



Page 1 of 13

Hello and Welcome Camp Mackle Parents!

The City of Marco Island Parks and Recreation Department would like to welcome you and your family to Camp Mackle!

Camp Mackle is a summer camp program for children entering first grade through fifth grade. Our hours of operation are 7:30 a.m. – 6:00 p.m., Monday through Friday. Camp Mackle will begin Friday, May 31, 2024, and end on Monday, August 12, 2024.

We'll have special guest speakers and presentations, field trips, specialty craft projects, games, athletics, and other significant experiences. Camp Mackle encourages children to engage in hands-on activities lead by our trained, motivated counseling staff which will expand their knowledge, activate their creativity, and excite their curiosity of the environment around them.

The attached information must be completed in full and returned to Mackle Park **prior** to your camper's first day of camp. Please keep in mind that we do have a daily ratio. Pre-registration is required. Acceptance will be based on priority: Full Summer and Specific Weeks & Day registrations. Walk-ins will be accepted **ONLY** if a registration form has already been received at least 24 hours prior and we have availability. If you are paying for a full summer session, registration payment is due by Friday, May 24, 2024. Please review the Question-and-Answer page for details on what your child needs each day of camp.

Full Summer Camp Cost is \$770.00, Weekly cost is \$90.00 and Daily cost is \$25.00.

From all of us at Camp Mackle, we are excited for another summer of FUN!

Samantha Malloy, CPRP
Manager of Parks, Culture, & Recreation
City of Marco Island
Mackle Park: 239-642-0575
Email: smalloy@cityofmarcoisland.com

CAMP MACKLE SUMMER 2024
REGISTRATION FORM
CHILD INFORMATION
(A separate form is required for each child)

Page 2 of 13

Camper Information

Name: _____

Age: _____ Date of Birth: ____/____/____ Grade: _____ Gender: Male Female
Going into

Street Address: _____

City, State, Zip: _____

Current School: _____

Mother/Guardian Information
(Please Print)

Mother/Guardian Name: _____

Cellular Number: _____

Work Number: _____

Email Address: _____

Father/Guardian Information
(Please Print)

Father/Guardian Name: _____

Cellular Number: _____

Work Number: _____

Email Address: _____

Any person who can legally pick up the child must be written on page 3

CAMP MACKLE SUMMER 2024

EMERGENCY CONTACT INFORMATION

Page 3 of 13

Please list all emergency contacts in case you are not able to be reached in an emergency situation.

1. Emergency Contact Person: _____

Relationship: _____

Home Number: _____

Cellular Number: _____

2. Emergency Contact Person: _____

Relationship: _____

Home Number: _____

Cellular Number: _____

3. Emergency Contact Person: _____

Relationship: _____

Home Number: _____

Cellular Number: _____

CAMP MACKLE SUMMER 2024

CHILD PICK-UP POLICY

Page 4 of 13

The City of Marco Island Parks and Recreation Department will not allow children to be picked up by anyone other than a parent/guardian or other authorized adult (must be 18 years old) designated by in the listing below. **Please note that parents/guardians must also be listed in order for children to be released to them.** Children will be released to the authorized individuals listed below without further written consent from a parent. Parents/guardians may add or delete names of adults who may pick-up children as long as written authorization is provided, either in the form of a note or through amendment to this sheet.

Child's Name: _____

I, _____ authorize the following adults (at least 18 years old) to pick-up my child:

Name: _____ Relationship: _____ Phone Number _____

Name: _____ Relationship: _____ Phone Number _____

Name: _____ Relationship: _____ Phone Number _____

Name: _____ Relationship: _____ Phone Number _____

Name: _____ Relationship: _____ Phone Number _____

Name: _____ Relationship: _____ Phone Number _____

Unauthorized Person for Pick-up

Please notify the Parks and Recreation Department if there is someone who should not be allowed to pick-up your child. If a family member is not permitted to pick-up your child, a copy of the court order must be forwarded to the Parks and Recreation Department.

The following individuals are legally restricted from picking-up my child. A copy of the court order is enclosed:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

CAMP MACKLE SUMMER 2024

MEDICAL INFORMATION/AUTHORIZATION

Page 5 of 13

Child's Name: _____

Doctor/Physician Name: _____

Doctor/Physician Address: _____

Doctor/Physician Phone Number: _____

Hospital Preference: _____

Please list allergies (including animals), special medical or dietary needs, or other areas of concern:

I authorize the use of sunscreen and bug repellant on my child at staff discretion: YES No

Will your child be taking medication during camp hours? YES No
(If "YES," please provide the requested information listed below)

Please pack all medication in a sealed container, clearly labeled with child's name, age, and medication.

