Welcome to the Skateboard Camp! Summer Camps fill-up every year and we glad you are a part of this year’s program. During the summer, Skateboard participants can take advantage of additional activities at Blue Camp like AM and PM Extended Care as well as the half-day Blue Camp Programs. If you sign-up for one of these other Blue Camp programs, your skater will be escorted between the various components of his or her day.

Private Lessons All Summer!!
Visit the web site for details

Typical Questions Answered in This Packet
Where is camp and how to reach us?
When is camper orientation?
What happens in a major emergency/evacuation?
What does my camper bring to camp?
How to navigate traffic congestion at 4pm pick-up?
How is camp structured and organized?
Everything you need to know to have a great experience!

BLUE/SKATE CAMP SITE OFFICE
Golden Bear Recreation Center - UCB
June 10-August 16, 2013
(510) 643-2509 Phone
bluecampstaff@gmail.com

UCB CAMPUS EMERGENCY HOTLINE
(510) 642-4335 or 1-800-705-9998
Campus Emergency Information
Activated in a campus wide emergency

ENROLLMENT OFFICE
Year Round Offices at Recreational Sports Facility
Phone: (510) 643-CAMP (2267)
Fax: (510) 642-8343
E-Mail: scrainfo@berkeley.edu

B2H – Your Camper’s Information
Before camp starts you can change your camper’s pick-up information, activity preferences, Group-with-a-Friend requests, medical information, etc.

Enrollment Information
Refunds
Dep Care
Tax ID Number is 94-6002123
Log on to your account at http://myrecreation.berkeley.edu/
and CLICK “My Profile” -> “My Forms” and edit the camp
CAMP DIRECTOR

SEAN O’LOUGHLIN
Sean is in his 13th summer as Director of the Strawberry Canyon Skateboard Programs and brings over 30 years of skate board experience to the program. Sean has created a nationally recognized skateboard curriculum and is sought after as a consultant to other organizations starting programs and building parks.

CAMP PROGRAMS AT GOLDEN BEAR

- Blue Cubs (7-8 year olds)
- Blue Bears (9-11 year olds)
- Blue Grizzlies (12-13 year olds)
- S² (4th –6th Grade - in afternoon)
- Skate Camp (8-16 year olds)
- Leadership Training Programs
- Social Skills Tracks (9-19 year olds)

Golden Bear Recreation Center is located at the top of Dwight Way on Sports Lane on the Clark Kerr Campus at UC Berkeley. Visit the web site for driving directions.

CAMPER & PARENT ORIENTATION

Camp Orientation provides campers and parents an opportunity to tour the camp facility and get more detailed information about pick-up and drop-off. Camp Orientation is optional, though first-time participants in our programs are encouraged to attend to ensure a smooth transition to camp. Each Orientation is from 4:30-4:45 pm at the Skate Camp at Golden Bear. Campers will not be skating during orientation and should only bring their equipment if they would like the staff to make sure if it meets the standards. Please arrive on time.

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CARPOOL LISTS

In an effort to reduce the number of cars on Sports Lane, we encourage you to put your name on the carpool list. If you agree to be on this list, your phone number and address will be listed for the camp session for which you are registered. You can get one e-mailed to you or you can pick one up at camp. If you would like to get on the carpool list or if you would like to request a copy, e-mail scrainfo@berkeley.edu or pick one up at camp check-in on the first day.
CAMPER DROP-OFF & CHECK-IN

AM EXTENDED CARE 7:30AM - 8:45AM
Check-in on the Softball Field or Blue Camp Site office. Extended Care Staff walk the campers to the Tennis/Basketball Courts for morning Blue Camp or to the Skate Camp where they will check-in with their Group Leader or Instructor at 8:45AM.

