



*Updated as of 02/07/2025*

## UCSB Summer Day Camp



### Parent Information Packet

The Annual UCSB Summer Day Camp provides a fun, energetic, and active environment in which children can enhance the development of their physical and interpersonal skills!

We pride ourselves on offering 9 full weeks of exciting opportunities for your children to build relationships with their co-campers, use our incredible facilities, and engage in a day full of activities! Some of our favorites include pool time, ropes course, arts & crafts, and fun Fridays!

We look forward to your camper joining us for another great summer!

# What to Expect

The following information is available in this packet:

**FAQs** - Frequently Asked Questions

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

**Youth Programs Facility Map** - Please utilize this map to assist with locating our program and facilities use. You can find the map attached [here](#).

**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 camp.

**Consent to Treatment Form** - Please fill out this form online before the first day of camp. You may access the form [here](#).

## Additional Forms

- [Youth Programs Authorized Pick Up - Add On Form](#)
- [Friends in Group - Add On Form](#)

To add sessions please take advantage of our online registration system, found [here](#). We hope the information contained in this packet will answer any questions you might have regarding camp. For additional questions, please contact us at [camps@recreation.ucsb.edu](mailto:camps@recreation.ucsb.edu).

# FAQs

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

First, your child will be placed with a group of campers 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 completing the Friends in Group form. The Counselor to Camper ratio is approximately one counselor to every ten children.

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

All group daily activities are scheduled beforehand by the head counselors. The UCSB Summer Day Camp strives to provide the widest variety of fun and enriching summer activities for children of all ages.

Activities include: Arts & Crafts, Beach Days, Carnival, Computers, Drama, Field Trips, Field Hockey, Group Games, Innertube Water Polo, Lacrosse, Martial Arts, Movies, Movement, Nature Hikes, Ropes Adventure Course, Science, Soccer, Softball, Special Events, Swimming Tennis, Ultimate Frisbee, and so much more!

## Are there other activities available such as Swimming Lessons?

Yes! Swimming lessons are offered through the Recreation Department but please take note that availability is limited. For more information please see our website or call the Aquatics Office for availability at (805) 893-2501.

## Is Camp open on Independence Day and Juneteenth?

Camp will be closed on Thursday, July 4. This week, the cost of camp will be prorated to reflect the shorter week. Camp will run on June 19, however, the Recreation Center will be closed.

Dates	Operating Hours
June 16 - August 15, 2025	8:15am - 5:15pm
Tax ID	
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	

# General Information

## UCSB Summer Day Camp - Program Location

The UCSB Summer Day Camp program is located at the PIT adjacent to Parking Lot 30 off of Stadium Road.

For further assistance, please refer to the [Youth Programs Facility Map](#).

## Hours of Operation

Drop-Off and Pick-Up will take place at the PIT during designated times outlined below. If you arrive outside of those designated times, you will need to either drop-off or pick-up your children directly with their group. Please refer to activity schedules and our Youth Programs Facility Map for activity locations.

Operating Hours: 8:15am - 5:15pm

- Drop-Off: 8:15 - 9am | Pick-Up: 4:15 - 5:15pm

# General Information

## What to Bring to Camp

Each child should wear comforting clothes, closed toed shoes (NOT sandals), and socks. Additionally we recommend you provide your child with a jacket or sweatshirt as we may experience foggy/colder mornings during the summer at camp.

Please bring the following items for your child/dependent for camp:

- Food
  - A morning snack and lunch
  - We recommend packing extra food to ensure that your child has enough to eat throughout the duration of camp.
  - We will provide emergency lunches and snacks in the event your child/dependent does not have their food or is unable to eat their provided food due to ants or accidents.
- Swim Gear
  - Please pack a towel and swim attire for your child/dependent and any additional clothing they may need.
- Sun & Heat Protection
  - Sun Block
  - Hat or other head gear
  - Water bottle
    - We will have water refill stations at camp and located around our facilities for your children
- Backpack
  - Please provide your child/dependent a backpack to place their belongings in.
  - Additionally, please be mindful of the size of the backpack or bag that you will be providing your child as they will be required to carry their belongings from the PIT to the Recreation Center for Pool Time.

It is highly recommended that you label each of your child/dependent's items that they will be bringing to camp to better assist with ensuring your child does not lose their belongings.

## Lost & Found

The "Lost & Found" is located at the Day Camp Field Headquarters. Unclaimed items will be donated to charity after the end of each session.

# General Information

## What Not to Bring

The UCSB Summer Day Camp program and the Department of Recreation adheres to strict guidelines in regards to these policies, and we greatly appreciate your cooperation to these rules.

- Electronic Devices
  - Cell phones are NOT to be used during program hours, except in the event of an emergency. Please advise your child before attending camp of our cell phone policy.
- Playing Cards / Trading Cards / Toys
  - Pokémon/Yu-Gi-Oh! trading cards, card decks, and other games/toys are not allowed at camp.
  - They have proven to be an issue in past years, and will not be allowed moving forward.
  - Any and all items are subject to confiscation if brought to camp.

## Parking

We have arranged with campus parking services to allow for free 30-minute parking in the 6 spaces located directly in front of the camp gate in **Parking Lot 30**. If you already have a UCSB parking pass please choose a different space so that those without can take advantage of this offer.

If you plan on parking longer than 30 minutes or in a different parking lot you will need to purchase a pass from the automated machines in the lot. Plan on visiting campus often this summer? You can buy a 30-day pass from Parking Services. Their office is located in lot 30 near the outfield of the baseball stadium. Their website is: [www.tps.ucsb.edu](http://www.tps.ucsb.edu)

# Program Policies & Procedures

## Check-In & Check-Out

Check in will be at the table by the main gate every morning.

