

# WELCOME WELCOME

At camp, children and adults have the opportunity to build social skills, make new friends, explore interests, show off their talents and experience being part of a community. We know a summer at camp can introduce endless possibilities and change lives. That's why Easterseals Southeast Wisconsin and the Milwaukee County Office of Persons with Disabilities work hard to provide the best, high-quality programs that create safe, fun and most inclusive environment for all.



### SESSION ONE JUNE 17 - JUNE 28

Explore the jungle and the tropics with fun games and activities. We'll be playing animal cracker bingo, charades and ocean tic-tac-toe. The craft line up includes jellyfish wind catchers and under the sea goldfish.

# SESSION TWO JULY 8 - JULY 19

Take a trip to the tundra and wetlands during this session. You'll be able to design your own snow mobile, create venus fly trap art and enjoy some free draw time. You and your campmates will have plenty of time to play frozen tag, OTTER basketball, and cold wiffle ball.





# SESSION THREE JULY 22 - AUGUST 2

This session plans on visiting the forest and the desert. You will get to do some awesome cactus experiments, a nature scavenger hunt. You'll also make your own rainmaker instrument and butterfly feeders.

# WE CAN'T WAIT FOR YOU TO SEE WHAT OTHER AMAZING THINGS WE HAVE PLANNED!

# CAMP REGISTRATION POLICIES AND PROCEDURES

#### REGISTRATION

Applications will be accepted on a first come, first serve basis. Easterseals encourages you to register for respite camp early. There is a limit to how many campers can attend each camp session and there are no exceptions. WE DO NOT ACCEPT FAXED APPLICATIONS.

#### ACCEPTANCE

The plan to follow for acceptance into camp includes:

- 1. Fill out the respite camp application in this booklet and send it to our West Allis office.
- If your case manager is assisting with funding for camp, contact them about providing Easterseals with a written authorization or a service plan for your camper. It is important to note that an authorization needs to be received by Easterseals before a child can be accepted into camp.
- 3. The recreation supervisor will meet with your camper to learn more about the individual's interests, address any behavior concerns or additional support and discuss how we can ensure that your camper is successful at camp. The assessment takes 15-30 minutes at an Easterseals location. Easterseals will NOT do in-home or in-school assessments for camp. An assessment needs to be completed before a child can be accepted into camp. Completing an assessment does not mean your camper is accepted into camp.
- 4. When application and assessment are completed and when Easterseals receives an authorization to provide services, an acceptance letter will be delivered to your provided address. If your camper is on the waitlist, a notification via phone call or letter will be initiated. If a spot opens, you will be notified.
- 5. Your camper's attendance on Spring Training day is mandatory and necessary for camp acceptance. A determination of discharge may be made on Spring Training Day if staff are unable to meet the needs of a camper, or if the camper compromises the safety of themselves or others outside of the 1:4 staff to camper ratio.

If you do not follow these steps in their entirety, your acceptance to camp may be delayed. Registrations come in quickly and the ones that come first, in completion, will fill the remaining camp spots.



#### CANCELLATION AND REFUNDS

If you are discharged from camp you will be considered for a prorated refund of the camp fee. Refund of camp fees are subject to evaluation of the situation on a case-by-case basis. Refunds will be given no later than September 30<sup>th</sup>, 2019.

#### PAYMENT

Your space will not be reserved without confirmation of payment or authorization of services. Camp fees will not be prorated. Your payment will be withdrawn on Friday, May 17<sup>th</sup>, 2019. If your camp fees will be paid by a funding source (Children's Long-Term Support Waiver, Family Care, IRIS, DHHS, etc.), indicate the name, phone number and e-mail of your case manager on the application.

Please work closely with your case manager to acquire authorization for services. If we have not acquired authorization of services by May 17<sup>th</sup>, 2019, the camper may be moved to the wait list.





# WIL-O-WAY SUMMER CAMP INFORMATION

#### LOCATIONS

Wil-O-Way Underwood Recreation Center 10602 Underwood Pkwy Wauwatosa, WI 53226

Wil-O-Way Grant Recreation Center 207 Lake Drive South Milwaukee, WI 53172

#### ELIGIBILITY

The Easterseals Respite Camp is for individuals living with disabilities between ages 7-21. Completed applications are accepted on a first come, first serve basis; each camper (new or returning) must complete an assessment performed by Easterseals staff. If there are behavioral concerns, Easterseals staff may request an IEP from school or to speak to a teacher/caregiver regarding behavioral support plans prior to acceptance into camp.

#### **TRANSPORTATION**



Transportation is provided to and from camp for Milwaukee County residents only. Please fill out the transportation section in the application with correct pick-up and drop-off addresses.

#### SIGNIFICANT MEDICAL NEEDS

We try to make accommodations so that almost everybody can come to camp. If your camper has significant medical needs, please have someone attend the Spring Training Day to assist CNA staff in becoming familiar with proper care techniques. Some campers with significant medical needs have a Personal Care Assistant (PCA) attend camp daily to provide care. If PCA attendance is required or if you'd like to discuss other medical concerns, call Mikayla at (414)550-2294.

#### REGARDING BEHAVIORS

If during camp, Easterseals feels that additional supports need to be in a place to ensure the success of a camper, staff will communicate with both the guardian and service coordinator/ case manager to determine if a 1:1 support can be provided until we feel the camper is safe and we are able to meet their needs. If a determination to discharge exists, Easterseals staff will notify guardian, and service coordinator/case manager verbally and in writing.

