

# FUN CAMP



# 2018-19



# THE ALASKA CLUB

**The Alaska Club South** 10931 O'Malley Centre Dr. Anchorage, Alaska 99515  
**The Alaska Club East** 5201 E. Tudor Road Anchorage, Alaska 99507  
**The Alaska Club Eagle River** 12001 Business Blvd. Eagle River, Alaska 99577

**Questions? CALL** (907) 330-0152 **FAX** (907) 337-5865 **EMAIL** [summerfuncamp@thealaskaclub.com](mailto:summerfuncamp@thealaskaclub.com)

**REGISTER  
ONLINE**  
[thealaskaclub.com](http://thealaskaclub.com)

## FUN CAMP THEMES:

### ALL ABOUT SPORTS AND FITNESS:

Explore different sports and Fitness activities through group activities, guest instructors, and a visit from local sports teams!



### COLOSSAL SUPER HEROES:

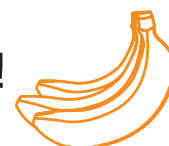
Bring out your inner Super Hero with a week Filled with Fun, themed around real life heroes who save lives and keep our community safe!

### OUTDOOR ADVENTURES:

Be one with nature and learn all about the Alaskan outdoors! Learn how to set up tents, craft awesome plant art, and explore the outdoors this week.

*This theme offers a special week featuring The Alaska Zoo!*

Get in touch with your wild side and learn about animals from the Alaska Zoo! You'll be up close and personal with daily visits from our Furry Friends!



### WATER-MANIA:

Splash through the week with water-themed games, projects, and arts and crafts!

# FUN CAMP

**SOUTH 11051 • O'Malley Centre Drive  
EAST • 5201 E. Tudor Road  
EAGLE RIVER • 12001 Business Blvd.**

## **In-service Camps**

Oct 19, Oct 26, Nov 12, Jan 21,  
Feb 18

## **Winter Break Camp**

Dec 21  
Dec 26-28  
Jan 2-4

## **Spring Break Camp**

March 11 - 15

## **Summer Fun Camp Dates**

May 23-24  
May 28- Aug 16

### **TO REGISTER:**

Visit [www.thealaskaclub.com/camps](http://www.thealaskaclub.com/camps). After registering for Camp, you will receive a "Welcome E-mail" from CampDoc.com with information about how to complete your camper's health information.

- Click the link in this email to set a new password for your CampDoc.com account.
- Follow the instructions, and complete the health history for your camper. Alerts will appear for any missing required information.
- You may return to your CampDoc.com at any time to make changes/updates to your camper's health information before camp begins.

Please set [register@campdoc.com](mailto:register@campdoc.com) as a 'safe sender,' to avoid accidental delivery to junk and spam folders.

### **WEEK LONG CAMPS:**

#### **AGES 5\*-12**

\*Child must have attended school in 2018-2019

#### **HOURS**

Monday-Friday, 9am-4pm

Before Care: 7-9am

After Care: 4-6pm

#### **PRICES**

\$179 member\*/week

\*Child must be a member

\$199 nonmember/week

Before Care\*: 7-9am, \$30/week

After Care\*: 4-6pm, \$30/week

**\*Summer Fun Camp only**

### **IN-SERVICE CAMP:**

#### **AGES 5\*-12**

\*Child must have attended school in 2018-2019

#### **HOURS**

Thursday-Friday, 9am-4pm

No before and after care

#### **PRICES**

\$64/ member\*/day

\*Child must be a member

\$79/ nonmember/day

# WELCOME!

The Alaska Club offers many child care programs to its members and their guests. Each program is set up to accommodate the various schedules of our members. We offer services for school age children ages 5 to 12 years. We are licensed for 80 kids at our South location, 60 kids at our East location, and 40 kids at our Eagle River location. We do not discriminate on the basis of sex, race, color, religion, marital status, pregnancy, parenthood, age, national origin, or physical handicap, as per Alaska Statutes AS 18.80.230 and AMC 5.20.

These programs are offered on the basis that the childhood years are a time when a child really wants to learn and explore many aspects of life. We encourage individuality and creativity.

Camps sponsored by The Alaska Club East, South & Eagle River are licensed and monitored by the Department of Health and Human Services. This agency supervises, monitors and investigates complaints involving child care centers. The Child Care Licensing office is located at:

825 L Street, 3rd floor  
Anchorage, AK 99501  
Phone number: 343-4758

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## SUMMER BREAK CAMP PARTNERS:



Licensed by the Municipality of Anchorage. DCA accepted.

**Camp size is limited. To register, visit [thealaskaclub.com/camps](http://thealaskaclub.com/camps),  
or call our Reservation Specialists at (907) 365-7393**

# RULES & REGULATIONS

## 1. ENROLLMENT PROCEDURES

This information is a requirement of the Municipality of Anchorage child care licensing. In addition to the registration packet, each child should have the following information on file prior to the first day of camp: **a current physical by a health care provider; a copy of current immunizations or a copy of an immunization waiver (religious or medical); emergency record card; permission forms (medication, topical products, field trips, transportation).** Each location is licensed for a certain number of children and once that capacity is met, children will be put on a waitlist and contacted if a spot opens. Failure to complete and supply the enrollment paperwork will result in your child being denied admission to camp until the information is provided. All child records are confidential and maintained. Children's records are kept securely at our main location (East) for 3 years from the start date for previous camps. Currently enrolled children's records are kept securely at each location.

