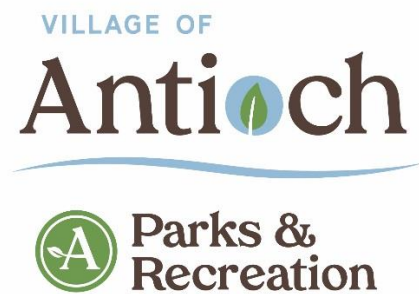


2025

Antioch Summer Day Camp

Parent Manual



Letter From the Manager

Dear Camp Families,

Welcome to Antioch Summer Day Camp 2025!

We are thrilled to have your child join us for what promises to be an exciting, active, and unforgettable summer. Our dedicated team has been hard at work planning a wide variety of games, activities, field trips, and themed events that encourage creativity, teamwork, and most importantly—fun!

Whether this is your child's first summer with us or they're returning for another season of adventure, we are committed to providing a safe, inclusive, and nurturing environment where every camper can thrive. Our camp offers a balance of structured activities and free play, allowing children to explore new interests, build friendships, and make lasting memories.

Our Parent Handbook, includes important information about daily schedules, what to bring to camp, drop-off and pick-up procedures, and more. Don't hesitate to reach out if you have any questions—we're here to help and want to make this a smooth and enjoyable experience for your entire family.

Thank you for choosing Antioch Summer Day Camp. We are looking forward to an incredible summer together!

Warm regards,

Grace Ford
Camp Manager
Antioch Summer Day Camp

General Camp Information

Antioch Day Camp Mission and Philosophy

Mission Statement - To enhance the quality of life by providing parks, open space and recreational opportunities for the Antioch Village residents, while preserving and enhancing the natural benefits of the environment.

Philosophy - At Antioch Summer Day Camp, we provide a safe, welcoming, and enjoyable environment where every child can thrive. Our camp is designed to offer a balance of structured and unstructured activities, giving campers the opportunity to explore, play, and grow in a supportive setting.

We believe that summer is a time for adventure, discovery, and connection. Our program encourages children to spend time outdoors, stay active, learn new skills, and build lasting friendships. Whether your child is a returning camper or experiencing camp for the first time, we strive to make each day meaningful, memorable, and full of fun.

At Antioch Summer Day Camp, we don't just fill days — we create experiences that last a lifetime.

Camp Times and Locations

Camp Sunshine	New Location! 806 Holbeck Drive 8:30am-4:00pm
Antioch Adventures	New Location! 817 Holbeck Drive (former senior center building) 8:30am-4:00pm
Teen Travelers	New Location! 8:30am-4:00pm Meet at Sequoit Creek Park 845 Main Street (near the café building)
Early Bird (All Camps)	806 Holbek Drive 6:30-8:30am
Extended Day (4-6pm)	Camp Sunshine 806 Holbek Drive Antioch Adventures 817 Holbeck Drive

Staff Contact Information

Katie Kotloski Director of Parks and Recreation	kkotloski@antioch.il.gov 847-395-2160 x1404
Grace Ford Day Camp Manager	gford@antioch.il.gov Cell: 224-584-6910
Lexi Nuxoll & Katie Keeley Camp Sunshine Directors	summerdaycamp@antioch.il.gov Camp Cell: 847-276-0196
Audry Selander & Andy Tindell Antioch Adventures & Teen Travelers Directors	summerdaycamp@antioch.il.gov Camp Cell: 847-276-1380
Parks and Recreation Department	parks@antioch.il.gov 847-395-2160

Our Staff

The Village of Antioch Parks and Recreation Department proudly employs roughly 60 camp staff between Antioch Adventures, Camp Sunshine and Teen Travelers. Staff range in age range from 16 - adult. All staff receive extensive orientation and training prior to the start of the camp season. We take pride in hiring mature, focused, and responsible people who have a passion for working with children of all ages. Our fantastic staff keeps families coming back each year.

