

Destination Art

Day Camp

Camper Registration Packet



Destination Art Camps

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Camper Registration

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Destination Art Program Objectives

Welcome to camp!

Since Destination Art first opened in the heart of the city of San Francisco we have provided a creative and nurturing environment for thousands of Bay Area children of all ages. Our approach has always been to uniquely tailor our programs to meet the diverse needs of busy families, catering to each individual child and their parents. Our goal at camp is to encourage and broaden each child's awareness in the world of arts and give them the tools to celebrate their full creative potential.



At Destination Art we believe children should be respected as individuals with capacities for learning very different from those of adults. The early years of learning are the most important in life, they are for developing mental, physical and psychological growth. Art is a tangible activity with no right or wrong outcomes, children can only succeed when their strengths and weaknesses are positively channelled to embolden them individually. Our staff are trained to recognize these traits in each child and structure all activities to celebrate an individual's age and skill set. By encouraging campers to venture out of their comfort zone they accomplish milestones otherwise not achieved. This forces a child's confidence to soar and insecurities to diminish. As parents you will witness these milestones in the masterpieces they bring home and in the self-esteem your child gains whilst in our care.

Our camps are kept small to give each child room to thrive and explore crafts at their own pace. Children are encouraged to experiment with their own ideas under the guidance of artists and teachers. There is no limit to what they create with a limitless imagination and an extensive supply of materials at their disposal. Campers will also experience the natural and manmade creativity found in our every day life with many hours spent out doors exploring the urban environment of San Francisco.

We are so excited to have you as part of our Destination Art family. Our staff is planning some amazing and extraordinary summer activities for your camper to experience.

Please take a moment to read and fill out our Camper Registration Packet. Enrollment is not complete until this Packet is submitted in its entirety, including all fees, for Destination Art Day Camps. Without it, we cannot accept your child into our program.

If you wish to cancel for any reason please give as much notice as possible in order to receive any refund.

Destination Art Day Camps

Identification and Emergency Contact Information

To Be Completed by Parent or Authorized Representative

Name and DOB of Camper _____

Dates of attendance _____

Name and phone number of Parent _____

Home address _____

Email address _____

Name and phone number of Parent _____

Email address _____

Home address _____

Physician or Dentist to be called in an emergency

Physician Name _____ Phone number _____

Address _____

Dentist Name _____ Phone number _____

Address _____

Health Insurance Carrier _____

Insured's Name _____ Policy number _____

Additional persons to be called in an emergency

Name _____ Phone number _____

Relationship _____

Name _____ Phone number _____

Relationship _____

Please list any medical concerns we should be aware of ~

Emergency Release

I hereby give permission to the medical personnel selected by the camp director to provide routine health care; to administer medications; to order X-rays, routine tests, treatment; to release any records necessary for insurance purposes; and to provide or arrange necessary related transportation for my child. In the event I cannot be reached in an emergency, I hereby give permission to the physician selected by the camp director, if the one named above is unavailable, to secure and administer treatment, including hospitalization, for the person named above. This completed form may be photocopied for trips out of camp.

Signed _____ Date _____

Parent Signature _____ Date _____

Daily Schedule

8am - 9am ~ Camper check-in, general play or crafts.

9am - 10am ~ Art projects, per the weeks' theme.

10.00am ~ Clean up.

10.15am ~ Snack time.

10.45am ~ Field trip. Outdoor art.

12.30pm ~ Picnic lunch, followed by play.

1.45pm ~ Arrive back at camp.

2-3pm ~ Art projects.

3.00pm ~ Snack.

3.15pm ~ Park trip.

4.30pm ~ Return to camp.

4.45pm ~ Art projects and free play until pick-up.

Clean up and preparation will be carried out after all activities and prior to the next activity.

During their time at Destination Art Day Camps your child will be participating in the above activities. They will be well supervised by staff qualified in all aspects of the camps daily schedule. Instruction will be given to all campers in regards to rules and safety measures in order to ensure a fabulous fun experience whilst in the care of our team of teachers and artists.

Please sign below to show you have read, and understood the Daily Schedule of activities for Destination Art Day Camp programs and give permission for your child to participate.

Signature Parent/Guardian _____ Date _____

Printed Name Parent/Guardian _____

Camper Name _____

Please state any exceptions _____

Prevention of Injuries

Awareness of any Predisposing Conditions ~ Whilst we are very aware that filling out pages of paperwork is very tedious we at Destination Art would like to reassure you that any information you can give us pertaining to you child will greatly increase their chance of having an amazing experience with us at Camp. If our staff are made aware of any medical or behavioral conditions your child may have, ahead of them attending our program, then many preventative measures can be implemented to provide a safe environment for your child. For example, if we are aware your child suffers from allergies then we can better protect them from allergens know to aggravate, or we can ensure campers with sensitive skin have sufficient protection form the sun. Preventative measures can help limit the number of injuries. We will make every effort to not expose campers to situations that may exacerbate pre-existing medical conditions.