## 2. ARRIVALS AND DEPARTURES

### **SOUTH**

*Arrivals & Departures – The pick up/drop off area for the South camp is in the O'Malley Sports Center (same building as Get Air). After entering the building go to the right and through the gate.*

### **EAST**

*Arrivals & Departures – The drop off and pick up area for East camp is in the Northeast rear part of the building. Door is marked as camp location.*

### **EAGLE RIVER**

*Arrivals & Departures- The drop off and pick up area for Eagle River camp is through the main entrance and to the rear of the building in the "Party Room" to the left of the pool.*

You are required to sign out your child for camp each day on the daily sign in/out sheet. All persons listed on the 'Emergency Child Record' are the only individuals allowed to pick up children from our camp. All persons are required to present a picture ID each day of pick up.

This mandatory procedure is for your child's safety and protection. **There is a 15 minute grace period before and after camp before you're charged \$30 for "Before Care" or "After Care".**

**LATE PICK UP – You will be charged \$1 per minute for pickups after Camp closing.**

## 3. CURRICULUM

The Alaska Club camp programs provide a fun and educational environment. Activities include but are not limited to the following:

**Ages 5 to 12 years – Arts and crafts, gym games, outdoor play, swimming, visits from the Zoo, and other great activities.**

We offer these activities as well as guidance in manners and social interaction. The camp program activities are planned by The Alaska Club staff. Before and After Care are offered each day. This is free choice time, where campers can choose to read, play games, relax or socialize with other campers. The child/counselor ratio is maintained during Before and After Care. During all of our regularly scheduled indoor and outdoor activities, our child/counselor ratio is maintained at 10:1.

## 4. WHAT ITEMS SHOULD MY CHILD BRING ON A DAILY BASIS?

The following categories are a requirement of the Municipality of Anchorage child care licensing code. Listed below are the items needed to ensure that the requirements are met.

### **a. Nutrition (AMC 16.55.220 and 7AAC 57.560)- ALL ITEMS MUST BE LABELED WITH CHILD'S NAME AND DATE**

· Sack lunch

· 2 snacks

\* Any child in camp for over 10 hours will be provided with one additional snack.

### **b. Extra clothing**

· Full change of clothing (pants, shirt, socks, shoes, underwear)

· Swimsuit-Everyday

· Outdoor wear

### **c. Individual storage areas**

· Water bottle

· Backpack



## 5. PERSONAL BELONGINGS

All personal belongings must be labeled with your child's name. The Alaska Club will not be responsible for lost or stolen items. All children, weather and tolerance permitting, will go outdoors and will need the appropriate gear. Toys and other personal belongings from home that are not needed are discouraged. Toy guns, knives, swords, etc. are NOT ALLOWED! Life vests may be worn/provided in the pool, but pool floats are not allowed. No electronics are allowed.

## 6. MEALS, SNACKS AND BEVERAGES

Parents are responsible for providing their children with two daily snacks and a lunch each day of camp. Lunches brought from home are required to be labeled with child's name and date. Refrigeration is not provided. All snacks and lunches must meet the nutritional requirements of the Municipality of Anchorage (see page 9 for the sample snack and food chart). Candy, gum, chips, brownies, cookies, soda, Gatorade and Powerade are **a few** examples of what's not allowed. Items will be taken from the lunch and returned at the end of the day. **If your child has any severe allergy, email us at [summerfuncamp@thealaskaclub.com](mailto:summerfuncamp@thealaskaclub.com). If your child's meal does not meet municipality requirements, a meal will be provided and a \$10 payment will be due at the end of the day or automatically charged to account. If the child asks for a snack we will provide it, and a \$4 payment will be due at the end of the day or automatically charged to account.** \*Any child in camp for over 10 hours will be provided with one additional snack.

## 7. OUTDOOR PLAY

The Municipality of Anchorage requires outdoor activities be provided twice a day and vigorous activity for 20 minutes every 3 hours. The Alaska Club Summer Fun Camp follows all ASD requirements on weather conditions. **Parents are responsible for dressing their child appropriately for the weather conditions.** If your child is well enough to come to child care, they are well enough to go outside.

## 8. FIELD TRIPS/WALKS/TRANSPORTATION

All field trips, except walks to the park, away from The Alaska Club are planned. For field trips, parents are notified in advanced and each child is required to have a signed permission slip in order to participate. The permission slip will give details regarding the location, what activities are planned and transportation to and from The Alaska Club. The Municipality of Anchorage requires us to provide safe means for transporting children and to abide by the caregiver to child ratio during all activities including transportation. The program goes on neighborhood walks and play/eats lunch at the park when weather permits. The Alaska Club East may walk to Castle Heights Park and The Alaska Club Eagle River may walk to Turner Park, Eagle River Town Square Park, or Commons Park. In the case of an emergency, such as a fire, we will walk to rally point and call parents to let them know where their child can be picked up from if it is different than our rally spot.

