

City of Los Angeles, Department of Recreation and Parks RUSTIC CANYON RECREATION CENTER 601 Latimer Road, Santa Monica, CA 90402 310-454-5734 RUSTICCANYON.RC@LACITY.ORG





Summer Camp Runs: June 17th—August 9th, 2024 Registration Begins March 26th, 2024 Register at LAPARKS.ORG. Welcome to Summer Camp 2024,

This year we are focusing on being the best that we can be! We have revamped our procedures, projects, and trips. Our goal is to make your child's camp experience one they will never forget!

Our mission is to create a fun and safe environment where your campers will make memories, make new friends, explore their creativity, and grow!

~ Rustic Canyon Recreation Center

IMPORTANT CAMP DATES

Monday, April 8th, 2024 Online Registration Begins

Saturday, June 1st, 2024 C.L.T. & Staff Training

Monday, June 17th, 2024 Camp Begins!

Wednesday, June 19th, 2023 NO CAMP

Thursday, July 4th, 2023 NO CAMP

Friday, August 9th, 2024 Camp Ends!

COMMONLY ASKED QUESTIONS:

Can I purchase more camp shirts? -Yes, they are \$10 each.

Do you offer day to day camp?
-No.



Do you pro-rate if we start later in the week?

-No. Once camp begins we do not pro-rate or issue refunds.

Rustic's Summer Camps

Rustic Canyon Recreation Center offers a wide variety of camps for all ages. We believe in stimulating a child's mind through physical activity, creativity, and community. Our summer camp program is designed with the camper's interests in mind.

All of our campers will play games, do arts and crafts, enjoy cooking projects, and participate in various sports activities, and most importantly have an amazing, fun, and safe Summer!

TEAM CHIPMUNKS

(Ages 6-7 years)

TEAM BOBCATS

(Age 8-9 years)

TEAM BROWN BEARS (Age 10-12 years)



CAMP LEADERSHIP TRAINING PROGRAM (Age 13-15 years)

This program is designed to mentor our teens to develop leadership skills. Whether it is working with our younger campers, learning how to run special events, or practicing administrative skills, our teens will reskills and experiences that will aid them in the job force.

Please note, all things offered are optional. The program is to help teens grow as young adults with the goal in mind for them to learn as well as have an amazing and fun camp experience.

RUSTIC CANYON RC SUMMER CAMP 2024

WEEK #	DATES	THEME	FIELD TRIP
#1	June 17th—June 21st (No Camp on June 19th)	Hollywood Week	Universal Studios Hollywood
#2	June 24th—June 28th	Safari Week	Los Angeles Zoo
#3	July 1st—July 5th (No Camp on July 4th)	Disney Week	Disneyland
#4	July 8th—July 12th	Ocean Week	Paradise Cove
#5	July 15th—July 19th	Western Week	Knott's Berry Farm
#6	July 22nd—July 26th	Gold Medal	Camp Jamboree
		Week	
#7	July 29th—August 2nd	Chef Week	John's Incredible Pizza
#8	August 5th—August 9th	Space Week	Griffith Observatory

^{*}Trips in this brochure may be subject to change or cancellation.



Team Chipmunks, Bobcats, and Brown Bears

Ages 6–12 years

8:30am-4:30pm

Session	Dates	Option A	Option B
#1	June 17th—June 21st (No Camp on June 19th)	\$190	\$275
#2	June 24th—June 28th	\$250	\$275
#3	July 1st—July 5th (No Camp on July 4th)	\$190	\$275
#4	July 8th—July 12th	\$250	\$275
#5	July 15th—July 19th	\$250	\$275
#6	July 22nd—July 26th	\$250	\$275
#7	July 29th—August 2nd	\$250	\$275
#8	August 5th—August 9th	\$250	\$275

Option A: Monday through Thursday only...No Field Trip/No Friday Camp

Option B: Monday through Friday (includes Field Trips on Fridays)

CAMPERS MUST:

- WEAR CAMP SHIRT EVERY DAY
- WEAR TENNIS SHOES EVERY DAY
- PACK A MORNING SNACK
- PACK AN EVENING SNACK
- BRING A SACK LUNCH
- BE ON TIME FOR FIELD TRIPS



CAMP LEADERSHIP TRAINING PROGRAM

This program is designed to mentor 13, 14, and 15 year olds to become future camp counselors. "CLT's" will work directly with the staff to gain leadership skills, while learning to work with younger campers.

