



# TARPON SPRINGS RECREATION

## 2025 SUMMMER CAMP

### Parent Handbook



727.942.5628



400 S. Walton Ave.



[tsrdonline.com](https://tsrdonline.com)



# *City of Tarpon Springs, Florida*

TARPON SPRINGS RECREATION DIVISION  
400 SOUTH WALTON AVENUE  
TARPON SPRINGS, FLORIDA 34689  
(727) 942-5628  
TARPONREC@CTSFL.US

March 10, 2025

Welcome Parents,

We are beyond excited to have your child joining us for our summer camp! This Parent Handbook will provide you with our basic camp procedures, philosophies, and areas of responsibility.

Our number one priority is to provide your child with a safe, enjoyable, and positive summer camp experience. If you have any questions or concerns, I encourage you to reach out to our Program Coordinator, Tashyra Feazell, or myself.

We look forward to seeing your child grow throughout the program and leave with new friends and lifelong memories!

Best Regards,

Jamie Taylor  
Recreation Superintendent  
jtaylor@ctsfl.us

# Summer Camp Staff

## Staff

All Staff undergo state and local criminal background checks and a fingerprint screening. We ensure that CPR and first aid trained staff are onsite. Our staff encourages open communication to ensure that your child has the best camp experience. Feel free to contact the staff to discuss any questions or concerns.

## Summer Camp Recreation Specialists

Our Recreation Specialists are Certified Educators/Retired Educators and have worked in the school system for over three decades combined. They come with a wealth of knowledge and wisdom on how to reach every camper.

## Summer Camp Counselors

Some of our Summer Camp Counselors are college age students that are working while home from school. Some of these counselors have even participated in our summer camp as a child and are now giving back to the community. TSRD staff receive training specific to summer camp prior to the start of camp.





# Summer Camp Basics

Summer Camp Dates ***June 9TH - August 8TH***

*NO CAMP ON JUNE 19TH & JULY 4TH*

Summer Camp Days/  
Hours of Operation ***Monday - Friday***  
***8:00AM to 5:00PM***

## Summer Camp Fees

***\$720 or \$110/week WITH Rec Card***

***\$125/week WITHOUT Rec Card***

*\* Field Trips NOT Included*

**Before/After Care is available (7:30-8am & 5-5:30pm) for \$10 per week**

## Summer Camp Groups



Entering K - 2nd Grade



Entering 3rd - 5th Grade



Entering 6th - 8th Grade

# Camp Contact Info

## Main Office Address

400 South Walton Ave  
Tarpon Springs, FL 34689

## Main Office Number

727.942.5628

## Website

[tsrdonline.com](http://tsrdonline.com)

## Email

[tfezell@ctsfl.us](mailto:tfezell@ctsfl.us)

## Director Cell Phone

727.946.1704



# Summer Camp Goals

At the City of Tarpon Springs Summer Camp, we have goals for our camp and our campers that we would like to share with you the parent. We hope to attain these goals each week your camper is with us.

- Encourage each camper to develop new skills
- Help each camper gain a deeper understanding and appreciation of their own skills and abilities
- Encourage the development of leadership skills in campers
- Be caring in your thoughts and words
- HAVE FUN!



# Summer Camp House Rules

These rules are for everyone at camp including campers, staff, parents and volunteers. Please review these house rules and the corresponding discipline policy in this handbook. For safety and fairness to all campers and staff, we expect appropriate behavior at camp. Disciplinary measures will be taken when necessary. In order to ensure a safe and enjoyable time for all children, the following rules have been established:

- Do not bring any toys, electronics or other expensive personal property. We are not responsible for lost items or any vandalism
- No cellular devices (phones/watches/etc.) allowed during camp activities
- Keep your hands and feet to yourself, no jumping or horse playing with anyone
- Weapons of any kind are not permitted
- Stealing from anyone will not be tolerated
- Swearing, name calling and inappropriate language of a racial, religious, cultural or sexual nature will not be tolerated
- No alcohol, smoking, vaping or drug use allowed at camp
- Take responsibility for your actions

## BULLYING

**Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance**

# Camp Registration

The following is the registration process that needs to be completed in order for your camper to attend our camp. If you have any questions about the process, please contact us at the office. Campers will be considered “registered” when ALL steps are completed and we have received all required paperwork. A minimum payment of the camper’s first two weeks is due at registration. Remainder of fees are due the Friday before the start of the new week in order to attend.