Transportation will be provided through a commercial bus company. Transportation insurance will be provided through First Student Charter Bus. Arrangements will be made through the Camp Administrator. All children will be talked to about expectations on the buses. Buses will be used to transport to and from the field trip location. A permission form must be filled out by a parent prior to the field trip date for the child to be able to attend. Their contact information is the following:

First Student Charter Bus  
12049 Springbrook Dr  
Eagle River, AK 99577  
855-870-8747

## 9. PARENT VISITS

All childcare programs with The Alaska Club have an open-door policy. Parents are encouraged to visit and participate with their child any time. We are always open to suggestions. When visiting let a Lead Counselor know that you are there and whom you are visiting.

## 10. EMERGENCY CARE PROVISIONS

The Alaska Club camp programs practice emergency evacuation procedures once a month in the summer, once a month during other in-service days, and once during spring break. Earthquake drills are practiced once a month. We are required to record each evacuation drill practiced throughout all camps. A copy of emergency procedures can be found at each location and all staff are trained on these procedures. If a situation occurs and we must evacuate The Alaska Club camp locations, we instruct all camp counselors and children to exit the building and proceed to our rally location. In the case of an emergency, we will contact 911. If it is a medical emergency, we will contact 911 and the parents are responsible for the cost of such transportation, as transportation will be provided by an ambulance, personal vehicles will not be used. We will contact the parent to inform of such situations.

### **Rally Locations:**

**South** - Kindred Spirits Coffee Shop

**East** - Far corner of parking lot closest to Alaska Housing Building

**Eagle River** - Far left corner of parking lot closest to the restaurant

## 11. ILLNESS AND ACCIDENTS

In the event of a serious accident, parents are notified immediately as well as the paramedics. If we cannot contact the parents, we will contact the names listed on the 'Emergency Child Record'. In case of an illness at the center, parents are immediately notified to pick-up their child from camp. See page 7-8 for specific illnesses/symptoms a child will be sent home for. The child will be kept under supervision in an isolated area until the parent arrives. Ill children will not be accepted for care. **Children will not be allowed back into care until they are free of illness/symptoms for 24 hours.** A doctor's note will be required. Prescription and non-prescription medication will be dispensed only if the medication is in its original container with the label intact. Parents must sign a permission slip for staff to administer medication. All medications will be stored out of children's reach and separated from other substances. A permission form, such as the permission slip to administer medication, will be used for topical products as well. Only the parent or legal guardian can give permission for medication. This is a requirement of the Municipality of Anchorage. If medication cannot be picked up or returned by the end of camp, it will be disposed of.

If a child is suspected of having lice, nits, or other symptoms, a thorough inspection will be conducted. If the inspection is positive, parents will be contacted immediately and child must be picked up within 2 hours of notification. A second inspection will be done upon the child's return to camp. **The Alaska Club is not responsible for medical costs due to infection.**

## 12. DISCIPLINE

The following methods of discipline are encouraged throughout all camp programs with The Alaska Club:

The Alaska Club Fun Camp strives to have a camp that provides children in attendance to foster respect, responsibility, and individuality, while working to build on social skills such as cooperative play. Staff will engage with campers to understand their individual needs and ask campers how their needs can be met in a safe environment. All expectations will be discussed weekly and reviewed by staff as needed with the entire camp. It is the responsibility of the campers to know and follow the rules and expectations. Staff will help students to understand why the rules and expectations are in place. Positive reinforcement will occur when staff members notice campers following expectations. Redirection of inappropriate behavior will occur as needed. Staff members will teach children conflict resolution for minor issues among themselves.

NOTE: Staff will never use corporal punishment under any circumstance. Parents should never use corporal punishment on The Alaska Club Fun Camp premises. In the event of a child harming themselves or another person, passive physical restraint will be used.

For ongoing behavioral problems, the staff and the parent will work together to solve the problem and create a plan of action for the remainder of the time the child is in care. **If a behavioral problem occurs where the children or staff are not safe, The Alaska Club has the right to terminate the relationship, without prior notice if deemed necessary, with no refunds.** Expulsion of this type is not reversible. If the behavioral problem creates a hostile environment, parents will receive a 14-day notice of termination of services, with no refunds. Hostile meaning an environment in which staff or other children are not comfortable in attending or being present due to actions of the child. An example being if a child were to be cursing at staff on a daily basis for 2 or more days. If staff and parent meet together and decide that the child is having a temporary issue causing unacceptable behavior then a suspension of a length to be determined at the time of incident will be considered. The child will then be given an opportunity to return to camp.

The Municipality of Anchorage licensing code requires The Alaska Club to provide all camp counselors with orientation and training on discipline and behavior management techniques that promote a child's ability to be self-disciplined.

## 13. SPECIAL NEEDS

We will accept children with special needs if The Alaska Club meets the needs of the child adequately. A meeting between the parent(s) and the Camp Director is required prior to admittance to discuss the requirements of the child. A copy of the child's IEP or 504 plan is required before admittance to camp to verify the needs of the child are being met adequately. It is the responsibility of the parent(s) to notify the Camp Director immediately of needs that need to be met for the child while in care.

