



Camp Horizon Summer Day Camp Program



2025
Parent Handbook

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Welcome

Dear Camp Horizon Parents/Guardians,

The Camp Horizon team is very excited for this summer to get underway. This year, the schedule is action packed with a variety of activities focused on social and leisure life skills that are sure to engage all of our campers! This summer, campers will go full “**STEAM**” ahead and explore outer space, weather events, and more using Science, Technology, Engineering, Art, and Math! In addition to the typical camp activities, campers will spend time at the Doty Park Sprayground, swim at the Northeast Family YMCA, play at local parks/playgrounds, and interact with special guests who will share their unique talents. Each week will end with a field trip or special event.

Below are a list of the weeks and themes and field trips associated with each:

Week:	Theme:	Trip/In-House Activity
1	Space Out	Trip – Discovery Center/Burpee Museum
2	Once Upon a Time	Trip – Krape Park, Freeport Park District
3	Animal Adventures	Trip – Milwaukee Zoo
4	Somewhere Over the Rainbow	In-House – Art Party
5	Games, Games, Games	In-House – Summer Cookout
6	Olympics	Trip – Sensory Garden Playground
7	Glow in the Dark	Trip – Skateland
8	Build It	Trip – Betty Brinn Children’s Museum
9	Sticky Icky	In-House – Slime Party
10	Splish Splash	Trip – Woodstock Waterworks
11	Wild Weather	Trip – Randall Oaks Zoo

The Camp Horizon handbook was created to provide the necessary information to help campers be as successful and independent while in the program as possible. This handbook serves to answers many questions you might have throughout the year. Campers are encouraged to actively participate in program activities, while growing and learning through recreation. While at Camp Horizon, skills presented will promote recreation, leisure awareness, social skills development, and independence.

If you have any questions, ideas, requests, or concerns throughout the year, please feel free to contact me at your convenience.

Here’s to another happy summer full of memories! I look forward to working with you all.



Sean Cramer, CPRP
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Facilities & Locations

Camp Horizon Summer Day Camp Program is located at the Belvidere Park District (BPD) Special Recreation Facility – 6581 Revlon Dr, Belvidere, IL. Alternative BPD facilities and community locations are used to carry out program activities, which are listed below. This list is not all encompassing, but rather those that are frequently visited.

The Special Recreation Facility and Camp Horizon program are not licensed or regulated by the Department of Children and Family services (DCFS). However, the facility is considered “license-exempt”. The Belvidere Park District follows the guidelines put in place by the Illinois Department of Human Services (IDHS) and accepts requests for childcare assistance from DCFS. Parents/guardians are responsible for registration fees until the State of Illinois authorizes financial assistance.

Belvidere Park District Facilities

Site: **Special Recreation Facility**
Program Cell Phone: 815-298-6481
Program Site Phone: 815-547-5711 x609
Address: 6581 Revlon Dr, Belvidere, IL
Parking: Please park and pick-up/drop-up in the north parking lot.
Program Hours: 7:00am – 6:00pm
Registration Hours: Monday – Friday: 3:45pm – 6:00pm (Year Round)
Monday – Friday: 7:00am – 9:00am (Mid-May thru Mid-August)
Registration Phone: 815-547-5711 x603



Site: **Administration Building** (Lower Level & Bloom Playground)
Phone: 815-547-5711 x108
Address: 1006 W Lincoln Ave, Belvidere, IL
Hours of Operation: Monday – Friday: 9:00am – 5:00pm



Site: **Rivers Edge Recreation Center** (Gymnasium)
Phone: 815-547-5711 x202
Address: 1151 W Locust St, Belvidere, IL
Registration Hours: Monday – Friday: 9:00am – 5:00pm



Site: **Doty Park Pavilion/Sprayground**
Address: 365 W Locust St, Belvidere, IL
Hours of Operation: Visit <https://www.belviderepark.org/parks-facilities/riverside-ice-arena/> for specific hours of operation.



Site: **Aberdeen Park** (playground, a variety of sports courts/fields, shelter, and restrooms)
Address: 1343 Orth Road, Caledonia, IL

For more information on Belvidere Park District facilities and amenities, visit: www.belviderepark.org.

Community Locations

Site: YMCA of Rock River Valley – Northeast Family YMCA
Phone: 815-885-6852
Address: 8451 Orth Rd, Loves Park, IL



Mission, Philosophy, & ADA

WHAT IS CAMP HORIZON?

Camp Horizon is a summer day camp program for individuals ages 5 through 22 with disabilities. The primary goal of the program is to encourage independence through recreation-based activities, while providing quality care during the summer. Camp Horizon is a summer only (11 weeks) program that meets Monday through Friday (except on holidays), 7:00am – 6:00pm. Primary structured activities occur during the hours of 9am – 4pm and free choice/play activities take place from 7am – 9am and 4pm – 6pm. Campers have a variety of registration options to choose from: Full-Time (5 days per week), Part-Time (3 days per week - M/W/F), and Summer School (after school until 6pm and all day on Friday during D100 extended school year calendar).

PROGRAM MISSION

It is the mission of Camp Horizon to enrich and empower the lives of participants by providing activities that focus on recreation skills, which allow them to become independent and confident members of the community. It is a priority that camp provides campers with memories that are lasting and enjoyable. When planning summer camp curriculum, staff do their best to consider individual differences and special abilities, as well as family and cultural patterns.

FULL ACCESS FOR ALL - ADA

The Belvidere Park District Special Recreation advocates for full participation under the Americans with Disabilities Act (ADA), which prohibits discrimination in the provision of programs, services or activities to individuals with disabilities. Every attempt at reasonable accommodation will be made so individuals may participate in Camp Horizon. Special Recreation staff are committed to meeting campers' unique and individual leisure needs.

Mandated Reporting

ILLINOIS MANDATED REPORTER STATEMENT

All Belvidere Park District Special Recreation staff are mandated reporters. In accordance with the Illinois Abused and Neglected Child Report Act (ANCRA) (325 ILCS 5/), all staff members, volunteers, and affiliates of Camp Horizon are designated as mandated reporters under Illinois law. This means that the aforementioned individuals are legally required to report any suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services (DCFS).

Reporting Obligations, Confidentiality, & Protection of Reporter:

- A report must be made immediately when there is reasonable cause to believe that a child may be abused or neglected.
- Reports will be made to the DCFS Child Abuse and Neglect Hotline at 1-800-25-ABUSE (1-800-252-2873) or online at <https://dcfsonlinereporting.dcf.illinois.gov/>.
- All reports are confidential, and the identity of the reporter is protected under state law. Good-faith reporters are granted immunity from liability, meaning they cannot be legally penalized for making a report, even if the allegation is not substantiated.
- If agents of the Belvidere Park District fail to report suspected abuse or neglect, they may incur legal penalties including fines and potential criminal charges.

Training Requirements:

- All mandated reporters are required to complete the Illinois DCFS Mandated Reporter training (<https://mr.dcfstraining.org/>) upon hire and renew the training every year, thereafter.

Registration Process & Fees

REGISTRATION and PAYMENT PROCEDURES; FEE INFORMATION

Camp Horizon runs June 2nd through August 15th from 7:00am until 6:00pm, Monday through Friday (except on holidays). The camp will not be held on the following holidays: Juneteenth (6/19) and Independence Day (7/4).