ALL CAMP CHECK-IN 8:45 - 9:00AM
Campers do not need to be signed-in with their instructor. There are two drop-off points on Sports Lane where you can pull-over and let your camper out. We try to have staff and leadership team members in vests to help campers safely get out of the car and to the Skate Camp or Blue Camp. Due to the limited parking at Golden Bear, you cannot park your car on Sports Lane. All AM Blue Campers check in at the Tennis/Basketball Courts with their activity leader. All AM skate campers check-in at Skate Camp. If a camper attends AM Blue Camp and PM Skate Camp he or she should drop off their equipment at Skate Camp before checking-in at Blue Camp. Parents and guardians are not required to sign the camper into camp. Attendance is taken at the start of camp and campers not in attendance are marked absent. If a camper arrives late, they are checked-in when they arrive. It is not necessary to notify us in advance if your child will be absent from camp.

LATE TO CAMP?
If a skate camper arrives after 9:05am, you can sign them in late at the Skate Facility. All other AM Blue campers must be checked-in at the Camp Site Office.

AFTERNOON SKATE CAMP CHECK-IN 1:00PM
Camper should be taken directly to the Skate Facility. Afternoon Skate Campers in morning Blue Camp will be escorted to skate camp.

HALF-DAY BLUE CAMPERS GOING TO SKATE CAMP
If your child would like to participate in an all day Strawberry Canyon program that includes Skate Camp s/he should enroll in a half day morning session at Blue Camp and a half-day session of Skateboard Camp.

Skate Campers in the half-day Blue Camp Program eat lunch with Blue Campers and are escorted to and from Skate Facility.

NEED TO CAMP LEAVE EARLY?
Need to leave early, prior to the end of your camper’s scheduled day? An authorized pick-up person must sign out all campers in the CAMP OFFICE or AT SKATE CAMP prior to leaving early from camp. Neglecting to send names and a note may delay your child’s release. Because all campers will be moving from their last class to their checkout location at the end of the day, early sign-out is suspended from 3:45 – 4:00PM and at the time you may be asked to wait to sign-out your camper until the designated checkout time.
Here are the early sign-out steps: (Please allow about 10 minutes for this process)

1) Authorized person reports to the office to sign-out a camper
2) Once the camper is signed-out, the Authorized person is given a check-out pass and walks to their camper’s activity to claim their camper.
3) If you prefer, you can give permission for your child to leave early on his/her own. Send a note signed by you or the legal guardian to the office at the start of the camp day. Include the following on the note: 1) the camper’s name, 2) the time and date the camper needs to leave, and 3) permission for the camper to sign out himself or herself. The camper will be released on his/her own at that time.

WHAT IS YOUR SIGN-OUT PLAN?

SIGN-OUT CAMPER = PARENT/GUARDIAN SIGNS-OUT CAMPER
At the end of their program day, campers on this plan wait in the designated check-out area until an authorized individual arrives to sign them out of camp.
If you have selected this sign-out plan, campers wait in the designated checkout area until an authorized individual arrives to sign him or her out of camp. Skate campers in Skate Camp and PM Blue Campers in tennis courts for the drive-up pick-up. If the PHOTO ID option has been selected on your registration form, authorized individuals, including parents, are required to show a photo each time they pick-up the camper.

Designated Sign-Out Locations at Golden Bear
12:00PM Skate Camp (must pick-up by 12:10PM)
4:00PM Skate Camp or Blue Campers in drive-up pick-up on Sports Lane/walk-up pick-up in Tennis Courts (must pick-up by 4:30PM)
All Extended Care Campers picked up from 4:15-5:30PM on the Softball Field at GBRC

CAMPER SIGNS SELF OUT AND CAN LEAVE-ON-OWN
Many campers are on the Leave-On-Own Plan (camper sign-out) due to the amount of traffic and lack of parking at Blue Camp. Campers on this plan are allowed to sign themselves out and leave camp on their own at the end of their camp day. You can give them a specified place to meet or you can have them wait in our gated staging area outside the camp office on Sports Lane. From this area you can drive by and staff will help the campers quickly into the car. PLEASE MAKE SURE YOUR CHILD KNOWS WHERE HE OR SHE IS TO WAIT FOR YOU. Campers in Extended Care PM with a leave-on-own camper sign-out option can leave the Extended Care Area on their own at 5:30PM but should be signed out by the person picking them up if it is before 5:30PM. If you pull-up and the staff member knows who you are your camper can sign him or herself out prior to 5:30PM.