CLT's must provide their own lunch.

Ages 13–15 years

8:30am—4:30pm

Session	Dates	Price
#1	June 17th—June 21st (No Camp on June 19th)	\$100
#2	June 24th—June 28th	\$100
#3	July 1st—July 5th (No Camp on July 4th)	\$100
#4	July 8th—July 12th	\$100
#5	July 15th—July 19th	\$100
#6	July 22nd—July 26th	\$100
#7	July 29th—August 2nd	\$100
#8	August 5th—August 9th	\$100

C.L.T.s MUST:

- BE PREPARED TO SUPERVISE
- BE POLITE
- WEAR CAMP SHIRT EVERY DAY
- WEAR TENNIS SHOES EVERY DAY
- PACK A MORNING SNACK
- PACK AN EVENING SNACK
- BRING A SACK LUNCH
- BE ON TIME FOR FIELD TRIPS



*C.L.T.s must attend a mandatory training and work minimum of three weeks.



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310-454-5734 rusticcanyon.rc@lacity.org



TEEN VOLUNTEER PROGRAM

Ages 13 - 17

Rustic Canyon R.C. has a variety of volunteer opportunities for teens to earn their required community service hours in a fun and safe environment.

This program helps teens learn responsibility, team work, communication, and how to lead a variety of activities.

If you have any questions, please send an email to rusticcanyon.rc@lacity.org.

Some Events To Look Forward To:

- Fiesta of Fright Crafter's Fair
- Spring Festival Holiday Event
- and other various events!

Important Information

- A one-time for the Summer non-refundable registration fee of \$25 is required for all campers.
- All campers must be signed in and out every day by a person listed on their registration form. Please indicate on the registration form if you would like your child to sign themselves in or out (must be between the ages of 10—12 years of age). All early pickups must go to the office. I.D. is required at pick-up.
- Campers must wear closed toed shoes only. Children should wear comfortable clothes. Please have your child bring his/her lunch every day as well as plenty of snacks. We do not have the ability to make lunches for children who forget their lunch.
- Camp shirts are to be worn daily. Campers without the required shirt will be given one at the cost of \$10 to the parent. Campers must leave all electronics and toys at home. If a camper is discovered with one at camp, it will be confiscated and returned at the end of the day. Please label all clothes, jackets, backpacks, and lunch bags with the child's name.
- Refund requests for weekly camp fees will not be accepted less than two weeks in advance with 15% being deducted.
- Rustic Canyon R.C. camp does not offer pro-rating for missed days of camp.
- Registration Changes and Transfers will be subject to a \$50 administration fee.
- Absolutely no changes or refunds once a session has begun.
- Teams will be created based on camper's age at the start of Summer 2024.
 equests will only be considered if indicated on the registration form. Please write all request on the form. Requests are not guaranteed.
- What to Bring: camp shirt, tennis shoes, lunch sack (lunches are not refrigerated), and snacks.
- No child will be accepted into camp without payment. Do NOT drop off and go.
- Campers will be grouped by age, there is no switching.
- It is mandatory for C.L.T.s to attend the mandatory C.L.T. meeting on the designated date in order to participate in summer camp.
- Pictures will be taken during camp for Rustic Canyon R.C.'s social media use.

Rustic Canyon Summer Camp Information

Dear Rustic Canyon Summer Camp Parents:

Thank you for selecting Rustic Canyon Recreation Center Summer Camp. We welcome the opportunity to provide you with safe, innovative community programming. Our entire staff is sincerely looking forward to providing your child with a creative and enjoyable camp experience.

The following pages contain some important facts you should know about our program. Please make sure you read and adhere to these guidelines for the safety and happiness of your child. If at any time you have questions and/or comments, feel free to contact the Rustic Canyon Recreation Center, 310-454-5734 or rusticcanyon.rc@lacity.org. We look forward to seeing you this summer! Sincerely,

Summer Camp Director

Greg Martin

Rustic Canyon Summer Camp Guidelines

THE PROGRAM

Our program offers a diverse and carefully programmed schedule of activities including: arts & crafts, sports, games, field trips, special events, and much more! <u>All activities are subject to change at the discretion of the staff, without prior notice.</u> It is your responsibility to obtain a weekly flyer as it contains information pertaining to scheduled activities and field trips as well as any additional items needed.