**STEP 1:** Complete application in its entirety, selecting weeks you are attending

**STEP 2:** Pay deposit (minimum first two weeks)

*\*\*Scholarships are available for Tarpon Springs residents. To request an application, please see the Recreation Supervisor or Recreation Superintendent\*\**

## Fee Payment Schedule

Week Number	Payment Due
Week 1 (June 9 - June 13)	*see below
Week 2 (June 16 - June 20)	*see below
Week 3 (June 23 - June 27)	*June 20
Week 4 (June 30 - July 3)	*June 27
Week 5 (July 7 - July 11)	*July 3
Week 6 (July 14 - July 18)	*July 11
Week 7 (July 21 - July 25)	*July 18
Week 8 (July 28 - August 1)	*July 25
Week 9 (August 4 - August 8)	*August 1

**\*Payment for the first two weeks of camp chosen is due at the time of registration.**

## Arrival/Departure Procedures

- Authorized individuals, with ID, **MUST** walk each camper inside of the building and sign them in and out daily. Dropping off campers outside is not authorized and you will be called **IMMEDIATELY**.
- Identification must be presented before campers are released from our custody. Individuals picking up campers must be on the authorization form filled out with the registration packet.
- Walking is not an option for a camper.
- If you have an emergency, please contact the Camp Director/Recreation Supervisor/Recreation Superintendent and they will assist in decision making.

Please understand that we perform ID checks to maintain the safety of all campers.

Staff frequently rotate in & out of check-in & check-out and may be unfamiliar with all the parents and/or authorized pick up individuals for each family.

ID checks are the safest and most effective method of consistency.





### ATTIRE

Please provide you child (or children) with proper attire. Closed toe shoes are REQUIRED. No open toe shoes/sandals/Crocs (even in sport mode) are acceptable on days other than our water park days. Refer to the field trip schedule and provide sunscreen on the appropriate days. STAFF IS NOT PERMITTED TO APPLY SUNSCREEN.

# CAMP LIFE

### FOOD

We do not offer the Summer Food Program so campers will need to bring lunch and a snack for themselves. We suggest one snack for in the morning and one for the afternoon. We do have a food craft weekly, check your campers calendar to see when that is provided. BRING WATER BOTTLE DAILY.



### FIELD TRIPS & TRANSPORTATION

This summer camp offers a variety of field trips and outings outside of the Recreation Center. Please check the on site daily schedules for field trip departure times, as times may vary depending on Florida weather. We often use our City of Tarpon Springs vans as well as Pinellas County School Board approved school buses.

- Field trips are subject to change with notice. Whenever possible, you will be notified of any changes. Please check the on-site boards at the sign in/out desk daily.
- Waivers are needed for some of the field trips and parents will be notified well ahead of time to make sure to fill out the necessary paperwork for the corresponding field trip.
- A general release must be signed by a parent/guardian at the time of registration. This will cover all camp programs/enrichments.
- Spending money is not necessary for the field trips. If your child brings money for the field trips, it is your child's responsibility to keep track of their money and store it in a safe place. Staff is not responsible for camper's personal money.
- If the campers are late for a field trip, he/she WILL NOT be able to be dropped off at the field trip site. Your child will have to stay behind that day.

### TRANSPORTATION ETIQUETTE

- Campers removing their seat belt on a moving vehicle will result in an immediate suspension on the following field trip.
- If your child misbehaves in a vehicle, he/she may face disciplinary measures.

### CAMP PROGRAMMING GUIDELINES

**Physical Activity** (2-3 times daily): Opportunities for organized physical fitness through active play shall exist. This could include organized games/sports, playground activity, relays, etc.

**Quiet Play and Reading Activities** (1 time daily): Opportunities for quiet play shall exist. Puzzles, individual games, board games, reading, etc.

**Unstructured Play** (1-2 times daily): Opportunities for unstructured play shall exist every day. During unstructured play, staff will facilitate the flow of activities, initiate games, help to solve conflicts and provide overall supervision.

**Creative Arts** (3-5 times weekly): Opportunities for creative arts through arts, crafts, drama and music. There shall be at least one opportunity for each participant to take a project home each week.

**Science & Nature** (3-5 times weekly): This could include a nature scavenger hunt, nature walk through the park as well as hand on experiments on site.

### CAMP HOLIDAYS

There will be no camp on the following days:

**Thursday, June 19th (Juneteenth)**

**Friday, July 4th (Fourth of July!)**



# Photo Release

The City of Tarpon Springs may take photos of our programs for promotional purposes. Photos will not include any type of water/beach activities and will be focused on group activities other than individual children. If you do not wish to have your child's photo taken, please notify the City of Tarpon Springs Recreation Staff.

## Disciplinary Policy/Actions

Rules listed in the house rules section are enforced to ensure a safe, professional and organized program. The following disciplinary procedures are put in place for the program participants. These disciplinary procedures are designed to help each participant learn and grow as a responsible person in a fair and consistent manner.

### DISCIPLINE PROGRESSION

**1st Occurrence** - Verbal reprimand issued by Recreation Leader/Camp Specialist/Camp Director

**2nd Occurrence** - Parents will be notified and written documentation made/parents will be required to sign form—possibility of a missed field trip

**3rd Occurrence** - Minimum 1 day suspension, may include up to 5 day suspension

**4th Occurrence** - Dismissal from program and no refund issued

***In cases of inappropriate behavior deemed extreme or repetitive by staff, participants may be suspended or dropped from the program immediately, regardless of the number of previous offenses.***



# Medication

Camp staff will not administer any medications. If your child needs medication, he or she will need to self-administer the medication in accordance with our medical policies located on the registration form.