1. **Program fee** includes, but is not limited to: daily breakfast (optional), snack, bi-weekly themed/cooking snack, craft supplies, activity supplies, transportation to and from community locations, gardening, 4-H participation, swimming at YMCA, field trips, special in-house events, 1:4 (Sun Group) – or – 1:6 (Sky Group) staff to camper ratio, program space usage.

2025 CAMP HORIZON FEE INFORMATION		
Full-Time Mon – Fri 7am – 6pm	Part-Time Mon/Wed/Fri 7am – 6pm	Summer School Mon – Thurs = After School – 6pm Fri = 7am – 6pm
\$170 per week (\$140 for reduced weeks due to holidays)	\$110 per week (\$75 for reduced week due to holiday)	\$130 per week (\$90 for reduced week due to holiday)

2. **Registration** can be completed online (www.belviderepark.org) or at the following locations:

- Rivers Edge Recreation Center (1151 W Locust St, Belvidere)
Year-Round 9:00am – 5:00pm Monday thru Friday
- Special Recreation Facility (6581 Revlon Dr, Belvidere)
Mid-August thru Mid-May 3:45pm – 6:00pm Monday thru Friday
Mid-May thru Mid-August 7:00am – 9:00am – AND – 3:45pm – 6:00pm Monday thru Friday

3. **Payment** is required prior to attendance by in-person/online or by ACH payments.

- **Automatic payments** are deducted from your credit/debit card on Tuesday of each week prior to attendance. You will be required to complete a Credit Authorization Form in order to utilize this payment option.
- **In-person/online payments** are due at time of registration (by the Monday of each week prior to attendance) and can be in the form of cash, check, or credit/debit card. Registration/payment is accepted online, at the Special Recreation Facility, or the Rivers Edge Recreation Center.
- **Phone payments** are not initially accepted. However, if you would like to pay by credit card via phone – you must follow EMV* requirements. To comply, you must present the credit/debit card, in person, for it to be manually swiped and saved in the system. After the initial swipe of a credit/debit card, subsequent phone payments or requests via email will be accepted.
- **Failure to make a payment** by either option will result in participant not being able to attend the program for the following week.
- **NSF Fee**: If a payment is rejected at any time, **you will be charged a \$35.00 NSF fee**. All fees must be paid before a participant can return to the program.

CURRENT CAMPER INTAKE PROCEDURE

Camp Horizon campers must complete the following documentation to register and attend the program. Much of this information is in the form of an online data collection system called ePACT. The following is what campers are expected to complete:

- Annual Information Form (ePACT)
- Medical History (ePACT)
- Authorized Pick-up List (ePACT)
- Handbook Acknowledgement Form
- Payment Forms/Selection
- Medication Dispensing Forms (if applicable)
- BPD Climbing Wall Waiver

NEW CAMPER INTAKE PROCEDURE

Campers who are new to the program will follow the same procedures as above. However, the camper and parent/guardian **MUST** initially meet with the BPD Special Recreation Supervisor – Horizons to complete an intake/eligibility assessment. This must also be done prior to completing any portion of the registration process.

*EMV is an acronym for Europay, MasterCard, and Visa, the three companies that created a secure payment standard for credit, debit, and prepaid cards. EMV refers to the use of a chip embedded in payment cards to increase security and reduce fraud. The chip stores cardholder information and creates a unique transaction code each time the card is used.

Refunds

REFUND PROCEDURE

Camp Horizon does not offer refunds or credits given for missed days; including personal vacation time off and program suspensions due to behavior. If a camper misses or plans to miss a significant amount of time, they are responsible for payment. On a case-by-case basis, refunds may not be given if discounts were previously applied to tuition.

- **Exception** will be given with a written doctor's note stating that the camper was ill for an extended period of time and under the care of a physician.
 - Doctor's note must be presented to the Special Recreation Supervisor for any refund to be considered.

Horizon Room Rules

The following rules are posted in the Camp Horizon program space, the Horizon Room, to remind campers of behavior expectations:

1. Be Responsible
 - Participate in all activities
 - Take turns with others
 - Complete daily responsibilities/tasks
2. Be Respectful
 - Use good manners
 - Listen when friends and staff are talking
 - Follow directions
 - Always be honest
3. Be Safe
 - Keep hands, feet, and objects to ourselves
 - Walk, don't run
 - Ask before leaving the room
 - Use equipment wisely
4. Be Caring
 - Use kind words
 - Help others
 - Share with our friends
5. Be The Best You Can Be
 - Be positive
 - Be pleasant

Handle with Care Policy

HANDLE WITH CARE BEHAVIOR SYSTEMS POLICY:

The Handle with Care (HWC) Behavior Management System is a program that provides training techniques in crisis intervention and behavior management and will be utilized in specific instances when other de-escalation tactics have failed. Select employees are trained in the HWC philosophy, which allows them to use physical interventions when encountered with individuals who pose an imminent risk to themselves and others while participating in District programming. Employees are provided with HWC Verbal Intervention training and a select few are trained in the Physical Intervention portion of the program.

While the District utilizes HWC program techniques (manual restraints), it is the policy of the District to promote and maintain an individual's independence and embrace their dignity. This will be accomplished using appropriate and safe interventions when encountering unsafe behavioral situations that include verbal and physical interventions in the least restrictive manner as possible.

Special Recreation Staff who are trained in HWC:

- Full-time and part-time employees over 18 years of age.
- Part-time employees must be a minimum of a 2nd year counselor/instructor.

All applicable employees will be trained annually in accordance with HWC program techniques. If the training requirement is not complete, identified employees will not be allowed to perform physical restraints. All employees are prohibited from using corporal punishment, seclusion, and prone restraint.

Behavior Policy

BPD BEHAVIOR MANAGEMENT POLICY

All campers in BPD programming are expected to exhibit appropriate behavior at all times and guidelines for discipline. They have been developed to ensure programs are safe and enjoyable for all campers. Additional rules may be developed for specific programs as deemed necessary.

BEHAVIOR CODE OF CONDUCT

All campers shall:

- Show respect to all campers, staff, and volunteers.
- Follow program rules and take direction from staff.
- Refrain from using abusive or foul language.
- Refrain from threatening or causing bodily harm to self, other campers, or staff.
- Refrain from eloping.
- Show respect for equipment, supplies, and facilities.
- Not possess any weapons.

DISCIPLINE PHILOSOPHY

A positive approach will be used regarding discipline. Staff will periodically review rules with campers during the program session. If inappropriate behavior occurs, a prompt resolution will be sought specific to an individual's situation. The BPD reserves the right to dismiss a camper whose behavior endangers their safety or that of others.

