

# PARENT HANDBOOK





# Canyon Creek Summer Camp

## Parent Information

### *Thank you for choosing Canyon Creek!*

We pride ourselves in maintaining a high-quality camp in a fun, safe setting and we are confident that your kid will have a great time while with us at 'The Creek' this summer! This sheet includes some reminders about camp to help get you acquainted with some basic policies and procedures of our program.

### Add us to your contacts!

Give us a call or send us an email while your kid is at camp! Beyond normal working hours, we check our phone messages and email messages regularly.

Camp Phone: 661.724.9184

[daryl@canyoncreeksummercamp.com](mailto:daryl@canyoncreeksummercamp.com)

[campmom@canyoncreeksummercamp.com](mailto:campmom@canyoncreeksummercamp.com)

### Call Us, NOT Your Kids! NO CELL PHONES

Canyon Creek has a strict **NO CELL PHONE policy**. Any phones found at camp will be taken away and kept with the Directors until the end of the session. Parents are more than welcome to call camp anytime to check in! **If** your camper requires music to fall asleep, we will allow **I-pod shuffles (or MP-3 players) ONLY**. **Please do NOT send your kid to camp with any devices that have video recording, web or gaming capabilities.**

### We will do your LAUNDRY!

Campers staying for any of our two-week sessions will have their laundry done in the middle of the session. **Please be sure all items are securely LABELED!** We have teamed up with **Oliver's Labels** to make it easy for you – order from your parent dashboard!

### Make sure your camper knows what's in their bag!

When packing for camp, be sure to include your camper in the process. They should know what's in their bags because they will be responsible for it while at camp, and you will have a better chance of getting it all back home! Large duffel bags work best for belongings – a separate bag can be used for bedding if it won't all fit into one bag! Our packing list can be found on your forms dashboard and on our website for your quick reference.

[www.CanyonCreekSummerCamp.com](http://www.CanyonCreekSummerCamp.com)



# Canyon Creek Summer Camp

## Parent Information

---

### Camp Mail

Mail gets delivered to campers each evening. Campers are given the opportunity to write home every day and we encourage parents and friends to write as often as possible. If you plan to send mail, please be sure to: WRITE THE CAMPERS NAME AND CABIN NUMBER on the envelope

---

### Save the postage - send your camper an EMAIL!

Our campers don't have access to computers but our Directors do! You can send your camper a one-way email by logging in to your camp account. Emails are just \$1 each and are printed each day and given at mail call. You can also purchase the fax-back feature for your kid to write back to you and we will scan and send back to you!

---

### Medications & Vitamins

For the safety of our campers, we ask that ALL medications (prescription and over-the-counter) as well as all vitamins be **PACKED SEPARATELY**. Directors will collect medications at the bus stop to deliver directly to the camp nurse. Any camper requiring medication or vitamins at camp will need to have the proper medical forms filled out in the parent kit. Please be sure all medications are in their **ORIGINAL CONTAINERS!**

---

### Get Your Camp Shirt!

Campers will be given **5 camp shirts** on the first day of camp. Campers wear their shirts M-F – evenings and weekends are free dress.

---

### See Your Kid in Action Every Day!

We are happy to provide parents the opportunity to check out their kids in action every day at the Creek! We post hundreds of photos daily. You can access the photos of your kids through your camper registration account. You will receive further details on how to share them with friends, grandparents, and others. Plus, you will be able to email any photo for free to your friends and family, download a high-res copy of any photo and, of course, purchase prints of your kids at the Creek!

---

[www.CanyonCreekSummerCamp.com](http://www.CanyonCreekSummerCamp.com)



# Canyon Creek Summer Camp

## Parent Information

---

### Care Packages

For care packages, please abide by the following rules:

1. **NO MORE THAN ONE PACKAGE PER WEEK – NO BIGGER THAN A SHOEBOX**
2. **NON-FOOD ITEMS ONLY – NO FOOD AND CANDY!**

For all of our campers health and safety, Canyon Creek has a strict **NO FOOD AND CANDY** rule for care packages. With the increasing number of campers with severe allergies we need to be able to regulate as much as possible what food is at camp. We can't do that when food is sent in packages. In addition to severe allergies, food and candy attracts animals, rodents, and bugs, plus we are trying to be vigilant on making sure every camper stays healthy and makes good choices at camp - with snacks offered throughout the day, dessert offered each evening, and plenty of the sugar they crave in our camp store, it really isn't necessary for them to have even more junk food than what they can get here.