OBJECTIVES

Rustic Canyon Summer Camp is committed to the safety, security, and happiness of your child. We are genuinely dedicated to ensuring every camper has a fun, safe, and positive experience by providing a diverse program organized in a warm, caring environment. All activities are well structured, organized, and always high quality. Our extensively trained staff is devoted to motivating and cultivating your child's inherent interests, while introducing him/her to many new and interesting things.

FACILITIES

All activities, other than field trips, occur at the Rustic Canyon Recreation Center. Our supervision ratio is approximately one counselor to every ten campers at all times providing more than substantial supervision. All facilities are always clean and well maintained.

THE STAFF

Our staff is composed of directors, counselors, assistant counselors, and Camp Leadership Trainees. Each staff member has been chosen for his/her ability to provide a safe, comfortable, and diverse environment for your child. Each member possesses distinct qualities and skills directly related to the program in which they are involved. All staff attend extensive training sessions in child care prior to camp.

ENROLLMENT

Sign-ups for the following week must be made <u>no later than Thursday</u> so that your child's name will appear on the unit roster to ensure their safety and security. Enrollment is dependent upon availability. Campers cannot start on a trip day (Friday).

SPLIT PAYMENT

Parent/Guardian will be held responsible for determining payment between families who do not share a household. Office staff will not reserve a spot in camp for your child until payments are complete. **WE DO NOT TAKE SPLIT PAYMENTS!**

REFUNDS

No refunds once the session has begun unless camp is canceled by recreation center. Requests submitted prior to the start of the session will undergo a 15% administrative charge. Doctors note must be provided for medical exceptions.

SHADOWS

There will be a weekly field trip fee for shadows (camper's aides) accompanying campers to our field trips. Please ask for our supplemental paperwork and more information if you are planning on having a shadow for your child at our camp program.

One-to-One Aides may be granted authorization as needed. Please see the Director for requirements and more information.

PROCESS

- An ROE (Right Of Entry) must be created & approved by the Department before a One-to-One Aide can be allowed in the program.
- An ROE can only be processed for an Agency, not an individual person.
- The One-to-One Aide must be associated with an Agency.
- The ROE Questionnaire (see attached) must be completed by someone at a high level in the Agency (like a CAO), because they are taking responsibility for the Aide.
- The One-to-One Aide is NOT a Volunteer.
- The One-to-One Aide should NOT get fingerprinted/livescanned.

AGE

Campers must meet age requirements by the start of the camp program. Staff reserves the right to require proof of age at any time.

Field Trip Policies

All activities, other than field trips will occur at the Rustic Canyon Recreation Center. Field Trip days are travel days only. No other camp program will be available on that day. Parents may not drop campers off at the field trip site if the bus is missed. It is your responsibility to check weekly flyers for departure and arrival times.

- Campers must wear their 2023 Rustic Canyon camp shirt to ALL field trips. Those who forget theirs will be provided with one at the charge of \$10 to the guardian upon pick-up.
- Bus Leaves on time. Please check schedule. We do not provide programs on site on trip days. This is a field trip day only. Make sure your child does not miss the bus. No refunds for no shows on trip days.
- All children must ride the chartered bus to and from the trip destination. **No Exceptions.**
- Parents, relatives, or friends are not permitted on the field trips.
- Parents will receive a full schedule the first day of a session. It is the parents' responsibility to read and follow any information given out each week either in person or via email regarding camp. Flyers are sent home the Thursday prior to the Field Trip. Make sure you receive this flyer from your child and/or your camp counselor as information such as drop off and pick times, spending money and attire will be stated on those flyers.

^{***}Due to occasional changes in availability, field trip dates and/or locations are subject to change. On the rare occasion that a field trip must change, it will be substituted for one of approximately the same value. ***

SIGN-IN & OUT

Parents or authorized persons must sign campers in and out each day. Sign-in begins at 8:50am at Rustic Canyon Recreation Center and continues until 9:05am. After 9:15am campers must be signed in at the office. Photo ID is required to pick up any camper. We do not release campers to anybody not on the approved list without written confirmation from the parent/legal guardian via fax/written note, or email via rusticcanyon.rc@lacity.org (no phone calls).

