

# Summer Day Camp 2022

## Frequently Asked Questions

*Please review our FAQ and other family resources ([Family Handbook](#), [Rates & Payment Policies](#), [Enrollment Guide](#), and [Calendar & Themes \(McMinnville, Portland, West Linn\)](#)) to see if your question has been answered. If you cannot locate an answer to your question, contact information is listed at the end of the FAQ.*

### Playground Account Questions

- **Why did CFC switch to Playground?**
  - Camp Fire Columbia’s registration process requires integration with a 3<sup>rd</sup> party registration software provider. Supporting families through the registration process, providing materials in other languages, and 3<sup>rd</sup> party customer support are all important features that we look for in a software provider. Camp Fire partnered with Playground last year to build-up an online registration system that better aligns with our values and fits the needs of our complex program structures while remaining user friendly for families. Our McMinnville families have been using the Playground system with success throughout the 2021/22 school year so it is time to introduce it to our Portland and West Linn families.
- **Will my account transfer into Playground or do I need to create a new one?**
  - Each family will need to create a new account in Playground by requesting enrollment for a Summer Day Camp program. We are keeping track of old balances, credits, and 2021/22 scholarships so they can be transferred from the old ProCare accounts into new Playground accounts as they are established.
  - [Summer Day Camp Enrollment Guide](#)
- **How do I see the various programs my child is enrolled for?**
  - If you have enrolled your child for various Before & After School programs (Before and/or After school, Summer Day Camp, and Full Day), it is likely that they will be attending those programs at multiple Camp Fire locations. The Playground app ([Android](#) or [iOS](#)) will allow families to toggle between each location within their account by selecting menu → switch accounts → program location.

### Online Registration/Enrollment Questions

- **Why don’t I see Summer Day Camp listed when I search the Playground directory for my child’s school?**
  - Summer Day Camp 2022 is taking place at five locations – Bolton Primary, Fernwood Elementary, Ida B. Wells Elementary, Newby Elementary, and Sitton Elementary.
  - [Summer Day Camp Family Handbook](#)
- **Why am I requesting enrollment in each Summer Day Camp session rather than knowing immediately if my child has been enrolled or wait listed?**
  - The current Playground setup is better adapted for our Before & After School lottery system rather than the immediate enrollment we offer for Summer Day Camp. Playground has plans to update the system to allow automatic approval/wait listing for next summer but this year we will be manually approving or wait listing each enrollment request as it is submitted. We will work to approve new requests each weekday morning. Upon having your enrollment request approved, you will receive an automated notification email and will be billed the \$50 session deposit. As soon as a session has reached capacity, we will adjust its “Request Enrollment” button to say “Sign-Up for Waiting List”. Enrollment requests that are wait listed will receive an automated

*(Why am I requesting enrollment in each Summer Day Camp session rather than knowing immediately if my child has been enrolled or wait listed? continued)*

notification email and they will not be billed the session deposit.

- **How do I sign-up multiple children at once?**
  - Playground is currently setup for families to request enrollment for each child individually.
  - [Summer Day Camp Enrollment Guide](#)
  
- **My child is in pre-school; can they still attend Summer Day Camp?**
  - Summer Day Camp is licensed to accept children from the day they turn 5-years-old to the day before they turn 13-years-old. There are no exceptions for younger or older children. A child who is still in pre-school can attend if they have already turned 5-years-old.
  - [Summer Day Camp Family Handbook](#)
  
- **My child is going into 7th grade; can they still attend Summer Day Camp?**
  - Summer Day Camp is licensed to accept children from the day they turn 5-years-old to the day before they turn 13-years-old. There are no exceptions for younger or older children. A child who is entering 7th grade can attend up until their 13th birthday, but the other children at Summer Day Camp will primarily be 5-10-years-old.
  - [Summer Day Camp Family Handbook](#)
  
- **Is there a 2-Day or 1-Day package available for Summer Day Camp?**
  - Summer Day Camp is available in 3-, 4-, and 5-day packages. If you are only wanting one or two days during a week, drop-ins could be a good option for your family.
  - [Summer Day Camp Rates & Payment Policies](#)
  
- **How do I schedule a drop-in?**
  - If your child has already attended Summer Day Camp during 2022, they are already registered for the summer and you can reach-out to the [site staff](#) to request drop-in days. If your child is not yet registered for the summer, you will need to complete that first by reaching-out to the [Before & After School Registrars](#) to request access to the drop-in registration. A new registration will take a week or two to finalize before you can contact the site staff to request drop-in days.
  - [Summer Day Camp Rates & Payment Policies](#)
  
- **How do I add a new child to my account?**
  - Additional children can be added to your account by requesting enrollment in the program that you would like them to attend. When their enrollment is approved, Playground will recognize the matching family names and emails and link the new child into your existing account.
  - [Summer Day Camp Enrollment Guide](#)
  