HOW DO I CHANGE MY SIGN-OUT PLAN?
At any time during your camper’s summer, you can change your plan. To ensure the parent with access to registration data is the one changing the sign-out information, we ask that you log into your B2H account at http://myrecreation.berkeley.edu/ and CLICK “My Profile” -> “My Forms” and edit the camp registration forms. We are not notified when YOU make a change so if the change needs to be applied to a camper in a current session, you must follow-it up with an email to the Blue/Skate Camp Office: bluercampstaff@gmail.com. If you want to make a change in person, you can complete a "Change Form" in the office and present identification as a parent on the registration form. You may also send an email from the email account we have on file in B2H and we will make the change in B2H for you.
This also applies to adding extra names on the Authorized to Pick-Up list. It is best if you make all changes prior to the first day of camp. After the first day, rosters are printed and we need your help to let us know if you changed your B2H data. Please be patient if you change data once camp starts.

CAMP HOURS & LATE FEES
Staff provide supervision for Morning Only participants until 12:10PM, All-Day participants until 4:30PM, and Extended Care PM participants until 5:30PM. The greatest number of cars trying to pick-up campers is between 3:55 – 4:15PM. We provide supervision for full-day campers until 4:30PM so we suggest you come between 4:15 – 4:30PM to avoid the main rush.

Please note the specific time your camp program begins and ends. We will stay with you camper until you arrive. There is a late charge of $1 for every minute after pick-up time in order to pay the staff. If you are signed-up for PM Extended Care your camper must be picked up by 5:30PM. For those late picking up campers at our regular checkout time, we automatically enroll your camper into our daily extended care PM program for the drop-in fee of $15. We would appreciate a call if you know you are running late.

EXTENDED CARE
Extended care allows campers to come to camp early and stay late in a safe, fun and supervised environment. Staff engage the campers in a variety of activities. AM and PM Extended care is available for all at programs Golden Bear. There are also Private Skate Lessons from 4:30 – 6:30PM for an additional fee. Parents can choose AM Extended Care (7:30AM-9:00AM) and/or PM Extended Care (4:00PM-5:30PM). If you do not need extended care for the entire session, you have the option of signing up on a daily basis.

To use our extended-care daily drop-in option, simply go to the Camp Office on the morning that you need extended care, complete a short form and include a $15.00 check or credit card payment for each time slot (7:30-9:00AM and/or 4:00-5:30PM).

If your camper's checkout option is the Leave-On-Own Plan, at 5:30PM, the end of extended care, our staff leave the facility. Your camper is on his or her own and we are no longer responsible for him or her. If you pick-up an extended care camper before 4:30PM be careful not to wind up in the traffic line for the 4PM sign-out campers. You must pick you camper up on the Softball Field.

DISCOUNT ON SKATEBOARD EQUIPMENT
Purchase any skateboard camp, clinic, lesson, etc. and receive a 10% discount on a 510 Skateboard. 510 SKATEBOARDING is the recommended skate shop of the Strawberry Canyon Skateboard Program. You must bring your receipt or proof of payment.

You can purchase any of your skate equipment at your local skate shop. 510 has worked well with our parents in the past but we do recommend you support the shop in your community.

We look forward to meeting you and providing your child with a great camp experience this summer! Please don’t hesitate to let us know how we can serve you better.
CAR PICK-UP: Due to limited parking, we have a system that allows drivers to stay in the car. You may park and walk-up to pick-up your camper. There are a few places to park at camp. All require payment. Parking is free on the city streets like Dwight Way and Derby Street. There are plenty of traffic control monitors to help you.

Cars entering Sports Lane at 4PM are sorted based on the camper’s pick-up option and given a color-coded car tag: Sign-Out, Leave-On-Own (camper self sign-out), and Extended Care.

SIGN-OUT (PINK): Cars who sign campers out stay in the right lane. The campers are in the Tennis Courts. Staff members with binders wait towards the end of Sports Lane for the cars to pull forward. They come up to your car with a Sign-Out Binder and ask for your name and whom you wish to pick up. You then sign the Sign-Out Sheet and continue to pull your car forward. If you requested ID to be checked you must have it at this time. Another staff member will bring your child to your car at the top of the loading zone closest to the Skate Park.