DROP OFF: 8:30am-8:45am PICK UP: 4:15pm-4:30pm

CAMPER BEHAVIOR

The following actions will be cause for immediate expulsion from the program without refund: using or providing any drugs or alcohol, being under the influence of drugs or alcohol, theft, profanity and/or abusive language, fighting, inappropriate physical contact, vandalism, sexual contact, carrying weapons, or threats.

DRESS CODE

Camp shirts are available for \$10 each. For safety purposes, camp shirts, closed toed shoes must be worn daily, no exceptions. No wheels, Toms, boots, or Croc type shoes permitted. Children attending camp without the appropriate camp shirt will be given one by the staff and you will be billed accordingly. Payment will be due when the camper is picked up that day. **Camp shirts must be worn daily and cannot be cut or altered in any way**. One camp shirt will be provided on camper's first day at camp.

LUNCH & SNACKS

With the exception of Special Events, LUNCH IS NOT PROVIDED. Please send with your child a sack lunch and extra snacks if needed in addition to the snack we provide. Selection is limited to supplies on hand. Rustic Canyon Summer Camp serves snack daily at 10:15am. Field trips may require money to be sent with the camper to buy lunch at the field trip site. Please refer to the weekly flyers for details.

PERSONAL ITEMS

L.A. City Department of Recreation and Parks or the Rustic Canyon Recreation Center will not be held responsible for personal items brought to camp. This includes lost or stolen items. Personal items such as games, cards, music players, cell phones, iPods, and handheld games are not permitted at camp and will be held in the office to be picked up by a parent/guardian. Any lost items will be put into the lost and found, located near the Rustic Canyon Recreation Center Office. Camper's cell phones will be held in the office until the end of the day.

PARENTAL OBSERVATION

Although parents are welcome to observe the camp program at any time, for the safety and happiness of the children, parents are not permitted to linger in or around the program for extended periods of time (more than 5—10 minutes). Parents are not permitted to accompany campers on camp field trips. Parents must check in the office before observing children.

PHOTOGRAPHS

By enrolling your child(ren) in the camp program, you agree to allow the City of Los Angeles Department of Recreation and Parks and the Rustic Canyon Recreation Center and Rustic Canyon Summer Camp to use photographs, video tapes, and testimonials of participants for use in publicity material free of any fee or usage charge unless otherwise notified. All parents should sign a consent to allow Rustic Canyon Summer Camp to post photos of campers for promotional media purposes. Parents, campers, and staff may NOT post photos of campers (other than their own child) online or on any social media website.

- Parents must submit a copy of their child's Birth Certificate at time of registration.
- Don't forget your lunch!
- Bring swimming attire everyday in case of water play.

ONE FORM PER CHILD, PLEASE PRINT CLEARLY SUMMER CAMP REGISTRATION FORM

City of Los Angeles Department of Recreation and Parks Rustic Canyon Recreation Center 601 Latimer Road Santa Monica, CA 90402