BEHAVIORAL PROCEDURES

BPD Staff will determine the severity of action and immediately take steps to correct unwanted behavior. Action steps may include, but are not limited to:

- A verbal warning.
- Supervised time-out from the program. The type of time-out will vary according to the situation.
 - For example – observational: from sidelines of an activity; exclusion: away from the group, but within view of the activity; seclusion: time-out area with staff member present, away from view of the activity.
- Physical restraint.
 - If a situation escalates where physical restraint is necessary, the Handle with Care Behavior Systems Policy will be followed.
- Police contact will be initiated if:
 - a camper makes a direct threat of hurting themselves and a parent/guardian is not immediately reachable.
 - a camper becomes overly aggressive and violent.
- A suspension from the program for a designated period of time.
 - Time will depend on severity of actions, length of program or activity, any past behavior issues with the camper, and their willingness to improve unwanted/inappropriate behavior.
- Transfer to another program where inappropriate behavior may be less prone to occur.
- Limited/reduced timeframe a camper is allowed to attend the program.
- Dismissal from program or activity.
 - If inappropriate behavior persists or the behavior completely disrupts the program, removal may be necessary.
- Appeals should be directed to the Special Recreation Manager first, the Superintendent of Recreation second, and finally the Executive Director.

Eligibility Requirements

CAMP HORIZON CAMPER ELIGIBILITY REQUIREMENTS

Individuals who wish to attend and participate in Camp Horizon Summer Day Program must meet the following guidelines and expectations (with minimal assistance) to participate. These guidelines are set forth to ensure a successful experience for everyone involved in the program. Safety for campers and staff is of utmost importance for the duration of the program. All situations will be reviewed on a case-by-case basis and with the camper's best interest at the forefront of discussion.

- **Staff to Camper Ratio:** Camper must be able to function on a 1:4 (Sun Group) or 1:6 (Sky Group) staff to participant ratio at all times of programming. The Camp Horizon program is not staffed or equipped to accommodate any individual who requires 1:1 assistance on a consistent basis. Functioning must be dependent on all unknown factors that may arise for the duration of the program.
- **Independent Living Skills:** Camper must be able to perform independent living skills with minimal assistance.*
 - What are independent living skills?
The camper's ability to function independently during most everyday situations; with minimal accommodation. This may consist of personal, physical (i.e., eating, drinking, etc.) vehicle and travel safety, interpersonal and socialization skills, time management, etc.
- **Self-Care:** Camper must show the basic self-care principles independently or with minimal assistance.*
 - What is Self-Care?
Individuals take responsibility for their own health and well-being, with minimal support from staff.
 - Exceptions and accommodations related to the ability to show independent basic self-care principles in individuals who require toileting assistance:
 - If a camper is between the ages of 3 – 8 and shows emerging skills of toileting (delays due to a disability), Camp Horizon staff will assist with changing a diaper or pull-up.
 - In this case, a staff member will be accompanied by an additional staff member when tending to self-care needs with a camper.
 - If a camper's toileting assistance is not emerging (at any age) and not due to disability, they will not be accepted into the program.
 - However, if a parent/guardian (or person appointed by the camper's family) would like to meet Camp Horizon in their location and attend to toileting needs, the camper will be admitted to the program.
 - If a camper needs minimal assistance when toileting, a Camp Horizon staff member will assist in this situation, along with an additional staff member present.
 - For example, a camper needs assistance with transitioning from a wheelchair to the toilet, unbuttoning pants, or pulling pants up/down.
 - Staff **will not** assist with wiping and the use of feminine products.
 - Self-Care Principles:
 - Campers make informed choices to manage their self-care needs.
 - Campers effectively communicate individual self-care needs.
 - Campers are able to manage their self-care needs.
 - Self-Care Examples:
 - Personal appearance, hygiene, toileting, relaxation, time management, meal management, etc.
- **Following Group Direction and Instruction:** Camper must possess the ability to stay with the group and not wander/stray.
 - Camper must be able to demonstrate willingness to participate in daily program activities within reasonable accommodation.
 - Camper must be able to follow simple 1 – 2 step directions, independently.
 - Camper must be able to complete tasks that may be undesirable to camper's likes and interests but are necessary for leisure life skills activities.
 - Camper must demonstrate the ability to wait and transition to activity with minor staff assistance.

*Minimal assistance is defined as camper being able to complete most toileting, eating, drinking, and other daily living tasks independently, requiring only **limited support** from staff. This may include: the use of verbal cues or reminders, setup assistance such as adjusting clothing or positioning mobility aids, minor physical support, and cues for hygiene tasks such as reminders to wipe or flush, cutting food, etc.

Camp Group Descriptions

Camp Horizon activities are divided into groups based on age and abilities. The separation of campers is to help everyone function at their highest abilities during the day. Campers will all come together for special activities throughout the day, trips, swimming, lunch, and a variety of other times.

Camp Horizon Group Descriptions		
	Sun Group 5-21 years old	Sky Group 13-17 years old
Staff Ratio	Participants must be able to function on a 1:4 staff to camper ratio. However, the ratio will be lowered on an as needed basis. For example – during swimming activities if a camper has a seizure disorder, they require a 1:1 ratio while in the water.	Participants must be able to function on a 1:6 staff to camper ratio. However, the ratio will be lowered on an as needed basis. For example – during swimming activities if a camper has a seizure disorder, they require a 1:1 ratio while in the water.
Self-Care	Camper must show the basic self-care principles independently or with minimal assistance. See page 9 for more information on self-care.	Camper must show the basic self-care principles independently or with minimal assistance. Furthermore, the following will be required for participation in the Sky Group: <ul style="list-style-type: none"> • Ability to stay with the group and not wander/stray from staff and other participants at all times. • Ability to swim with confidence in shallow water. For swimming in deep water, a lifeguard instructed swimming test will be required (those with seizure disorders will utilize a 1:1 staff while in the water.) See page 9 for more information on self-care.
Instruction	Participants will practice good listening skills during all hours of programming. Staff may provide individualized directions to participants with additional needs.	Participant must have the ability to follow basic, step-by-step instruction, or with limited staff assistance and be able communicate personal needs. They must also demonstrate willingness to participate in daily program activities with reasonable accommodation.
Participation	Participants will practice good participation in all camp activities and challenge themselves to learn/improve on recreational skills.	Participant must have the ability and willingness to participate in all camp activities with minimal prompts.
Social	Participant will practice social skills by interacting with peers in a positive manner.	Participant must have the ability to get along with others, interact with peers, and manage own behavior in a variety of environments.
Behavior	All participants must follow our Behavior Expectations and Code of Conduct during all program hours. Participants will be reminded of rules as often as seen fit.	

*Parents/guardians will be notified on the first day of camp as to which group their campers will be placed. If there are any questions/concerns about groups, please contact the Special Recreation Supervisor.

Opening/Closing Procedures

PARKING

During the summer months, all park district facilities are very busy and parking can be a challenge during this time. At the Special Recreation Facility, utilize the north parking lot when dropping off/picking up campers. The south parking lot is reserved for staff parking. However, there may be times when the north lot is closed due to special events. During these times, use the south lot to park and pick up campers. Please **DO NOT** park in any grassy areas at any park district facility. Also – be CAUTIOUS of other drivers and young children while in parking lots.

- The Special Recreation Facility parking lot is heavily congested between 8:45am – 9:15am and 3:45pm – 4:15pm while the Camp Horizon Adult Day Program participants are arriving and departing from their program.

DROP OFF/PICK UP TIMES

Monday thru Friday – All campers should be dropped off at the BPD Special Recreation Facility (6581 Revlon Dr) inside the sliding doors/lobby.