## 14. VIDEO/TELEVISION

There is no regularly scheduled viewing of television. If television or other screen time does occur, it will be less than 1 hour daily. On special occasions, parents will be notified of a movie viewing that will be no longer than 2 hours and rated G.

## 15. ANIMALS/PETS

No animals are allowed on the premises. Animals are brought to the location by The Alaska Zoo and professionals are with those animals at all times. It is one animal per day for 45 minutes. These animals are typically birds and reptiles.

## 16. SMOKING

There is no smoking allowed in The Alaska Club or on the premises. Smoking will not be allowed during transportation of children as well.

## 17. CAMP COUNSELORS

All camp counselors of The Alaska Club are required to meet the qualifications of The Municipality of Anchorage. The Alaska Club employs a back-up staff, in case of emergency, and they are held to the same requirement.

## 18. CHILD ABUSE REPORTING

Alaska State Statutes AS 47.17.020 and Municipality code AMC 16.55.120 require that all licensed child care providers report all incidents of suspected or actual abuse, neglect of children, harmful treatment regardless of whether they occur in or related to the facility. This facility is obligated by law to report such incidents within 24 hours to the Office of Children's Services: (907) 269-4000.

AMC 16.55.120 also requires any licensed facility to report any disappearance of a child from a facility to local law enforcement as soon as disappearance is known.

## 19. INSURANCE

The Alaska Club maintains the required liability insurance for all child care programs.

## 20. NOTIFICATION OF CHANGES

Any rate or policy change is posted in writing within ten days of the change.

## 21. VOLUNTEERS/SUBSTITUTES/EMERGENCY CAREGIVERS

All volunteers are required to meet the qualifications of the Municipality of Anchorage. All specific tasks and daily duties are discussed in detail with the Camp Director.

**All substitutes and emergency caregivers will meet the qualifications of the Municipality of Anchorage.**

## 22. PLAN FOR SUPERVISION

There is always a ratio of 1 adult to 10 children. This includes during outdoor play, indoor activities, lunch, snacks, and swimming. We will always keep a 1:10 ratio during all transportation, including neighborhood walks. Our groups are split by age groups in the following manner: 5-7 years old; 7-9 years old; 9-12 years old. At all times that there could be a child in care we will have 2 staff members present and do our best to have one male and one female. Children will be supervised at all times except when allowing a degree of freedom appropriate to age and development.



# THE FOLLOWING HEALTH POLICIES AND PROCEDURES WILL BE FOLLOWED.

## STAFF:

1. Staff will be excluded from the center when they exhibit the following symptoms or illnesses
  - A. Gastrointestinal infections
  - B. Skin infections
  - C. Other communicable diseases
  - D. Temperature greater than 101 degrees
  - E. The following reportable communicable diseases which will be reported to the DHHS Child/Adult Care Unit:

Respiratory	Gastrointestinal
Diphtheria	Giardiasis
German Measles (rubella)	Hepatitis A
Haemophilus Influenza	Salmonellosis
Measles (rubeola)	Shigelosis
Bacterial Meningitis	Mumps
Pertussis (whooping cough)	TB
Meningococcal	
2. Staff who have been diagnosed with any of the above reportable communicable diseases may return to the center only when written documentation from a licensed physician states that he/she has been evaluated and presents no risk to children.
3. Staff shall wash their hands with soap and warm running water and rinse with water:
  1. Before food handling, food preparation, food serving, eating or setting a table;
  2. After toileting or assisting with toileting
  3. Before and after assisting with tooth brushing (if applicable)
  4. Before and after giving medication
  5. Whenever hands are contaminated with a body fluid, including after nose wiping
  6. If a caregiver uses gloves, the caregiver shall wash the caregiver's hands immediately after the gloves are removed even if the hands are not visibly contaminated. The use of gloves does not preclude or substitute for handwashing.
4. Staff will be trained to recognize signs of illness and conditions requiring immediate medical care.

## CHILDREN:

1. Children will be excluded from the center when they exhibit the following symptoms/illnesses. If any of these occur while child is in care, parent will be notified and child must be picked up within 2 hours.
  - A. Severe pain or discomfort particularly in joints, ears, or abdomen.
  - B. Acute diarrhea, characterized as two times the child's usual frequency of bowel movements with a loose consistency within a period of 24 hours.
  - C. Two or more episodes of vomiting within 24 hours.
  - D. Severe coughing or sore throat.
  - E. Oral or auxiliary temperature of 100 degrees or more.
  - F. Yellow skin or eyes.
  - G. Red eyes with discharge.
  - H. Infected or untreated skin patches or lesions.
  - I. Difficult or rapid breathing.
  - J. Severe itching of body or scalp.
  - K. Skin rashes, excluding diaper rash, lasting more than one day.
  - L. Swollen joints.
  - M. Visibly enlarged lymph nodes.
  - N. Stiff neck.
  - O. Blood or puss from ear, skin, urine, or stool.
  - P. Unusual behavior for the child characterized by no playing, confusion, or persistent inconsolable crying.