Registration and Policies**Registration Information**

Registration is online at <https://secure.rec1.com/IL/village-of-antioch/catalog>

- Login to your account
- Select the "Camps" tab
- Choose camp you need to register for
- Select the correct grade and week
- Choose the child you are registering for
- Select the days you need for the week (you can select 1day, but will be charged for 2)
- Check out

Our camps fill quickly! Families are encouraged to register early. Registration closes one week before the start of the weekly session.

- Example: Registration closes July 28 for the weekly session beginning August 4.
- Late registration will be accepted if space is available and will be subject to a \$25 late registration fee.
- If you need to register after the deadline, call our office at 847-395-2160 or stop by 806 Holbek Drive.

Payment in full is due at the time of registration. Registration is non-refundable and non-transferable.

Attendance

If your child will be absent from camp, please inform your camp director by calling the cell phone number listed, emailing antiochsummerdaycamp@antioch.il.gov or calling the office at 847-395-2160. Be sure to include the camp your child attends. Refunds for absences will not be issued.

Late Drop-off/Early Pick Up

Campers who arrive late or need to be picked up early should contact their camp director on the cell phone listed. The Camp Director can inform you of their location and let camp leaders know they will be late or leaving early.

Code of Conduct

To ensure a fun, safe, and respectful environment for all participants, all campers at Antioch Summer Day Camps are expected to follow this Code of Conduct:

Respect for Self & Others

- Treat fellow campers, staff, and visitors with kindness and respect.
- Always use appropriate language and behavior.
- Respect others' personal space and belongings.

Respect for Property

- Take care of camp equipment, materials, and facilities.
- Clean up after yourself and help keep camp areas clean and safe.

Participation and Cooperation

- Follow directions given by camp staff promptly and respectfully.
- Participate in camp activities to the best of your ability.

Safe Behavior

- Keep hands, feet, and objects to yourself.
- Use equipment only as instructed.
- Always stay with your group.
- Report unsafe behavior or situations to a staff member immediately.

Positive Attitude

- Come to camp ready to have fun, try new things, and be a team player.
- Be open to meeting new people and making new friends.
- Support and encourage others.

Disciplinary Procedures

We believe in teaching accountability, encouraging positive choices, and helping campers learn from their mistakes in a supportive environment. We work closely with families to ensure every camper has a successful and enjoyable summer. Our camp uses a progressive discipline approach focused on learning and correcting behavior. When a camper violates the Code of Conduct, staff will take steps appropriate to the nature and frequency of the behavior.

Step 1: Verbal Warning

- The camper is reminded of the camp rules and expectations.
- The behavior is redirected, and the camper is given a chance to correct it.

Step 2: Staff Intervention

- If the behavior continues, the camper may be removed from the activity for a short time to take a break (drink of water, bathroom break, etc.).
- The staff member will discuss the behavior with the camper and explain consequences.

Step 3: Parent Contact

- If inappropriate behavior continues or a more serious incident occurs, the parent/guardian will be notified by phone or at pick-up depending on the severity/frequency.
- Staff will work with parents to identify the cause and potential solutions.

Step 4: Suspension/Dismissal from Camp

- If disruptive or unsafe behavior persists or if a serious violation occurs (e.g., physical aggression, bullying, possession of dangerous items), the camper may be suspended or dismissed from the program.
- Refunds will not be issued in the event of suspension/dismissal due to misconduct.

Zero Tolerance Behaviors (May Lead to Immediate Dismissal)

- Physical violence or threats (to self or others)
- Bullying, harassment, or discrimination
- Theft or vandalism
- Bringing or using weapons or harmful objects

Inclusion and Accessibility

At Antioch Summer Day Camp, we are committed to creating a welcoming, inclusive, and accessible environment where all children can participate fully, feel valued, and have a meaningful camp experience.

Let's work together! If your child requires reasonable accommodations or support during camp, please let us know during registration or contact the Camp Manager. We're here to listen, adapt, and ensure your child has a joyful, successful summer!

Commitment to Inclusion

- We welcome campers of all abilities, races, religions, cultures, genders, and family backgrounds.
- We actively foster a camp culture that promotes kindness, respect, and understanding of differences.

- Our staff is trained to support inclusive practices and to model inclusive behavior for campers.

