



2023 **CAMP MANUAL**

GREAT GILLSON



Dear Camp Families,

Welcome to Great Gillson! This manual is designed to answer any questions you may have prior to the start of camp. Please review your manual for information about camp procedures, daily routines, and other details.

Camp Dates

8 Week Session – June 12-August 4th
4 week session 1 –June 12th to July 7th
4 week session 2 – July 10th to August 4th
2 week session 1 – June 12th to June 23rd
2 week session 2 – June 26th to July 7th
2 week session 3 – July 10th to July 21st
2 week session 4 – July 24th to August 4th

Camp Location

Great Gillson is located at Gillson Park. Grades 3-5 are located in the Lakeview Center. 6-8 grades are located in Wallace Bowl.

Camp Times

9 a.m.-3 p.m.

Extending Your Camper's Day: Need more time? Families who need to extend the camp day can do so by registering for Early Bird or After Camp. Early Bird begins at 7:30 a.m. After Camp is available until 6 p.m.

Camp Directors

Your Camp Director is **Ashleigh Roth**. Please see the “Meet the Staff” page at the end of this manual to learn more about our Directors and Counselors.

Drop Off & Pick Up

Drop off and pick up take place at **different areas for grades**. Refer to the enclosed map for details. Please place your car in “park” and allow the counselors to open and close your car doors. Drivers should remain in their cars, and campers are to exit on the passenger side.

Late Pick-Up Fee

If your child is picked up later than the camp end time, families will be charged a late fee of \$10 per child for every 15 minutes after camp ends.

Camp Director:

Ashleigh Roth

greatgillson@wilpark.org

224-725-9755

What to Bring:

Campers should bring the following to camp with them. It is important that all items are labeled.

- Backpack
- Lunch (*nut-free*)
- Water Bottle
- Swimsuit
- Towel
- Sunscreen
- Change of Clothes and Undergarments
- Goggles
- Close-toed shoes and beach shoes

Camper Information Data

We collect all the information we need about your camper online, through your household account. The information only needs to be filled out once per camper, regardless of how many camps they attend. If your child(ren) participated in camp last year, all you need to do is update any changes in information.

If you have not already updated your camper's information, begin the process [here](#)

1. You'll be prompted for your household username and password
2. After logging in, click on your camper's name
3. Enter information for each child attending summer camp
4. After entering information for EACH of your children attending camp, click the SAVE button on the bottom left before exiting the screen.

Parent Communication

On-site Camp Directors can be reached via email at greatgillson@wilpark.org. They will check messages at the start and end of each camp day. You can also reach your Directors via cell phone 224-725-9755

New! Camp App

The Wilmette Camps App is where you can find information about your child's camp experience. The App includes a calendar of events including any theme days, field trips, beach and pool visits, and more! You will also see photos of your child's camp day in the photo sharing section of the app. Finally, the app is where Camp Directors will share reminders and updates about the camp day through push notifications.

To download the app, visit the App Store or Google Play and search "Wilmette Summer Camp" or click below:



After downloading, select the Sign Up button to verify your email address. Once verified, you will be able to sign in and access content. **Please use the same email that you used during camp registration.** Make sure to select your registered session under **More/Settings** to stay up to date on content specific to your camper! If you have any questions, contact our camp administrative team at campapp@wilpark.org. For technical assistance, please contact support@1218team.com.

Reporting Absences

Families should inform the Camp Director when their child will be absent. They can do so by emailing the Director no later than the start of the camp day. If a child is not present after attendance is taken, the Director will reach out to confirm that camper's absence.

Camper Attire

Campers should dress in comfortable attire that's easy to move around in. Some camp activities use paint or other messy materials, so please send your camper in clothing that can get messy. Campers should wear gym shoes every day.

Lunch & Snack – Nut-Free

Campers will keep their lunches in their backpacks; they will not be refrigerated. Campers are encouraged to bring a healthy snack to eat during the day. *All snacks and lunches must be nut-free.* Kiddos Catering lunch service is available for purchase; more information is available in the Camp section of the Wilmette Park District website.