Q. Loss of appetite, characterized by refusing all solids.

R. Symptoms which indicate any of the following diseases:

chicken pox

impetigo

lice

scabies

strep throat

S. Reportable communicable diseases (see staff above).

2. Children who have been diagnosed with any of the above reportable communicable diseases may return to the center only when written documentation from a licensed physician states that they have been evaluated and present no risk to other children.
3. Children who have symptoms of illness may be admitted to or remain in the center only when there is written documentation from a licensed physician (or verbal with written follow-up), stating that the child has been diagnosed and poses no serious health risk to the child or other children. The child may also return when there is no symptoms for 24 hours.

**\*\* If child is sent home for lice, a head check will be performed upon the child's return before admittance back into the facility is granted. If a child is sent home, refunds are not permitted.**

4. The center will notify parents of all occurrences of or exposure to communicable diseases or conditions in the center through a written notice posted visibly for all.
5. The parents of the children who become ill or injured while in child care will be immediately notified of any illness/symptoms of any injury more serious than minor cuts and scratches. Parental instructions for action will be obtained.
6. In non-emergency situations, the administrator (or designee) will make prompt arrangements with the parents for medical evaluation or for the child to be picked up by the parent if necessary.
7. The administrator (or designee) will obtain emergency medical treatment without specific parental instruction in those cases where the illness/symptoms or injury are such that there must be no delay in treatment.
8. Until removal from the center, the child will be provided a place to rest quietly under supervision.

# UPDATED CHILD AND ADULT CARE FOOD PROGRAM MEAL PATTERNS:

# CHILD AND ADULT MEALS



USDA recently revised the CACFP meal patterns to ensure children and adults have access to healthy, balanced meals throughout the day. Under the updated child and adult meal patterns, meals served will include a greater variety of vegetables and fruit, more whole grains, and less added sugar and saturated fat. The changes made to the meal patterns are based on the Dietary Guidelines for Americans, scientific recommendations from the National Academy of Medicine, and stakeholder input. CACFP centers and day care homes must comply with the updated meal patterns by October 1, 2017.

## Updated Child and Adult Meal Patterns



### Greater Variety of Vegetables and Fruits

- The combined fruit and vegetable component is now a separate vegetable component and a separate fruit component; and
- Juice is limited to once per day.



### More Whole Grains

- At least one serving of grains per day must be whole grain-rich;
- Grain-based desserts no longer count towards the grain component; and
- Ounce equivalents (oz eq) are used to determine the amount of creditable grains (starting October 1, 2019).



### More Protein Options

- Meat and meat alternates may be served in place of the entire grains component at breakfast a maximum of three times per week; and
- Tofu counts as a meat alternate.



### Age Appropriate Meals

- A new age group to address the needs of older children 13 through 18 years old.



### Less Added Sugar

- Yogurt must contain no more than 23 grams of sugar per 6 ounces; and
- Breakfast cereals must contain no more than 6 grams of sugar per dry ounce.



## Making Every Sip Count

- Unflavored whole milk must be served to 1 year olds; unflavored low-fat or fat-free milk must be served to children 2 through 5 years old; and unflavored low-fat, unflavored fat-free, or flavored fat-free milk must be served to children 6 years old and older and adults;
- Non-dairy milk substitutes that are nutritionally equivalent to milk may be served in place of milk to children or adults with medical or special dietary needs; and
- Yogurt may be served in place of milk once per day for adults only.



## Additional Improvements

- Extends offer versus serve to at-risk afterschool programs; and
- Frying is not allowed as a way of preparing foods on-site.

## Breakfast Meal Patterns

	Ages 1-2		Ages 3-5		Ages 6-12 & 13-18		Adults	
	Previous	Updated	Previous	Updated	Previous	Updated	Previous	Updated
<b>Milk</b>	½ cup	½ cup	¾ cup	¾ cup	1 cup	1 cup	1 cup	1 cup
<b>Vegetables, fruit, or both</b>	¼ cup	¼ cup	½ cup	½ cup	½ cup	½ cup	½ cup	½ cup
<b>Grains</b>	½ serving	½ oz eq*	½ serving	½ oz eq*	1 serving	1 oz eq*	2 servings	2 oz eq*

\*Meat and meat alternates may be used to substitute the entire grains component a maximum of three times per week.  
Oz eq = ounce equivalents

## Lunch and Supper Meal Patterns

	Ages 1-2		Ages 3-5		Ages 6-12 & 13-18		Adults	
	Previous	Updated	Previous	Updated	Previous	Updated	Previous	Updated
<b>Milk</b>	½ cup	½ cup	¾ cup	¾ cup	1 cup	1 cup	1 cup	1 cup*
<b>Meat and meat alternates</b>	1 oz	1 oz	1 ½ oz	1 ½ oz	2 oz	2 oz	2 oz	2 oz
<b>Vegetables</b>	¼ cup	⅛ cup	½ cup	¼ cup	¾ cup	½ cup	1 cup	½ cup
<b>Fruits</b>		⅛ cup		¼ cup		¼ cup		½ cup
<b>Grains</b>	½ serving	½ oz eq	½ serving	½ oz eq	1 serving	1 oz eq	2 servings	2 oz eq

