Camp

Washington State University
University Recreation

Cougar Kids Camp Mission
Cougar Kids Camp strives to help young people gain skills that will help them achieve a strong self-concept, self-responsibility, and the ability to get along with peers. It is our goal to provide every child with activities that are both enjoyable and educational.
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Cougar Kids Camp Contacts
DJ Mackie (dmackie@wsu.edu, 509.335.2218) or Melanie Rossetti (melanie.rossetti@wsu.edu, 509.335.3791)

Cougar Kids Camp Directors
University Recreation
PO Box 641830
Pullman, WA 99164
Fax: 509–335–4444

Summer Camp Hotline 509–330–2092
(June 29–August 14, Monday–Friday 7:30am–5:30pm)

Contacting Your Child During Camp
If an emergency arises and you need to contact your child during camp, call the camp cellular phone at 509–330–2092 or UREC office at 509–335–2218.
Parent Weekly Orientations

Thursdays starting July 2, 6:00pm–7:00pm on Zoom

https://wsu.zoom.us/j/97824373368?pwd=cnhZWVljOVJ6bFUzUTRldk4yUmtudz09

➢ Drop–in anytime during the orientation hours. The orientation will be held on Zoom at the link above every Thursday from 6–7pm starting July 2nd.

➢ Staff members will be answering any questions about camp in general or updated COVID–19 procedures.

➢ This is an excellent opportunity for parents to ask questions and share information regarding their child’s expectations. Information regarding your child’s participation in Cougar Kids Camp will be provided, including activities, camps’ structure, what to bring each day, camp policies and procedures.

COVID-19 Health & Safety Information

Due to the current ongoing COVID–19 pandemic and Washington State guidelines, Cougar Kids Camp will be limiting the number of youth that can be enrolled. Based on the staff and location resources, the kids camp can operate with a max capacity of 48 campers. Please note that while Cougar Kids Camp will do what it can to minimize the risk of exposure to COVID–19, avoiding risk can not be guaranteed and thus by registering and attending the camp, Parents/Guardians are assuming all risk and liability. Until further restrictions are lifted, below are health and safety guidelines we will follow which are subject to modification as required.
Health Screening
Parents will be asked to fill out a pre-camp screening form where they record temperatures and any illness symptoms for the two weeks leading up to camp. This form will be emailed to parents at least two weeks prior to the week for which they are registered and will be required to bring on the first day of camp.

Upon arrival each day, parents/guardians will be provided a QR code for a link to an attestation asking them to verify “no” answers to the questions listed below. If any answers are “yes” the child will not be allowed to attend camp that day. Parents/Guardians will also be asked to take their camper’s temperature each morning and report it to the staff during check in. If the parent/guardian is unable to take the temperature prior to arriving at camp, staff will take the temperature of the child with a no touch forehead thermometer. Anyone with a temperature of 100.4 degrees Fahrenheit or higher will not be allowed to stay.

Below are the attestation questions. An answer of yes to any question will mean the camper will not be allowed at camp that day.

- Does your child/youth have a cough?
- Is your child/youth experiencing shortness of breath or difficulty breathing?
- Does your child/youth have a fever of 100.4°F or higher or a sense of having a fever?
- Does your child/youth have a sore throat?
- Is your child/youth experiencing chills?
- Has your child/youth experienced a new loss of taste or smell?
- Does your child/youth have muscle or body aches?
- Has your child/youth experienced nausea/vomiting/diarrhea in the past 24 hours?
- Does your child/youth have congestion/running nose – not related to seasonal allergies?
- Is your child/youth experiencing unusual fatigue?
- Does anyone in your household have any of the above symptoms?
- Has your child/youth been in close contact with anyone with suspected or confirmed COVID-19 in the past 14 days?
- Has your child/youth had any medication to reduce a fever before coming to care?
Social Distancing
Cougar Kids Camp will follow social distancing of children six feet apart to the best of staff’s ability, recognizing children may lack a concept of space. Campers will be separated into smaller groups that fall within state or local guidelines ratio of 1:5 to include 1 adult and 5 children. Activities will be non-contact and limit the amount of shared equipment between campers.

Cougar Kids Camp will maintain the same groups from day to day throughout the week and throughout the summer to the degree possible. This will help reduce potential exposures and may prevent an entire program from shutting down if exposure does occur.