LEAVE-ON-OWN (BLUE): On this plan, parents have given permission for campers to sign themselves out and meet at a designated location. For many campers, their location is in front of the office in the Waiting Zone. Parents drive in after 4PM, are directed by traffic monitors to move into the left lane on Sports Lane where their camper’s name is called. They drive forward and pick-up their camper in the Waiting Zone. The car then gets back into the left lane to the fast track exit to Derby Street. If your camper meets you somewhere other than the Camp Waiting Zone, please make sure they know where to wait and how to deal with busy streets. Dwight Way is not the safest place for loading and unloading campers because of the incline and cars not paying attention to children.

EXTENDED CARE (ORANGE): All campers signed up for Extended Care PM, regardless of the time of day, are taken to Extended Care, which is in the Softball Field. If you come during the 4:00 – 4:30 rush, you will get an orange tag which will allow you to pull into the left lane to more quickly access the street next to extended care.

No Early Check-Out Between 3:45 – 4:00PM
Due to the movement of campers to the check-out location, early check-out will be closed between 3:45 – 4:00PM. Parents or guardians will be asked to wait until after 4:00PM when the camper reaches the sign-out location. Please arrive before 3:45PM if you need to leave early. We appreciate your understanding.

Remember – if your child’s day ends at Skate Camp and you have arrange to pick up your child by the park you can drive down there but it can be tricky to circumvent the large number of cars using the above system. Please come after 4:20PM.
ILLNESS & EMERGENCY
In the event that your child becomes ill or an emergency arises, the camp staff will make every effort to contact you—or your emergency contact if you are unavailable. If necessary, your child may be transported to a nearby hospital for treatment.

SUN PROTECTION
Almost all programs at Strawberry Canyon are outdoors and there is limited shade. We encourage the use of multiple sun protection methods for maximum effectiveness. In addition to wearing a broad-spectrum sunscreen with an SPF of 15 of higher, we also recommend wearing protective clothing such as a hat. Parents must send sunscreen with their child to camp and should put their name on the bottle. With the older campers ages 9 and older, staff are available to assist but campers are encouraged to apply sunscreen on their own when reminded by the staff. If your child needs assistance or needs to be closely monitored, please let us know in writing. If you do not want sunscreen applied to your child, please make sure that was indicated on your registration form.

COMMUNICABLE DISEASES & LICE POLICY
You will be notified as soon as possible regarding any communicable diseases affecting campers. If your camper contracts a communicable disease, please notify the camp. Strawberry Canyon Youth Programs has a “no nit” policy regarding lice. This means if your child has any signs of head lice, (live bugs or nits, dead or alive) they will NOT be permitted at camp until all signs of head lice are no longer present.

MEDICATIONS/INHALERS
A parent-completed medication form and current prescription bottle must accompany all medication taken by a child. This includes prescription and potentially hazardous, if misused, over-the-counter medications. Medications are secured in a locked location. Inhalers may be kept with the camper but still require a current prescription OR Camp Medication Form. To request a Medication Form, phone (510) 643-2267 or e-mail scrainfo@berkeley.edu. You may also download the form from our web site.

LOST & FOUND
Label all items brought to camp. Lost and Found is donated to a local charity one week after the camp session ends. If you are going on vacation right after the end of camp, let us know so we can look for your lost items before they are donated.

WHAT TO BRING TO CAMP
- Food - lunch and snacks.
- Water Bottle - so children can have quicker and more frequent access to water.
- Sweatshirt or Jacket - with your child’s first and last names in it since the mornings in Berkeley are often cold and occasionally the fog does not lift.
- Sunscreen
- Dress for active play and only wear closed-toed athletic shoes. No sandals or flip flops.
All skateboard campers must provide their own equipment. Parents will be notified if their skateboarder does not have the proper equipment to participate and will be asked to purchase required equipment prior to the child’s participation.