\*A serving of milk is not required at supper meals for adults  
Oz eq = ounce equivalents

## Snack Meal Patterns

	Ages 1-2		Ages 3-5		Ages 6-12 & 13-18		Adults	
	Previous	Updated	Previous	Updated	Previous	Updated	Previous	Updated
<b>Milk</b>	½ cup	½ cup	½ cup	½ cup	1 cup	1 cup	1 cup	1 cup
<b>Meat and meat alternates</b>	½ oz	½ oz	½ oz	½ oz	1 oz	1 oz	1 oz	1 oz
<b>Vegetables</b>	½ cup	½ cup	½ cup	½ cup	¾ cup	¾ cup	½ cup	½ cup
<b>Fruit</b>		½ cup		½ cup		¾ cup		½ cup
<b>Grains</b>	½ serving	½ oz eq	½ serving	½ oz eq	1 serving	1oz eq	1 servings	1 oz eq

Select 2 of the 5 components for snack.  
Oz eq = ounce equivalents

Note: All serving sizes are minimum quantities of the food components that are required to be served.

## SAMPLE SNACK MENU

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>Cheese (1oz) Crackers (.7oz) Juice – 6 fl oz</b>	<b>Apple Slices (3/4 cup) with Peanut Butter – 2 tablespoons</b>	<b>Granola Bar (2.2 oz) Tangerine Slices – 3/4 cup</b>	<b>Low-Fat/Fat-Free Yogurt (4oz or 1/2 cup) strawberries – 3/4 cup</b>	<b>Whole-Grain Crackers (.7oz) Cheese Stick (1oz) Juice – 6 fl oz</b>
<b>WG Muffin (2oz) Orange Slices – 3/4 cup</b>	<b>Trail Mix (mix of dry cereals - 1oz) Juice – 6 fl oz</b>	<b>Carrot, Broccoli, and Celery Sticks (3/4 cup total) Hummus – 1/2 cup</b>	<b>Whole-Grain Soft Pretzel (2oz) Juice – 6 fl oz</b>	<b>Fresh Pear Slices – 3/4 cup Low-Fat/Fat-Free Yogurt (4oz or 1/2 cup)</b>

## SAMPLE LUNCH MENU

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>Turkey and Cheese Sandwich</b>  <b>Orange Slices*</b> <b>Carrots*</b> <b>Milk</b>  <b>recipe 1/2 cup 1/2 cup 8 oz</b>	<b>Chef Salad*</b> <b>Fruit Cocktail</b> <b>Milk</b>  <b>recipe 1/2 cup 8 oz</b>	<b>Pizza "Lunchable" Broccoli*</b> <b>Juice</b> <b>Milk</b>  <b>recipe 1/4 cup 4 oz 8 oz</b>	<b>Taco Salad*</b> <b>Tortilla Chips</b> <b>Applesauce Milk</b>  <b>recipe 1oz svg 1/2 cup 8 oz</b>	<b>Ham Roll-up</b> <b>Watermelon*</b> <b>Bell Pepper Strips*</b> <b>Milk</b>  <b>recipe 1/2 cup 1/4 cup 8oz</b>
<b>Turkey and Chz Sandwich</b> <b>Turkey Lunch</b> <b>Meat American</b> <b>Cheese WG</b> <b>Bread</b> <b>or WG Bun</b>  <b>2oz</b> <b>1 slice 2 slices</b> <b>1 each</b>	<b>Chef Salad</b> <b>Lettuce Shredded</b> <b>Carrots Shredded</b> <b>Cheese Turkey</b> <b>Ham</b> <b>Goldfish Crackers</b> <b>Ranch Dressing</b> <b>1 cup</b> <b>1 T</b> <b>1/8 cup 2 slices</b> <b>2 slices 1oz pkg 1 pkg</b>	<b>Pizza "Lunchable"</b> <b>Whole Grain</b> <b>Sandwich Slims</b> <b>Marinara Sauce</b> <b>Mozzarella</b> <b>Cheese pepperoni</b>  <b>1 each 1/4 cup</b> <b>1/2 cup 4 each</b>	<b>Taco Salad</b> <b>Shredded</b> <b>Lettuce Taco</b> <b>Beef Shredded</b> <b>Cheese Salsa</b> <b>Ranch Dressing</b>  <b>1 cup 1/4 cup</b> <b>1/4 Cup 1/4 cup 1 pkg</b>	<b>Ham</b> <b>Cream Cheese</b> <b>WG Tortilla</b>  <b>2oz 1.5 T 1 each</b> <b>Ham Roll-up</b>

\* Any child in camp for over 10 hours will be provided with one additional snack.