Isolation
Cougar Kids Camp will monitor children and staff for symptoms of COVID–19 throughout the day. If a child or staff member develops symptoms consistent with COVID–19 while in the camp, the following will take place:

✓ Camper will be isolated immediately away from other children and staff in a designated space.
✓ Parent will be called to pick up camper immediately.
✓ If a staff member, they will be sent home immediately.
✓ Cleaning guidelines will be followed immediately in the area the camper/staff was.
✓ All parents will be informed at check out.
✓ If a fever was present: the child or staff member must be fever free (unmedicated) for at least 72 hours before being allowed to return.
✓ In the event that a camper or staff member becomes sick and later tests positive for COVID–19, steps will be taken to limit day camp operations leading to and including program cancellation for required period of time. Communication would be provided to all parents of all registered weeks of camp.
Other Precautionary Measures:
✓ Cougar Kids Camp Staff will always wear cloth masks except when in the pool and eating.
✓ All Campers will be required to wear a facial covering except when in the pool and eating. It is recommended that parents/guardians train the camper on how to properly put the mask on. Staff will be unable to assist campers in the proper way to wear a mask.
✓ Cleaning and disinfecting of high touch surfaces will be done by Cougar Kids Camp and custodial staff on a regular basis throughout each day.

Arriving at Camp

Camper Drop-off Area
Campers should be dropped-off at the Student Recreation Center parking lot on North Fairway Drive. The check-in area will be clearly marked, and camp staff will be on site to greet campers. All staff will wear a staff T-shirt that is crimson in color, with "University Recreation Staff" on the chest and “Camp Staff” on the back. The parking lot will have a designated drop off area blocked off for you to park and wait for camp check-in staff.

Check-in Times
7:45 AM – 8:30 AM

* If you need to drop off your child after the designated check-in time please call the camp staff at 509-330-2092 when you arrive in the parking lot and a staff member will come to meet you in the parking lot to check in your camper.

Check-In Procedures
The following protocols will be in place at all times during check-in:

✓ All staff must wash their hands when they arrive to work and fill out the attestation form and present it to camp admin staff. All staff will be required to wear cloth masks throughout camp.
✓ Parents/Guardians are requested to stay in their vehicle during check-in or at a minimum keep social distancing of 6 feet between other families and staff. Children must remain with parents until check in is complete.

✓ Upon arrival each day, parents/guardians will be provided a QR code for a link to an attestation as referenced in the health screening section which can be completed on their phone. When the verification screen is reached, the parent/guardian will show the screen to staff and verify the camper’s temperature is less than 100.4 degrees.

✓ Staff will then show the camper(s) into the building and to their respective group area.

**Departing from Camp**

**Camper Check-out Area**
Campers should be picked-up at the Student Recreation Center parking lot on North Fairway Drive. Check-out area will be clearly marked. **Children will only be allowed to leave with authorized persons. A picture ID will be required for checking out children who do not have permission to sign themselves out.** Children will be allowed to sign themselves out to leave the program with written consent from parents/guardians. Children must also have written consent to leave with a person who is not indicated during the online registration.

**Daily Check-out Times**
4:30 PM – 5:15 PM

**Early Departures**
Early departures can usually be accommodated, provided advance notice is given. Please provide written notice to staff at check-in or check-out one day in advance. Parents picking up their children early will park and call the camp number at 509–330–2092. Please remember that ID is required when picking up a camper.
Check-Out Procedures
The following protocols will be in place at all times during check-out:

✓ Parents/Guardians are requested to stay in their vehicle during check-out or at a minimum keep social distancing of 6 feet between other families and staff.
✓ Staff will approach the vehicle and ask what camper the parent/guardian is there for and will radio to have the camper brought out of the facility.
✓ Parents/Guardians will then be requested to present their ID through their rolled-up window so camp staff can verify they are on the authorized list to pick up a camper.

Materials to be Returned
At our website (cougarkids.wsu.edu), you will find general camp guidelines, including what to bring to camp every day, weekly schedules, camp policies, camper check-in/out information, camp staff information and each form your camper will need to have on file.

All campers will be required to have the following forms or information submitted prior to their first day of camp:

✓ All online forms filled out: Participant Consent Form, Camper Conduct Agreement, Image Consent Form, Health History Form, Medication Form (Required only if medication is to be taken while at camp. This includes asthma inhalers too.)
✓ COVID-19 Waiver (Now part of the online portal)
✓ Two-week COVID-19 Pre-Camp Screening form

Please feel free to call us if you have any questions or concerns about any of the forms.
What to Bring Every Day

✓ Clothing and shoes – Campers should arrived dressed for activity. We recommend outdoor activity clothes and athletic shoes (no sandals or open toed shoes please!). Please survey what your child brings to camp in the morning to avoid losing items. Please label clothing, towels and all personal items.

✓ Water bottle – Please send your child with a water bottle each day, labeled with their name.

✓ Lunch – Campers that are attending the camp are required to bring a lunch. A snack will be provided in the morning and the afternoon. A typical snack includes a juice box and a granola bar. Campers store their lunch in their backpack. Please clearly label your child’s lunch bag. Please notify the camp office prior to the beginning of camp if your child has food allergies. It is recommended that children with food allergies bring snacks with them.

✓ Sun block – Many activities will take place outdoors. We recommend applying sun block on your child prior to arrival and sending sunscreen with your child to camp that they can re-apply.