Camper should bring:
- Skateboard of high quality
- Elbow pads, knee pads, and helmet
- Skateboard or flat -soled tennis shoes - no sandals or open-toed shoes, please!

WHAT TO LEAVE HOME
Please leave electronic games, ipods, and other expensive items at home. We do not allow the playing of electronic games at camp. Campers do like to play Magic and other fantasy card games at lunch and we request that expensive cards be left at home as they frequently get lost or ruined. Cell phones also cannot be used during camp. Phone calls can be made at the camp office. We are not responsible for items brought to camp.

ENROLLMENT, RECEIPTS, & REFUNDS
Questions about enrollment, receipts, dependent care letters, refunds, etc. are handled by the Enrollment Office at the Customer Service Center. You can reach them by phone at (510) 643-CAMP (2267) or scrainfo@berkeley.edu. W-10 forms are available upon request. The Enrollment Center will not be sending out individual Dep Care letters. Our Tax ID Number is 94-6002123.

A written request for a transfer, credit, or cancellation must be received in the Enrollment Office no less than 30 days prior to the first day of camp to qualify for a refund, transfer, or credit. Request for transfers, credits, or cancellations received prior to one month before the first day of camp are assessed a fee of $25 per child per camp. Requests for transfer or credit in cases of illness or injury are considered with a doctor's note and letter requesting the exception. No medical requests will be considered after the first day of camp. No refunds, credits, or transfers are issued for requests received within one month of the start of camp. Camps are not prorated nor session dates individualized. Participant substitutions are not allowed.

CAMP RULES
Each camp will have specific rules related to their program and site. Below is a general list of rules. Please make sure your child is familiar with them.

1. Respect other campers, instructors, facilities, and equipment.
2. Teasing and put-downs are not tolerated at camp.
3. Accept responsibility for your choices, even when you make a mistake or bad choice.
4. Use appropriate language -- No cursing.
4. Stay with your group. During camp hours, campers can never to go anywhere alone. If you have forgotten something, we will go with you.
5. Trash is EVERYONE’S responsibility. If you see trash pick it up.
6. No electronic games, CD players/ipods, cell phones are to be used during camp. Playing cards often get lost and ruined, do not bring your expensive cards.
7. Please tell us immediately if something is not going they way you would like.
SKATE CAMPER FACILITY RULES
1. All persons entering the Skateboard Facility are subject to posted regulations and verbal instructions from staff members.
2. Animals, alcoholic beverages, drugs, and smoking are NOT permitted in the facility.
3. Please respect surrounding tennis courts and neighborhoods.
4. No food or beverages allowed in the ramp area.
5. Use appropriate language and respectful behavior within the facility.
6. Safety equipment (helmet, elbow, kneepads) and shirts must be worn at all times.
7. All skaters must check-in and have release waiver on file to skate.
8. All participants must skate safely at all times and avoid collisions with other participants. Fighting or other aggressive or disruptive behavior will result in ejection from the facility and possible termination of privileges.

BEHAVIORAL GUIDELINES & CONSEQUENCES
In order to provide a pleasant environment and to ensure the safety of all our staff and participants, destruction of equipment and property and disruptive and/or dangerous behavior by campers are not allowed. If a camper should engage in such behavior our camp staff usually follow the disciplinary steps outlined below. If the behavior threatens his or her safety or the safety of others, the camper will be removed from the program. In some cases, a child may be suspended or dismissed immediately from the program. Below is a general outline however; each case is handled individually. When a child is dismissed from camp, a refund is not given.

Level One Staff Intervention: The camp staff handle minor rule infractions and misbehavior immediately. Staff, along with the campers, go over rules and set consequences for rule infractions on first day of camp.

Level Two Parent Intervention: If a camper's behavior does not respond to staff interventions, staff complete an Incident Report Form and parents are contacted to discuss ways to correct the child's behavior.

Level Three Camper Sent Home: If the behavior is still not within the supervision level of the program, a second Incident Report Form is completed and the camper will be sent home for the remainder of the day. At this point the parents are notified that one more occurrence may result in dismissal from the program.

Level Four Camper Dismissed: If the camper's behavior results in a third Incident Report, the camper may be dismissed from the program.

