

UC SANTA BARBARA

Department of Recreation  
Youth Programs

## Welcome to UCSB Spring Day Camp!

We have assembled this packet in order to provide you with information concerning your child's enrollment in the program.

**FAQs** – Frequently asked questions about our UCSB Spring Day Camp.

**General information** - Outlines several camp policies you need to be aware of.

**Medication Permission Form** – Please fill out and return this form ONLY IF your child needs to take medication while at camp. You may download the [authorization form here](#).

**Liability Waiver** – If you signed up online we will already have this form on file and you DO NOT need to turn in another copy. All others that register in person should return this form on the first day of camp. We MUST have this waiver on file before your child may attend Gauchitos Night Out.

**Consent to Treatment Form** – Please fill out this form online prior to dropping your child off:

<https://na3.docusign.net/Member/PowerFormSigning.aspx?PowerFormId=ec1f4148-835b-4faf-a787-743a9b71d3f8&env=na3&acct=36d87d60-c882-4887-835a-bc389fb776dd&v=2>

To add sessions please take advantage of our online registration system at: [register.recreation.ucsb.edu](https://register.recreation.ucsb.edu)

Visit our registration portal at [register.recreation.ucsb.edu](https://register.recreation.ucsb.edu) and 'Sign In' to your account to see your account history and access receipts.

We hope the information contained in this packet will answer any questions you might have regarding the program; if not please feel free to email us at [camps@recreation.ucsb.edu](mailto:camps@recreation.ucsb.edu) or call (805) 893-3913.

### Campus Interactive Map

<https://www.map.ucsb.edu/?id=1982#!ce/60447?ct/58207,60226?s/?sbc/>

## Frequently Asked Questions

### Is Parking Available?

Parking is available in Lot 30 off of Stadium Road. If you intend to stay for an extended period of time, we recommend that you purchase a parking pass.

### What happens FIRST when I drop off my child?

First, your child will be placed with a group of children of similar age. Requests to be in the same group as a friend are honored providing the age difference is not substantial. However, this should be pre-arranged by completing that section of the application, or by emailing the Youth Programs Coordinator at [camps@recreation.ucsb.edu](mailto:camps@recreation.ucsb.edu). The staff to child ratio is approximately one staff member to every ten children.

### What do children DO at the UCSB Spring Day Camp?

Children will be led through a variety of activities by their designated group leaders. The UCSB Spring Day Camp strives to provide the widest variety of fun and enriching activities for children of all ages.

Activities include: Arts & Crafts, Field Trips, Gymnastics, Ropes Adventure Course, Science, Special Events, Sports, and much more!

### Disciplinary Procedure

UCSB is committed to the idea that each camper should have a positive and enjoyable experience at all Youth Programs offerings, and the misbehavior of one camper, or a group of campers, should not be allowed to impact negatively on the experience of others. Please discuss the importance of good behavior before your child arrives at camp. Our discipline procedure is as follows

#### Progressive Discipline Steps for Participants:

1. **Counseling.** When a discipline incident occurs, the camper will be counseled and given description of the behavior changes required.
2. **Time Out.** If subsequent incidents occur, the camper may be asked to take a "Time Out". A "Time Out" is a 5 to 10-minute period that the camper spends quietly reflecting on the incident. The child then rejoins the group.
3. **Parent Contact.** If a series of discipline situations occur, the child's parent or guardian will be contacted.
4. **Suspension:** A student who continually disregards instructions will be suspended for 1 day. The parent or guardian will be advised.
5. **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. No refund of camp fees will be given for current session, partial refund will be granted for future session.

### What is your Tax ID Number?

For those of you who deduct your child care expenses, please note our Federal Tax ID Number. This number belongs to the UC Regents:  
95-6006-145

### Do you have more questions?

Check out our Frequently Asked Questions ["FAQs"](#) page online.

## General Information

### Program Location

The UCSB Spring Day Camp is located at the Recreation Center Turf Field 4 adjacent to Arnold Tennis Center and the Softball Stadium.