Suggestions of items to include in packages are:

1. **Glow sticks**
2. **Journal**
3. **Card Games**
4. **Tattoos**
5. **Small stuffed animals**
6. **Mad Libs**
7. **Magazines**
8. **Books**
9. **Art/Craft Projects**
10. **Travel Games**
11. **Anything fun!**



# Canyon Creek Summer Camp

## Parent Information

### NO BULLYING Policy

Canyon Creek's mission is to provide a safe, non-competitive environment where boys and girls build confidence and independence, learn teamwork and develop problem-solving skills. With your help, we can assure that this mission will be upheld and all campers will benefit from the camp program. All campers and families should be aware that Canyon Creek adheres to a strict **"Zero-Tolerance"** bullying rule. While at camp, we talk to campers about respecting each other and the camp environment on a daily basis but if the message begins with you at home, it will be even more powerful. ***Please talk to your child about bullying (physical, emotional, psychological taunting or abuse) and the negative effects it can cause to all parties involved.*** Campers should be made aware that they can depend on the Directors and staff to help them feel at home at Canyon Creek by knowing that they are safe and respected. **Our united mission must be to support all kids in all environments, including camp.**

### Emergency Contact Information

At Canyon Creek Summer Camp, safety is our number one concern and that includes being prepared in case of an emergency. We have teamed up with "Call 'Em All" to provide you with the best possible service should an emergency (fire, earthquake, etc.) occur while your child is at camp. The service works as follows: you will receive a phone call to each number you provided us (home phone, cell phone, work phone) with a personalized recorded message from one of the Directors. The recording will have up-to-the-minute information regarding the emergency and any actions we have taken if necessary. As often as we record a message is as often as you will receive a call! This service is yet another way to assure you that you will be kept well informed of everything that happens at camp while your child is with us.

### Recording Devices

To protect the privacy of all of our campers, Canyon Creek campers are prohibited from using recording devices while at camp. Recording devices include, but are not limited to, **camcorders and Video I-pods or I-phones**. Any recording devices found will be securely stored by the Directors and returned on the last day of camp.

[www.CanyonCreekSummerCamp.com](http://www.CanyonCreekSummerCamp.com)



# Canyon Creek Summer Camp

## Parent Information

---

### Lost & Found

Any lost items while campers are at camp will be placed in the Canyon Creek lost and found which campers are encouraged to check each day. Once a session ends, Canyon Creek gathers all lost items and parents are encouraged to call camp to check if their lost item has been found. If found, we will mail the item to you and charge your store account for postage. To ensure that your camper returns home with all of the items they brought with them to camp, please be sure to include your child in the packing process so they know what they have with them and please be sure to **LABEL ALL ITEMS** (including socks, underwear, swimsuits, towels, etc.). Any unclaimed items after September 15 will be donated to charity.

---

### Are YOU Going Out of Town?

If you are planning to travel while your child is at camp, please send either your contact information or alternate emergency contact information to camp before the start of the session.

---

### Illnesses & Injuries

Parents will be notified by a Director and/or Camp Nurse via phone of a camper ILLNESS when: camper spends a prolonged amount of time in the Health Office (more than 2 hours); medical treatment is necessary (over-the-counter medication) beyond the scope of what was pre-authorized by parent/guardian; camper has a fever above acceptable limit (over 100.5\*); Camp Nurse deems it necessary.

Parents will be notified by a Director and/or Camp Nurse via phone of a camper INJURY when: the injury impairs a campers' participation in the camp program; more extensive medical attention is required; camper spends a prolonged amount of time in the Health Office (more than 2 hours); medical treatment is necessary (over-the-counter medication) beyond the scope of what was pre-authorized by parent/guardian; camper requires aid beyond basic first aid care (band-aid, etc.)

