

DEPARTMENT OF EVENT SERVICES

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www.pgsportsandlearn.com



May 25, 2018

Dear Parent/Guardian:

The Prince George's Sports & Learning Complex (PGSLC) is excited to provide your child(ren) with a great 2018 Summer Camp experience! Your child(ren) will spend their time at summer camp learning their specialty, swimming, arts and crafts, etc. This summer will surely be one filled with fun and excitement for all! **Below is a list of items that are important for the easy transition into each camp session.** **Please read carefully!** ****REMEMBER the first day of camp is Monday, June 25, 2018!!****

Forms

Several forms are required to be completed and turned in prior to your child entering camp. All forms are **due by June 1st**, however, the earlier you turn them in the better! Your child(ren) will not be able to attend any session without the completed forms. In order to ensure a smooth transition on the first morning of camp, we ask that you ensure your forms have been completed. **Due to the popularity and the number of camp participants each camp session, please anticipate a 45-minute wait if forms were not completed before the first day of camp.**

To complete the required forms, there are many options available. Here are our recommendations:

1. Visit our website, www.pgparks.com, click on ***Parks Direct***, and register your child for the section titled **"Summer Program Participant Information" 16600-300A.**
2. Visit the Sports & Learning Complex website at www.pgsportsandlearn.com and retrieve the required forms.

If you need assistance, at any time, please contact our Customer Service Help Desk at 301-699-2255 or visit our facility's Activities Desk in person and someone will be happy to assist you.

Helpful Hint: It is highly recommended that duplicate copies of all forms are made especially if you are participating in multiple M-NCPPC summers camp programs. Forms do not transfer from site to site and your child(ren) will not be able to attend any additional session without the completed forms:

- ✓ **Participant Profile-** This form contain the following information: date of last tetanus shot, emergency contact (other than parent/guardian), is the participant a swimmer or non-swimmer and physician information.
- ✓ **Authorization Form** – This form tells us who you authorize to pick up your child(ren) at the end of each day. Parents/ Guardians must list themselves as the authorized pick-up person as well. Campers will only be released to those individuals listed on the form; **please note that a picture ID is required at pick-up on a daily basis.**

- ✓ **Health/Medication Form** – This form indicate if camp participant(s) has health issues such as allergies or other illnesses, take medication or use emergency medical devices such as inhalers or Epi-pens. Participants who take medication (either at camp or at home) must include this information on the form and the child’s physician must sign the form. All participants must have a health record on file during all camp sessions for medications left on site. Campers that attend non-Prince George’s / Montgomery County Public Schools must provide a copy of their Immunization Certificate or current Immunization record from the school that they attend. M-NCPPC summer camps will not accept Twinject, an auto-injectible epinephrine in accordance with Universal Precautions. If your child requires assistance with sunscreen, please send the spray-on type. Parents must also complete the sunscreen policy/permission form.
- ✓ **Electronic Device/Personal Belongings Waiver** –We strongly discourage bringing or using electronic devices (including cell phones) while at camp. This indemnification form states that M-NCPPC is not liable or in any way responsible for loss, theft or damage to any camper’s personal belongings.
- ✓ **Specialized Activity Permission Slip & Waiver of Liability** – This form provides parental consent for any specialized and/or extracurricular activities that your child will participate in during camp that are deemed as “high risk”. Please read carefully and provide your signature, date and return.

Important Dates

*June 1 (Friday) – Full payment is due for sessions beginning on or before July 16th; last day personal checks are accepted; and Summer Day Camp forms deadline.

*June 14 (Thursday) Parent Orientation at 6:30pm

*July 1 (Sunday) – Full payment is due for sessions beginning after July 16th.

*July 4 (Wednesday) – Happy 4th of July, no camp!

****Late fees will apply if camps are not paid in full on respective due dates. See camp brochure.****

Extended Care

The camp day takes place from **9am-4:30pm**. We do offer extended care services for all camp families. Before Care takes place from **7-9:00am** and After Care is from **4:30-6pm**. Parents must sign their child(ren) in/out daily for both the Before and After Care programs. Please see your Summer Camp Guide for the appropriate fees for both the before and after care programs.

Parent Orientation

Our Parent Orientation is designed to give you information regarding several topics. These include, but are not limited to, proper camp attire, rules/policies, camp staff, the camp day structure, activity schedules, parent handbook, swimming, etc. All camp parents/guardians are strongly encouraged to attend this informative meeting. Orientation will take place on **Thursday, June 14th at 6:30pm in Landover A&B..**

Parking

Signage will be provided to assist you in the drop off and pick up process. In the morning, ALL parents **MUST** park in a legal parking space and enter the building through the front doors. In the afternoon, please follow the signage and park in the designated parking area for Summer Day Camp. Parkers will help direct traffic the first few days of each session. Be sure to park in an allocated space at all times. Park Police will be on site to ticket any person not in a parking space.

In conclusion, please remember that **all** required forms are due in order for your child(ren) to be admitted into camp. You may return forms by mail to the Prince George's Sports & Learning Complex, 8001 Sheriff Road, Landover, MD 20785 c/o: Summer Day Camp Office, or in-person at the facility's Information Desk and/or at the Parent Orientation! Please do not hesitate to contact me for any question and/or concerns you may have. We look forward to providing your child(ren) with a fun and safe summer! See you on June 25th!

Sincerely,

Sherie McDaniel
Youth & Community Programs Manager
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