# SAMPLE DAILY SCHEDULE

## 5-7 year olds:

7-9am\* .....Before Care Activities (Free Play)  
9-9:30am.....Welcome and Free Play  
9:30-10am .....Morning Snack  
10:00-10:30am.....Outdoor Play  
10:30am-Noon .....Themed Activity/Arts & Crafts  
Noon-12:30pm.....Lunch  
12:30-1pm.....Clean-up and Prepare for Swimming  
1-2:30pm.....Swimming  
2:30-3pm .....Changing/Transition from Pool  
3-3:30pm .....Afternoon Snack  
3:30-4pm .....Outdoor Activities  
4-6pm\* .....After Care Activities (Free Play)

## 7-9 Year olds:

7-9am\* .....Before Care Activities (Free Play)  
9-9:30am.....Welcome and Free Play  
9:30-10am .....Morning Snack  
10:00-10:30am.....Outdoor Play  
10:30am-Noon .....Themed Activity/Arts & Crafts  
Noon-12:30pm.....Lunch  
12:30-1pm.....Clean-up and Prepare for Swimming  
1-2:30pm.....Swimming  
2:30-3pm .....Changing/Transition from Pool  
3-3:30pm .....Afternoon Snack  
3:30-4pm .....Outdoor Activities  
4-6pm\* .....After Care Activities (Free Play)

## 9-12 year olds:

7-9am\* .....Before Care Activities (Free Play)  
9-9:30am.....Welcome and Free Play  
9:30-10am .....Morning Snack  
10:00-10:30am.....Outdoor Play  
10:30am-Noon .....Themed Activity/Arts & Crafts  
Noon-12:30pm.....Lunch  
12:30-1pm.....Clean-up and Prepare for Swimming  
1-2:30pm.....Swimming  
2:30-3pm .....Changing/Transition from Pool  
3-3:30pm .....Afternoon Snack  
3:30-4pm .....Outdoor Activities  
4-6pm\* .....After Care Activities (Free Play)



# CAMP INFORMATION & REGISTRATION CHECKLIST

## WHAT SHOULD MY CHILD BRING?

Swimming and water activities take place daily. Please bring a swimsuit every day. Also bring lunch, two snacks, water bottle, appropriate indoor/outdoor wear and a backpack.

## WHAT ABOUT LUNCH?

A sack lunch and two snacks are needed each day marked with child's name and date. Please make sure all lunches meet the nutritional requirements of the Municipality of Anchorage (see sample lunch menu).

## PICK UP & DROP OFF

**You are required to sign in and out your child for camp each day on the daily sign in/out sheet.**

### ***SOUTH***

Arrivals & Departures – The pick up/drop off area for the South camp is in the O'Malley Sports Center (same building as Get Air). After entering the building go to the right and through the gate.

### ***EAST***

Arrivals & Departures – The drop off and pick up area for East camp is in the Northeast rear part of the building. Door is marked as camp location.

### ***EAGLE RIVER***

Arrivals & Departures- The drop off and pick up area for Eagle River camp is through the main entrance and to the rear of the building in the "Party Room" to the left of the pool.

**The Alaska Club Camps are licensed by the Municipality of Anchorage (East, South & Eagle River).**

## WHAT-TO-BRING CHECKLIST

- ☐ Swimsuit (required daily)
- ☐ Sack lunch\*
- ☐ 2 snacks\*
- ☐ Water Bottle
- ☐ Rain gear/appropriate outdoor and indoor wear for activities
- ☐ Backpack
- ☐ Full change of clothing (pants, shirt, socks, shoes, underwear)

\* Lunches brought from home must include child's name & date.



**Listed below are the forms required to enroll your child(ren) in The Alaska Club Fun Camps. If the required forms are not completed by the first day of camp, your child(ren) will be denied admission to camp until the required forms and payment are completed.**

- ☐ Registration Sheet
- ☐ Administrative Form
- ☐ Payment Agreement
- ☐ Parent Sign Off
- ☐ Emergency Record Cards
- ☐ Physical Exam
- ☐ Medical Exemption Form
- ☐ Religious Exemption Form
- ☐ Medication Permission Forms
- ☐ Current Immunization Records

# PARENTS' GUIDE TO LICENSED CHILD CARE

- **Choosing care for your child is a significant decision**

When you entrust the care of your child to another person, you are making an important decision. Visit, ask questions and carefully compare several programs. Licensed care includes child care and educational homes and centers. Your choice depends on what you want and need for your child.

- **Licensing is a key to quality child care.**

It promotes good care by setting basic standards. Before a center or home is granted a child care license, it must meet health, safety, and program requirements (see summary on back of this sheet). A Child Care Licensing Specialist from the Municipality of Anchorage visits and inspects the facility and investigates complaints. The goal of licensing is to prevent risks to children; however, licensing cannot guarantee that a facility meets all code requirements at all times.

- **You as an informed parent are a key to quality child care.**

Parents are responsible for choosing and monitoring their child's care. Licensing specialists visit one to four times a year, but you visit each time you take your child. Visit unexpectedly sometimes or in the middle of the day. Keep an eye on the quality of care. What do you see when you visit? Is the environment safe? Are caregivers capable and nurturing? How many children are present? Are meals nutritious? Are activities appropriate? Watch how your infant responds to the program and listen to what your child says. You are the person best able to decide whether child care meets your standards for safety, health, and quality.