- **Why does Summer Day Camp require vaccines?**
  - Per OCC rules, all children who attend Summer Day Camp are required to have their vaccines up-to-date or have an exemption form from their doctor. If we suspect a breakout of a highly infectious disease, un-vaccinated children will be sent home for their safety.
  - [Summer Day Camp Family Handbook](#)
  
- **My child is on the waiting list; when will I be notified of an opening for them?**
  - Each Summer Day Camp location can allow up to 60 children per day. If your child is wait listed for a day/session you will be notified as soon as there is an opening for them. All waiting list offers are sent from the Before & After School Registrars to the primary emails listed on your account.

## Schedule Change Questions

- **Who do I notify that my child will be absent from one of their scheduled days?**
  - If your child will be missing, arriving late to, or leaving early from one of their scheduled days, please let the [site team](#) know.
- **How do I request a change to the days my child is registered for?**
  - All transfer requests must be sent in writing to the [Before & After School Registrars](#). The timeline and fees for transfers can be reviewed in the Rates & Payment Policies.
  - [Summer Day Camp Rates & Payment Policies](#)
- **How do I cancel my child's enrollment for a session?**
  - Cancellation requests need to be sent in writing to the [Before & After School Registrars](#). Please see the cancellation timeline in the Rates & Policies resource to see how much of a refund your family may receive for the cancelled session.
  - [Summer Day Camp Rates & Payment Policies](#)

## Payment and Financial Aid Questions

- **Why is there a \$50 deposit for each session?**
  - The \$50 non-refundable, deposit for each session is to hold your child's spot and it will be charged upon their acceptance into each session. The deposit is included in the weekly rate rather than in addition to it and the remaining balance for the week will be due the week prior to the session.
  - [Summer Day Camp Rates & Payment Policies](#)
- **How do I setup automatic payments?**
  - Automatic payments can be setup in the Playground app ([Android](#) or [iOS](#)). Playground has created a wonderful step-by-step [help article](#) that will walk you through the autopay setup once you have logged in to your account.
- **How can I pay some or all of my Summer Day Camp balance in advance?**
  - A family can apply a credit to their account up to the total amount expected to be billed for their enrollments. You have already paid a \$50 deposit towards each session of Summer Day Camp that your child is enrolled for your adjusted fees for each session are:

Weekly Session Rates	Adjusted (-\$50)	Regular
5-Day Week	\$360	\$410
4-Day Week	\$295	\$345
3-Day Week	\$220	\$270

Add up the adjusted weekly session rate for each remaining session that your child is enrolled for and you will have the expected total still to be billed for Summer Day Camp. You can pay any portion of that expected total in advance. Any pre-payment will apply to your account as a credit to automatically apply to the session fees as they are billed.

- [Summer Day Camp Rates & Payment Policies](#)
- **Can I give my session payment to the Summer Day Camp staff on-site?**
  - No. Summer Day Camp staff members are not allowed to take money on-site. You can pay outstanding balances and setup automatic payments for future bills in the Playground app ([Android](#) or [iOS](#)).
  - [Summer Day Camp Rates & Payment Policies](#)

- **What is the Collective care I am being asked to complete?**
  - The Marie Lamfrom Charitable Foundation and CFC are investing funds to support families and ask that families support each other. Collective Care is everyone contributing as much as they are able, so everyone can benefit. If families have and can give more, those funds will go directly to another Summer Day Camp family who needs support, and be recorded as a tax-deductible gift. If you have less, we want you to tell us what you can afford. Our model is based on trust and a belief that when we have the chance, we will all show up for each other. We will never require families to prove their income but funds are limited so we ask families to reflect on their ability to contribute towards high quality care for their child/ren and answer as honestly as they are able. We strive to offer financial aid to families who otherwise may not be able to afford our programs.
  - [Summer Day Camp Family Handbook](#)
- **How do I apply for Camp Fire's financial aid?**
  - Playground will encourage every family to complete our Collective Care application as soon as they have requested enrollment for their child. If you did not complete the application at that time, you can access it again in the documents section of your account in the Playground app ([Android](#) or [iOS](#)).
- **What do I do if I can't afford my bill?**
  - If circumstances have arisen that will prevent you from paying some or all of your upcoming bill, please reach-out to the [Before & After School Registrars](#) immediately so they can work with the team to try to find an alternative solution for your family.
  - [Summer Day Camp Family Handbook](#)
- **I received financial aid from Camp Fire last year; will it apply again this year?**
  - Camp Fire's financial aid expires at the end of each summer. Families who received financial aid for the 2020/21 school year or Summer Day Camp 2021 will need to reapply. Families who received financial aid for the 2021/22 school year may request that their financial aid be applied through Summer Day Camp 2022.
  - [Summer Day Camp Family Handbook](#)
- **Does Camp Fire work with outside agencies to provide financial aid?**
  - Camp Fire has been an approved provider for DHS's [Employment Related Day Care Support](#) (ERDC), Multnomah County's [Community Childcare Initiative](#) (CCI), [Angels in the Outfield](#), PSU's [Jim Sells Grant](#), and [ChildCare Aware](#). Please let the [Before & After School Registrars](#) know if you have been approved for financial aid through any of these organizations.
  - [Summer Day Camp Family Handbook](#)