Personal Items

All items brought from home should be labeled with your camper's name. If toys or games brought from home cause a distraction to the camp day, counselors will ask campers to leave them in their backpacks. Camp staff is not responsible for lost, damaged or missing items.

Technology

Campers are encouraged to participate in games and activities throughout the camp day. Camp staff will also encourage campers to socialize with their peers. The use of technology such as iPads, handheld gaming devices, and cell phones may deter from the goals of camp. Campers are encouraged to leave such items at home. Camp staff may ask campers to leave them in their backpacks or turn them in to the camp staff to be returned at the end of the day.

Sunscreen

Please apply sunscreen to your child prior to camp drop off. Please send sunscreen with your camper labeled with your child's name. We will encourage campers reapply sunscreen throughout the camp day. Camp staff are not permitted to apply sunscreen.

Water Activities

Great Gillson campers will be swimming every day. Please send your child in their swimsuit every camp day, and with a change of clothes.

Pool Visits

Campers will participate in free swim at Centennial Aquatic Center. Centennial staff will evaluate camper swimming abilities during their first visit. Only Coast Guard-approved flotation devices, and flotation devices provided by Centennial Aquatic Center are permitted. Be sure to send your child with their swimsuit, towel and sunscreen.

Field Trips

Campers should wear their provided camp t-shirts on field trip days. Please reference the camp calendar for specific field trip locations. The camp app will provide any additional information regarding field trips such as required waivers, things to bring, etc.

Northern Suburban Special Recreation Association (NSSRA)

NSSRA is a partner of the Wilmette Park District, and provides resources to our staff to best support all of our participants. If your child requires special accommodations to successfully participate in camp, please contact Mary Liz Jayne at mjayne@wilpark.org to discuss your camper's needs.

Sample Daily Schedule

See below for a sample schedule of how the campers will spend their day. Please refer to the enclosed camp calendar for specific field trips, theme weeks, etc.

greatgillson
RASCALS

| TIME | CAMP ACTIVITY |
|------------------|--|
| 9 - 9:15 AM | DROP OFF CAMPERS WALLACE BOWL WHOLE GROUP ACTIVITY |
| 9:15 - 10:15 A | ART - INSIDE OF LAKEVIEW THE FIRST THEME WEEK IS THE OLYMPICS EXAMPLE ART PROJECT IS MEDALS |
| 10:15 - 11:15 AM | GAME- THE BOOT THE FIRST THEME WEEK IS THE OLYMPICS EXAMPLE GAME IS AN OBSTACLE COURSE |
| 11:20 - NOON | LUNCH EAT WITH THEIR SMALL GROUPS AND CHOOSE LOCATION |
| NOON - 1:45 PM | SWIM TIME EITHER AT THE BEACH OR THE POOL (DAYS ROTATE) THIS ALSO INCLUDES CHANGING TIME |
| 1:45 - 2:50 PM | CAMPER CHOICE HOUR THIS IS TIME WHERE THE CAMPERS WILL SIGN UP FOR AN ACTIVITY THAT IS BEING LEAD BY COUNSELORS (TENNIS, FLAG FOOTBALL, CRAFTS, PADDLE BOARDING |
| 3 PM | DROP OFF CAMPERS WALLACE BOWL WHOLE GROUP ACTIVITY |



Photographs

We may take pictures of the campers while they are participating in various camp activities. These photos will be shared with families in the Wilmette Camps App, and they may be used for display and/or publicity purposes. If you do not wish for your child's picture to be taken, please notify the Camp Director in writing on the first day of camp.

When Weather is Bad or Severe

Rainy Days: Camp meets inside on rainy days. Campers will be dropped off in their normal spot, and will remain inside the Lakeview Center. Camp activities move inside during bad weather days, and trips to the beach or pool may be cancelled or rescheduled.