✓ Swimming gear – Please pack a swimsuit and towel for your child every day. Please provide a plastic bag to store wet items in.
✓ **Gym bag/backpack** – A gym bag or backpack is recommended for your child's belongings. Please label with your child's name.

✓ **Money/items of value** – Please **do not** send items of value (money, cell phones, iPod's, Gameboys, trading cards, stuffed animals, etc.) with your child. *University Recreation cannot be responsible for any lost or stolen items.* Items that are not appropriate for camp may be confiscated and locked in the camp office until parents pick these items up.

✓ **Facial Covering/Mask** – Due to Washington State mandates, all campers will be required to wear a mask for camp. For meals and swimming time, campers will be able to take the masks off.

### Facilities

Your child’s day will begin and end at the Student Recreation Center. Activities will take place at various indoor and outdoor locations on campus, as well as, in on the WSU Campus. Other facilities that are often used are:

- Valley Road Playfields
- SRC Tennis Courts
- SRC Backyard
Registration

Registration Options
For summer 2020, Cougar Kids Camp can only offer full day 8:30am–4:30pm camp.

Registration for Additional Weeks
Parents that would like to register children for additional weeks may do so online. Provided registration and payment is completed by early registration deadline for the desired session, a discount will be assessed for each additional session a camper attends.

Cancellations
Cancellations must be made by email or phone 509.335.2218. If a cancellation notice is received by the Wednesday prior to the applicable session, a refund will be provided. Cougar Kids Camp admin staff will use their discretion in offering refunds for partial weeks due to illness related to or not related to COVID–19 as to avoid sick campers being brought to camp. Please reach out to camp directors about cancelling after the deadline. In the case of the camp being shut down completely for a COVID–19 outbreak, refunds will be provided for any remaining weeks.

Registration Fees
Payments are required on or before the due date to retain a registration for a given session and to receive the early registration discount. If you have any questions regarding registration fees, please call the camp office at 335–2218.
Medications
Medication of any type (over the counter or prescription) must be sent with your child to camp and a Medication and Instruction Form must be submitted before camp begins. All medication must be in its original container with the exception of medication that must be accessible at all times by the camper. Medication must be given to a camp coordinator at the beginning of each day at camp, where it will be stored in a locked box. A refrigerator will be available if necessary. Camp staff will be certified to assist with administering medicine to campers at the necessary times.

Accidents & Emergencies
University Recreation does not carry health or accident insurance for participants. It is recommended that all campers are required to have medical coverage prior to attending camp. In case of an emergency or accident involving your child, you will be contacted following notification of the appropriate emergency personnel. At Cougar Kids Camp, we make provisions to be certain that all campers will be as safe as possible. All group leaders and office personnel are certified in CPR and First Aid and will provide initial emergency care when needed. Lifeguards will supervise for all aquatic activities. We provide and require campers to wear the safety equipment for applicable activities.

Illness
If your child should become ill while at camp, you will be notified. Because we do not have a registered nurse on staff, we will ask you to make the decision whether to remove your child from the program for the day. We ask for your discretion on bringing your child to camp if he/she is ill.
Camper Conduct

In accordance to our commitment to ethics and diversity, we believe that it is important that our campers act in a respectful manner towards each other and themselves as well. While we understand that children have a natural tendency to test the limits of compliance in many situations, we believe that there are certain standards that our campers must be held to. It is our goal to help develop our campers into people who have strong morals, are responsible, and treat others with respect. Inappropriate actions of campers will be handled in the following progressive fashion:

- Staff member will intervene immediately and discuss possible solutions to the problem with the camper
- Camp staff, camp director, and camper will discuss solutions to the problem
- Phone call to parents/guardian concerning the problem
- Camper is sent home

If the camper's actions are severe enough, the earlier stages of the behavior consequences list will be disregarded. Please read and sign the camper conduct agreement form and send it back to the Student Recreation Center.
Food

Lunches
Lunch will be done in groups between 11:30am and 1:00pm each day. Lunches should be brought in small coolers, lunch boxes, or lunch bags. Refrigeration will not be available for summer 2020. When packing your child’s lunch please put their name on the cooler/bag. Please help us in making sure your child has the energy needed to enjoy camp by making sure they eat a good breakfast and have a substantial lunch packed.

Snacks
A snack such as fruit chews, chewy granola bars, or crackers and juice boxes are provided at mid-morning and mid-afternoon. The morning and afternoon snacks are meant to be a supplement and not a substitute to a nutritious breakfast and lunch.

**Food allergies need to be articulated on the Health History Form**

Vending Machines
Vending machines are not available to participants during Cougar Kids Camps or during the extended program time. We request that you refrain from sending money to camp with your child. In the event that your camper needs to purchase a bottle of water for the day, we ask that you request a staff member to take your camper to the vending machine at the start of camp to purchase the water bottle.

Thank You for Choosing Cougar Kids Camp!