## Session Questions

- **Can I drop-off my child late or pick-up my child early every day?**
  - The bulk of our specialized programming happens between 9:00am and 4:00pm every day, this includes Discovery Hour, Movers and Makers, Wheels Day, Food Frenzy cooking projects, field trips, water play, games, and crafts. If your child arrives midway into the specialized programming time, they may miss out on some of our scheduled activities. You can review a sample of our daily schedule in the Family Handbook.
  - [Summer Day Camp Family Handbook](#)
- **My child has food restrictions/allergies, do I need to send them with their own daily snacks?**
  - At Camp Fire we work to accommodate all food needs for our children. When you register your child, you will be asked to list any food restrictions and/or allergies. We will be sure to have an inclusive snack menu with alternatives for children who have special food needs.
  - [Summer Day Camp Family Handbook](#)

- **My child needs to take medication regularly. How does this work?**
  - You must notify the Site Supervisor on-site of your child's medication, fill-out and sign a medication release form with clear instructions (available in the Playground app ([Android](#) or [iOS](#))), and have the medication in its original packaging with your child's name clearly marked.
  - [Summer Day Camp Family Handbook](#)
  
- **Does Camp Fire provide sunscreen?**
  - All families are required to authorize the use of sunscreen during registration. You will be given the choice to allow the use of sunscreen provided by Camp Fire or to provide your own. You will also be given the choice to have a staff member apply the sunscreen to your child or to have your child self-apply. If you will be supplying your own sunscreen, make sure that it is clearly labeled with your child's name and give it to the site staff during check-in on their first day of the session.
  
- **What should my child bring to Summer Day Camp?**
  - A filling sack lunch that does not require refrigeration or heating.
  - A water bottle labeled with your child's first and last names.
  - Clothing that is labeled, comfortable, and appropriate for walking, getting dirty, or possibly wet (an additional change of clothes is always a good idea).
  - Sturdy, comfortable shoes for walking, playing, and exploring (sandals must have back straps).
  - A hat or visor.
  - Sunscreen (if you are using your own).
  - ★ *Please label ALL of your personal items*
  
- **Can my child use their cell phone or other electronic devices at Summer Day Camp?**
  - We ask that you leave the electronics at home. Camp Fire is not responsible for lost or damaged personal items. Toys, games, cell phones, music players, remote-controlled items, and other electronic devices are not allowed unless otherwise approved by the Site Supervisor. We want your child to engage with the Summer Day Camp programming and connect with staff members and the other children.
  - [Summer Day Camp Family Handbook](#)
  
- **What is Wheels Day?**
  - Wheels Day is a long-time Summer Day Camp favorite! It is an opportunity for the children to bring their bikes, scooters, skateboards, or skates to Summer Day Camp every Friday. The Summer Day Camp staff design a safe course on the blacktop while the children decorate, wash, and get their wheels ready to roll. Helmets are required for all things rolling and elbow and knee pads must be worn while riding skateboards or skates.
  - Summer Day Camp Calendar & Themes ([McMinnville](#), [Portland](#), [West Linn](#))
  
- **How can I stay informed about upcoming Summer Day Camp activities?**
  - A weekly newsletter will be sent out prior to each session start day and will be available on the first day of each session outlining special activities and important information for the week. The newsletters will be available on our [website](#) each week. There will also be a daily schedule posted on site each day.
  - Summer Day Camp Calendar & Themes ([McMinnville](#), [Portland](#), [West Linn](#))
  
- **The forecast is predicting temperatures over 100F today; how will Summer Day Camp keep the children safe?**
  - Camp Fire Summer Day Camp Staff will monitor and apply sunscreen throughout the day, pause activities to take water breaks, and find shade around the program area to avoid prolonged periods of direct sun. Activities will be altered to address the heat and water play activities will help keep kids cool.
  
- **Are there overnights for Summer Day Camp?**
  - No. But if you are interested in exploring our overnight resident camp, you can find more information at [campnamanu.org](#).

