



# Youth Camp Lottery Registration Details

## Lottery Registration Dates

**Tuesday, May 11 to Thursday, May 13**

- Lottery registration will be conducted online using the Town's registration system (RecTrac) from midnight on May 11 to 11:59 pm on May 13.
- Due to reduced overall camp capacity, the 2021 Youth Summer Camp lottery will be limited to incorporated Jupiter residents ONLY. If a non-resident applies for the camp lottery, their household will not be included in the random lottery.

## Lottery Selection and Notification

Following the closing of the lottery registration, lottery selection will be conducted randomly using the RecTrac system. On Tuesday, May 18, parents will be contacted via email if their child was assigned a space in camp. Once a parent has been contacted that a space has been reserved for their child, they will have four days (May 19 - 22) to come to the Jupiter Community Center in-person to present their proof of residency, the child's birth certificate (if applicable), and pay the deposit for their space. Failure to provide required documents and make payment within the designated dates will result in loss of the space.

A selected camper's siblings are not guaranteed enrollment. This allows an equal opportunity to all individual children without giving households of multiple children an advantage or disadvantage.



## Proof of Residency and Required Documentation

The following must be shown at the time of in-person registration following lottery notification. Registration will not be permitted if you are missing any requested documentation below (no exceptions, even if child has attended previous Town of Jupiter camps):

- Birth certificate (or copy) for all NEW children registering for camp.
- Driver's license with current incorporated Town of Jupiter address; if you have recently relocated to incorporated Jupiter, you must have a driver's license with your new address.

And one of the following:

- A 2021 water bill, cable bill, land-line phone bill, power bill, a property tax form, or current rental contract that matches the NAME and ADDRESS on driver's license.

## Deposit and Payment Plan

- Parents/guardians must either choose to pay in full or the payment plan option listed below at the time of registration.
- Payments may be made by credit card (Visa, MC, AmEx), check or cash.
- Payment plan option: A \$200 deposit per child will be due at the time of registration. Final payments in full will be due by Friday, June 11. Failure to comply may result in a loss of space.

If a child is not selected during the initial lottery, a waitlist will be created. Following the lottery and notification of placement, Recreation staff will continue through the wait list if spaces become available.

If the lottery applicants have been exhausted and spaces are still available, Recreation staff will make an announcement via the Town's website and social media pages regarding the re-opening of registration.

# Activities

## On-site Activities

Youth summer camp will be based at the Jupiter Community Center. The facility includes two gymnasiums, multiple classrooms, a game room, an auditorium and a playground. On-site Activities may include theme weeks, dress-up days, cooking, arts and crafts, gym games, board games, game room, and outside play.

## Off-site Activities

At this time, staff is planning up to three off-site field trips per week that would require school bus transportation. Buses will be limited to one group at a time and campers will be socially distanced within the vehicle. Field trips may include the pool, parks, playgrounds, and local attractions such as Loggerhead Marinelife Center, Busch Wildlife and the River Center. Campers are expected to participate in all scheduled activities including field trips. A weekly detailed schedule will be available prior to the start of camp indicating the trip or activity.

## Youth Camp Refund Policy

A \$50 per child non-refundable administrative fee will apply to any refunds requested prior to the start of camp. Once camp has started, a \$50 per child non-refundable administrative fee will be applied as well as a prorated refund through the first week of camp. No refunds will be granted after the first week of camp.

## Camp Closure and Refund Policy

In the event it is necessary for the Town to enforce a closure of a camp group or the entire program, the following refund policy will take effect. A short-term closure is defined as 4 to 10 consecutive days of closure. A prolonged closure is defined as more than 10 consecutive days of closure.

- If your child is impacted by a single group or entire program short-term closure, a credit will be applied to your household recreation account for the 4th to 10th day of closure.
- If your child's group or the entire program require a prolonged closure, a prorated refund will be processed.
- If the program is forced to close prior to the start of camp, all monies paid will be refunded.

## Youth Camp Capacity and Age Group Placement



The Town has determined that the 2021 Youth Summer Camp overall capacity must be reduced in an effort to provide a safe and healthy environment for our campers and staff. The Town reserves the right to adjust the maximum camp capacity if deemed necessary to ensure the health and safety of the campers and staff.

There will be four age groups: 5-6 year olds, 7-8 year olds, 9-10 year olds, and 11-12 year olds. Children are not permitted to move up an age group unless their birthday falls between June 28 and September 1 (the school district's enrollment cut-off date) and their change in age would fall into the next age group (no exceptions). At this time, recreation staff is planning on assigning groups of 20 campers with two counselors. Due to the reduced capacity and logistics of group assignments, we will be unable to accommodate special friend requests this summer.

## Focus on Health and Safety

The Recreation Department is continually updating its processes and protocols in accordance with the most recent guidance from the CDC, camp industry, as well as state and local health officials. The summer camp will maintain reduced group sizes and practice social distancing to help ensure a safe environment for campers and staff.

### Enhanced protocols include:

- Daily health check for staff and campers required before coming to the Community Center.
- No-touch infrared thermometers used to conduct temperature checks.
- Cloth face coverings/masks required to be worn by staff and campers, as recommended by the CDC.
- Hygiene and handwashing emphasized.
- Reduced group sizes, as determined by local guidance.
- Keeping campers in consistent groupings with consistent staffing as much as possible.
- Frequent cleaning and disinfecting of high touch surfaces, equipment, supplies and restrooms.
- Modified classroom layouts to promote social distancing as much as possible.
- Use of water fountains not permitted; campers must bring their own refillable water bottle.

## Parents and Staff can Stay Connected using Procure App

Recreation staff will be using Procure, a child care management software, to communicate with parents during summer camp. This software application allows staff to conduct contactless and paperless sign-in and sign-out and also allows parents the ability to update their family's contact information, emergency contacts and approved pick-up lists at any time. Parents will receive a Procure invite through their email as well as an informational letter about the program in their packet prior to the start of camp. Parents will need to take some time to log-into their Procure account to ensure all of their information is up to date. Procure also has a mobile app that can be downloaded for easier use.