- Please be prepared to show your ID at check out
- Keep your **Authorized Pick Up List** up to date to ensure a smooth pick up for you and your child
- If you need to pick-up your child early, let your child's counselor know when you drop-off that morning – a written note would be greatly appreciated.
- Check the daily schedule for your child's group as it is your responsibility to locate your child and check him/her out with the appropriate group counselor.
- If you have questions about the daily camp schedule, there will be posted schedules directly next to the check-in tables.



# Program Policies & Procedures

## Late Pick-up Fee

We understand that problems and disruptions may arise during a parent or guardian's day that can throw off schedules. However, in order to compensate our staff for having to stay late, we assess a **\$15/quarter hour childcare fee for children picked up after operating hours**. This amount must be paid at the Customer Service Center prior to your child returning to our program.

## Refund & Cancellation Policy

The Department of Recreation Youth Programs has updated its Refund Policy. Refer to the information listed below to ensure a full understanding of our new Refund Policy. For any questions, you can contact the Youth Programs Management Team at, [camps@recreation.ucsb.edu](mailto:camps@recreation.ucsb.edu).

The parent or guardian's purchase of youth program offerings indicates understanding of all registration and refund policies, and agreement to abide by them. All refund requests must be submitted via our UCSB Recreation Cancellation form, and must be received by the Youth Programs Coordinator by the dates listed below.

Prorating is not available for any program.

All refund requests must be submitted via the refund request [UCSB Recreation Cancellation form](#), and received by the Youth Programs Coordinator by the dates listed below:

- 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 Policies & Procedures

## Transfer Fee & Policy

All transfers must be requested via our [UCSB Recreation Cancellation Form](#) no later than 4 business days prior to the start of the program offering, and are subject to a \$15 transfer fee per session, per child.

- No transfer requests will be granted once a session has begun.
- The transfer fee(s) must be paid at the Customer Service Center prior to the transfer being completed.
- Transfers are based on space availability and are made at the discretion of the Youth Programs Coordinator.
- Children may give their spots to siblings or step siblings ONLY. Programs are not transferable to anyone outside the family.

## Dismissal From Camp

There are times when children may be dismissed from programs due to psychological, emotional, or physical challenges or actions that preclude the child from participating safely or effectively in a group. If appropriate, this will result in a complete refund for the unused days.

However, there will be **no refund** offered if a camper is dismissed for disciplinary reasons.

## Absences & Short-Term Illness

Refunds are not available for vacations, special events, short-term illness of four or fewer days, or other personal commitments that prevent attendance.

## Extended Illness

A refund may be available for an extended illness of five or more consecutive program days.

- A doctor's note and written note from the parent or guardian explaining the situation must be received within eight business days from the first day of absence.
  - Upon review, participants may receive a \$25 per day refund for the unused days.
- For families needing to cancel registration(s) for medical or family emergencies, please reach out to the Youth Programs Coordinator at [camps@recreation.ucsb](mailto:camps@recreation.ucsb) to discuss your specific situation.



# Disciplinary Procedure

UCSB is committed to the idea that each camper should have a positive and enjoyable experience at summer camp, 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 at least 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.

These progressive discipline steps provide a general guideline for us to follow when working with children, however a child may be bumped directly to step 3, 4, or 5 depending on the frequency and severity of their behavior.

# Camp Rules

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

## Camp Rules

1. The Buddy System. Campers are to have a buddy at all times. This makes it easier to keep track of everyone. If the campers need to leave the group for any reason, they must ask their counselor for permission and take a buddy. Bathroom trips at the main field can be taken with a buddy and permission.
2. Campers must always stay in view of the counselors unless given permission to leave with a buddy.
3. No name calling or foul language.
4. No hitting, kicking, or spitting. Keep hands and feet to yourself.
5. No picking up sticks, rocks, or branches. No throwing things except equipment used in a game.
6. Pick up after yourselves; especially after lunch. Trash goes to the trash cans.
7. Everyone must share equipment.
8. Always listen to your counselor.
9. Leave toys, electronic games, and devices at home.
10. Tell a counselor when there is a problem or if something makes you unhappy.
11. Treat other campers, counselors, and belongings with respect.
12. Wait for your counselor to say it is safe then look both ways before crossing bike paths.
13. Always remember the "Golden Rule"! Treat others the way you would like to be treated.

## Lunch Time Rules

1. Be sure your lunch is zipped in your backpack until you are ready to eat. The seagulls and ants will get any unguarded food!
2. No throwing water, drinks, or food.
3. Eat your own food; no sharing unless with a sibling.
4. Stay within the boundaries and in sight of a counselor at all times. If you are not sure of the boundaries, please ask a counselor.

## 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

# Camp Rules

## Pool Rules

1. You may not enter the water until the lifeguard and counselors give the okay.
2. No running on the pool deck or in the locker rooms.
3. You must take a swim test\* before being allowed in the deep end. If you pass the test you will be issued a wrist band. You must be wearing your wristband to go into the deep parts of the pool. Never give your wristband to another child.
4. There will be a bathroom break every 45 minutes when all children must exit the pool.
5. Before you jump off the diving board you must wait for the camper in front of you to swim off to the side.
6. You must wait for a counselor before entering or exiting the locker rooms.
7. There is a shower on the pool deck which campers may use to rinse off before changing. Showers in the locker rooms are not to be used by campers.
8. Goggles that cover a campers nose are not allowed
9. Flotation devices are not allowed in recreation pools

**\*Swim tests** will be administered at the beginning of each pool visit. We will keep track of each camper that has passed so the test will not have to be repeated for the duration of the summer. If a camper does not pass the test, it can be retaken the next day. The test consists of swimming 25 yards using a coordinated stroke which demonstrates the child's ability to put their face in the water as well as treading water for 1 minute.

**Thank you! We look forward to another exciting summer with your family!**