While most disruptive behavior often progresses through the above stages, some behavior results in immediate classification at Level Three or Level Four. Examples include but are not limited to:
1. Anything that endangers the health and safety of campers and/or staff of the program.
2. Possession of or use of illegal drugs, alcohol, cigarettes.
3. Possession of firearms, weapons, explosives, etc.
4. Intentional destruction of property or theft.
5. Leaving camp boundaries or property without permission.
CAMP ACTIVITIES & ORGANIZATION

Skaters skills are assessed on the first day of camp and divided into groups based on skill level.

Beginners will learn skateboard mechanics and basic riding skills such as balance, carving, riding transitions, and dropping-in.

Advanced skaters learn grinds, ollies, airs, and have the chance to drop in on bigger ramps and to learn flip tricks. Campers are assessed on the first day and grouped by age and skill level. Lessons and instruction are adjusted to meet the individual level of the participant. Safe and responsible skating are stressed in every lesson.

Ratios

Supervision and safety are strongly emphasized. The ratios vary depending on program and overall ages and skill level. Below is a general guideline. Private lessons 1:1, Semi-Private 1:2 or 1:3, Clinics 1:6  Camps 1:7

EMERGENCY EVACUATION AND PROCEDURES

In the event of a major emergency, campers may be moved to a university designated evacuation and management area or an alternate location. Please refer to phone numbers and web sites below for pick-up information. The campus may have specific instructions you will need to follow. As always, campers will be supervised until a pre-authorized sign-out person arrives to pick them up. These pre-authorized sign-out people are the ones you indicate when you register. If someone arrives that is not on their list or if there is any question about who your child can go home with, we will continue to provide supervision until you arrive. In the event of an evacuation, campers will not be released on their own, even if that is their sign-out option. Please list any and all individuals who would likely pick-up your camper in the event of a major disaster or campus evacuation. If you would like to add names, please e-mail scrainfo@berkeley.edu and allow at least 24 hours notice. Your child’s safety and accountability is our first priority.

Program Campus Designated Evacuation Sites

Campers at Golden Bear Recreation Area (Top of Dwight Way)
Initial evacuation site: Tennis Courts at Golden Bear.
University evacuation site: Clark Kerr Campus main entrance at Warring Circle (Warring & Parker)

Campers at Strawberry Canyon Recreation Area
Initial evacuation site: Softball Field at Strawberry Canyon
University evacuation site: - Witter Rugby Field at Strawberry Canyon

Science & Sports Camp
Morning: Lawrence Hall of Science at the Sunstones Lawn Area or the Vista Parking Lot
Afternoon: (Grades 1st - 3rd) with Strawberry Canyon Recreation Area, and (Grades 4th -6th) with Golden Bear Recreation Area.

Contact Numbers
* UC Berkeley Campus Emergency Hotline (510) 642-4335 or
* 1-800-705-9998 - Activated in the event of an emergency
* Main Web Page: http://www.berkeley.edu
* Emergency Web Page: www.emergency.berkeley.edu - activated if main UCB web page is down
Depending on the nature of the event, phone lines may be out of service. In this case, parents should listen to local emergency radio broadcasts for information, such as, 1610 AM (city of Berkeley) or KALX 90.7 FM (campus radio station).

**FAMILY PLANNING IN AN EMERGENCY**

We highly recommend that parents develop a family emergency plan. Most families prepare their children for emergencies in the home. Prepare and educate your child on what to do when the emergency happens and the family is not at home. The American Red Cross has information on Family Emergency Plans at [http://www.redcross.org/services/disaster/beprepared/](http://www.redcross.org/services/disaster/beprepared/).

Please take into account persons who would most likely pick-up your child (i.e. person closest in proximity to camp) in an emergency and add them to your child's authorized pick-up list. Discuss with your child, in advance, what would happen in the event a natural disaster occurred during their camp day. Who would pick them up? Where would they go? Keep the emergency phone numbers inside your child's backpack and keep the camp's emergency information listed above with you. Please know that our primary role will be to ensure the physical and emotional safety of your child.