Dear Parents/Guardians:

Summer is here and we are excited that your child will be joining us for Wetlands and Woodlands Summer Camp! Below is important information that will assist you and your child in your planning.

We received your camp fee of $100. A balance of $0 is due ASAP. (Checks need to be made payable to Calvin College and mailed or delivered to Bunker Interpretive Center, 1750 Beltline Ave SE, Grand Rapids, MI 49546.) With this fee your child is registered and confirmed as a participant in the Giving Tree: Session 2B for 4-8 year olds from June 19-23. If your child is unable to attend, please call 616-526-7601 as soon as possible as our wait list is growing each day.

Program Description
Camp runs from Monday through Friday and begins at 1:30 pm each afternoon. Campers can be dropped off starting at 1:15 pm. The program ends each day at 4:30 pm. Please plan to drop your child off at the Bunker Interpretive Center and pick them up on time. You must come in to the center to both drop off and pick up your child. Campers will only be allowed to leave the building with a parent and/or guardian. If you would like to have someone else pick up your child such as a relative or babysitter, please fill out the Permission to Pick up Form that is below and bring it with you on the first day of camp.

Your child will be in small groups with other campers and a staff member. Wetlands and Woodlands Summer Camp staff consists of two to three Calvin College students, myself, and other professional educators. In a separate attached document, you will find staff biographies so you and your child can get to know the leaders better before camp starts.

Each day of camp we will be focusing on specific topic or critter of the day. Our basic daily schedule includes exploration time in the preserve, observing the critters/plants up close, art time, story time, puppet shows, nature related games, and snack time with critter devotions. All activities revolve around the theme of the day. A more detailed schedule will be provided to you on the first day of camp.

Our camp philosophy is to create an environment with activities that incorporate authentic hands on experiences and self-discovery. We spend a lot of time wondering, observing, and using resources/tools to help us learn. We try to incorporate a variety of different types of learning experiences and activities to best meet the needs of this
age group and the many ways that students learn. We also believe that learning is fun and a sense of wonder and adventure guides each and every day of camp! At the end of each day of camp, you will receive a discovery sheet about that day’s topic that you can review with your child. On the sheet, you will learn more about what we did during camp, what your child’s favorite activities were, some cool facts about the topic, and some at home activities you all can do together as a family to learn more.

Family Night
Please reserve the evening of Thursday, June 22, 2017 to join us for a special family program. All members of your family are invited to discover more about our theme of the week by participating in a variety of fun activities. Our evening starts off with our paper plate awards where each camper is recognized for the unique and special person he/she is. The program will run from 6:30 pm to around 8:00 pm. Please make sure all family members are dressed appropriately for exploring outside (play clothes and shoes for exploration, no flip flops :) Bug spray and sun screen might also be appropriate. More details about the event will be sent home with your child the 1st day of camp.

Enclosures
Below you will find several forms that need to be completed, signed and returned before the start of camp if possible. Please read and fill out the Release and Waver of Liability Form and Medical Form. These important forms need to be completed and mailed or delivered to the Bunker Interpretive Center at 1750 Beltline SE, Grand Rapids, MI 49546 or delivered on the first day of camp. Your child will not be admitted on the first day of camp unless we receive these signed forms. Copies of these forms can also be downloaded from the Wetlands and Woodlands Summer Camp website at www.calvin.edu/academic/eco-preserve/programs/camp.html. A map with directions to the Calvin College Ecosystem Preserve and an Emergency Policy are also included with this packet. Please call if you have any questions or concerns about the information contained within them.

A note to parents who have children with peanut/nut allergies: Please know that your child’s safety is important to us. However, at this point in time the BIC is not a peanut/nut free zone. We make every effort not to expose your child to cross contamination during snack and activity times and check the labels so that we can buy as many peanut free foods as possible. On the medical release form please let me know the severity of your child’s allergy (does he/she react from physical contact (ingestion) with the source or does your child have a more severe reaction to peanut/nut oils being airborne). We prefer to work with each parent and child separately so that we can develop a plan that works for both the child and the other campers. Please call me ahead of camp within a reasonable time frame (at least a week before camp) so we can discuss a course of action to insure your child’s safety. Snacks usually consist of a fruit or vegetable such as apple slices, bananas, raisins, watermelon, or carrot sticks and another item such cheese sticks, graham crackers, goldfish, or pretzels. We do usually try to have a few gluten free pretzels and graham crackers on hand for children who follow a gluten free diet. Once a week during camp we offer a fun snack (for example we had dirt dump cake with pudding/graham crackers/ and gummy worms for worm day.) You are encouraged to have your child bring their own snacks if you feel that is the best course of action or if
they have unique dietary needs. Please state that you will be proving snacks on the medical release form if you prefer to do this.

**Discipline Policy**

For the safety and protection of all campers, the following discipline policy applies to the major discipline issues:

1. Wetlands and Woodlands Summer camp participants will obey all lawful instructions given by camp staff in regards to their safety and well being.
2. Foul language and physically/verbally aggressive behavior towards other Wetlands and Woodlands Summer camp participants or staff will not be tolerated.
3. No alcohol, tobacco, or illicit drugs will be permitted at anytime on the Calvin College grounds and affiliated field sites.
4. Swimming is prohibited during Wetlands and Woodlands Summer camp on Calvin College Ecosystem Preserve grounds and affiliated field sites.
5. Cell phones, i pods and other electronic devices (other than those required by a physician) are not allowed to be used during camp hours.