Accessibility for Campers with Disabilities

- We make reasonable accommodations to ensure children with disabilities can access camp programs and participate to the fullest extent possible.
- Our facilities strive to be physically accessible, including access to restrooms, activity areas, and designated quiet or sensory spaces.

Family Involvement

- We value open communication with families and invite caregivers to share relevant information prior to camp to ensure appropriate support is in place.
- All information shared with staff is treated with confidentiality and respect.

Zero Tolerance for Discrimination

- Discrimination, bullying, or exclusion of any camper based on ability, identity, or background will not be tolerated.
- All campers are expected to treat one another with respect and kindness.

What to Bring (and Not Bring)

Daily Packing List

- Backpack (with zipper)
- Beach towel
- Swimsuit
- Refillable water bottle
- Snacks (am/pm)
- Lunch
- Sunscreen
- Bug spray

Items to Leave at Home

- Toys/trading cards
- Electronics (phones must be kept in their backpack)
- Money
- Valuables

Recommendations

Campers participate in a variety of activities each day and should be prepared to get active! For that reason, we encourage campers to follow these recommendations:

- Closed-toed gym shoes
- SPF 30 or higher sunscreen; lotion/stick for face; spray for body preferred
- Hat and/or sunglasses
- Some campers prefer to arrive at the camp in their bathing suit under neither their clothing. This avoids the need to change prior to swimming.

Lost and Found

Each site will have an established lost and found. Items left at the camp site will be displayed during pick up each day. Parents and campers are responsible for collecting lost items. Lost and found items will be donated at the end of the camp season.

Keep in mind: if your child lost an item, it may be at the pool, Early Bird, or Extended Care locations. Staff survey each area before leaving to ensure personal belongings are not left behind at parks/field trip locations.

Items we will not save for lost and found:

- Undergarments
- Hair accessories
- Disposable items
- Food

Meals and Snacks

Campers should arrive at camp with lunch and 2 snacks each day. All food will be stored in the camper's backpack until it is time to eat. AM snack is at 10:30am. Lunch is at 12:30pm. PM snack is at 2:30pm. Campers will have access to water coolers to refill their bottles throughout the day at each location they visit. Please ensure that your camper(s) have a refillable water bottle everyday.

If your camper has food allergies contact the Director or the Camp Manger to establish protocols. There are no restrictions on what campers can/cannot bring for lunch and snacks. Families are encouraged to provide fresh, healthy options to fuel their child all day long.

Pizza Day and Cookouts

Campers will have the opportunity to participate in "Pizza Day" and Cookouts on Friday each week if they are registered for camp that day.

Pizza Days Include: Cheese pizza from Antioch Pizza - cut in squares.

Friday Cookouts Include: 1 Hamburger or 2 Hotdogs and chips.

See the 2025 schedule below and compare the dates with your child's registration.

2025 Pizza Day	2025 Friday Cookout
Wednesday, June 4	June 6
Thursday, June 12	June 13
Tuesday, June 17	June 20
Wednesday, June 25	June 27
Thursday, July 3	(No Camp July 4)
Tuesday, July 8	July 11
Wednesday, July 16	July 18
Thursday, July 24	July 25
Tuesday, July 29	August 1
Tuesday, August 5	August 8

Pizza Day and Cookout Fridays each cost \$4. Advanced registration and payment is now available online! Use the links below to register and pay for your selected Pizza Days and Cookouts!

Camp Sunshine Pizza Day:

<https://secure.rec1.com/IL/village-of-antioch/catalog?filter=c2VhcmNoPTM2ODg2NTU=>

Camp Sunshine Friday Cookout:

<https://secure.rec1.com/IL/village-of-antioch/catalog?filter=c2VhcmNoPTM2NzU4Mzk=>

Antioch Adventures/Teen Travelers Pizza Day:

<https://secure.rec1.com/IL/village-of-antioch/catalog?filter=c2VhcmNoPTM2ODg2NTg=>

Antioch Adventures/Teen Travelers Friday Cookout:

<https://secure.rec1.com/IL/village-of-antioch/catalog?filter=c2VhcmNoPTM2ODg2MTk=>

Health & Safety Information

Forms

All campers must have completed forms on file before they will be allowed to participate in camp.

