

**FORT WORTH®**



**CAMP**  
FORT WORTH  
**PARENT GUIDE**

*“Working together to build a strong community.”*

*“Fort Worth will be the most livable and best managed city in the country.”*

City of Fort Worth community centers and mobile recreation  
summer day camp programs



The Parent Guide is based on the Standards of Care, which is adopted annually by the Fort Worth City Council. The complete standards of care can be found at:

[Standards of Care](#)

## PROGRAM GOALS AND OBJECTIVES:

- To provide an affordable high quality youth program in a safe and friendly environment.
- To encourage healthy lifestyles by making good choices about physical activity and nutrition.
- To promote an appreciation and respect for diverse cultures through cultural enrichment activities.
- To promote educational learning through recreational activities and social interaction.
- To develop life skills in youth that build strong leaders for tomorrow.
- To assure that 100% of 3<sup>rd</sup> grade students, especially in FWISD, are reading on grade level by 2025



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# **Registration & Payment Information**

## **Registration**

Thank you for considering Camp Fort Worth. To better serve you and your children, we encourage you to register and pay for camp online. After you register, you will be emailed a link from ePACT to complete your registration. This information must be completed prior to your child starting camp. All important information about your child will be in ePACT for staff to easily access in the event of an emergency.

## **Payment Information**

- The City of Fort Worth accepts debit and credit cards as payment. Payments can be made online by visiting: [Camp Registration](#)
- All registration fees and prior balances must be paid in full one week prior to participation.
- Child must have current City of Fort Worth Membership Enrollment is open to all children between the ages of 5 and 13 years of age. Staff will request a birth certificate or school shots records to verify age.
- Camp is from 7:30 a.m. to 6:00 p.m.
- Registration options are:  
Weekly or entire camp session in full (a discount is provided to for registration paid in full). Scholarships are available.

### **Late Fees are assessed at a cost per minute**

- After 6 pm \$15 fee for 1-15 minutes late and \$1 per minute thereafter.

## **Refunds**

### **City of Fort Worth Refund Policy**

Refunds will only be given prior to the start of program. If a program has started, no refunds will be given. A processing fee of \$10.00 will be assessed for all refunds. A refund may be granted if requested prior to the start of the program. All refunds must be approved by the Center Supervisor or Coordinator.

Prorated refunds will be provided if facilities are forced to close due to a COVID related illness. Standard processing fee **will not** be assessed.

## **ePACT**

To help us better serve you and your camper we have moved to a digital system of documents, agreements and waivers. This new system will allow staff to have access to your camper's medical needs, dietary restrictions, emergency contacts and other pertinent information at the touch of a button. We have moved from use of paper forms to the use of electronic forms that may be completed electronically at home or even on your phone. These documents are required to be completed before your camper is allowed to attend Camp Fort Worth. After you register for camp, you will receive an email with the link to register with ePACT. If you haven't received an email within 24-48 hours, check your spam folder or call the community center where you have registered your child for assistance.

## **DRESS CODE**

Your child must be dressed in appropriate shirts, shorts, socks and athletic shoes to participate in camp. Shoes must be closed-toe. If your child is wearing inappropriate footwear, such as sandals, he/she will be unable to participate in physical activities. Roller skate shoes and revealing clothing are not permitted.

The summer can be very hot. Please keep this in mind when

choosing your child's clothing. Light colored clothing and thinner materials are better for children in the heat. Dark colors can trap heat and cause your child to overheat. The more comfortable your child is dressed, the more fun he/she will have during camp. Your child will receive a camp T-shirt.

### **SWIMWEAR POLICY**

Campers may be participating in water days at their respective camps. Camp staff will ensure that physical distancing is maintained and that toys and other equipment are not shared between campers. Any toys or equipment handled by the youth will be disinfected prior to and after the activity.