Allergies ~ If your child suffers from allergies and needs to bring an Epi Pen to camp with them please let us know prior to their arrival. This information can be put on the previous page under medical concerns we should be aware of. We also keep Epi Pens stored in the First Aid supplies in Camp Office and in the field trip bag for when campers are offsite. All our staff are trained to safely use an Epi Pen if need be.

Pre-existing Medical Conditions ~ If your child has any medical conditions that require monitoring or the administration of medication please let us know prior to their arrival. This information can be put on the previous page under medical concerns we should be aware of.

Equipment Playing Facilities ~ At Destination Art our staff are trained in the proper use of all equipment and facilities. For each activity counselors will relay clear and concise instructions to campers and will closely monitor them using any such equipment. Campers will only ever use or play with equipment or facilities specifically designed for their age range. When working on arts and crafts projects campers will be instructed of all safety measures required involving the correct use of materials and will also be provided with protective wear if need be. All access to glues and paints will be closely monitored and equipment and materials will only ever be used according to the manufacturers safety recommendations. Prior to use checks will be made on all equipment and facilities to ensure all meet standards necessary to be safe and effective in the manner intended by said manufacturers.

Rules and Regulations ~ One essential element in dealing with children is consistency. Counselors will share, prior to the start of an activity, any rules that may apply, including all safety measures. Campers will be informed of all behavioral and participation expectations and activities will be halted if these are not met. It is imperative to the safety of all campers and staff that safety regulations are implemented by everyone present at camp. At no point should any one person be exposed to unsafe situations due to the non compliance of an individual.

Prevention of Injuries cont.

Emergency Plan ~ To minimize the severity of an injury or emergency situation our staff are trained to know what to do in the event of one before being faced with it. Staff are aware of our emergency procedures and will calmly and efficiently act accordingly. If inside they know where all the emergency exits are located and in the event of an evacuation will transport all campers to a safe location. All exits will be kept clear of obstructions to minimize delays. Our staff know where the earthquake kits are stored and that they are easily accessible. When at parks or outdoors our staff are aware of their surroundings and will always have a good sense of the locations of entrances and exits, bathrooms etc. Our staff are trained to communicate with other staff and will implement a plan of action should the need arise.

Earthquake and natural disaster procedures ~ If inside Destination Art's main building during the event of an earthquake or other natural disaster campers will be instructed by counselors to stop whatever they are doing and to sit on the red rug in the main room. Once there, and all accounted for, campers will be calmly and safely organized into a single file line and led out the building. They will be walked the two blocks to Joe DiMaggio Playground located at the corner of Greenwich and Powell streets. Upon arrival everyone will congregate at the black top to await further instruction. All earthquake kits will be taken will all campers emergency information packets. Parents will be notified by the Director of whereabouts and status at the earliest possible time. If it an outdoor location during the event of a natural disaster all campers will be led to the Joe DiMaggio safe location by the safest means possible.

Missing Persons ~ If at any time during camp a child goes missing or is unaccounted for the director will be notified immediately. All emergency procedures will be activated. Someone will be stationed at each Entrance and Exit to the building if inside, or on the perimeter of the location if out doors, a full and thorough search will be carried out. Emergency services will be called and given all identifying information pertaining to the missing person. Parents will be notified and all other attendees kept calm and reassured. The staff involved will fill out a full written incident report which will made available to emergency services and parents of the missing child. At no point will staff divulge information to the media without first consulting parents involved and only ever at the Directors discretion.

I have received, read, and understand the Prevention of Injuries notes for the Destination Art Day Camp programs.

Signature Parent/Guardian _____ Date _____
Printed Name Parent/Guardian _____
Camper Name _____

Sun safety tips

Always Use Sunscreen With SPF 15+ ~

Do Not Sunburn

Cover Up ~ Seek Shade ~ Wear A Hat

Limit Time In The Sun Between 10am & 4pm



At Destination Art Day Camps we encourage the campers to be Sun Smart. We instruct all parents to "lather" their children in sunscreen before camp and to put sunscreen in their backpacks for reapplication. The counselors will also be equipped with hyper allergenic sunblock with a high spf to reapply throughout the day to the younger campers and will supervise the older campers when reapplying themselves.

We also recommend campers bring sun hats and wear lightweight clothing during the hotter days of the season to help deter sunstroke. Destination Art counselors will routinely remind campers to drink lots of water and of the importance of staying hydrated.

I have received, read, and understand the Destination Arts notes on Sun Safety Tips and give my permission to staff at Destination Art to administer sun block to my child.