Required forms include:

- Camper Information
- Medication Consent and Release (required for campers required to take medication during camp hours; includes over the counter medication, rescue medication, topical medication, etc.)

Medication Administration Procedures

Campers who take medication on a regular basis are encouraged to take their necessary medication before/after camp hours. If it is necessary to administer medication to campers during the camp day, the following procedures will be followed:

- Medication must be delivered to the Camp Director in the original packaging with prescription label attached (if applicable).
- If the medication is not a prescription, the medication should be delivered in the original container inside a Ziplock bag labeled with the campers name.
- Medication will be held by the Camp Leader throughout the day and stored in a locked cabinet at the Camp Site overnight.
- If/when medication is administered, staff will record the date, time, and dose

Emergency Contacts & Authorized Pick-Up

Parents/Guardians are asked to provide 2 emergency contacts on the Camper Information Form. These contacts should be adults who are not the primary caregiver/parents. Emergency contacts will be called if parents/guardians cannot be reached. Emergency Contacts are automatically Authorized to pick up campers. If necessary, you may add additional Authorized pick-up people to your form. To add authorized individuals throughout the summer, you must submit the authorized person's full name in writing (email is ok). Anyone picking up a camper should have their ID ready.

First Aid Procedures

Campers will no doubt get minor bumps and scratches during our active summer! Our staff is trained in basic first aid. All staff carry a first aid kit loaded with cold packs, a variety of bandages and band aids, first aid ointment, sting relief, and other essentials to keep kids safe. Families will be informed of minor

injuries at pick-up. Staff will call home for moderate injuries including but not limited to any bump/blow to the head or bleeding requiring more than a standard band aid. Staff are trained to call Emergency Medical Services (9-1-1) during every emergency situation and anytime they are uncomfortable with the situation.

Weather & Heat

Summer weather can be unpredictable, but our camp is prepared! Campers spend most of their day outside, however when there is the threat of severe weather our staff adapt our plans to ensure camper safety. Camps will be moved indoors when there is a severe weather warning for the area. Camp locations and activities may change if there is severe weather watch; this will allow campers to quickly return to their camp site if severe weather develops.

Camp activities will be modified when the actual temperature or real feel is 90 degrees or higher. Modifications to camp may include extra breaks, less strenuous activity, added water breaks, time in the shade, water-based games, and additional indoor activities. When the temperature or real feel reaches 100 degrees or hotter camps will be mostly indoor with 10-15 minute activities taking place outside.

Sunscreen

Campers should arrive at camp with sunscreen (SPF 30 or more) applied and have more in their backpack for reapplication throughout the day. Campers will be directed to reapply sunscreen every 2 hours or more as necessary. Spray sunscreen is preferred. Campers needing assistance with sunscreen application will be first be “coached” through self-application. When necessary, camp staff will have a fellow camper assist. Camp staff will apply sunscreen to a camper only when necessary and as a last resort.

Drop-Off, Pick-Up & Late Fees

Camp Arrival & Dismissal

Camp drop-off begins at 8:30am. Families are required to park their car in a designated spot and walk their child to sign-in. Sign-in is organized by grade level with the assigned Group Leader. Campers leave at 9am for their first activity.

Dismissal begins at 3:30pm. Those picking up a camper must be a parent/guardian, Emergency Contact, or on the Authorized Pick-Up list. Everyone will be asked to show an ID until camp staff recognize the adult picking up.

If you are running late to pick up your camper, please call the site phone. Campers not picked up by 4pm will be taken to Extended Stay. If your child is not registered for extended stay, you will be charged the weekly fee, and the legal guardian will be called. Families arriving late to pick up their child from Extended Stay will be charged \$15 for every 10 minutes or portion thereof they are late. Repeated tardiness may result in dismissal from camp.