Thunderstorms/Tornadoes: In the event of a thunderstorm, campers will be moved to designated classrooms or shelters until an all-clear has been given. In the event of a tornado, campers will be moved to the inner corridors of the building until the all-clear is given.

Extreme Heat: In the case of extreme heat, we provide plenty of cold water, and campers are kept in the shade or indoors where possible. Activities are modified to be less strenuous. We respect your judgement for what is best for your child if you choose to keep them home on very hot days.

Health, Injury and Illness Procedures / Reporting

Medication: If your camper needs to take medication while at camp, please fill out the Medication Consent Form. This form should be turned in to the Camp Director on the first day of camp. Medication must be in its original container, labeled with your campers name, and will be held by the Camp Director.

Injury: In the event of a camper injury, we will provide basic first aid. Depending on the extent of the injury, the Camp Director will notify the parent, or will use the alternate phone number provided on the Camper Information Data form, after a call to 911.

Contagious Illness: In order to help keep all campers and staff healthy, if your child develops a contagious illness (i.e., COVID-19, chicken pox, strep, etc.), you must report this to either the Camp Supervisor or Camp Director at your earliest convenience upon diagnosis. Based on the reported case, staff will determine the best notification plan for close contacts.

If a child becomes ill during camp, a parent will be notified and asked to pick up the child as quickly as possible. If a parent is unable to pick them up, the emergency contacts will be called. Camper may not return to summer camp until symptom and fever-free for **24 hours without medication**. We ask that you be considerate of other children and staff and keep your child home if they show signs of illness.

Behavior Management Policy

In our programs, discipline is viewed as teaching the child. This consists of both setting consistent expectations and enforcing them when necessary. The child is given guidance through positive reinforcement, such as praise and special recognition.

We work towards strengthening each child's self-confidence and self-esteem, making them feel good about themselves and taking responsibility for their own behavior. Positive relationships to develop trust are encouraged.

When a conflict arises, children will be given the chance to talk about what happened and how they feel. This will help them to use words, rather than physical action.

If a situation occurs in which a child needs to take some time out from an activity to calm down, it will be no longer than one minute per year of age. This is not a punishment, but an opportunity to practice self-control.

These methods are both effective and most respectful to the children. Given respect, children feel an important part of the group and have a sense of self-reliance.

When working with children, staff will implement this policy in the following ways:

1. Find out the cause of the behavior.
2. Set a standard of behavior and maintain it. Act with consistency.
3. Allow the children to help make, and enforce, the rules.
4. Think before they act. Be fair and just, not judgmental.
5. Follow through with discipline and treat all children fairly.
6. Make limits clear and understandable to the child.
7. Inform the supervisor and parents/guardians of any behavior concerns they are having, as the supervisor and/or parents/guardians may be able to provide some insight.
8. Document behaviors that are consistent and of concern.

Parent/Guardian Role:

Parents/Guardians will be informed of any behavior concerns that arise. You have a wealth of knowledge about your child, and can help by sharing what works for you, and your concerns. It is important you know we are a team, and want to work together in the best interest of your child.

Camper's Role:

The campers help to determine camp rules, which are presented to them with clarity and followed with consistency. When talking with a child about their behavior, staff will ask them what they feel the right thing is to do and what rule to follow, so they know the child understands the situation and behavior.

Behavior Management, Continued

Steps Taken Between Parents & Staff to Support Positive Behavior:

1. Parents/Guardians will be informed of any behavior concerns.
2. Parents/Guardians will be asked to share what works for them at home.
3. Parents/Guardians and staff will work together to figure out what might be causing the behavior.
4. Camp Supervisor and Directors will set up a conference with the parents/guardians to go over the above items, and set up a plan to support the child and encourage positive behavior. Staff will communicate on progress, and schedule a second conference if needed.
5. During a second conference, the Camp Supervisor and parents/guardians will review if progress has been made. If necessary, staff and parents/guardians will revise the plan.
6. If at the time of a third conference staff has seen no improvement in a child's behavior, he/she will be withdrawn from the program, in the best interest of the child and classroom.