While we do not foresee any problems please know that Wetlands and Woodlands Summer camp operates under a “3 strikes and you’re out” policy. Inappropriate participant behavior described above will receive warnings from Wetlands and Woodlands Summer Camp Staff in the following order:
   a. A verbal warning to participant upon first infraction
   b. A verbal warning to parent/guardian of participant upon second infraction
   c. A telephone call and written explanation to parent/guardian upon third infraction and dismissal from Wetlands and Woodlands Summer camp effective the following day and for the remainder of camp with no refund of camp fees.

**Things to send with your camper...**

Below is a list of recommended items to send with your child on the first day of camp. Also remember, camp is active and often messy! Your camper should wear comfortable old summer clothes appropriate for that day’s weather, scheduled activities, and sturdy shoes every day (no flip flops). Additionally, please have your camper apply sunscreen and insect repellent before they come to camp. If you child is overly sensitive to the sun or insect bits I also recommend having them wear long light weight pants instead of shorts or skirts. Campers will need lots of energy for the day so please remember to give your child a good breakfast before Wetlands & Woodlands Summer Camp each morning. We will provide them with a healthy snack (see note above about type of snacks) and plenty of water each day. (Note: If your child has peanut or other food related allergies please indicate them on the medical release form and let us know the severity of the reaction if exposed and the recommend course of action.)

A positive attitude  
BIG smile  
Lots of Questions and a Sense of Discovery  
**Water bottle marked with camper’s name**  
A backpack or something similar to carry & store belongings in  
Extra change of clothes & shoes if your child like to get messy  
Light jacket or sweater for chilly mornings  
Sun hat (if your child wears one)
Rain gear (it could rain any day!)
Sun glasses (if your child wears them)

Note: Do not send valuable items such as cash or jewelry with your child. Please also do not send iPods or cell phones with your child.
Do not send gum, candy, or pop with your child.

Questions???
If you have any questions or concerns about the program prior to camp, please feel free to contact me at 616-526-7601 or via email at jmh46@calvin.edu. We look forward to spending an exciting week exploring God's creation with your child!

Sincerely,
Jeanette M. Henderson
Wetlands & Woodlands Summer Camp Director
Program Manager, Calvin College Ecosystem Preserve
CALVIN COLLEGE SUMMER CAMPS

Release and Waiver of Liability

I hereby give permission for my child (the "Participant") to attend and participate in the program(s) listed below being offered by Calvin College. In consideration of the Participant attending the program(s) listed below, I agree to the following:

I hereby release, waive, discharge and covenant not to sue Calvin College, its affiliates, officers, directors, employees, shareholders, members, representatives, attorneys, successors and assigns, or other participants (collectively, "Releasees") from all liability to me, the Participant, Participant's heirs, executors, representatives, successors and assigns for any and all loss or damage, and any claim or demands thereof on account of injury to the person or property of, or resulting in death of, the Participant, while the Participant attends the program and any activities incidental thereto and whether caused by the negligence of the Releasees or otherwise.

I hereby agree to indemnify and hold harmless the Releasees from any loss, liability, damage, or cost of any and all kind they may incur due to the participation of the Participant in the program and any activities incidental thereto, whether caused by the negligence of the Releasees or otherwise.

I acknowledge, understand, and assume all risks of the Participant and any activities incidental thereto which can result in great bodily harm or death, disability, paralysis, and/or other damage even under well-controlled circumstances. I have full knowledge of these risks despite the existence of rules, regulations, equipment and discipline. I accept all of these risks and any risks or dangers not known or which are not reasonably foreseeable, and I will not hold responsible Releasees for injuries or damages resulting from the Participant's participation in these activities, wherever or however they occur.

I expressly agree that this Release is intended to be as broad and inclusive as is permitted by the law of the State of Michigan and that if any portion is held invalid, it is agreed that the balance shall continue in full legal force and effect. By signing this Release, I acknowledge that this Release has been freely and voluntarily made after careful review of all of the terms and provisions of this Release and agree that this Release shall not be subject to recession or nullification at any time hereafter. I further agree that no oral representations, statements and inducements apart from this Release have been made regarding liability.

Photo Release

I hereby permit and authorize Calvin College and its employees, agents, and personnel to use in perpetuity the Participant's photograph or other likeness for any purpose, including publicity, marketing, and promotional purposes. I understand such photograph or likeness may be copied and distributed by means of various media, including video presentations, television, mailers, billboards or signs, brochures, placement on websites, or newspapers. I understand that, although Calvin College will endeavor to use any such photograph or likeness in accordance with standards of good judgment, Calvin College cannot warranty or guarantee that any further dissemination of such photograph or likeness will be subject to Calvin College supervision or control. Accordingly, on behalf of the Participant, I release Calvin College from any and all liability related to usage or dissemination of the Participant's photograph or likeness.

