



Camp Policies: Pick Up, Drop Off and Late Pick Up

DROP-OFF POLICY

Each child must be **walked** into camp and checked in with the Site Director. Please know the start time for your child's specific camp. No camper may be dropped off prior to that time. ***Important: The Park District must have a completed Camp Registration form for each child before they can attend camp. Children cannot be dropped off or picked up at field trips by parents.***

PICK-UP POLICY

All children must be signed out with their Site Director at the end of the day. Children will **only** be released to parents/guardians or individuals listed on the Camp Registration Form. If you wish to authorize additional people to pick up your child, their contact information must be provided on the completed emergency form. Any additions must be made in writing.

Please be aware and inform anyone, including parents, who pick up your child that they will be asked to show photo identification *every time*.

While we will always attempt to follow parental wishes, the Park District cannot stop a parent from picking up their child unless there is a restraining order in place. Please provide the Recreation Supervisor or Site Director with any custody information so that we are aware of any problems that may arise.

LATE PICK-UP POLICY

If you are late, please call the Irons Oaks, the Goldberg Center or the Irwin Center and they will contact your child's Site Director. The H-F Park District late fee is \$10 beginning 10 minutes after ***dismissal time*** and \$1 for each additional minute. This fee must be paid within 24 hours at the Irwin Center or the Goldberg Center. After four late pick-ups of 15 minutes or more, the Recreation Supervisor may dismiss the camper from the program. This policy is enforced for all camps.