Camper's Las	t Name			First Name_		
Birth Date// Gender Grade in Fall 2024			2024		e	
Adult Last Name						
Address					Z	
	Day Phone ()				ne ()	
				Evening 1 110	iic ()	
					21 /)	
Emergency Co	ontact			Emergency F	Phone ()	
AUTHORIZED	PICKUP					
Guardian #2		B	Bus. Phone	<u> </u>	_ Other Phone	
I authorize onl	ly these additional peop	le to pick up m	y children)	:		
					nship	
					nship	
				Relatio	nship	
Name		_ Phone		Relatio	nship	
	d have any conditions t	that would prev	ent him/h		ating in any camp a	
	ls, Nuts, Drugs, Bee Sti					
Asthma or Hay	,					
	oer take medication at p s to be given during cam			Δ		
	nformation vider:		Polic	cy #:		
	dical Information:		11101	iic "		
ridarionar woo						-
	I	PLEASE CHEC	K ACTIVI	TY AND SESSI	ONS	
	DAY CAMP				CAMP LEADER	SHIP
Session 1:	June 17th—June 21st	OFIION A C	75.00		raining pro	
Session 2:	(No Camp on June 19th) June 24th—June 28th		75.00	Session 1:	June 17th—June 21st (No Camp on June 19th)	\$100.00
Session 2.	ounc 21th ounc 20th	\$230.00 \$2	75.00	Session 2:	June 24th—June 28th	\$100.00
Session 3:	July 1st—July 5th (No Camp on July 4th)	\$190.00 \$27	75.00	Session 3:	July 1st—July 5th (No Camp on July 4th)	\$100.00
Session 4:	July 8th—July 12th	\$250.00 \$27	75.00	Session 4:	July 8th—July 12th	\$100.00
Session 5:	July 15th—July 19th	\$250.00 \$27	75.00	Session 5:	July 15th—July 19th	\$100.00
Session 6:	July 22nd—July 26th	\$250.00 \$27	75.00	Session 6:	July 22nd—July 26th	\$100.00
Session 7:	July 29th—August 2nd	\$250.00 \$27	75.00	Session 7:	July 29th—August 2nd	\$100.00
Session 8:	August 5th—August 9th	\$250.00 \$27	75.00	Session 8:	August 5th—August 9th	\$100.00
			•	TOTAL		
FOR OFFICE USE ONLY			,	NON-REFUNDABL	E REG FEE	+\$ 25.00
	FOR OFFICE USE O	NLY	-	MON-REF UNDADE	2 REG. FEE	- φ 20.00

POLICIES AND PROCEDURES

RUSTIC CANYON SUMMER CAMP 2024

Please read carefully before you sign:

Campers must be signed into and out of camp and extended care daily by a person who has been authorized by you. Any person authorized to pick up must have their name on file with the Recreation Center and be prepared to show I.D. Rustic Canyon Recreation Center is not responsible for children before or after day camp unless they are currently enrolled in Extended Care. Written permission must be provided if you wish your child to be released to anyone other than those authorized on the registration form. We will check identification.

I understand that my child must wear the appropriate Camp Shirt daily. Children not wearing the proper shirt will be given one

There will be NO drop-offs or pick-ups at the trip sites. NO EXCE write your child's name on their belongings.	
I acknowledge that I have read the 2024 Summer Camp Brochur	e. I understand and agree to all terms and requirements.
Signature of Parent/Guardian	Date
CANCELLATION & TRA All transfers are subject to a \$50.00 charge per session per the session for which they are enrolled, a 15% administrat once a session has begun. No make-ups or credits pensions or expulsions.	r transfer. If a refund is requested prior the beginning of ion fee will be applied. NO refunds will be granted
Signature of Parent/Guardian	Date
PERMISSION TO SIGN IN AND OUT Of Please be aware that by giving permission for your child to center are in no way responsible for your child until he/sh signed out, he/she/they are no longer the responsibility of program. Circle One: YES NO My child has permission to sign him/hersel YES NO My child has permission to sign him/hersel	te/they signs in with a counselor. Once a camper is f the Rustic Canyon Recreation Center's Day Camp f INTO camp.
Signature of Parent/Guardian	Date
PARENTAL I give permission for my child Camp programs, including field trips by chartered bus. I agr Recreation and Parks and its officials, agents/employees for ir understand that the park nor the Department of Recreation and does not cooperate with camp staff will lose privileges to activities	to participate in the Rustic Canyon Recreation Center Daree to hold harmless the City of Los Angeles, Department on the conjury to my child as a result of participation in Day Camps. Parks carries insurance. I also understand that any camper who
I, the undersigned parent(s) of	ic, medical or surgical diagnosis or treatment and hospital car eneral or specialized supervision of any physician licensed unde ed hospital, whether such diagnoses or treatment is rendered a
PHOTO RELEASE The City of Los Angeles' Department of Recreation and Parks or ifilm, tape, or video) of my child(minor's note that the contemporate conte	name) and/or myself for promotion of Rustic Canyon Recreation
MOVIES	es during Quiet Time (alternate activities available)

Signature of Parent/Guardian _____ Date

City of Los Angeles Department of Recreation and Parks—Rustic Canyon Recreation Center

HEALTH HISTORY FORM—SUMMER 2024

Note: Should anything happen to the camper that would alter his health history information after this form is retuned, and before arrival at camp, please let the camp know immediately.