Medication Name: _____

Directions: _____

Time to be given: _____

Date(s) to be administered: _____

I _____ hereby grant permission of camp personnel to seek emergency treatment as required and to transport my child to the appropriate medical facility in the event that urgent/emergency care is necessary.

Parent/Guardian Signature: _____

Date: _____

CAMP MACKLE SUMMER 2024

STUDENT TRAVEL AUTHORIZATION

Page 6 of 13

I, the undersigned parent/legal guardian of _____, grant permission for my child to travel with the City of Marco Island Parks and Recreation Department. I understand that campers are scheduled to depart by bus from Mackle Park and will return to Mackle Park at the completion of the program.

I understand, acknowledge and agree that:

- The City of Marco Island will provide supervision of campers within its care and control. The supervision will be consistent with the ages of the students. However, the City of Marco Island is not an insurer of the safety of the students nor can it supervise all movements of all students at all times.
- In addition, there are certain high risks inherent in travel and at the destination. I further understand that an employee or volunteer has no personal liability unless he or she has acted recklessly, wantonly, or intentionally to injure my child.

Date

Signature of parent/guardian

Please print name

PHOTO AND VIDEO AUTHORIZATION

I, the undersigned parent/legal guardian of _____, understand that the City of Marco Island Parks and Recreation Department may take pictures or videos of participants at Camp Mackle. I am aware that these pictures and videos may appear in the newspaper, future promotional materials (including brochures), the City's television broadcast, Social Media and other publications and media outlets.

☐ I grant the City of Marco Island Parks and Recreation Department permission to take pictures and videos of my child and to use them as described above.

☐ I do not grant the City of Marco Island Parks and Recreation Department permission to take pictures or videos of my child or to use them as described above.

Date

Signature of parent/guardian

Please print name

Please tell us a little about your child...

Shy? Outgoing? Special interests? Specific behaviors we should be aware of?

I have read and understood the Camp Mackle Rules and Regulations. Parent/ Guardian Signature:


Parent/Guardian Print Name: _____

Date: _____


What days will your child be attending camp?
Just mark each date with a
YES!

May/June

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				30 	31 First day of camp!	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**What days will your child be attending camp?
Just mark each date with a
YES!**

July							2024
CAMP MACKLE							
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
	1	2	3	No Camp 4 	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				

**What days will your child be attending camp?
Just mark each date with a
YES!**

August 2024						
CAMP MACKLE						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
						
18	19	20	21	22	23	24
						
25	26	27	28	29		31
						

Camp Mackle Policy and Procedures

- **Drop-off and Pick-up procedures:** Please walk your child into camp each day, a parent or guardian MUST sign the child into camp EVERY morning. This is for the safety of your child. You must come into the facility EACH afternoon to sign out your child. For your child's safety they will not be allowed to leave camp alone. Please have an **ID** available so that Parks and Recreation staff can check the pick-up list. No child will be released to anyone that is not on the authorized pick-up list. All parents who can legally pick-up a child must also be listed.
- **Camp Mackle does not allow any personal items to be brought into camp, they must be left at home.** This includes iPod, toys, Legos, Pokémon cards, etc. Children are NOT allowed to use cell phones during camp, in the event of an emergency or if a child would like to call their parents, they can use the phone located at the front desk.
- **Camp Mackle has a lost and found table, this table is located by the front desk.** Please check this table daily. **All items may either be thrown away or donated each Friday at the end of camp.**
- **Discipline Policy:** Please review this policy with your child, as attending Camp Mackle is a privilege and any camper who is consistently disregarding our rules will be subject to disciplinary action. If a child misbehaves during a field trip that child may lose privilege to participate in the next field trip (you must find alternate plans for child care for that day, they will not be allowed to stay back with park staff).
 - Discipline actions will generally occur in the following progression:
 - 1st Verbal Warning.
 - 2nd Redirection/alternative activity if possible.
 - 3rd Time out and/or loss of privileges (ex: not allowed to go in spray park, sitting during playground time, etc.) Parent Contacted and a Discipline Report (parents must sign report).
 - 4th Joint meeting with Program Supervisor and Parent.
 - 5th Parent will be called and must pick-up camper immediately.
 - Serious infraction may result in immediate suspension or termination from camp. Examples included, but not limited to, intentionally threatening or hurting others, leaving the group without permission, stealing, or causing significant damage to property.

Field Trips: All campers must arrive at camp at least 10 minutes prior to bus departure.