#### WIL-O-WAY FEE

Milwaukee County Office for Persons with Disabilities has been diligent in their efforts to keep fees as reasonable as they can. The fee covers bus transportation, activity supplies, art projects, t-shirt, water bottle, and backpack.

#### AGENCY POLICIES

Easterseals is committed to ensuring that the rights of our clients are upheld. Please see our website for our Notice of Privacy Practices and our Complaint Resolution process. Links to these policies are available at the bottom of our program page:

easterseals.com/wi-se/our-programs/



# COMMUNICATION

#### EMAIL

For general information and non-emergent updates, Easterseals staff will be contacting you via email. Please ensure the primary contacts' updated email address is listed on camper registration form. Please check your email on a daily basis for general communication and schedule changes.

Each Site Leader will be checking their email daily. Please don't hesitate to contact staff through email for non-emergency matters including notices of absence.

#### PHONE CALLS

For any immediate concerns or incidents including camper illness, behaviors, etc., Easterseals staff will be contacting you via phone.

Site Leaders may be contacted via phone for last minute changes in campers drop off/pick up schedule, or daily schedule updates. Please be aware that the focus of Easterseals staff is the safety and engagement of all of our campers throughout the camp day. Non-Emergency phone calls should be made to the camp Site Leader before or after the full camp day between 8:00am and 9:00am, 3:00pm and 4:00pm.

Please contact Mikayla, Recreation Supervisor, regarding camper safety, Site Leader concerns, or if you unable to reach the Site Leader with an urgent matter at (414)-550-2294 or mikaylas@eastersealswise.com.

Please contact Rachel Simon, Respite Services Manager, if you unable to reach Mikayla with an urgent matter at (414)-550-2790.



"The camp counselor was fantastic. Every day she greeted my daughter with a smile. She was unflappable with the challenges my daughter presents. It was wonderful for her to try new things my daughter might like while always giving her great care for the things she needed. The counselor was a gem."

- Camp Parent, 2018



" Our little guy has enjoyed both his years at the camp immensely and that is our biggest criteria. Camp is so important to kids like mine. It's more than just recreation"

- Camp Parent, 2018

# GETTING READY FOR CAMP

# SPRING TRAINING

We are hosting a mandatory Spring Training day for our campers at each camp location. This will be included in the camp cost. Transportation will NOT be provided for Spring Training Day.

Parents are requested to not be in attendance in order to simulate a true camp day. The goal of this day is for Easterseals staff to be hands on and identify camper needs prior to the first day of camp. Campers will be provided a snack and engage in a variety of activities to help kick off the summer!

A determination of discharge may be made on Spring Training Day if staff is unable to meet the needs of a camper, or if the camper compromises the safety of themselves or others outside of the 1:4 staff to camper ratio.

### WIL-O-WAY UNDERWOOD

Thursday, June 13th

Drop off: 11:30am-12:00pm

Spring Training: 12pm-3pm (no parents, please)

Pick Up: 3:00pm-3:30pm

### WIL-O-WAY GRANT

Friday, June 14

Drop off: 11:30am-12:00pm

Spring Training: 12pm-3pm (no parents, please)

Pick Up: 3:00pm-3:30pm

#### CAMP CHECKLIST

Every day campers are expected to bring a large bag or backpack filled with the following items:

- ☐ LUNCH (COLD LUNCH PREFERRED)
- ☐ SUNSCREEN
- ☐ INSECT REPELLENT
- ☐ BATHING SUIT
- ☐ TOWEL
- ☐ CHANGE OF CLOTHES
- ☐ PERSONAL CARE SUPPLIES
- ☐ WATER BOTTLE
- ☐ POOL SHOES (OPTIONAL)



# LABELING

Please ensure that your camper is sent to program with appropriate clothing. Layers of light clothing to stay comfortable with the changing temperatures throughout the day are recommended. Due to the large number of campers at each site, please label all items with camper's initials! Staff will do their best to keep track of each camper's belongings, and will label if necessary.



# CHECK OUT SOME OF OUR OTHER PROGRAMS!



### **ADULT RECREATION**

Our Adult Recreation Programs provide individuals with disabilities ages 16 and up with activities that focus on socialization, skill building, community outings and fun while providing respite for caregivers.

### PROJECT SEARCH

Project SEARCH is an exciting transition program for young adults with disabilities. It is a unique, business-led program that takes place entirely in a host business. Over 80% of our graduates have found community based employment in the last five years!





# ADULT DAY SERVICES

Easterseals Adult Day Services is designed to preserve independence, increase socialization, and enhance the quality of life of our participants and their caregivers. Choosing the right day program can be challenging; Easterseals is here to support and welcome you into one of our Adult Day programs.

## WALK WITH ME

Join us on Wednesday June 26th, at the Milwaukee County Zoo and help create a world of possibilities for children and adults with disabilities! Your support of this 13th annual walk helps us provide individuals the opportunity to live, learn, work and play in our communities.



WANT TO KNOW MORE ABOUT EASTERSEALS? FOLLOW US ON FACEBOOK AND INSTAGRAM!



Non-Profit Org. U.S. Postage PAID Milwaukee, WI Permit No. 2781