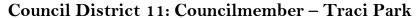
□MALE □FEMALE □OTHER B	irth Date:	Age:
Address:		
City:		
Parent/ Legal Guardian (name):		Phone #:
Doctor (name):		Phone #:
Has the camper had the following	(please check all that ap	ply):
□ Chicken Pox	□ Sinus Trouble	□ Fainting
□ Measles	□ Tonsillitis	□ Constipation
□ German Measles	□ Appendicitis	□ Stomch Upset
□ Rheumatic Fever	□ Asthma	□ Skin Rash
□ Scarlet Fever	□ Hay Fever	□ Ear Infection
□ Diphtheria	□ Frequent Colds	□ Nosebleeds
☐ Heart Trouble	□ Headaches	□ Other:
□ Mumps	□ Bed Wetting	
Give the month and year of last imm		
Tetanus		COVID 1st Dose
Diphtheria (DPT)	Measles _	COVID 2nd Dose
Whooping Cough	German Measles	
Polio	TB Test	□POS or □NEG
RESTRICTIONS		
☐ I have reviewed the program and activities	of the camp and feel the camper ca	n participate without restrictions.
☐ I have reviewed the program and activities adaptations:		
ALLERGIES/OTHER (please specify	y):	
☐ Bee stings, mosquitoes, etc.:		
☐ Food (name):		
☐ Medication(s):		
☐ Asthma (or hay fever):		
☐ Other:		
Has the camper received medical treatn Date:Reason:	nent during the past year? \Box	YES or □NO
Is the child taking any medications now The following non-prescriptions may be stocke	?? □YES or □NO	
box if the camp may be given the following or	its generic form. □Neosporin □	Sunscreen
Signature of Parent/Guardian		Date

City of Los Angeles Department of Recreation and Parks—Rustic Canyon Recreation Center **REQUEST FOR MEDICATION TO BE GIVEN DURING CAMP**

					ved to take the following pre- creation Center will only give the
medicine bottle. "Me	edication" is an medies. All me	y substance a	n person takes st be original	to maintain and/o pharmacy conta	d on the pharmacy label of the or improve health. This includes niners with labels, no modificater will be at camp.
Name of Medicine:_				of Pills	Date Started
					□Other
Amount of Dose Given:				How is it give	n:
Resons for taking M	edicine:				
Name of Medicine:_			#	of Pills	Date Started
When is it given:	□Breakfast	□Lunch	□Dinner	□Bedtime	□Other
Amount of Dose Giv	/en:			How is it give	n:
Name of Medicine:_			#	of Pills	Date Started
					□Other
					n:
Resons for taking M					
Signature of Par	rent/Guardi	an			Date
				**************************************	**************************************
					IESS OR ACCIDENT
medical or surgical or under the general or	liagnosis or tre special supervi nedical staff of	atment and ho ision of any p	ospital care wh hysician or su	nich is deemed ad rgeon licensed un	authorize the directors of Rustic ay examination, anesthetic, visable by, and is to be rendered ader the provision of the Medical r treat is rendered at the office of
being required but it consent to any and a	is given to pro ll such diagnos udgement may	vide authority is, treatment deem advisal	y and power or or hospital car ble. This autho	n the part of afore e which the afore orization shall ren	osis, treatment or hospital care esaid agent(s) to give specfic mentationed physician. In the nain effective through the agent(s).
Signature of Par	rent/Guardi	an			Date

CITY OF LOS ANGELES









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RUSTIC CANYON RECREATION CENTER

Paige Barnes-Senior Recreation Director

RECREATION ASSISTANTS AND INSTRUCTORS

Cassandra Austin, Liz Comay, Katie Garcia, Kim Harrington, Scott Jansing, Greg Martin, Lori Mills, Yana Mendoza, Penny Perez, Carmen Recker, Ped Rouhafza, Anne Sweel

MAINTENANCE

Andre Branch, Senior Park Maintenance Supervisor Robert Buenrostro, Senior Gardener

FOLLOW US ON THE WEB AT:

Website: https://www.laparks.org/reccenter/rustic-canyon

Facebook: https://www.facebook.com/RusticCanyonRecreationCenter/

Instagram: https://www.instagram.com/rusticcanyonreccenter/

Twitter: https://twitter.com/rusticcanyonrec