### Drop-off time is between

8:15am and 9:00am

### Pick-up time is between

4:15pm and 5:15pm

### What should my child bring?

We strongly encourage your child to bring a water bottle, a sweatshirt, athletic shoes, lunch and a snack.

### *Please put child's name on all belongings*

Cell phones are NOT to be used during the program except for in an emergency or to speak to parents/guardians. Please advise your child before attending camp of our cell phone policy.

### Lost & Found

Items left behind will be available upon pick-up. Additionally, the Youth Programs Coordinator will send a notice to all parents regarding any unclaimed items that will be available for pick-up for up to 48 hours after the event. Unclaimed items will be donated to charity 2 weeks after the end of each session.

### Check-In & Check-out

Upon arrival, there will be a check-in/check-out table at the front entrance of the Recreation Facility.

If you have any questions about the activity schedule, please refer to the posted schedule next to the check-in tables. If you need to pick-up your child early, let your child's group leader know when you drop-off that afternoon. A written note would be greatly appreciated. Check the activity schedule for your child's group as it is your responsibility to locate your child and check them out with the appropriate group leader.

Please be prepared to show ID at check out and keep your list up to date as to who is allowed to pick up your child.

## Cancellations

The parent or guardian's purchase of youth program offerings indicates understanding of all registration and refund policies, and agreement to abide by them. Requests for cancellations must be submitted via our [Google form](#), and received by the Youth Programs Coordinator by the dates below. Prorating is NOT available for any program offering.

Refund Request Timeline:

Refund Amount of 90%: Request MUST be received three months prior to the start of the purchased session.

Refund Amount of 75%: Request MUST be received two months prior to the start of the purchased session.

Refund Amount of 50%: Request MUST be received one month prior to the start of the purchased session.

Refund Amount of 25%: Request MUST be received within 15 business days of the start of the purchased session.

No refund after the first Monday of the session will be granted. If the UCSB Department of Recreation cancels a program, a full refund will be issued.

## Program Rules

Parents, please review these rules with your children before camp.

### Program Rules

1. The Buddy System. Children are to have a buddy at all times. This makes it easier to keep track of everyone. If a child needs to leave the group for any reason, they must ask their group leader for permission and take a buddy. This includes bathroom breaks and trips to the water fountain.
2. Children must always stay in view of their group leader unless given permission to leave with a buddy.
3. Any form of bullying will not be tolerated. This includes name calling, hitting, and teasing among others.
4. No picking up sticks, rocks, or branches as this could potentially lead to issues risking the safety of the child and others. No throwing things except equipment used in a game.
5. Pick up after yourselves; especially after dinner. Trash goes to the trash cans.
6. Everyone must share equipment. Children having issues sharing equipment will lose those privileges.
7. Always listen to your group leader and other program staff.
8. Leave toys, electronic games, and devices at home. We are not responsible for any lost or stolen items, however, we will do our best to ensure this does not happen.
9. Tell their group leader when there is a problem or if something makes you unhappy.
10. Treat other children, staff members, and belongings with respect.
11. Wait for your group leader to say it is safe then look both ways before crossing bike paths.
12. Always remember the "Golden Rule"! Treat others the way you would like to be treated.

### Ropes Course Rules

1. Children must listen to instructors at all times.
2. All children are required to wear a harness and helmet when engaging in any climbing activity.
3. Shoes must be worn at all times.
4. Items are not to be thrown, unless playing a specific game such as corn hole.
5. Children must patiently wait their turn to participate in a climbing activity or the zip line.
6. Children are not allowed to be under another child while they are climbing, and must wait in the designated area.

### Gymnastics Rules

1. Shoes and socks must be taken off and left at the door.
2. Stay off all equipment until counselors give the okay to use.
3. All campers must stretch together in order to participate in gymnastics activities

### Lunch Rules

1. Children are not allowed to share food with other children, unless it is with a sibling.
2. Food is not to be thrown or played with, including drinks.
3. All children must clean up after themselves and place all waste into the designated trash cans.

Any child that is not following any of the program rules listed above will be subject to our disciplinary policy.