- **Will there be Summer Day Camp field trips this year?**
  - Camp Fire is excited to plan for more off-site field trips this year. COVID-19 has made transportation and planning a bit more challenging; however, each location will have plans to engage in off-site field trips throughout the summer to parks, public spaces, and hopefully our very own Camp Namanu.
  - Summer Day Camp Calendar & Themes ([McMinnville](#), [Portland](#), [West Linn](#))
- **Someone new will be picking-up my child today, who do I notify?**
  - Camp Fire must have all authorized pick-up information in writing. You can make changes to your authorized pick-ups in the Playground app ([Android](#) or [iOS](#)) at any time and the site staff will be notified of the changes the following week. Same week changes to authorized pick-ups must also be sent in writing to the [site staff](#).
  - [Summer Day Camp Family Handbook](#)
- **Who do I notify if I'm running late for pick-up?**
  - If you know that you will be late for pick-up, please let the site staff know so they can plan accordingly.
  - [Summer Day Camp Family Handbook](#)

## COVID-19 Questions

- **Will the Summer Day Camp staff and children wear personal protective equipment?**
  - Camp Fire requires all staff to be fully vaccinated and boosted while working in program. Staff must also wear masks while in program with children and when working in Camp Fire spaces with other staff members. The children attending Summer Day Camp are not required to wear masks.
  - [Summer Day Camp Family Handbook](#)
- **What happens if a child or Summer Day Camp staff member gets COVID-19?**
  - We closely monitor symptoms and communicate with families about any potential spread or exposure of COVID-19. Different exclusion steps are required based on a number of scenarios. Please review our Summer Day Camp 2022 Family Handbook health check specifics and look for any updates in guidance throughout programming.
  - [Summer Day Camp Family Handbook](#)

## Contacts

<i>Session &amp; On-Site Support</i>		
McMinnville Day Camp	Portland Day Camp	West Linn Day Camp
<b><i>Newby Elementary</i></b> Summer Site Phone: <b>503.758.8645</b>	<b><i>Beverly Cleary School, Fernwood</i></b> Summer Site Phone: <b>503.793.8032</b>	<b><i>Bolton Primary</i></b> Summer Site Phone: <b>503.781.0794</b>
	<b><i>Ida B. Wells High</i></b> Summer Site Phone: <b>503.954.8543</b>	
	<b><i>Sitton Elementary</i></b> Summer Site Phone: <b>503.954.8590</b>	
McMinnville Day Camp <a href="mailto:MCMDayCamp@campfirecolumbia.org">MCMDayCamp@campfirecolumbia.org</a>	Portland Day Camp <a href="mailto:PDXDayCamp@campfirecolumbia.org">PDXDayCamp@campfirecolumbia.org</a>	West Linn Day Camp <a href="mailto:WLDayCamp@campfirecolumbia.org">WLDayCamp@campfirecolumbia.org</a>
<i>Administrative Office Support</i>		
<b>Arisbeth Marin-Botello</b> , MSD Before & After School Multi-Site Coordinator <a href="mailto:amarin-botello@campfirecolumbia.org">amarin-botello@campfirecolumbia.org</a> 503.961.5118		
<b>Marco Matias</b> , PPS Before & After School Multi-Site Coordinator (Beverly Cleary, Creative Science, Hayhurst, and Sunnyside) <a href="mailto:mmatias@campfirecolumbia.org">mmatias@campfirecolumbia.org</a> 971.610.8106		
<b>Tanya Spence</b> , WLWV Before & After School Multi-Site Coordinator <a href="mailto:tspence@campfirecolumbia.org">tspence@campfirecolumbia.org</a> 971.710.2260		
<b>Stephanie Vera</b> , PPS Before & After School Multi-Site Coordinator (James John, Peninsula, Rose City Park, and Woodlawn) <a href="mailto:svera@campfirecolumbia.org">svera@campfirecolumbia.org</a> 503.758.9111		
<b>Sam Morelli</b> , Before & After School Assistant Director <a href="mailto:smorelli@campfirecolumbia.org">smorelli@campfirecolumbia.org</a> 503.803.9223		
<b>Jon Myers</b> , Before & After School Program Director <a href="mailto:jmyers@campfirecolumbia.org">jmyers@campfirecolumbia.org</a> 503.784.4093		
<b>Josh Todd</b> , President and CEO <a href="mailto:jtodd@campfirecolumbia.org">jtodd@campfirecolumbia.org</a>		
<i>Billing &amp; Registration Support</i>		
<b>Vanessa Corral and Amelia West</b> MSD, PPS, and WLWV Before & After School Registrars <a href="mailto:MSDreg@campfirecolumbia.org">MSDreg@campfirecolumbia.org</a> <a href="mailto:PPSreg@campfirecolumbia.org">PPSreg@campfirecolumbia.org</a> <a href="mailto:WLWVreg@campfirecolumbia.org">WLWVreg@campfirecolumbia.org</a> 971.340.1613		