Drop-off Time:	7:00am – 9:00am <ul style="list-style-type: none">• Please be prompt, but do not enter the facility prior to 7:00am.• Someone must sign a camper into the program upon arrival to ensure they are safely in the care of a staff member.• If a camper utilizes public transportation or arrives by school bus, they will be received off the bus no earlier than 7:00am and signed in by a staff member.• The program will not wait longer than 10 minutes after the start of scheduled activities (9:00am) for campers who are late for the program. If a camper will be later than 9:10am, parent/guardian must coordinate drop off through the program cell phone.
Pick-up Time:	4:00pm– 6:00pm <ul style="list-style-type: none">• If a parent/guardian or public transportation is late picking up a camper, they will be charged a late fee.• Please refrain from picking campers up early on a consistent basis as it interferes with the continuity of programming.• On days when Camp Horizon leaves the Special Recreation Facility, the program may be delayed due to unforeseen circumstances or the nature of the trip/activity. If an outing return is delayed, parent/guardians will receive a text message via the Remind App. Staff at the Special Recreation Facility will also be notified of the late arrival.

OPENING/CHECK-IN PROCEDURES

The BPD Special Recreation Facility main entrance (sliding doors) will be unlocked promptly at 7:00am and will remain unlocked while staff are present in the facility and until 6:05pm (or until the last camper leaves for the day, whichever comes first). The Camp Horizon staff will be available during this time for any questions or concerns from parents/guardians.

- When dropping off, a parent/guardian **MUST** sign their camper in on the clipboard and inform staff they have arrived. A camper is **NEVER** to be dropped off without checking in and notifying a staff member.
- We ask that parents/guardians refrain from entering the Camp Horizon program space during program hours to ensure the quality and consistency of programming for all campers. If you would like a tour of the facility, please contact the Special Recreation Supervisor.

Opening/Closing Procedures

****OPENING/CLOSING PROCEDURES CONTINUED FROM PREVIOUS PAGE****

CLOSING/CHECK-OUT PROCEDURES

For the safety of campers, you **MUST** always sign your camper out of the program on the clipboard when they are picked up from Camp Horizon. **NOTE:** Staff will not release campers to anyone who is not on their authorized pick up list which can be updated in real time via ePACT.

- During the first week of camp (or camper's attendance) all individuals who pick campers up from the program will be required to show a state issued photo ID and any time an individual is unknown to a staff member.
- Additionally, inform all authorized pick-up individuals of this requirement – which will be enforced more frequently than the first week of camp, especially if an individual is unknown to a staff member.
- If a camper needs to be picked up early, please contact the program cell phone at 815-294-6481 with at least 10 minutes notice – prior to pick-up and when you arrive. This will allow for a smooth transition and minimal program disruption.
- If a camper departs on their own via public transportation, an independent departure form must be completed.
- Sporadically and throughout the summer, pick-up locations might be at a location other than the BPD Special Recreation Facility. Parents/guardians will be notified in advance through email, flyers, and/or Remind. It is the responsibility of each parent/guardian to communicate pick-up locations to their designated pick-up person. If program locations change due to weather, parents/guardians will be notified via Remind only.

ABSENCES

If your camper will be absent for any reason – please contact the Camp Horizon program cell phone at 815-298-6481. If no one answers, please leave a message. If a parent/guardian does not contact the program cell phone, staff will call 15 minutes after the program has begun (9:15am) to make sure they are not attending for the day.

- Field Trip Days – If camper has not arrived by 9:00am, please be aware that Camp Horizon may have already departed for the trip. In this case, you will be responsible for the camper's daily care **OR** the parent/guardian may drop them off at the field trip destination. If you choose this option, it **MUST** be coordinated with the Camp Horizon Coordinator via the program cell phone.

LATE DROP-OFF PROCEDURE

If a camper will be arriving late to Club Horizon, please call the program cell phone at 815-298-6481 to notify a staff member. If the program is not at the Special Recreation Facility, it is the parent/guardian's responsibility to bring them to the location of the group. Please be as prompt as possible. The program will not wait to begin the day's activities for late campers.

Field Trips: the program typically departs **NO LATER** than 9:00am, unless otherwise indicated on activity flyers. If a camper is not at the Special Recreation Facility by 9:00am – the group will leave. It is then the parent/guardian's responsibility to get them to the field trip site.

LATE PICK-UP PROCEDURE

If a camper is picked up late, they will be issued a late fee. A written warning will be given for the first offense of the summer season of Camp Horizon participation. The second offense and any other offense thereafter will result in a late fee of \$10.00 for every 15 minutes of tardiness. For example, Camp Horizon ends at 6:00pm; 6:01 – 6:15pm is a \$10.00 charge, 6:16 – 6:30pm is a \$20 charge, etc. Campers who are consistently picked up late will be removed from the program. The fee will be added to the total cost of Camp Horizon for the week of attendance and required to be paid prior to registration for the week or any other district program.

Program Information

WHAT TO WEAR AT CAMP HORIZON

Camp Horizon activities are constantly moving about, so it is highly recommended that all campers wear comfortable clothes and shoes when attending the program. All campers are encouraged to participate in all activities. Staff will do their best to aid campers in keeping their clothes free of debris. However, program activities can sometimes get a bit messy. Keep this in mind while dressing for the day.

WHAT TO BRING TO CAMP HORIZON

Please clearly label everything that is brought to Camp Horizon with the camper's name. A lost and found box will be kept at the Special Recreation Facility Front Desk. Items will only be kept for two weeks at the end of the summer. After this time, all items will be donated.

KEEP AT CAMP HORIZON	BRING TO CAMP HORIZON DAILY
<ul style="list-style-type: none">• Full change of clothes• Sunscreen (SPF 30 or higher) – lotion only. **Sunscreen will be used by all campers.** Please do not provide aerosol sunscreen.• Insect repellent (containing DEET)• Feminine hygiene products; if needed	<ul style="list-style-type: none">• Swimsuit & towel (even non-swimming days)• Sweatshirt or light jacket• Closed toed shoes – no sandals. Please wear shoes appropriate for daily activities.• Any necessary forms and information from home.

PERSONAL/PROHIBITED ITEMS

Staff kindly ask that campers leave all personal items such as toys, books, electronics, cell phones, etc. at home. However, it is understandable that a camper may benefit from the use of one of these items. If they need to bring something of a personal nature, please communicate with the Special Recreation Supervisor prior to bringing that item to Camp Horizon.

- *Weapons of any kind, including, but not limited to, pocket knives, screwdrivers, guns, metal nail files, matches, war toys, or other toys of destruction are not permitted at our camp.*
- All BPD facilities are alcohol, smoke, and drug free and cannot be used while on park district properties.

BPD cannot be responsible for items brought from home that are lost, stolen, or damaged.

BREAKFAST (Optional)

Campers coming to the program early will be offered breakfast (provided by the Northern Illinois Food Bank). Breakfast will be offered from 8:00am to 8:45am. If you are bringing your camper after this time, please provide breakfast to them prior to dropping off at Camp Horizon.

LUNCH & BEVERAGE

The Camp Horizon program fee does not include a daily lunch for campers. Each camper is required to bring a sack lunch and beverage every day of attendance. Lunches should be clearly labeled with the camper's name. All lunches are considered "cold," meaning items will not become perishable before lunch time. Camp does not have access to a microwave or refrigerator. It is advised that campers use insulated lunch containers with an ice pack. The exception to this is on field trip days when it is requested that campers bring a completely disposable sack lunch.

SNACKS

A daily balanced snack will be provided (by the Northern Illinois Food Bank) at approximately between 3:00 and 4:00pm. Please keep in mind that snacks are not a complete meal, but will include a drink. If your camper is on a specialized diet, please provide them with a daily snack. Twice per month, campers will take part in the preparation of a themed snack to enjoy.

Program Information

CAMP HORIZON PROGRAM ACTIVITIES

- Opening/Group Daily Activity: Each camp day will begin with a large group activity, which includes morning stretches, silly songs, and a review of the day's schedule.
- Small Group Activities: Campers are divided into smaller groups for the duration (except for lunch) of the camp day to participate in age and ability appropriate activities. These activities will vary in physical intensity, location, and sensory components and include, but are not limited to; crafts, sensory, STEAM, games, science experiments, and outdoor exploration.
- Lunch: Campers will join all camp groups to enjoy lunch outdoors (weather permitting) with their peers. Lunch will be located in the fenced in area at the Special Recreation Facility – when camp is not out in the community. Other lunch locations may include Aberdeen Park, Doty Park, other local Belvidere Park District locations, and on field trips.
- Large Group Activities: There will be opportunities for all Camp Horizon participants to interact and participate in large group activities. The nature of these activities are typically active in nature, allowing campers to burn off some energy, and may include water games and a themed game at a local park.
- Special Guest: Every Monday, special guests will come to Camp Horizon and share their talents, hobbies, and other recreational activities with all camp groups. Guests vary from week to week and have included local athletes, musicians, crafts, vocations, and much more!
- Doty Park Afternoons: Tuesdays afternoons are spent at Doty Park where campers will eat lunch and snack at the shelter, play at the Sprayground and playground, and enjoy the outdoors until pick-up at the shelter.
- Rotating Park District Parks & Facilities: Every Wednesday afternoon, Camp Horizon will visit a local park or facility to participate in recreation play time. The location will be noted in the weekly newsletter and posted on the whiteboard in the Special Recreation Facility lobby/vestibule. Campers will enjoy lunch at the location, participate in an all camp activity, and play on playground.
- IDA Public Library Book Mobile: The mobile unit visits Camp Horizon every Wednesday afternoon! Note: the north parking lot will be closed on these days – please park in the south lot. Campers will have the chance to peruse the book selection, participate in activities that the library provides, and check out books – if desired.
- Swimming Days: Camp Horizon utilizes the YMCA of Rock River Valley – Northeast Family YMCA's pool, located in Loves Park, for swimming one time per week, Thursday mornings. The goal of swimming is to provide another opportunity to encourage recreational activities while promoting an active lifestyle.
 - **Campers must wear their swimsuits** and closed-toed shoes and socks (no flip flops) to camp on Thursdays. Flip flops may be sent for wearing while on the pool deck and in the locker room. Please make sure to send a change of clothes. Campers will be heading to Aberdeen Park for lunch and play time after swimming, where they will also change into dry clothes and their shoes and socks.
- New Horizons: Campers who are in the Sky Group (older of the 3 groups at Camp Horizon) will be scheduled to visit the New Horizons Adult Day program each week. The days will vary based on New Horizons activity calendar and might include crafts, fitness, games, and gardening. These visits give campers an opportunity to interact with their older peers while getting a taste of the day program.
- Field Trips: One time a week, typically Fridays, Camp Horizon will spend the day together while enjoying an off-site field trip or in-house activity (see page 3 for a list of activities/trips). The goal of these activities is to expose campers to a variety of recreation and leisure experiences, while supporting social interaction in the community. Special attention to the trips, including items to bring or wear, will be shared in the weekly camp newsletter.

"A Typical Day"

A TYPICAL DAY AT CAMP HORIZON

Time:	Monday thru Thursday Activities:	Friday Activities:
7:00am – 9:00am	Check-in Free choice/play activities are provided during this time.	
9:00am – 9:15am	Opening: Strech/Songs/Daily Schedule	Depart for Field Trip – or – Begin In-House Activities
9:15am – 10:00am	Small Group Activities (Craft/Sensory/STEAM, etc)	WEEKLY FIELD TRIP – OR – IN-HOUSE ACTIVITIES
10:00am – 11:30am	<ul style="list-style-type: none">Monday – Wednesday: Small Group Activities (Games/Science Experiment/Outdoor Play)Thursdays: Swimming at YMCA	
11:30am – 12:30pm	Lunch	
12:30pm – 4:00pm	<ul style="list-style-type: none">Monday: Special Guest, Large Group Water Activity, & STEAM ActivitiesTuesday: Doty Park Sprayground, Playground, and Other Park ActivitiesWednesday: Large Group Activity and Play at Local ParkThursday: Aberdeen Park, STEAM Activities	WEEKLY FIELD TRIP – OR – IN-HOUSE ACTIVITIES
4:00pm – 6:00pm	Check-in & Free Play Structured activities will be available	

Inclement Weather

INCLEMENT WEATHER PLAN

BPD Special Recreation makes every attempt to run programs, as scheduled. However, certain weather circumstances beyond the District's control may prohibit certain activities while at Camp Horizon. Occasionally, special activities, outdoor activities, and field trips may be cancelled or altered due to inclement weather or unusable facilities/amenities affected by weather. At these times, it may be difficult to transport campers and staff to/from different program locations.

- If there are any changes to the daily plans, because of the weather, staff will notify parents via Remind of the revised plan and any pick-up location changes.

LIGHTNING & THUNDER GUIDELINES

If lightning is seen or thunder is heard, all outdoor activities will be suspended for 30 minutes and the program will seek shelter in an indoor location (if available). If an indoor location is not available, the program will be relocated to a safe area.

TEMPERATURE GUIDELINES

Extreme heat is defined as temperatures reaching 90°F or higher. In instances of extreme heat, camp activities will be restructured to protect campers from conditions by providing a temperature-controlled facility and/or vehicle. If neither is available, staff will ensure that plenty of water is consumed by campers to combat heat exhaustion.

Emergency Drills

All Camp Horizon staff and campers take part in emergency preparedness drills; fire, lock down, tornado/severe storm, and bus evacuation. These drills will explain, in detail, the actions that must be taken in the event of an emergency. Emergency exit plans are posted in each room of the Special Recreation Facility and next to the phone/exit from the room.

2025 CAMP HORIZON EMERGENCY DRILL INFORMATION	
<u>DRILL TYPE:</u>	<u>DRILL DATE:</u>
FIRE	Second Monday of June, July, and August
SEVERE WEATHER	Third Monday of June, July, and August
LOCK DOWN	Fourth Monday, of June, July, and August
BUS EVACUATION	First Tuesday of June, July, and August

Medical Emergencies & Illness

MEDICAL EMERGENCIES

All Special Recreation staff are Medic First Aid/CPR/AED certified. Camp Horizon always carries a fully equipped first aid kit with them. In the case of minor injuries; the injury will be assessed, first aid will be administered, and an agency accident report will be completed.

In the event a camper is seriously injured at Camp Horizon, parents/guardians will be immediately notified and staff are required to call emergency medical service. They will then transport the camper to a hospital of choice or the nearest hospital (if a parent/guardian cannot be reached). Staff are not allowed to transport campers, but they will accompany the camper to the hospital.

ILLNESS

For the protection of everyone at the Special Recreation Facility, campers should be kept home if they show any of the following symptoms: **temperature, diarrhea or vomiting, rash, nasal discharge, or discharging of the ears or eyes.** Parents/guardians should exercise every precaution and keep their camper home for at least 24 hours upon showing symptoms of illness. Campers should be well enough to participate in all regularly planned activities upon returning to the program from an illness.

If a camper becomes ill while at Camp Horizon, they will be placed in a separate room, under the care of a staff member, and the parent/guardian will be contacted to pick the camper up immediately.

ALLERGIES

All allergies **MUST** be listed in ePACT. The Special Recreation Supervisor will check all camper files prior to first day of attendance to note the allergies listed. Those will then be transferred to a spreadsheet that will be kept in the program clipboard, at all times, and communicated with program staff.

Seizure, ER Contacts, & Medication

SEIZURE DISORDER

If a camper has a known seizure disorder, a Seizure Action Plan (SAP) must be completed annually by a parent/guardian and physician. This document can be turned in to the Special Recreation Supervisor who will then upload it to ePACT or the parent/guardian can upload the form to ePACT on their own. If an SAP is not on file (in ePACT) or a camper does not have a known seizure disorder, Camp Horizon staff will be instructed to notify 911 at the onset of a seizure. More specific Belvidere Park District seizure procedures are included in the SAP.

EMERGENCY CONTACTS & PICK-UP

The parent/guardian is required to provide at least two emergency contacts and they **MUST** be listed under camper's Emergency Contact/Pick Up information in ePACT. These individuals will be contacted when a parent/guardian is unavailable and your camper is sick, injured, or still at camp after the program ends. The parent/guardian will be called first, but emergency contacts will be notified for pick-up if a parent/guardian is unreachable.

- The emergency contacts **MUST** show a state issued photo ID when picking the camper up for the first time – or unrecognizable to staff.
- No one other than the emergency contacts listed will be able to pick your camper up from Camp Horizon.
- If there are to be any changes to the emergency contact information – it **MUST** be updated via ePACT.
 - If you need assistance making changes to ePACT, contact the Special Recreation Supervisor.
- These procedures are implemented for the safety of campers and staff.
- Staff members may not be considered as an authorized emergency pick-up contact for a camper (including family members or close friends) if they are working or on the schedule to work that particular day. If they are not working, they may be considered as an authorized emergency pick-up contact.

MEDICATION

- **Prescription & Non-Prescription Medications:** There may be times where it may be necessary to administer medications to a camper while in Camp Horizon. This is permitted with written permission from the parent/guardian. There are specific rules that **MUST** be followed when dispensing medications to participating.
 - A **Medication Administration Form** and **Dispensing Log** **MUST** be completed and signed in order to dispense medication to any camper. The medication information on the Dispensing Log **MUST** match the original container/label.
 - BPD full-time staff, Camp Horizon Coordinators, or an appointed staff member are the only staff allowed to administer medication.
 - All medications must be current and not expired.
- **To ensure proper dispensing of prescription medications:**
 - All medications **MUST** be in original container, with the camper's full name clearly visible on the label.
- **To ensure proper dispensing of non-prescription medications:**
 - All medications will be administered according to the medication package instructions, regardless of parental instruction. If staff is to deviate from these instructions, directions from a doctor must be submitted, in writing.
 - Write the camper's name on the medication package/bottle.
- **DO NOT** send medications in a camper's backpack or their lunch. It will not be dispensed and a parent/guardian will be contacted immediately if found in either location.

SUNSCREEN

Campers must come to camp with sunscreen applied. Throughout the day, staff will set aside time for reapplication. It is the responsibility of campers to apply sunscreen, but staff will assist when necessary.

Communication

Communication between staff and parents/guardians is very important to the success of Camp Horizon. All of us – parents/guardians, staff, etc. work together to ensure everyone involved has a positive experience while participating in the program. This can only be achieved through effective communication.

Coordinators, counselors, and recreation aides will do their best to answer questions you may have in regard to the day-to-day of camp. Talking to a Coordinator or the Program Supervisor is your most important means of communication. If at any time you need to address questions, concerns, suggestions, and of course, compliments – please notify a staff member right away. Even though we may be busy with the hustle and bustle of the camp day, we will always be happy to help!

CAMP HORIZON UTILIZES THE FOLLOWING METHODS OF COMMUNICATION:

Clipboard: All campers must be signed in and out on the clipboard, daily. This confirms to staff the campers that are present in the program and what time they arrived or departed. Be on the lookout – program announcements may also be placed on this clipboard for an added layer of communication.

Drop-off & Pick-up: Face-to-face communication is the preferred method of communication. Staff are available during drop-off and pick-up times to answer any questions or address concerns.

Email: All flyers, activity calendars, snack menus, and any other pertinent information regarding Camp Horizon will be regularly sent out via email. A weekly newsletter sent via email will include information about upcoming trips and special activities. Please make sure the Special Recreation Supervisor has a current and working email and it is also updated in RecTrac (BPD registration software) & ePACT.

Special Activity/Snack Flyers: Flyers, special activity notes, and monthly snacks are distributed once per week. These flyers include information about upcoming trips, special activities, and snack plans for the week. The goal is to help prepare campers and their parents/guardians for the week's activities.

Progress Reports: Are written, as needed, to let parents/guardians know more formally about the campers' progress – both positive and negative. When a Progress Report is written, a staff member will explain the day's occurrence, ask the parent/guardian to sign the report as an acknowledgement, and then be provided with a copy for their records.

Phone: a parent/guardian may call at any time during the day to check on their camper's progress or leave a message.

Program Site Phone Number: 815-547-5711 x 609

- There is no option to leave a message if you call the program site phone number.

Program Cell Phone Number: 815-298-6481

- If no one answers the cell phone, please leave a message and someone will get back to you as soon as possible and only during programming hours.
- If you call during non-program hours – a staff member will return your call as soon as the phone is retrieved for the next program session.
- The cell phone may receive text messages, however texts are not as closely monitored as phone calls.

Website: Check out www.belviderepark.org for additional information about the park district and its services, upcoming events, and to register for programs.

Facebook: Find us on Facebook – search Belvidere Park District Special Recreation. Hit the like button to stay updated on programs, events, and program photos.

Communication

****CAMP HORIZON COMMUNICATION METHODS CONTINUED FROM PREVIOUS PAGE****

Parent Meeting/Socials: An annual parent meeting is prior to the start of the camp season to effectively pass along updates for the summer. Also periodically, there are social events held to get to know families better.

ePACT: Personal information about campers must be completed via ePACT. After registration is complete, an email will be sent inviting you to complete the information. If your camper has already used ePACT through the Belvidere Park District, you will simply need to update information and digitally sign consents. All information must be completed to its entirety, seasonally and before participation in Camp Horizon can occur.

- ePACT is an electronic annual information form that includes questions about important health, safety, special needs, waiver releases, emergency & pickup contact information, and more.

Remind: A text service to specifically communicate pertinent program information in real time. Download the app on your smartphone to stay updated with Camp Horizon happenings, along with easy to find reminders. Downloading the app is not required, but helpful.

TEXT: @chorizon to 81010

– or –

EMAIL: chorizon@mail.remind.com



Transportation

PUBLIC TRANSPORTATION

At times, campers may take advantage of public transportation to arrive and depart from the Special Recreation Facility. It is the parent/guardian's responsibility to realize that this mode of transportation can often be unpredictable. Camp Horizon begins at 7:00am and ends at 6:00pm, daily. Structured activities begin at 9:00am and end at 4:00pm. Late arrivals due to transportation may interfere with the program and its structure. We do not alter Camp Horizon or its activities to accommodate any type of public transportation. There are times when public transportation arrives at the Special Recreation Facility prior to 4:00pm and leaves on their own accord – without picking up campers because they are not ready to leave. If this occurs, it then becomes the responsibility of the parent/guardian to pick up their camper and cover all late fees incurred.

****TRANSPORTATION CONTINUED ON NEXT PAGE****

Transportation

****TRANSPORTATION CONTINUED FROM PREVIOUS PAGE****

BPD TRANSPORTATION

BPD Special Recreation does not provide transportation to campers to and from Camp Horizon. The district will, however, provide transportation for all Field Trips and all other activities which are not held at the Special Recreation Facility. The following guidelines have been implemented to ensure the safety of campers and staff during transportation to and from activities:

- All passengers must be seated and buckled at all times.
- All wheelchairs must have brakes and be in working order.
 - Campers riding in Amigo-type wheelchairs must be able to transfer into appropriate seating and be always buckled into the seat.
- It is the responsibility of the driver to determine whether it is safe to transport a camper. If the driver feels conditions are not appropriate for transport, they may refuse transportation to any camper at any time.
- *Belvidere Park District reserves the right to refuse transportation to any camper.*

Field Trips & Off-Site Outings

FIELD TRIPS

Camp Horizon field trips or special events are held every Friday during the Camp Horizon program. The trips are generally all day long, but there will be some that are local. When trips are not planned, the program will host an in-house activity. Campers will be transported by Park District vehicles, or through a bus rental from First Student, to and from every trip.

Camp Shirt: Campers must wear their **2025 camp shirt** (issued at the parent meeting or first day of Camp Horizon attendance) **and comfortable, closed-toed shoes on field trip/in-house activity days.**

Lunch: **CAMPERS MUST BRING A COMPLETELY DISPOSABLE SACK LUNCH ON TRIP DAYS.**

Sunscreen and Insect Repellent: Campers must come to camp wearing sunscreen and/or insect repellent (depending on activities). Staff will assist campers in reapplication throughout the day.

Field Trip/In-House Activity Drop-off: Camper drop-off time for field trip/in-house activity days is no later than 9:00am.* **Please be prompt!** The group will leave the Special Recreation Facility without campers if they have not arrived by this time.

Field Trip/In-House Activity Pick-up: Camper pick-up time for field trip/in-house activity days is no earlier than 4:00pm.* Due to unforeseen circumstances, return times might be delayed. If this occurs, parents/guardians will be notified and updated of late arrival time via Remind ONLY. A notice will also be posted at the Special Recreation Facility.

*Please note – there may be trips that require an earlier departure or later return. All campers will be notified in advance and they are included on the back page of this handbook.

Camp Horizon Staff

Camp Horizon staff are mature, caring, and energetic individuals who have a genuine love and compassion for working with individuals with disabilities. A majority of the staff are over 18 years of age, with the remainder being ages 16 – 17. All staff are carefully selected and thoroughly trained prior to the start of Camp Horizon. All staff and volunteers go through an extensive background check prior to being hired.

Camp Horizon staff have taken the time to complete “Staff Profiles”, which are hung on the corkboard in the Special Recreation Facility lobby. Browse the profiles and get to know a little more about those who are working with campers each day.

Staff are your most important means of communication. Staff members are busy, but will always make time for questions, concerns, suggestions, and of course, compliments. Please hold all questions and comments until the conclusion of the program or before the program begins. If you have an emergency, please contact the Special Recreation Supervisor immediately. These guidelines will ensure and maintain the quality and staff ratios of Camp Horizon.

STAFF TRAINING

Training is the department’s most useful tool for ensuring a professional, prepared, and caring staff. Topics include: safety, dealing with difficult behaviors in a positive manner, program/activity planning, emergency procedures, positive communication, disability awareness, and more. All staff are required to attend a minimum of 20 training hours prior to the first day of camp. First Aid/CPR/AED and Handle with Care Behavior Management Systems are also required. In addition to training, all staff attend weekly staff meetings where additional training is provided, procedures are reviewed, issues and solutions are identified, and information regarding upcoming activities are provided.

STAFF TO CAMPER RATIO

Camp Horizon utilizes a 1:4 (Sun Group) or 1:6 (Sky Group) staff to every camper ratio, but will lower on an as needed basis. For example – during swimming activities if a camper has a seizure disorder, they require a 1:1 ratio while in the water.

STAFF RESPONSIBILITIES

The following is a list of staff positions at Camp Horizon as well as a brief description of their typical duties.

- Special Recreation Manager (Katie Humphrey) – Responsible for year-round operations of the Special Recreation department. Along with the Special Recreation Supervisor – the Manager assists campers, staff, and parents/guardians, as necessary.
- Special Recreation Supervisor (Sean Cramer) – Directly supervises staff and organizes Camp Horizon on a daily basis. The supervisor is experienced in working with the campers and excited to work with program staff and patrons.
- Camp Horizons Coordinator – Works closely with the Special Recreation Supervisor to ensure all aspects of Camp Horizon are running smoothly. The coordinator will bring ideas and create meaningful activities while maintaining the quality and safety of Camp Horizon. They will also work closely with other staff and campers to make sure plans are being carried out accordingly.
- Camp Horizon Assistant Coordinator – Works closely with the Special Recreation Supervisor and Camp Horizon Coordinator to ensure camp runs smoothly.
- Camp Horizon Counselor – Works directly with campers. Counselors are responsible for the direct safety and well-being of campers. They will plan and implement various activities to ensure purposeful and fun experiences.
- Camp Horizon Recreation Aide – assists the Camp Counselors with activity implementation and supervision of campers.

Fundraising

DUCK DERBY

The 10th Annual Duck Derby is an opportunity for campers to raise funds* (applied directly to their RecTrac household accounts) by selling tickets to “Adopt a Duck!” Tickets are \$5.00 each – 50% goes directly back to the participant and the other 50% is used towards derby administration, equipment, and scholarships. Sell just 10 tickets and earn \$25 towards any program of your choice! Ticket sales are limited to 800 – don’t miss out on this great opportunity to help offset the cost of programming.

Duck tickets can be picked up at the Parent Meeting prior to the start of camp or at the Special Recreation Facility Registration Desk.

*These funds can be used for any program provided by Belvidere Park District Special Recreation such as Camp Horizon, Special Olympics, and Specialty Programs!



COME CHEER ON THE DUCKS

Date:	Saturday, July 12 th
Time:	9:00am (duck drop)
Location:	Belvidere Park, Baltic Mill/Race



KNIGHTS OF COLUMBUS TOOTSIE ROLL DRIVE

The Belvidere Knights of Columbus awards Camp Horizon a generous check each year with their proceeds from the annual Tootsie Roll Drive. Those funds are used to help offset the cost of running Camp Horizon and to continually provide a quality program. In return, we are asking that Camp Horizon families and friends help us to fill the time slots for an entire location.

Families and friends who sign up to participate are welcome and encouraged to bring participants along. However, remember that this environment might not be suitable for all participant needs and parents/friends should judge accordingly. Everyone is encouraged to wear Belvidere Park District apparel!

Mark your calendars for the 2025 Tootsie Roll Drive:

DATES:*	TIMES:
Friday, September 19 th thru Sunday, September 21 st	Slots can be chosen every 2 hours between 6:00am – 8:00pm

Sign up for and reserve your time slots now, through this link: <https://tinyurl.com/ysmym9rm>. This year’s drive is September 19 through 21, 2025.* Shifts are two hours in duration and you are welcome to bring a lawn chair, snacks, etc to be more comfortable. The location that we typically receive is at Fiesta Market in Belvidere. All the Full-Time staff from Special Recreation give their time each year, as well as participants from the New Horizons Adult Day Program. You will receive reminder emails of your selected time slots closer to September.

Family Special Events

Midsummer Cookout

Enjoy a hot dog and hamburger dinner provided by the Park District. While enjoying the company of other camp families, try out activities that campers participate in during their time at Camp Horizon.

When: Thursday, June 26th

Where: Special Recreation Facility

Time: 5:00pm – 7:00pm

RSVP: By Tuesday, June 24th



Muffins with Mom

When: Thursday, July 24th

Where: 7:30 – 8:30am

Time: Special Recreation Facility

RSVP: by Tuesday, July 22nd

Invite a special person to breakfast with your friends at Camp Horizon! The Park District will provide a variety of muffin flavors, juice, coffee, and milk options.

Donuts with Dad



Invite a special person to breakfast with your friends at Camp Horizon! The park district will provide a variety of donut flavors, juice, coffee, and milk options.

When: Thursday, July 31st

Where: Special Recreation Facility

Time: 7:30am – 8:30am

RSVP: By Tuesday, July 29th

End of Summer Potluck

Invite your family and join us for one of our favorite Camp Horizon traditions – the annual End of Summer Potluck! Camper pick-up and potluck will be at Sundstrand Park's North Pavilion.

Please bring a dish to pass – a sign up can be found here: <https://forms.gle/bJZdUYF7zXkv9k439>.

Hot dog & hamburgers will be provided by the Park District.

When: Friday, August 8th

Where: Sundstrand Park

Time: 5:30pm – 7:30pm

RSVP: By Wednesday, August 6th

2025 Camp Horizon Field Trip/In-House Activity Summary

Week	Date/Time	Location/Activity	Special Instructions
1	Friday, June 6 th Depart: 9:00am Return: 4:00pm	Discovery Center/ Burpee Museum - and - Sinnissippi Park Rockford, IL	Trip AM: Sun Group = Discovery Center Sky Group = Burpee Museum Trip PM: Both Groups = lunch and play at Sinnissippi Park. Lunch: MUST be completely disposable sack lunch. Shoes: Closed toed and comfortable – there will be a lot of walking! Sunscreen: Applied prior to arrival – staff will assist with reapplication throughout the day.
2	Friday, June 13 th Depart: 9:00am Return: 4:00pm	Krape Park Freeport Park District Freeport, IL	Lunch: MUST be completely disposable sack lunch. Shoes: Closed toed and comfortable – there will be a lot of walking! Sunscreen: Applied prior to arrival – staff will assist with reapplication throughout the day. Optional: Hat and sunglasses
3	Friday, June 20 th Depart: 9:00am Return: 4:00pm	Milwaukee Zoo Milwaukee, WI	Lunch: MUST be completely disposable sack lunch. Shoes: Closed toed and comfortable – there will be a lot of walking! Sunscreen: Applied prior to arrival – staff will assist with reapplication throughout the day. Optional: Hat and sunglasses
4	Friday, June 27 th Activities begin at 9:00am and end at 4:00pm	Art Party (In-House Activity)	Lunch: MUST be completely disposable sack lunch. Clothes: Drop Off: Campers must come to camp wearing comfortable clothes that can be “ruined”. Also, wear swimsuits underneath clothes. Bring: Fresh set of clothes, including undergarments, to change into after activities. **Do not wear this summer’s camp t-shirt.** Optional: Hat and sunglasses Tie-Dye Item – please send an item that can be tie-dyed.
5	Wednesday, July 3 rd Activities begin at 9:00am and end at 4:00pm	Summer Cookout Sundstrand Park Belvidere, IL	Drop off/Pick up at Sundstrand Park. Footwear: Socks AND closed-toe shoes that can get wet. Please send a change of socks and shoes that will stay dry.
6	Friday, July 11 th Depart: 9:00am Return: 4:00pm	Sensory Garden Playground Lisle, IL	Lunch: MUST be completely disposable sack lunch. Shoes: Closed toed and comfortable – there will be a lot of playing and experiencing senses!
7	Friday, July 18 th Depart: 9:00am Return: 4:00pm	Skateland Rockford, IL - and - Bauman Park Cherry Valley, IL	Lunch: MUST be completely disposable sack lunch. Roller Skates: Campers are welcome to bring their own roller/inline skates, but they must be indoor skates only. Any skates that have been used outdoors will not be allowed by the rink.
8	Friday, July 25 th Depart: 9:00am Return: 4:00pm	Betty Brinn Children’s Museum Milwaukee, IL	Lunch: MUST be completely disposable sack lunch. Shoes: Closed toed and comfortable – there will be a lot of walking!
9	Friday, August 1 st Activities begin: 9:00am and end: 4:00pm	Slime Party (In-House Activity)	Lunch: MUST be completely disposable sack lunch. Clothes: Drop Off: Campers must come to camp wearing comfortable clothes that can be “ruined”. Also, wear swimsuits underneath clothes. Bring: Fresh set of clothes, including undergarments, to change into after activities. **Do not wear this summer’s camp t-shirt.** Optional: Hat and sunglasses
10	Friday, August 8 th Depart: 9:00am Return to Sundstrand Park at: 2:00pm	Woodstock Waterworks Woodstock, IL - and - Sundstrand Park Belvidere, IL	Pick up is at Sundstrand Park – don’t forget to stay and enjoy the End of Summer Potluck! Lunch: MUST be completely disposable sack lunch. Clothes: Wear swimsuit to camp! Bring a fresh set of clothes, including undergarments, to change into after swimming. **Don’t forget to bring a towel!** Shoes: Closed-toed shoes. Flip flops can be brought along for walking on deck & in locker room. Sunscreen: Applied prior to arrival – staff will assist with reapplication throughout the day. Optional: Goggles and water shoes
11	Friday, August 16 th Depart: 9:00am Return: 4:00pm	Randall Oaks Zoo West Dundee, IL	Lunch: MUST be completely disposable sack lunch. Shoes: Closed toed and comfortable – there will be a lot of walking! Sunscreen: Applied prior to arrival – staff will assist with reapplication throughout the day. Optional: Hat and sunglasses

Refer to Page 20 for more specific information about field trips.

DON'T FORGET TO WEAR YOUR CAMP T-SHIRT EVERY TRIP DAY!