



# PARENT GUIDE

City of Fort Worth Community Centers  
&  
Mobile Recreation Summer Day Camp Programs

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

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

The Parent Guide is based on the [Standards of Care](#), which is adopted annually by the Fort Worth City Council and is also available in Spanish, [Estandare de Cuidado 2025](#).

## 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 ensure that 100% of students are reading at grade level.

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# 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 at [Community Centers – Welcome to the City of Fort Worth](#). You may also register in person at your local community center. There are two registration options: full camp or weekly registrations for the desired weeks.

## Registration options:

- Full Camp (Molly deal): This option offers a discount rate for the entire length of camp (8 weeks). A minimum of \$65 for the first week of camp is required at the time of registration. Full balance is due by *May 31, 2025*, to keep the discount.
- Weekly: Payment of \$65 for the first week selected is due at the time of registration. The balance for each following week will be auto-drafted 7 days in advance for registrations with multiple weeks.
- Single week registration of \$65 is due at the time of registration.
- Scholarships are available for qualified households for camp registration only (no field trips).
- Field trips are available for an additional fee per field trip.

## Payment Information:

- The City of Fort Worth accepts cash, checks, credit and debit cards as payment. Payments can be made online by visiting: [Camp Fort Worth Enrollment](#). All registration fees and prior balances must be paid in full by the preceding Friday of the week your child is registered.
- A City of Fort Worth Community Center membership is required for all participants to enroll in camp. Membership is free for Fort Worth residents and \$45 for non-residents of City of Fort Worth. [Camp Fort Worth Enrollment](#) is open to all children between the ages of 5 and 12 years. Staff will request a birth certificate or alternate legal documentation to verify age. Parents with

youth ages 13 years and older are encouraged to register their child for the [Recreation Leader in Training Program](#).

## EPACT

To help us better serve you and your camper, we use a digital system of documents, agreements, and waivers. This system allows staff to have access to your camper's medical needs, dietary restrictions, emergency contacts, and other pertinent information at the touch of a button. Once you've registered, you'll receive an email with a link from ePACT to complete your registration. These documents are required to be completed before your camper is allowed to attend Camp Fort Worth. If you haven't received an email within 24- 48 hours, check your spam folder or call the location where you have registered your child for assistance.

## Late Pick-up Fees

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

## Refunds

### City of Fort Worth Refund Policy

- For weekly registrations, a refund will be issued if the withdrawal request is made in writing by end of business day the Friday before the start of the week to be refunded.
- For full camp (Molly Deal) registrations, a refund for future weeks will be given if withdrawal and written requests occurs by the end of the business day on Thursday July 3, 2025 (week 4). The amount to be refunded will not include the last week of camp since this was discounted in the full registration deal (Molly Deal).
- For field trip registrations, refunds will be issued if withdrawal and written request is received in writing no later than 24 hours prior to the field trip day.

- A processing fee of \$10.00 will be assessed for all refunds.
- All refunds must be approved by the Center Supervisor or Coordinator.

## DRESS CODE

- Your child must be dressed in appropriate shirts, shorts, socks, and athletic shoes to participate in camp.
- Shoes must be closed toe.
- Participants wearing inappropriate footwear, such as sandals, 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. For the safety of all participants, campers are asked to wear the camp T-shirt on all field trips.

## SWIMWEAR POLICY

Campers may participate in water days at their respective camps or attend field trips with water-related activities. Participants need to bring swimwear, sunscreen, a 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 shoes at all other times. To avoid your child's belongings 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 & SNACKS

Please note **any** food allergies in ePACT. The participants are provided with lunch and an afternoon snack each day. Lunches or snacks may be brought from home, but they may not be heated in the microwave. Campers are encouraged to bring a bottle

of water.

## MONEY AND PERSONAL 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 as staff won't be able to provide change for it. Additionally, please refrain from bringing personal belongings to camp, such as electronic devices, toys or other belongings. Cellphones must be always kept out of sight (pocket or backpack) and bringing them will be entirely the participant's responsibility.

The center's phone is available in case of an emergency. Camp Fort Worth staff will provide all equipment necessary for a safe and fun experience.

Staff may remove any device or personal item brought from home if necessary. In that scenario, the item will be returned to the parent/guardian upon your child 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 at Camp Fort Worth. If you need to speak to a staff member, please call the camp your child is attending. On occasion, we may send reminders home with the participants. 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

Parents/Guardians must drop off **no earlier than 7:30 AM** and pick up campers **no later than 6 PM**. Please refer to the Late pickup fee section for details about children picked up after 6 pm. Parents/Guardians must sign in and sign out their child daily.

All individuals who are authorized to pick up your child must be listed in ePACT. A sibling may pick up a participant if they are at least 16 years old. Parents of participants 10 and older who live within walking distance of the center may allow their child to walk home at the end of the program by completing the form in ePACT. Participants permitted to walk home must sign out, leave the premises, and not hang around the facility.

Parents are asked to provide a code word when completing their paperwork in ePACT. This word will be used to verify that an individual not listed as an authorized pick-up person has parental permission to pick up a participant.

## CAMPER HEALTH

- Participants having a temporal fever over 100 degrees will not be allowed to attend the program. Program staff will follow the recommendations of the Tarrant County Health Department concerning the admission or readmission of any participant diagnosed with a transmittable illness. A doctor's note will be required allowing the participant's readmission to the program.
- Parents should notify program staff if a child has lice or any other communicable illness (ex. COVID, strep, ringworms, etc.). Children with lice should not return to the program site until the lice has been treated.
  - If staff are informed or become aware that a child has lice or a transmittable illness, they 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 the parent/guardian or authorized person(s) to pick up. The child must be picked up within one hour of the notification.



## DISCIPLINE POLICY

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

## SUMMER READING PROGRAM

**Goal:** *To ensure that all campers enrolled for the entire summer camp duration maintain or improve their literacy skills, preventing the summer literacy slide.* The summer reading program is delivered by integrating intentional and measurable reading instruction into existing Summer Camp program content.

To properly evaluate the progress our participants are making over the summer, we conduct an assessment of their literacy levels. Your consent is requested to conduct the assessments and share the results with our partners to analyze the results. A "Data Sharing Agreement" has been added to ePACT.

Additionally, in partnership with the Sid W. Richardson Foundation, participants will have the opportunity to have a literacy assessment to identify risk of dyslexia as part of our literacy efforts. If parents' consent, the screenings will be conducted by our teachers in our staff and volunteer teachers from Sid W. Richardson at selected locations (Chisholm Trail, Como, Diamond Hill, Fire Station, Riverside and Victory Forest). The results will be shared with our partners for analysis. The parents of participants identified "at risk" in the assessment will be contacted by our partners to connect the families with available resources.

## 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. The staff strives to promote activities that will provide a positive, cultural, and recreational experience.

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.