Participants need to bring swimwear, sunscreen, towel, and a change of clothes on water days. Participants are allowed to bring sandals or flip flops for water days only; they must wear closed-toed at all other times. To avoid child's clothes and towels from being lost, clearly write your child's name on the label. Send your child with a backpack labeled with the child's name on it

### **LUNCH and SNACKS**

Please note any food allergies in ePACT. Campers are provided a lunch and afternoon snack each day; however, campers may bring their own lunch and snacks. No refrigeration is available for lunches or snacks brought from home. Lunches and snacks are not allowed to be heated in the microwave. Campers are encouraged to bring a bottle of water.

### **TOYS, CELLPHONES, MONEY, AND SPECIAL BELONGINGS**

The City of Fort Worth assumes no responsibility for lost or stolen items. Please avoid giving your child large amounts of money or large bills. The staff will be unable to make change for your child.

Staff is not responsible for lost money or other belongings. We recommend that special belongings, such as cell phones, MP3

players, jewelry, radios, handheld gaming devices, etc., are to be left at home. Camp Fort Worth staff will provide all equipment necessary for a safe and fun camp experience. If a child brings a prohibited item to Camp Fort Worth, staff will remove the item for the remainder of the day. The item will be returned to the parent/guardian upon pick-up.

We ask that you limit your child's belongings at camp. A drawstring backpack or something similar in size is preferred. Please write your child's name on the backpack. All items brought to camp must fit inside their backpack.

## **COMMUNICATION**

Communication is key for your child to have a successful time while at Camp Fort Worth. If you need to speak to a staff member, please feel free to call the Camp your child is attending. On occasion we may send reminders home with campers. Parents are expected to read and respond accordingly. If you have any questions or concerns that cannot be resolved, please contact the Community Center Supervisor or Coordinator.

## **DROP OFF/PICK UP**

To maximize the health and safety of campers and staff, we will utilize a contact free drive-thru drop off and pick up system. Drop off times will be from **7:30 am – 9:00 am**. Parents/Guardians are required to stay in their car during pick up and drop off. **Only** your child will be allowed to enter the facility.

The child will be required to have a health screening and their temperature taken prior to the camper being allowed to enter the facility. Children with a temperature of 99.6 or higher will not be allowed to attend camp. See COVID-19 section for further details.

Pick up process will also be drive-thru format. Parents will receive a pick up card to be displayed in your car's dash upon camper pick up. Parents may pick campers up between **4 pm**

– **6 pm.** Parents/Guardians must make arrangements in advance to pick up your child outside of the scheduled drop off and pick up hours.

A sibling may pick up a participant and must be at least 16 years of age or older. Parents may allow their child to walk home at the end of the program by completing the form in ePACT. Children permitted to walk home must sign out, leave the premises and not hang around the facility. Additionally, a code word has been added to ePACT to verify that an individual NOT listed as an authorized pick up person has parental permission to pick up a camper.

## **CAMPER HEALTH**

Participants having a temporal fever over 99.6 degrees will not be allowed to attend the program. Program staff will follow the recommendations of the Texas Department of State Health Services concerning the admission or readmission of any Participant after a communicable disease, and a doctor's note will be required allowing participant's readmission to the program.

Parents should notify program staff if a child has lice or any other communicable illness (ex. Strep). Children with lice should not return to the program site until the lice have been treated. If program staff are informed or become aware that a child has lice or transmittable illness, program staff will provide notice to the parents of camp Participants. The notice will also include treatment recommendations from the Tarrant County Health Department.

If a participant becomes sick while in the program, staff will contact Parent/Guardian or Authorized Person(s) for pick up. Contact must be made with staff within one hour to arrange pick up. If no contact is made within one hour after initial contact by staff, facility manager will be notified to determine next steps.