- **If you have questions or concerns about your child's care.**

Discuss concerns with your caregiver. Talk to the caregiver if you observe health or safety problems or if you feel the program needs improvement. If you are still concerned, or if you believe children may be in danger or a standard is violated, contact the local licensing office. The licensing office will investigate your complaint. Address and phone of the local licensing office:

Municipality of Anchorage  
 Child Care Licensing Program  
 825 L Street, 3rd floor  
 P. O. Box 196650  
 Anchorage, AK 99519-6650  
 (907) 343-4758  
 Website: <http://www.muni.org/Departments/health/community/Pages/Child.aspx>  
 Recent facility inspection reports can be viewed at: <http://hhs.muni.org/cac/>

Additional information regarding the location of child care facilities licensed by the Municipality of Anchorage can be found online at: <http://neighborhood.muni.org>

## HOW MANY CHILDREN MAY BE IN CARE?

<b>Licensed Child Care Homes</b> <b>(Including children related and unrelated to caregivers)</b>	<b>Licensed Child Care Centers</b>
<ul style="list-style-type: none"> <li>• No more than 8 children total</li> <li>• No more than 6 children total if only one door exit.</li> <li>• No more than 3 children under 30 months</li> <li>• No more than 2 non-walking children</li> <li>• At least 1 adult caregiver</li> <li>• No more than 5 children in nighttime care (including provider's own children) (10pm – 6 am)</li> <li>• Children who live in the household under the age of 12 count in the total</li> </ul>	<ul style="list-style-type: none"> <li>• 9 or more children</li> <li>• 1 caregiver for every 4 infants (6 weeks thru 11 months)</li> <li>• 1 caregiver for every 5 toddlers (12 thru 18 months)</li> <li>• 1 caregiver for every 6 toddlers (19 thru 35 months)</li> <li>• 1 caregiver for every 10 children (3 thru 12 years)</li> <li>• At least 2 adults on premises</li> </ul>

# SUMMARY OF CHILD CARE LICENSING REQUIREMENTS WITHIN THE MUNICIPALITY OF ANCHORAGE

## PARENTS

- Are responsible for selecting safe, appropriate care for their child
- Are responsible for monitoring their child's care
- Provide current emergency information and immunization records for their child
- Are encouraged to visit their child anytime the child is in care
- Receive written child care policies

## LICENSING

- Child care license is required if more than 4 children (not related to caregivers) are in care
- License must be renewed prior to expiration (annually or biennially)
- Facility (including building, staff and program) is evaluated before a license is issued and is periodically monitored thereafter
- Complaints are investigated
- Licensing files are open to public review

## CAREGIVERS

- Are required to care for children in a safe, healthy way
- May not have physical, health, mental health, or behavior problems that might be a risk to children
- May not have domestic violence or substance abuse problems that might be a risk to children
- Complete child care training each year
- Are at least 18 years of age
- Junior helpers may only assist the administrator and are under direct supervision
- Persons 16 and older have a criminal background check including submitting fingerprint cards
- Meet early childhood training requirements

## SAFETY

- Children are always supervised by an adult
- Caregivers know the whereabouts of children at all times
- Caregiver(s) with First Aid and CPR training are present
- Facility is free of hazards, inside and out
- Gates are required at accessible stairways if children under 36 months are in care.
- Medicine and poisons are stored safely
- Electrical outlets have child proof covers if children under age 5 are in care
- Emergency information is kept for each child and is reviewed and updated semi-annually

## HEALTH

- Facility meets sanitation and safety standards
- Meals and snacks are nutritious
- Children are immunized or exemptions are on file
- Parents are notified if their child is exposed to a contagious or communicable disease
- If it chooses, a child care home may care for mildly ill children
- Seriously ill child may not be in care without a medical provider's written approval
- Drinking water is safe
- Smoking is not allowed
- Medicine is given only with parent permission
- Food preparation and handling are sanitary

## EQUIPMENT AND SUPPLIES

- Furniture and equipment are safe and durable
- Infant walkers are not allowed
- Toys are adequate and varied
- Children have storage space for their belongings
- Children under 5 years have a cot/mat/bed and individual blanket
- Infants must sleep in a safe crib or playpen without materials that would increase the risk of suffocation

## PROGRAM

- Promotes children's healthy development
- Includes quiet and active, group and individual, indoor and outdoor activities
- Limits TV and video to children's programs and limited to no more than 1½ hours in a 24 hour period
- Does not allow high risk activities
- Requires parent permission for moderate risk activities (for example, swimming, ice skating, trips by vehicle)
- Provides a minimum of 20 minutes of vigorous physical activity for every 3 hours the child is in care between 7am and 7pm

## BEHAVIOR GUIDANCE

- Is positive, and never cruel, humiliating, or damaging to the child
- Sets realistic expectations and clear, consistent limits
- Is not related to eating, napping, toileting, or removing from other children for more than 10 minutes
- Does not use corporal punishment (Corporal punishment means "the infliction of bodily pain as a penalty for a disapproved behavior. It includes shaking, spanking, delivering a blow with a part of the body or an object, slapping, pinching, pulling or any other action that seeks to induce pain.")

## FIRE SAFETY

- Facility meets fire safety standards
- Emergency evacuation plan is practiced monthly and documented





