

Summer Camp 2024



PARKS AND RECREATION
www.chapelhillparks.org

Camp Checklist

We know summer planning is hard. It can be easy to lose track of what's done and what still needs doing. We want to make it easier!

This checklist for parents and school social workers will make camp registration a breeze, plus you can see what our part of the process is too.

To see what camps we're offering this year and find all the forms you'll need, visit chapelhillparks.org and click 'Summer Camp'.

FOR PARENTS

- Plan your summer camp experience!** If you want to register for both Day Camps and Specialty Camps, remember that registration for Specialty Camps is February 6 and for day camp is March 19!
- Confirm your Financial Assistance by MARCH 6.** Get the application on our website; remember to reapply every year.
- Confirm your support from the school.** Talk to your school social worker to find out how much of your fee they'll pay and how much you'll need to pay.
- Register for camp!** You have to pay a deposit of at least \$10 per child, per camp when you register for Day Camps and Teen XTREME Camps.
 - Registering online?** Make sure you have an online account and know the password before registration day.
 - Registering in person?** Review our FAQs and make sure your forms are completed and your payment is ready before you show up on registration day.
- Save the date for your camps and note which ones you're waitlisted for.** Make sure your contact information is up to date so we can contact you if space opens up.
- Fill out your parent packet.** Return it to our drop box or scan and email it to parksrec@townofchapelhill.org by the due date.
- Need inclusion support? Contact Marian Kaslovsky before May 20th.** We welcome campers of all needs and abilities, but we need time to arrange support for their best camp experience. Email mkaslovsky@townofchapelhill.org or call (919) 968-2813.
- Learn the contact numbers for your camps.** Know where to call if you need to reach your child at camp or speak with our camp staff. You can find the numbers on our website, in our brochure, or on your receipt from registration.
- Cancel IN WRITING if you can't make it to camp.** Please tell us as soon as possible, but you have to cancel at least 14 days before the camp starts to get a refund. If you miss a week of camp without cancelling in writing first, we may have to end your Financial Assistance. To cancel, give a written note to camp staff or email parksrec@townofchapelhill.org.

Important Dates

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| FEBRUARY 1 | Camp information comes out! |
| MARCH 6 | Financial Assistance applications due. |
| MARCH 19 | Day camp registration starts at 8:30 a.m. |
| JUNE 1 | Parent packets due. |

- Tell us immediately if your contact information changes.** It's really important that we can get in touch with you while your child is at camp.

FOR SCHOOL SOCIAL WORKERS

- Get familiar with the camp information.** You may need to support families with understanding what camps are available this year, the registration and Financial Assistance processes, important due dates, and how much they'll have to pay.
- Helping a family apply for Financial Assistance? Follow these steps:**
 1. Review their application to make sure it's complete.
 2. Verify the family's financial resources & family members.
 3. Attach your verification printed on letterhead, dated, and signed. Make sure it lists all family members.
 4. Send us your verification & the application by MARCH 6.
- Let families know as soon as possible how much of their camp fees the PSF grant will pay and how much they'll have to pay themselves.**

WHAT PARKS & RECREATION DOES

- Create an easy-to-use information hub online.** You can find all the forms and information you'll need for camp right on the Summer Camp page of chapelhillparks.org.
- Process your Financial Assistance applications as fast as possible.** We'll contact you if your application needs more information, so make sure your phone number and email are correct and that you're checking messages.
- Make registration fast and easy.** Camp fills up fast, so we're doing everything we can to give as many kids as possible the chance to come to camp.
- Give you a receipt with all your payment, waitlist, and camp information on it.** Make sure to update your email address before you register and we can email you a copy too!

Register online: www.chapelhillparks.org

For more information, call (919) 968-2784

Email parksrec@townofchapelhill.org