## COVID-19\*

- Campers that are sick should not come to camp.
- Campers are screened each morning upon arrival. Campers that have a fever of more than 99.6 will not be allowed to attend camp.
- If a camper shows symptoms of COVID-19 (fever, cough, sore throat, fast breathing/shortness of breath, chills, muscle pain, headaches, loss of taste or smell), they will be removed from their group and be placed in an identified isolation area.
- Camper's parent/guardians will be contacted and must pick up their child within one hour.
- Campers with COVID-19 related symptoms or confirmed to have COVID-19 may not return to the current camp session or other camp sessions until **all** three of the following criteria are met:
  - At least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and
  - Child has improvement in symptoms (e.g., cough, shortness of breath); and
  - At least 10 days have passed since symptoms first appeared.
  - A camper may return after 7 days without symptoms and with a documented negative test collected at day 5 or later.
  - Or a camper may present a doctor's note releasing them to attend camp.
- Campers and staff who had close contact (within 6' for 15 minutes total within a 24h period) of the individual who has the confirmed case will be required to self-isolate for 14 days and encouraged to seek medical guidance.
- Areas used by any sick person will be closed off and not allowed to be used until they have been cleaned.
- If a camper or household member tests positive, parents must notify the center and must self-isolate

for 14 days and encouraged to seek medical guidance.

- Local health officials, staff, and families will be notified immediately of any positive case of COVID-19.

*\*City of Fort Worth follows recommended guidelines of the Center for Disease Control (CDC).*

## **CAMP PRECAUTIONS**

We are aware that the current pandemic is a stressful time, especially when you are considering the health and safety of your children. To help mitigate that stress, Camp Fort Worth is dedicated to the following practices to keep your camper healthy and safe.

- Campers will be screened and their temperature taken each morning at drop off. Those who register a temperature of 99.6 degrees or higher will not be allowed to attend camp and must follow the CDC guidelines before returning.
- Physical distancing will be practiced.
- Face coverings are required for all campers. Staff will wear face coverings.
- Group sizes have been decreased to a maximum of 10 campers per group.
- Groups will not mingle or participate in combined activities.
- Hand washing will be performed before and after each activity and hand sanitizer will be provided.
- Games and activities will be modified to accommodate physical distancing. Games requiring physical contact, such as tag, will not be scheduled.
- Each camper will receive their own “kit” including markers, pencils, crayons etc., as supplies allow.
- Shared items will be disinfected after each use.
- Center wide disinfecting will be implemented once per hour and will include frequently touched surfaces such as door knobs, restrooms, chairs and tabletops.

- Campers feeling ill and presenting COVID-19 symptoms will be removed from their group and CDC guidelines will be followed.
- Local health officials, staff, and families will be notified immediately of any positive case of COVID-19.

## **DISCIPLINE POLICY**

Camp Fort Worth strives to maintain a fun and casual atmosphere. Your children's safety is our most important responsibility. To maintain a safe and positive atmosphere in Camp Fort Worth, the City of Fort Worth follows the policies in accordance to our Standards of Care (available at [Standards of Care](#)). If a participant is not following the policies, a Disciplinary Action Form will be completed on the child and discussed with the parent.

## **SUMMER READING PROGRAM**

**Goal:** *To assure that 100% of 3<sup>rd</sup> grade students, especially in FWISD, are reading on grade level by 2025.*

The summer reading program is delivered by integrating intentional and measurable reading instruction into existing Summer Camp program content. By adding this program to Camp Fort Worth, we intend to:

- Increase 3<sup>rd</sup> grade reading levels
- Reduce summer slide

To properly evaluate the progress our campers are making over the summer, it is imperative that we are able to collect literacy data from the school district. A "Data Sharing Agreement" has been added to ePACT. Consenting to this agreement will allow analysis of the efficacy of the summer reading program. Only with your consent can the effect of our summer reading be measured. A pre and post camp survey will be administered to the children in the program. Parents will have the opportunity to evaluate the program at the end of camp. We encourage your participation to assist us in making this the best camp possible.

## **CLOSING STATEMENT**

Thank you for choosing the City of Fort Worth's Camp Fort Worth Program. The City of Fort Worth encourages people of all abilities to participate in programs and activities together. Staff strives to promote activities that will provide a positive social, cultural and recreational experience.