If a child misses the bus, then parents will need to make other arrangements for child care for that day. ALL campers **MUST** wear their Camp Mackle T-Shirt. If they do not have a T-shirt, one can be purchased at the front desk for **\$12.00**. The following rules must be adhered to during the trip as well as at Camp Mackle:

- During the trip to our destination:
 - No standing or jumping during the bus ride.
 - No opening the windows unless instructed by camp counselors.
 - No shouting or screaming.
 - All Collier County School District rules are in effect throughout the duration of the trip.
- At the destination:
 - Campers **MUST ALWAYS** remain with their assigned counselor.
 - Campers will be respectful of other patrons and all staff members.
 - Persistent rule breaking **WILL** result in suspension from future field trips.
 - Parent and Guardians are **NOT** permitted on field trips with the children.
 - If applicable masks may be required while at destination.

QUESTIONS AND ANSWERS

Q: WHAT SHOULD MY CHILD WEAR TO CAMP?

A: Your child should wear comfortable clothing, sunscreen (please apply prior to camp), and hat/sunglasses (optional). All campers are required to wear close-toed shoes (no sandals) for safety purposes. Children who do not wear close-toed shoes will not be able to participate in certain activities and their parents will be notified. **Campers are required to wear their camp shirt on all field trip days.**

Q: DOES CAMP MACKLE PROVIDE MEALS/SNACKS FOR MY CHILD?

A: No, Camp Mackle does not provide food for campers. Please pack your child a morning snack, lunch, and afternoon snack daily. Campers will not have the opportunity to microwave/heat their lunches or store them in the Park's refrigerator, so please plan accordingly. Throughout the summer Camp Mackle will host special food days. These special days will be noted on the weekly camp schedule. There is a sign-up and additional cost associated with these activities. Campers can choose not to participate and bring their food from home as usual.

Q: CAN MY CHILD BRING HIS/HER I-POD, CELL PHONE, OR GAMING DEVICE TO CAMP?

A: No, I-PODS, cell phones, gaming devices, or any other electronic equipment is not permitted at camp at any time. If a camper needs to call his/her parent or guardian s/he will need to notify his/her counselor. S/he will then be permitted to use the Mackle Park phone.

Q: WILL MY CHILD BE ABLE TO PURCHASE FOOD AND DRINK ITEMS FROM THE PARK VENDING MACHINES?

A: Yes, but only during snack and lunch time, after receiving permission from one of the counselors on duty. No sodas or candy will be allowed for purchase during camp hours.

Q: WHAT ARE THE QUALIFICATIONS OF CAMP MACKLE COUNSELORS?

A: All counselors hired for Camp Mackle are at least 18 years of age, CPR certified, first aid certified, and have participated in a five-day staff training conducted by the City of Marco Island Parks and Recreation Department.

Q: WHAT ARE PARENT DROP-OFF AND PICK-UP POLICIES?

A: Each day your child attends camp, an authorized parent/guardian must sign the camper in and out. **A photo ID is required for identification.** We ask that all parents/guardians respect Camp hours and pick-up and drop-off their children accordingly. All individuals who can legally pickup must be listed on page 4 "Child Pick-up Page"

Q: WHEN ARE WEEKLY PAYMENTS DUE?

A: Weekly payments are due the Friday prior to the next week. (If spots are still available)

Q: WHAT IS THE COST FOR A CAMP MACKLE T-SHIRT?

A: Camp Mackle t-shirts are **\$12.00** each and your child must purchase one in order to go on camp field trips. **NO T-SHIRT, NO TRIP! Parents will have to find alternative child care for this day, as we are not able to watch kids who do not attend our field trips.**

Q: WHAT SHOULD MY CHILD BRING TO CAMP?

A: We encourage all campers to bring plenty of drinking water, morning and afternoon snacks, a packed lunch, sunscreen, close-toed shoes, sunglasses, and a hat. All personal belongings need to be kept in a bag or backpack clearly labeled with your child's name. **Camp staff is not responsible for any personal belongings brought to camp, therefore please have campers keep all unnecessary items at home.**

Q: IS MY CHILD ASSIGNED TO A GROUP?

A: Yes, this year's new campers will be assigned to groups according to the grade they just completed. Groups include: 1st – 2nd and 3rd – 5th grades. Campers are required to stay with that group during that time. Groups will join together when guest speakers arrive, or special trips are involved.

Q: WHAT IS WATER DAY?

A: Campers will have the choice of playing in the Mackle Park Spray Park (weather permitting) for one of their activities. Children who would like to participate should wear their bathing suit to camp, sunscreen, and bring a towel with a change of clothes.

Q: CAN YOU ACCEPT CHILDREN WITH SPECIAL NEEDS AT CAMP?

A: Although Marco Island Parks and Recreation does not have the capability to provide personal care services, participants are able to bring their own personal assistant for their benefit or to assist with the participants special needs. Personal assistants may be subject to screening questions and background check.

Q: DOES CAMP MACKLE OFFER REFUNDS?

A: **All payments are final, No Refunds.**