Signature Parent/Guardian _____ Date _____

Printed Name Parent/Guardian _____

Camper Name _____

Day Camp Medical Emergency Plan

In the event of an emergency please be assured that your child will receive the utmost care. All our staff are CPR certified and trained to calmly and efficiently handle any medical emergency that may occur. All children in their care along with the injured party will be given clear and concise instructions if a change of plan is required. Counselors and staff will coordinate with each other and the camp director to polarize the incident and establish the most effective course of action to minimize further risk and to keep the incident under manageable control.

The injury will be assessed by the primary caregiver on hand, if they determine a true emergency, the victim has trouble breathing, is unconscious, bleeding severely, moving, in severe pain, etc. They will instruct another counselor, available adult, or camper, to call 911 on the nearest available cell phone. If the situation warrants action, prior to the arrival of the paramedics, more extensive than reassuring and/or calming the victim, the counselor should perform only those steps/procedures they have been trained in. Once Emergency Services have been called, the Director, if not already at the scene will be notified. A Destination Art staff member will accompany the injured camper with paramedics if further medical treatment is required. They will have with them all emergency information pertaining to the injured camper. The Director will be responsible for notifying the parents' of the camper. Full written reports will be made of any such incidences and all notes will be made available to parents and emergency contacts in the event parents cannot be reached.

I have received, read, and understand the Day Camp Medical Emergency Plan for the Destination Art Day Camp programs.

Signature Parent/Guardian _____ Date _____

Printed Name Parent/Guardian _____

Camper Name _____

Destination Art Day Camp Behavior

Our top priority is to provide a safe and enriching experience for all children. To do this the staff at Destination Art work hard together as a team to develop the best plan for each individual child. In order to ensure this positive environment, we may not always be able to serve children who repeatedly display disruptive behavior. Disruptive behavior is defined as verbal, physical or sexual misconduct which requires constant attention from our staff including, but not limited to: hitting, kicking, spitting, and attempting to leave the program space, hostile verbal behavior, and other behaviors which may hurt another child or staff member. At no time are children ever to possess a weapon or to use a piece of equipment in a threatening manner. Drugs and Alcohol are never permitted at camp. Personal sports equipment should not be brought to camp unless required for disability. Children are not permitted to bring live pets unless a service dog is required. All private vehicles are to be parked on the street and are the responsibility of the owners, as are any citations issued to the vehicle.

Please take a moment to read the following pages and sign at the bottom to show you have read and understood our expectations and the procedures we implement to ensure a safe and fun environment for all campers who attend our programs here at Destination Art.

In response to negative behavior we will not use:

- Threats or bribes
- Physical punishment, even if requested by the parent
- Deprivation of food or other basic needs
- Humiliation or isolation

In response to misbehavior, we will:

- Respect your child
- Establish clear rules and consistently enforce
- Use positive language to explain desired behavior
- Speak calmly while bending down to your child's eye level
- Give clear choices
- Redirect your child to a new activity

Destination Art Program Expectations of campers:

- Speak for yourself
- Listen to others
- Use put-ups, not put-downs
- Care for others, the property, and yourself
- Be honest
- Show respect for all
- Be responsible for yourself
- Treat others as they would like to be treated, diverse cultures will respected and honored.

Our goal at Destination Art is to work together with the child and family to address and modify any behavior concerns; however, if a child cannot display appropriate behavior, then he/she may be removed from the program. A child may receive up to three written behavior reports. After a third written report is received, the child may be removed from the program until a parent conference is held. The parent conference may include the parent/guardian, program director, site staff, and the child. The child may be allowed to return to the program after the parent conference and the development of a behavior improvement plan. If a child receives a fourth written warning, we may ask the family to make alternative child care arrangements for the remainder of the summer. Please note that all behavior management plans are based on the individual child and situation, and we reserve the right to adapt procedures accordingly.

Progressive Discipline Steps

Counseling: When an incident requiring discipline occurs, the camper will be counseled with a warning and given a description of the behavior change required. The situation will be fairly assessed as often bad behavior is a reaction to another person's action and therefore may involve more than one person.

Time-Out: If subsequent incidents occur despite the warning, the student will be asked to take a Time Out. A time out is a 5 to 10 minute period that the student spends quietly reflecting on the incident. The space allocated to a time out will be set away from the main group but still in plain view of the staff. Once the camper has sat for a while and taken a moment to consider their actions the counselor will discuss with them the changes they could make to prevent a repeat incident. They will also offer to assist the camper to better achieve this behavior. If the child shows understanding and cooperation then they should rejoin the group.

Parent Contact: If however the behavior continues then the camper will be removed from the situation and redirected to another environment or activity. Depending on the severity of the infraction, whether or not the behavior affects the well-being of other campers then the child's parent or guardian will be contacted. This will be done in conjunction with the camp director prior to a written report being made.