The intention of our Behavior Management policy is to ensure that every effort is made to meet the needs of the family, and continue to support each camper in our programs.



JUNE GREAT GILLSON



SUN MON TUE WED THU FRI SAT

01 02 03

04 05 06 07 08 09 10

11 12 13 14 15 16 17

First Day of Camp

Free Swim @Pool – 3rd
and 6th grade

Free Swim @Pool –
4th and 7th grade

Free Swim @ Pool -5th and
8th

Sailing Day at Gillson

Field Trip 3-5th –
Classic Bowl

Field Trip 6-8th- Top
Golf

Thursday Thrill – Reptile
Show

18 19 20 21 22 23 24

Field Trip 3-5th –
Altitude

Field Trip 6-8th- Classic
Bowl

Free Swim @Pool – 3rd
and 6th grade

Free Swim @Pool –
4th and 7th grade

Free Swim @ Pool -5th and
8th

Sailing Day at Gillson

Thursday Thrill – Reptile
Show

25 26 27 28 29 30 01

Field Trip 3-5th – Top
Golf

Field Trip 6-8th- Action
Territory

Free Swim @Pool – 3rd
and 6th grade

Free Swim @Pool –
4th and 7th grade

Free Swim @ Pool -5th and
8th

Sailing Day at Gillson

Thursday Thrill – Reptile
Show

JULY GREAT GILLSON



| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----|---|---|---|--|------------------------------|-----|
| 02 | 03 No Camp! | 04 No Camp! | 05 Free Swim @Pool – 4 th and 7 th grade | 06 Free Swim @ Pool -5 th and 8 th Thursday Thrill – Reptile | 07 Sailing Day at Gillson | 08 |
| 09 | 10 Field Trip 3-5 th – Wheeling Water park Field Trip 6-8 th - Top Golf | 11 Free Swim @Pool – 3 rd and 6 th grade | 12 Free Swim @Pool – 4 th and 7 th grade | 13 Free Swim @ Pool -5 th and 8 th Thursday Thrill –Reptile Show | 14 Sailing Day at Gillson | 15 |
| 16 | 17 Field Trip 3-5 th – Classic Bowl Field Trip 6-8 th - Wheeling Water Park | 18 Free Swim @Pool – 3 rd and 6 th grade | 19 Free Swim @Pool – 4 th and 7 th grade | 20 Free Swim @ Pool -5 th and 8 th Thursday Thrill –Kona Ice | 21 Sailing Day at Gillson | 22 |
| 23 | 24 Field Trip 3-5 th – Mini Golf Field Trip 6-8 th - Altitude | 25 Free Swim @Pool – 3 rd and 6 th grade | 26 Free Swim @Pool – 4 th and 7 th grade | 27 Free Swim @ Pool -5 th and 8 th Thursday Thrill – Carnival | 28 Sailing Day at Gillson | 29 |
| 30 | 31 Field Trip 3-5 = Funtopia Field Trip 6/8 Boundless Adventures | | | | | |

AUGUST

GREAT GILLSON



| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----|-----|--|--|---|------------------------------|-----|
| | | 01 Free Swim @Pool – 3 rd and 6 th grade | 02 Free Swim @Pool – 4 th and 7 th grade | 03 Free Swim @ Pool -5 th and 8 th Thursday Thrill – Reptile Show | 04 Sailing Day at Gillson | 05 |
| 06 | 07 | 08 | 09 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |



Drop Off:

1. Enter through Lake Ave and go down the hill
2. Go past the car kiosk
3. head through the parking lot, and stop at the stop sign
4. Go to the second stop sign and take a right
5. Keep to your right
6. Turn into the small right-hand entrance to the front of the Lakeview center
7. Staff will be wating to take kids out of cars.

CAMPER NAME:



CAMP: Great Gillson

COUNSELOR/GROUP: