



# **Camp EDMO San Francisco: Forest Hill - Forest Hill Preschool Welcome Packet**



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Forest Hill - Forest Hill Preschool**

250 Laguna Honda Blvd,  
San Francisco CA 94116

**SITE COORDINATOR**

Robert Stewart  
(628) 222-5892  
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## COVID-19 Policies & Procedures:

We have been busy at EDMO this year monitoring all changes to COVID-19 guidelines to ensure the safety of our campers, staff and families. Over the past months, many changes have occurred and updates may have been made since you enrolled your kiddo in camp. Please be sure to review our entire [COVID-19 packet linked here to see all our current COVID-19 policies](#). Updated guidelines include the following:

- Maximum group sizes now vary by age, remain well below state/county guidelines and maintain all American Camp Association standards. Masking and distancing policies are being practiced.
- Block weeks are no longer a requirement for enrollment but stable groups will be maintained as much as possible throughout the entire camp day and weekday, including extended care.
- In the event of staff illness, staff turnover, sudden supervision need, or recurring camper behavior issues, we may adjust a stable group.
- Daily Health Screening Forms have been discontinued, but the policies regarding symptoms, travel, and exposure remain the same. We ask families to monitor their child's health daily.

## Camp Hours

PK-K: 9:00am - 2:30pm

1st-5th: 8:30am - 3:00pm



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## Drop-Off Instructions

When dropping off/picking up, look for EDMO signs and staff. Please remain in your car for check-in/out. Drop-off will be in the parking lot of Forest Hill Preschool.

## Sample Daily Schedule

Curious what your kiddo will be up to each day? Click [here](#) to see a sample schedule by grade.

## Daily Home Health Check

- Every day, BEFORE you arrive, please check your child for any symptoms of COVID including fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea. Please do not drop off your child if they:
  - Have any symptoms
  - Have been exposed to a COVID+ person in the past 14 days
  - Have traveled outside the country in the past 7 days

## Drop-Off

- The drop-off window is 5 minutes before camp starts until 10 minutes after the start time.
- **If dropping off by car:** In order to minimize social interactions and maintain safe proximities, we ask that **everyone remains in the vehicle during the drop-off process** and everyone in the car, 2 years old and older, wears a mask at all times.
- **If dropping off by bike or walking:** Please look for markers at the entrance to indicate safe distances for those waiting in line for drop-off. Each camper and their family/drop-off person must remain on a marker until it is their turn for check-in. Each person over the age of 2 years old must wear a mask during the entire drop-off process.
- **If dropping off after the drop-off window:** Please text the number on the poster at the front of the location and a staff member will come out to the drop-off location to check your child in. Please do not enter the camp location.

## Check-In Process

- When you arrive at camp, a staff member will come to the car or your spot in line to:
  - Check that you are on the sign in roster
  - Look or ask for any signs of illness
  - Walk your camper into camp
  - If a camper reports feeling ill we will take their temperature. If the camper exhibits any symptoms or has a fever, they will not be allowed to enter the camp location and must return home in accordance with the EDMO policy.
- Please prepare your camper to enter camp on their own, we will not be able to allow any family members/drop-off persons into camp with campers.



## Pick-Up

- The pick-up window is the end of the camp day for 10 minutes. If you are arriving after that time, please see below for directions for pick-up after regular camp hours.
- If picking up by car: In order to minimize social interactions and maintain safe proximities, we ask that all family members/pick-up persons remain in the vehicle and that everyone in the vehicle 2 years old and older wears a mask at all times during the pick-up process.
- If picking up by bike or walking: Each family/pick-up person must remain on a marker until it is their turn for check-out. Each person over the age of 2 years old must wear a mask during the entire pick-up process.

## Check-Out Process

- A staff member will come to the car window or your spot in line and ask the camper's name and the pick-up person for their name and ID.
- Once the staff member has verified the pick-up person is authorized to pick up the camper, they will have the camper walk to the car or to your spot in line.
- If a camper is checking themselves out, they will do so with their camp leader.

## Check-Out After Regular Camp Hours

- During our extended care hours, as with all other times, family members/pick-up persons will not be allowed on-site to pick-up.
- When you arrive at the main entrance for the camp location, you will find a large poster with a phone number. Please text this phone number with your camper's full name, group and your first and last name.
- A staff member will walk your camper out to your car or to you at the front of the camp location.
- All pick-up persons and anyone with them over the age of 2 years old must wear a mask during the entire pick-up process.

## Extended Care

**Extended Care is offered every day for two hours after camp ends, for FREE!**

- No advance sign up required! All kiddos not picked up in the 10 minute window following the end of camp will join Extended Care.
- Kids will remain in their stable groups for Extended Care.

## What to Bring to Camp

### Food and Water:

- Please pack a lunch and snack for your child/children each day.
- All Camp EDMO locations have a strict NO NUT policy. Please do not pack any food that contains nuts as campers will not be allowed to bring them into camp.
- Please pack a reusable water bottle for your kid each day. Many county regulations prohibit kids from using the water fountains.

### Required:

- For tech themes: Your child will need to bring their own device which varies based on the theme they are enrolled in. Please [click here](#) to see the list of devices by theme.
- Face Mask/Face Covering. We recommend that they keep an extra one in their bag.
- Closed-Toed Shoes: Children must wear tennis shoes or secure, closed-toed sandals to reduce the risk of injury to toes. (Crocs or similarly styled shoes are okay as long as they are secure and easy to run in.)
- Backpack/bag to keep items together, take home projects and/or carry their device for tech themes
- Sunscreen

### Suggested:

- Hand sanitizer
- Hat/Sunglasses (for sun protection)
- Layers! We strongly suggest dressing in layers. Morning can be cool and your child may be outdoors.
- A change of clothes (required for our Junior campers)
- A book, puzzle, another independent game for kids to play during lunch or free play time

## Items NOT Allowed at Camp

- Weapons, drugs, alcohol, tobacco or other banned substances. We also do not allow animals at camp except in the case of service animals.
- Nuts or any nut based products. In order to ensure the safety of all the kids in our camps, all of our camp sites are designated nut-free. **Please DO NOT BRING ANY NUT PRODUCTS** (trail mix, peanut butter, granola bars with nuts, Nutella, etc.). We apologize for any inconvenience, but this policy ensures the safety of our kids with life-threatening allergies. Each day at check-in, our staff will ask if there are any nuts in your kid's lunch or snack. If there are, you will be asked to take the food items with you and return with a non-nut option for your kid to eat.
- Unattended scooters, bikes or skateboards. If your child rides a scooter, bike or skateboard to camp, we will ask them to store them in a designated area for the duration of camp.
- Electronic devices (including but are not limited to cell phones, tablets, laptops and chromebooks) unless they are being used for a technology theme camp. If campers do bring them, they will be asked to keep them in their bag throughout the duration of the camp day.

## Forms

Please make sure that you have completed all forms before camp starts!

- To see your forms, log in to Activity Hero
- Once you login, you should see a list of all your upcoming camp registrations
- If you're missing any forms, you'll see a "Complete All Forms" button at the top of that list, click to complete any forms
- If you have completed all forms but want to make changes, click "See Details" under the registration information on the right
  - Click "Details" next to the participant you would like to update information for
  - Scroll down until you see the "Participant Information" section
  - Finally, click "Edit Participant Info" and you will be able to edit information.
- You can also call our team at **415-282-6673** or email **[info@campedmo.org](mailto:info@campedmo.org)** and we can help you make any changes you need.



## Weekly Challenge

Join in the fun of our weekly challenges and earn pie points! Take a picture or video of your camper completing the challenge by Friday and email it to your Site Coordinator or post it on the EDMO Facebook page. Below is a list of challenges by week.

### **Week of:**      **Challenge**

June 7	Your favorite thing and why
June 14	Connecting with someone virtually or by phone
June 21	Doing something good for the environment
June 28	Doing something you learned or a hobby you picked up this year
July 5	Something you have made that you are proud of
July 12	Collaborating with someone in your house on a project
July 19	Spelling EDMO with found objects
July 26	Favorite instructor/staff member and why
August 2	Something they are grateful for (either physical or art representation)
August 9	Showing your hero or someone you admire
August 16	Upcycling/repurposing something
August 23	Doing something kind for someone in your house
August 30	Doing something to make someone smile



## Dress-Up Days

Thursday is Dress-Up Day! Below is a list of dress up day themes by week.

<b>Week of:</b>	<b>Challenge</b>
June 7	Spirit (campy)
June 14	Animals
June 21	Superhero
June 28	DIY Duct Tape
July 5	Sports
July 12	Pajama
July 19	Rainbow
July 26	Summerween
August 2	Neon/Bright Color
August 9	Wacky Hair/Sock
August 16	Galaxy/Space
August 23	DIY Accessories
August 30	Backwards

## Daily Download

Each day you will receive an email with an update on what happened at camp that day as well as important announcements for the camp week. Please be on the look for our Daily Download each evening.

# Health & Safety

## Allergies

- Campers must be aware of their allergy and instructed not to trade food and to tell a counselor if a reaction does start.
- All allergies should be indicated on the Medical Information Form.
- EDMO also requires the following:
  - Inform your kid's instructor of the allergy at drop-off on Monday so they can be instructed on how to deal with any allergic reactions.
  - Provide us with a photo of your child attached to instructions, medical documentation and medication for managing a reaction.

## Injuries

- If your child gets an unfortunate bump, scrape, or skinned knee, you will receive a note about the incident at pickup.
- In the event of any head injury or serious bodily injury, you or your emergency contacts will receive a call within 15 minutes of the injury, and a full written Incident Report will be provided to you within 48 hours.

## Illness

- Should your child contract lice or become ill with common illnesses such as pink eye, scabies, etc. at camp, please visit [campedmo.org/safety](https://campedmo.org/safety) to learn more and view our policies for handling these situations.
- For the safety of everyone, we will consider any symptoms that are not a clear physical injury as possible COVID symptoms. The child will be removed from their group and taken to a preselected isolation space where they will remain while arrangements are made for their return home.

## Unexpected Emergencies

Should a situation arise at camp where we need to get a hold of you, Camp EDMO will send you a text, i.e. should circumstances prevent pick-up at the usual time and/or location, etc.

## Behavior Issues

We'll work with you to develop an Action Plan if your child is having a hard time adjusting to camp. Unfortunately, if they repeatedly detract from the camp experience of kids and staff or compromise the safety of others, we may ask you to pick your child up from camp.

## Camp FAQ

Do you still have questions about camp? Take a look at our [Camp FAQ](#) to see if we answer them. If not, don't hesitate to reach out!

## Camper Projects

Details on how to access digital projects made at any of our tech camps can be found at [edmo.org/projects](https://edmo.org/projects). If prompted for a password, use edmotech21.