Signature of Parent or Legal Guardian: _________________________________ Date: ______________

Signature of Parent or Legal Guardian: _________________________________ Date: ______________

Participant's Name: _______________________________________

Program(s): _____________________________________________
CALVIN COLLEGE SUMMER CAMPS

Medical Form

Medical information will remain confidential and will not be released except as allowed by law.

Participant's Name: ____________________________________________ Age: __________ Gender: M/F

Address: ______________________________________________________ Birth Date: __________________

City: __________________ State: ______  Zip: ______  Home Phone: __________________

Parent's Name (1): ____________________________________________ Daytime Phone: __________________

Parent's Name (2): ____________________________________________ Daytime Phone: __________________

Family physician: ____________________________________________ Phone: __________________

Insurance Company: __________________________________________ Policy#: __________________

Policy Holder: __________________________________________________

Designated alternate if parent is unavailable:
  Name: ____________________________________________ Phone: __________________

Please identify any significant medical conditions (i.e. asthma, diabetes, allergies/reactions to medications, foods, bee stings etc.), major illnesses, or injuries that may affect your child's participation in Calvin College activities.
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Does your child take any medications at home? If so, please list them below.
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Parents: Please be aware that there is poison ivy in the Ecosystem Preserve. Staff will do their best to avoid exposure to it and to help participants identify it.

I understand that Calvin College does not provide medical insurance for program participants. I hereby confirm that my child is covered by the health insurance policy listed above. I authorize Calvin College or its designated person to secure medical attention for my child if any such person deems necessary if I am not available to make a decision regarding such medical attention. This consent shall not impose any obligation to provide such medical attention and it is understood that such persons might not be trained medical personnel. I hereby authorize the Grand Rapids emergency health care system to provide any necessary care.

Signature of Parent or Legal Guardian: ___________________________ Date: ______________
Wetlands and Woodlands Summer Camp

Emergency Policy

Summer Camp lead teachers have basic knowledge of basic first aid and/or certification in CPR/First Aid and the Camp Director is certified in CPR and First Aid. The following will be the steps taken in the event of an emergency during Wetlands and Woodlands Summer Camp.

MINOR INJURIES
Staff will administer basic first aid for non-emergency situations including shallow cuts, scrapes, and insect stings. Staff is prohibited from administering any kind of oral or injected medication, even aspirin or Tylenol. Parent will be alerted to the minor injury and first aid treatment when the child is picked up at the end of the day.

MAJOR INJURIES / THREATENED LIFE
Any injury involving deep cuts, minor blood loss, fainting, allergic reactions, sprains, strains, respiratory distress, broken bones or other major injuries will be stabilized by the staff until trained health care professionals arrive. Calvin College Campus Safety, our onsite 1st aid responders, and 911 will be called immediately for life threatening emergency situations that occur. Parents will be notified by phone immediately after calling for emergency care. If the situation is not life threatening, the parent will be notified by phone immediately of the situation and given the option of picking the child up from camp to transport to a hospital or doctor’s office. Staff are prohibited from transporting any injured or sick participant to hospital or other health care facility. This must be done by medical personnel.

ILLNESS / THREATENED LIFE
Participants suffering from headaches, fever, chills and/or heat-related illnesses will be stabilized until parent can be notified by phone and pick up for the child is arranged. Parents will be notified immediately by phone as situation arises. If illness becomes severe and/or life threatening, Calvin College Campus Safety, our onsite 1st aid responders, and 911 will be called.

INJURY REPORT
Staff are required to furnish a written account of major injury. Account must include time, date, location, cause and nature of the injury, as well as the name, address, and phone numbers of injured child and all staff involved in caring for him/her. Staff are responsible for immediately notifying parents of these injuries and response.
Permission to Pick Up from Calvin College Ecosystem Preserve

I ________________________________________________________________
(Parent or Guardian’s Name)

give permission for ______________________________________________
(Adult Picking Up)

to pick up my child ____________________________________________
(Child’s Name)

from Wetlands & Woodlands Summer Camp 2017 at the Bunker Interpretive Center on

________________________________________
(Date(s): Day(s), Month, Year)

________________________________________
(Date(s): Day(s), Month, Year)

________________________________________
(Date(s): Day(s), Month, Year)

________________________________________
(Date(s): Day(s), Month, Year)

________________________________________
(Permitting Parent/ Guardian’s Signature)

___________________ _______________________________
(Date) (Daytime Phone Number)
Directions
From the south: Drive north on the East Beltline, past Burton Street. When you pass under the overhead walkway, watch for an exit lane on the right. Exit the Beltline and drive straight in to a circular parking area. The BIC is down the paved path east of the parking area.

From the north: Drive south on the East Beltline past Lake Drive, and exit at the first opportunity to the right. Make a left onto a campus road, and left again at the next intersection. Go under the Beltline, then left at the fork. Continue until you see the circular BIC parking area on your right.

Parking
Cars are permitted to park in cul-de-sac and in the spaces marked car parking for the Ecosystem Preserve. Additional parking is available in the parking lot to the north. To reach the Bunker Interpretive Center (BIC), follow the paved path from the parking lot. Check in/out will be in the BIC.