

Hi Parents,

Thank you for choosing Silverlake for all your childcare needs this summer. We are looking forward to an exciting summer full of field trips, awesome visitors, as well as indoor and outdoor fun! I want to take a minute to cover all the basics of camp, especially because we are in a new environment with awesome new features!

Many of our families are returning from previous years, but if you are new to camp, we're happy to welcome you! We'd like you to be as comfortable as possible as we start the camp season. If you'd like to come in to familiarize yourself with our areas and processes this week, please let me know. I'd be happy to meet with any family to walk through a day and answer any questions!

I'm happy to announce that our Camp Coordinator, Karissa Pickens, has returned again this summer. She will be available in addition to myself to help you out day-to-day. Karissa's email is kpickens@silverlakefamily.com and she can be reached at the same phone as mine. Ashley Krupper, our lead after-school counselor, will also be in charge of check-out. Feel free to run any questions or concerns by any of us. Please bear with me as I run a lot of information by you:

Drop off. Drop off for School-Age children is at the check-in/out desk in the new building lobby. We ask that you stop at the table to sign your child in, as well as note any change in pick ups, additional activities, lunch/snack purchases. Your child can also pick up a wristband denoting the color group they are in. Drop off for Early Childhood and Kinder Camp children is in the middle academy room. You will also be required to sign in. The double doors on the side of the new building will be accessible until 9:30am each day. If your child's name is not on the sign-in sheet, you are not permitted to drop off. Absolutely no unplanned drop-offs are allowed.

Pick up. Pick up for School-Age children is at the check-in/out desk. You, or anyone who picks up, will be required to show a photo ID. Obviously, with the size of our new building, we request your patience as we work to bring your child to you. Ideal pick up times is after 4:40, as the campers will be in the gymnasiums. You will be able to pick up a detailed schedule for the following day at the check-out table. Pick up for Early Childhood/Kinder Camp children is in the middle classroom.

Lunch/Snack. If your child packs a lunch, they will drop it off in their group's lunch bin each morning. School-age lunches will be refrigerated from 9:00am until lunch time and must be in a paper or plastic bag. Early Childhood and Kinder Camp lunches can be reusable, as they are not refrigerated. There is an option to purchase camp lunches. The only time campers visit the café is for breakfast, which you must note on the breakfast/lunch/snack sheet. Campers do not have the option to pick specific items for lunch. If you choose to buy lunch on a field trip day, your child will be packed a turkey sandwich, fruit, vegetable and bottled water. Snack is provided free of charge. We do allow school-age children to purchase snack. You must write in what they would like in the morning. You can pay with your card on file or a gift card, no cash is accepted. If you do not denote exactly what they want and a payment method, they will receive our provided snack.

Required items. I would highly suggest sending your child in clothes that can get dirty, with socks and gym shoes every day. They cannot participate in bowling, clip n' climb or the ropes course without gym shoes. I would also recommend coming in to purchase a few pair of trampoline socks (we will sell them at check-in the first couple of weeks). They will need them every day. Early Childhood and Kinder Camp socks do not need to be purchased. They will be stored at Silverlake and given out as needed. School-age campers swim every day, unless there is a long field trip. The kids will not have cubbies this year, but carry around their bags. There will be storage for them in various areas. Do not send any electronics or valuables to camp. Your child is 100% responsible for all items they bring. Early Childhood

and Kinder campers will have a cubby that can hold any required nap items and a change of clothes. Swim items are stored in separate bins.

Field Trips. If you do not want your child to attend a field trip, you must make alternate arrangements for them. All field trips are paid for, however, if you choose, you may send additional money with them. We provide plastic bags at check-in and your child's counselor will hold on to their money. If your child chooses to attend an additional activity instead of a field trip, they will be placed in the group closest to their age until their group returns. Please be sure you've filled out or submitted a transportation waiver. Two other waivers are required: Recreations Outlet for school-agers and Lookout Hills Farm for kinders.

Billing. If you've chosen our weekly billing option, you will be billed by Active on the Monday of every week your child attends. If you need to change the card that your payments draft from, contact me directly. The Silverlake front desk does not handle camp billing. Please also be aware that we have a different billing system for camp than we do for membership and anything else you may purchase at Silverlake. Trampoline socks, lunch and snack charges will all be billed to the card you have on file for membership. Any unpaid food items will be drafted on the 5th of every month.

If you have any specific questions, please feel free to contact me. We are excited about all the new activities we are offering and looking forward to a great summer!

Thanks so much,

Whitney Thomas
Summer Camp Director
Silverlake "The Family Place"
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