Daily Schedule & Activities

Typical Schedule

8:30-9:00am	Camper drop-off
9:00am	Walk to first activity location
9:15am	Organized games and activities
10:45am	Walk to Antioch Aqua Center
11:00am	Swim time at Antioch Aqua Center
12:30pm	Lunch at Williams Park pavilion; if raining, lunch at campsite
1:30pm	Walk to second activity location
2:00pm	Organized games and activities
3:15pm	Return to camp site
3:30-4:00pm	Camper pick-up

Camp Themes

Our weekly themes are all about bringing extra energy, creativity, and fun to camp! Each week offers a new theme to inspire games, crafts, and group activities.

- Week 1 (June 2-6): Wacky Water
- Week 2 (June 9-13): Welcome to the Jungle
- Week 3 (June 16-20): Superhero's & Side Kicks
- Week 4 (June 23-27): Magical Mysteries
- Week 5 (June 30- July 3): Camp Carnival
- Week 6 (July 7-11): Color Explosion
- Week 7 (July 14-18): Wild West
- Week 8 (July 21-25): Spirit Week
- Week 9 (July 28-August 1): Under the Sea
- Week 10 (August 4-8): Camp is Out of This World (Space & Aliens)

Field Trip Information

Day camp will take 5 field trips using bus transportation. Campers must wear their camp shirts to field trips. Buses are loaded and leave the camp site by 9:30am on field trip days. Don't be late!

Campers should bring lunch, snacks and their water bottle on field trip days, unless otherwise directed. Do not send money with your camper; purchases are not allowed. Campers will not swim at Antioch Aqua Center on Field Trip days.

Special Events

We have a variety of special events planned this summer! Special events are all camp events with entertainment and/or special activities. Here are some of the fun things we have planned:

- Magic Dave – June 11
- Antioch Movie Theatre – June 24
- Field Day – July 2
- Antioch Library – July 10
- Dave Dinaso Reptile Show – July 23
- Talent Show – August 6/7
- Last Day Party – August 8

Aquatics

Day Camp Swim Lessons

Children attending day camp can register to take swimming lessons from the Antioch Aqua Center. You must register for the 8:30 am time slot. Day camp swim lesson registration starts April 1 at 9:00 am. Parents will drop-off children at swim lessons and day camp staff will pick them up and bring them to their camp.

Swim Test

All campers are swim tested either before or on their first day of camp. The swim test consists of the camper jumping into the pool, around 3 feet of water, and confidently swimming for about 20 feet or so without touching the bottom. They are then assigned a wristband color (green, blue, yellow, or orange) based off their performance during the swim test and where they can swim in the pool area. Day camp swims at the pool every day from 10:00 am- 11:30 pm. Campers who wish to re-test for a higher level may do so mid-summer during the week of July 4.

Swim Attire

Everyone using the Antioch Aqua Center must be in swimwear; non-swimwear such as cotton shirts, athletic shorts, etc. will not be permitted in the pool.

Communication & Updates

Camp Updates

Families will receive updates through email and the Band App. Instant messaging on the Band App is no longer permitted.

Individual Updates/Communication

If our staff has a question/concern/update regarding your individual camper, you will receive an email or phone call. Instant/Private messaging is no longer permitted through the Band App.

Camp Calendar

Camp Calendars are in the Band App under "Documents."

Questions, Concerns & Feedback

Camp counselors and leaders are accessible for questions/comments/feedback each day at drop-off and pick-up. If you would like to contact the Camp Director(s), Manager, or department leadership, use the contact information on page 4 of this handbook.

Photo & Media Policy

During the registration process you granted permission for the Village of Antioch to take pictures and videos of your child while participating in activities. Photos and videos may be used exclusively by the Village of Antioch in our printed and digital advertising including social media. If you prefer your child not to be included in pictures or videos, please inform the Camp Manager.

Locations

In addition to their main campsite, Campers will visit the following locations during the summer:

- Scout House, 770 Cunningham Drive
- Sequoit Creek Park, 845 Main Street
- Antioch Aqua Center, 741 Main Street
- Jensen Park, 611 Almia Terrace
- “Old” Osmond Park, 579 Valleyview
- Centennial Park, 601 Anita Stret
- Tim Osmond Sports Complex, 38 Depot Street
- Antioch Public Library, 757 Main Street
- Antioch Theatre, 378 Lake Street
- Other locations may be added