---



# Canyon Creek Summer Camp

## Parent Information

---

### Arrivals & Departures

#### **BUS TRANSPORTATION:**

**Cheviot Hills Recreation Center** – 2551 Motor Avenue, LA 90064, MAIN PARKING LOT  
DROPOFF: First Sunday of Session at 9:00am (bus leaves promptly at 10:00am)  
PICKUP: Last Saturday of Session at 1:30pm

**Balboa Sports Center** – 17015 Burbank Blvd., Encino 91316, ON BALBOA SIDE OF PARK  
DROPOFF: First Sunday of Session at 10:30am  
PICKUP: Last Saturday of Session at 12:30pm

**YOU MUST SIGN UP FOR THE BUS AHEAD OF TIME THROUGH  
YOUR CAMPER FORMS DASHBOARD**

#### **CAR TRANSPORTATION:**

If you will be driving your camper to and/or from camp, please plan according to the following times:

**DROP-OFF AT CAMP:** First Sunday of Session between 11:00am and 11:30am

**PICK-UP AT CAMP:** Last Saturday of Session between 10:00am and 11:00am.

*Please note that on the last day of camp, we have a “closing ceremony” that parents who are picking their camper up from camp are welcome to attend. This generally begins around 10:00am. Our buses depart camp at 11:00am so you may want to plan to beat the buses out of camp, otherwise enjoy a very slow drive down the mountain behind the buses!*

---

### Stayovers & Visiting – for campers coming multiple sessions

For campers staying with us multiple sessions, we encourage parents to join us for a “visiting day” between sessions to have lunch and enjoy some activities with your camper before they leave for a movie with their friends and counselors. If your camper will be staying multiple sessions: **Please fill out the “Multiple Session Stayover” section in your camper dashboard.**

---

[www.CanyonCreekSummerCamp.com](http://www.CanyonCreekSummerCamp.com)



# What to Bring to Camp

The following recommendations are for a TWO week stay. Remember:

- LABEL all items!
- Involve your kids in packing!
- Do not send expensive items!
- Pack items in a duffle bag or trunk – space in the cabins is limited!
- Each camper will get 5 camp shirts to wear during the day!
- We will do LAUNDRY half-way through each 2-week session!

## CLOTHING

- Shorts (5-6)
- Pants (2-3)
- Long-Sleeved Shirts (2)
- Sweatshirts (2)
- Swim Suits (2)
- T-shirts (4-5)
- Socks (10)
- Underwear (10)
- Pajamas (2-3)
- Closed-toed sneakers (2)
- Flip-flops (1)
- Hat/Visor (1-2)

## TOILETRIES

- Sunscreen
- Child-safe Bug Spray
- Soap
- Shampoo/Conditioner
- Hair Brush
- Toothbrush
- Toothpaste
- Deodorant
- Chapstick
- Contacts/Glasses
- Medications & Vitamins  
*(packed separately)*

## BEDDING & OTHER

- Standard Twin-Size Sheets (2)
- Pillow (1)
- Pillowcases (2)
- Sleeping Bag or Bedding
- Bath Towels (2)
- Beach Towels (2)
- Laundry Bag
- Flashlight
- Backpack or Drawstring Bag

## OPTIONAL

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Stationery  | <input type="checkbox"/> Books                  | <input type="checkbox"/> Personal Item<br><i>(Blankie, stuffed animal, etc.)</i> |
| <input type="checkbox"/> MP-3 or iPod Shuffle<br><i>(for bedtime only)</i> | <input type="checkbox"/> Water Shoes (1)        | <input type="checkbox"/> Swim Goggles  |
| <input type="checkbox"/> Sunglasses  | <input type="checkbox"/> Casual/Nice Outfit (1) | <input type="checkbox"/> Costume for Special Event                               |
|  | <input type="checkbox"/> Deck of Cards/Game     |  |

## NOT ALLOWED

- |                                      |   |  |                                      |
|--------------------------------------|---|--|--------------------------------------|
| <input type="checkbox"/> Electronics | <input type="checkbox"/> Weapons<br><i>(Pocketknives, etc.)</i> | <input type="checkbox"/> Alcohol & Drugs           | <input type="checkbox"/> Cell Phones |
| <input type="checkbox"/> Toys        | <input type="checkbox"/> Recording Devices                      | <input type="checkbox"/> Animals                   | <input type="checkbox"/> Money       |
| <input type="checkbox"/> Vehicles    |   | <input type="checkbox"/> Personal Sports Equipment |                                      |