Suspension: a student who continually disregards instructions will be suspended for 1 day. The parent/guardian will be advised. Continual poor behavior on the part of just one camper disrupts the activities for all campers and can potentially present a safety issue. This should be avoided at all costs by the counselor using sound judgement and gauging situations accordingly.

Termination: If the child's behavior remains unacceptable then the parent or guardian will be informed and the child will be dropped from the program.

Discipline related absences are not eligible for refunds. Major first time incidents may progress the student directly to step 4 or 5. Examples of such incidents include bullying, fighting, vandalism, ditching and insubordination. A Level 3, 4 or 5 discipline response, should involve the camp director.

Fair Treatment For All

At Destination Art we pride ourselves on offering fair treatment for all who become a part of our family. Whether they be a camper, parent or member of staff. We maintain a policy of equal opportunity, thus ensuring that all, regardless of class, race, gender or sexual orientation, have the most amazing and positive experience whilst with us. All staff must treat campers and families with non bias care ensuring everyone feels safe with a sense of belonging in our programs. Should a counselor witness or experience any such negative behavior directed at another camper, staff member or parent, the matter will be addressed and resolved swiftly, deferring to the Director if need be. No one should feel negatively judged as a result of poor scrutiny from another. We encourage and welcome a diverse population, celebrating all walks of life.

Please sign below to show you have received, read and understand the Parent Guidelines to Camp Behavior, Progressive Discipline Steps and Fair Treatment For All for the Destination Art Day Camp programs.

Child's Name _____ Date of Birth _____
Program Attending _____
Parent/Guardian Signature _____ Date _____

Photo and Video/Audio Recording Release

For my child's participation in activities to be conducted by Destination Art, I hereby give my permission and consent, now and for all time, to Destination Art and collaborating third parties to make, reproduce, edit, broadcast or rebroadcast any video film, footage, sound track recordings and photo reproductions of my child and/or their narrative account of their experience within said activities, for publication, display, sale or exhibition thereof in promotions, advertising and legitimate business uses without any compensation to, and/or claim, by me. My child may, or may not be, identified in such reproductions; however, I shall not be stated by name to have endorsed any particular commercial products or commercial services.

I further agree to the following:

Any video film, footage, sound track recordings, and photo reproductions of me and/or my narrative account of their experience during said activities, I authorize, according to this Release, shall belong to Destination Art and collaborating third parties. Therefore, they will have full right of disposition of any video film, footage, sound track recordings and photo reproductions of my child and/or their narrative account of their experience within said activities.

Any video film, footage, sound track recordings and photo reproductions of my child and/or their narrative account of their experience within said activities will not be subject to any obligation of confidentiality and may be shared with and used by Destination Art and collaborating third parties.

Destination Art and collaborating third parties collaborating, shall not be liable for any use or disclosure to a third party of any video film, footage, sound track recordings and photo reproductions of me and/or my narrative account of my experience; and

Destination Art and collaborating third parties shall exclusively own all known or later existing rights to worldwide and shall be entitled to the unrestricted use any video film, footage, sound track recordings and photo reproductions of my child and/or their narrative account of their experience for any purpose without compensation to me or my child.

I agree that my consent and this release are irrevocable. I hereby release and discharge Destination Art and collaborating third parties from any and all claims in connection with the uses and reproductions, any video film, footage, sound track recordings and photo reproductions of my child and/or their narrative account of their experience as described herein.

Signature Parent/Guardian _____ Date _____

Printed Name Parent/Guardian _____

Camper Name _____

Parent Statement Of Understanding

The following information is important for the safety and protection of your child. Please read carefully and sign at the bottom.

I understand that I am not to leave my child at the Destination Art program site unless a Destination Art staff or volunteer is there to receive and supervise my child.

I understand that my child will not be allowed to leave the program with an unauthorized person. Any person authorized to pick-up my child must either be listed with Destination Art or other arrangements must be made by calling the Destination Art office to inform them of a change.

I understand that should a person arrive to pick up my child who appears to be under the influence of drugs or alcohol, staff may have no recourse but to contact the police for the child's safety. Please do not put staff in a position where they have to make this judgment call.

I understand that state law mandates the Destination Art to report any suspected cases of child abuse or neglect to the appropriate authorities for investigation

I understand that no accident or medical insurance is provided with Destination Art day camp activities.

I acknowledge to the best of my knowledge that I have not withheld any information regarding my child that may bear consequence to later events, injuries or circumstance that may affect the safety and well-being of my child.

I acknowledge that Destination Art is not licensed by the State of California as a day care provider.

I acknowledge that I will not hold Destination Art liable to any incidents that may occur to my child due to the the withholding of any such information or to any injuries sustained by my child during their participation in activities supervised by the staff at Destination Art.

I have received, read and understand the Parent Guidelines to Policies and Procedures for the Destination Art Day Camp programs.

Signature Parent/Guardian _____ Date _____

Printed Name Parent/Guardian _____