# Head Lice Policy

The Tarpon Springs Recreation Division requires the following protocol for the participants that contract head lice:

- Child must be removed from the program immediately.
- Children must not return to the program for at least 24 hours after the first treatment.



# Illness and Injury

Campers run the chance of being outside for about half of the day. Some specific hazards that may occur during the course of a normal camp day may include: sunburns, minor scrapes or cuts, slipping, falling, splinters, bruises and insect bites. In the event any of the above conditions occur, City of Tarpon Springs staff will treat the ailments in accordance to the training we have been provided in CPR/First Aid.

If illness or injury results in a more serious condition than listed above, City of Tarpon Springs staff will contact the parent/guardian immediately to make arrangements for care and/or contact 911. For your camper's safety, it is essential to provide the Recreation Division two additional emergency numbers in the event of such a situation. Campers do not always inform camp staff of scratches, rashes or insect bites. Please do a daily check with your child and inform us if anything has come up.





# Frequently Asked Questions (FAQ)

Q: What is your counselor to camper ratio?

**A: One counselor per 12 campers.**

Q: Will lunch/snack be provided?

**A: No, students will be required to bring their own.**

Q: Are electronics allowed?

**A: No, electronics are not allowed. If a child needs to make a call they may use the front desk phone.**

Q: What is the check-in/check-out procedure?

**A: Campers may be dropped off after 8am, with authorized individuals signing them in. Campers must be picked up by 5pm, with authorized individuals signing them out. With aftercare, the times are 7:30am & 5:30pm.**

Q: Who may pick up my child?

**A: Only the individuals on the pick up authorization form are allowed to pick up a child.**

Q: What days should campers bring a change of clothes?

**A: Parents will be advised ahead of time to days that students will need a change of clothes but mostly on Wednesdays when we go to the Splash Park.**

Q: What field trips are we going on and are they an additional cost?

**A: Yes, we do go on field trips. The calendar of events and field trip cheat-sheet are online and can also be picked up in person at the front desk.**



## Lunch/Snack/Dietary Needs

Lunch will not be provided to the campers. Campers must bring their own lunch and snack each day. Please be aware of foods which may spoil. We encourage campers to bring lunches in coolers with ice, blue ice or frozen juice boxes. **PLEASE DO NOT SEND SODA, CANDY OR SUGARY SNACKS.** Campers are also encouraged to bring healthy snacks to be eaten during breaks. Remember, your child will be more physically active than during a regular school day and will need to eat more and drink significantly more water.

We will be making snacks throughout summer camp so it is imperative that parents/guardians mark down any food allergies to make sure we do not expose a child to a health hazard.





# FIELD TRIP CHEAT-SHEET

	<b>SPONGERS</b>	<b>STINGRAYS</b>	<b>SPARTANS</b>
<b>WEEK 1: 6/9-6/13</b>	X	<b>Celebration Station</b> Thursday, June 12th	<b>Celebration Station</b> Thursday, June 12th
<b>WEEK 2: 6/16-6/20</b>	<b>Sky Zone</b> Tuesday, June 17th	X	X
<b>WEEK 3: 6/23-6/27</b>	X	<b>Sky Zone</b> Tuesday, June 24th <b>Elev8</b> Thursday, June 26th	<b>Elev8</b> Thursday, June 26th
<b>WEEK 4: 6/30-7/3</b>	<b>NPR Pool</b> Thursday, July 3rd	<b>NPR Pool</b> Thursday, July 3rd	<b>NPR Pool</b> Thursday, July 3rd
<b>WEEK 5: 7/7-7/11</b>	<b>Old McMicky's Farm</b> Wednesday, July 9th <b>Glazer Museum</b> Thursday, July 10th	<b>Off The Wall</b> Monday, July 7th	<b>Off The Wall</b> Monday, July 7th <b>Sky Zone</b> Tuesday, July 8th
<b>WEEK 6: 7/14-7/18</b>	<b>Get Air</b> Monday, July 14th <b>Clearwater Aquarium</b> Tuesday, July 15th	<b>Get Air</b> Monday, July 14th <b>Clearwater Aquarium</b> Tuesday, July 15th	<b>Ice Skating-Mall</b> Wednesday, July 16th <b>Youth Explosion</b> Thurs. & Fri., July 17th & 18th
<b>WEEK 7: 7/21-7/25</b>	<b>Zoo Tampa</b> Tuesday, July 22nd	<b>Urban Air</b> Thursday, July 24th	<b>Urban Air</b> Thursday, July 24th
<b>WEEK 8: 7/28-8/1</b>	<b>Astro Skate</b> Tuesday, July 29th	<b>Astro Skate</b> Tuesday, July 29th <b>Lift Adventures</b> Wednesday, July 30th	<b>Astro Skate</b> Tuesday, July 29th <b>Lift Adventures</b> Wednesday, July 30th
<b>WEEK 9: 8/4-8/8</b>	X	X	X

# MAKING MEMORIES



# FOR A LIFETIME