Camp Information

Contact Information

- For registration information or general camp inquiries:
  - **651-487-8272** (Reservations) or email: campcomo@ci.stpaul.mn.us

- Day of camp questions:
  - 651-724-4831 (Camp Como Cell Phone – call or text!)

- Information about your child:
  - 651-487-8270 (Camp Care Specialist) or email: campcarespecialist@ci.stpaul.mn.us

Registration Deadlines and Cancellations

- Registration must be completed two weeks before the start of camp. If a camp has not met the participant minimum two weeks before it is scheduled to start, it will be canceled, and you will receive a full refund.

Refund policy

- Cancelations made more than two weeks in advance before the camp start date will receive a full refund minus a $25 processing fee. No refunds will be issued less than two weeks before the start of camp.
- Questions contact campcomo@ci.stpaul.mn.us

Camp Drop-Off and Pick-Up

- Drop-Off
  - Campers should be dropped off between **8:30 am – 9:00 am**.
  - **Location:** Drop-off and pick-up will be outside, in the circle drive, in front of Como's Visitor Center.
  - **There is no need to park in the parking lots.** There is also a bike rack near the site. Refer to the **map** for the location and watch for posted signs.
  - **You must check in with a Como Education Staff before leaving your child.**

- Pick-Up
    - Campers should be picked-up between **3:00 pm – 3:30 pm**.
    - Location will be in the same place as morning drop off.
    - **Adults picking up campers will be required to show an ID and be on the Approved Adult pick-up list.**

After Care

For Full Day Camps

Cost: $75 for the week

Description:

- Parents/guardians pay a flat fee and can utilize the aftercare option as much or as little as they'd like throughout the week**.** There is no need to tell us which days you will need aftercare. Instead, if you have not arrived by the end of camp pickup, 3:30 pm, we will assume your camper is staying for aftercare that day.
- Campers in aftercare will be occupied with activities from 3:30 to 4:30pm.
- **Aftercare pickup is between 4:30 and 4:45 pm.**

What to Wear and Bring

- **Camp t-shirts must be worn each day.** Shirts serve as camper name tags and enable instructors to keep campers together during busy summer days. **Campers will receive their complimentary shirt on the first day of camp.** If you would like to purchase an additional shirt for $10 for your camper you can call our reservation line: 651-487-8272.
- Appropriate clothing for the weather
- Closed-toe shoes for active play and behind-the-scenes experiences.
- Backpack or bag with:
    - Reusable water bottle
    - Sunscreen (apply first round at home each day; campers will need to be able to reapply without assistance if needed)
    - Two snacks (in addition to lunch)
    - Lunch - if attending full-day camp
    - Please label all belongings! Camp Como is not responsible for lost items

- Any medications that need to be taken during camp (all medication, whether prescription or over-the-counter, will need to have a Medication Authorization Form filled out prior to the start of camp)

We want campers to fully immerse themselves in the Camp Como experience. Personal Items such as ***cell phones/electronics, trading cards, stuffed animals, and other games and toys*** *can be disruptive to the camp experience and are best left at home.*

Snacks and Lunch

Campers are encouraged to bring peanut-free and nut-free snacks (and lunches if in full-day camp). Due to the high prevalence of food allergies, **Como does NOT provide snacks or lunch for campers.** Please avoid peanut butter, granola bars, or baked goods with peanuts, trail mix, or nut-based spreads. "Soy nut" butter and sunflower seed butter are great alternatives to peanut butter.

We cannot guarantee a peanut-free and nut-free environment at Como. Please disclose all participant food allergies during registration. To discuss concerns or potential accommodations, please contact our Como Cares Specialist at campcarespecialist@ci.stpaul.mn.us

Half day PreK-Kindergarten camps

- Have campers come prepared with two snacks: one for morning and one for mid-morning or at pick-up.

Full day camps

- Have campers come prepared with a morning snack, afternoon snack, and lunch.
  - **It is helpful if your camper knows which items are for AM snack and PM snack separate from their lunch**. Some campers have a hard time deciphering if they're not clear and often eat their snacks with their lunch, leaving no snack for the afternoon.
- Lunches must be bagged. No refrigeration or microwaves are available.
  - If lunches need to stay cold, many parents pack a lunchbox freeze pack.
- Campers are not allowed to buy food at the café.

Camp Health and Safety

Health

Children should only attend camp if they can participate in activities with reasonable comfort. If your child is feeling unwell, we encourage you to keep your child at home.

Saint Paul Parks and Rec Medication Policy

All medications, including prescription and over-the-counter medication, are required to have a medication authorization form filled out and signed by a parent or guardian.

Safety

All adults picking up children from camp **must show a photo ID** and be on the **approved adult pick-up list.** Please make sure to list any additional adults (other than yourself) who will be picking your child up from camp when you register.

Como Care Specialist

Our Como Cares Specialist is a staff member that acts as our on-site camp paraprofessional. This role offers another layer of care and expertise and assists campers who need extra support getting the most out of the Camp Como experience. The Care Specialist will communicate with families that have specified special or medical needs in their camp registration. They are also the best to contact if you as a parent or guardian have anything to discuss about your camper.

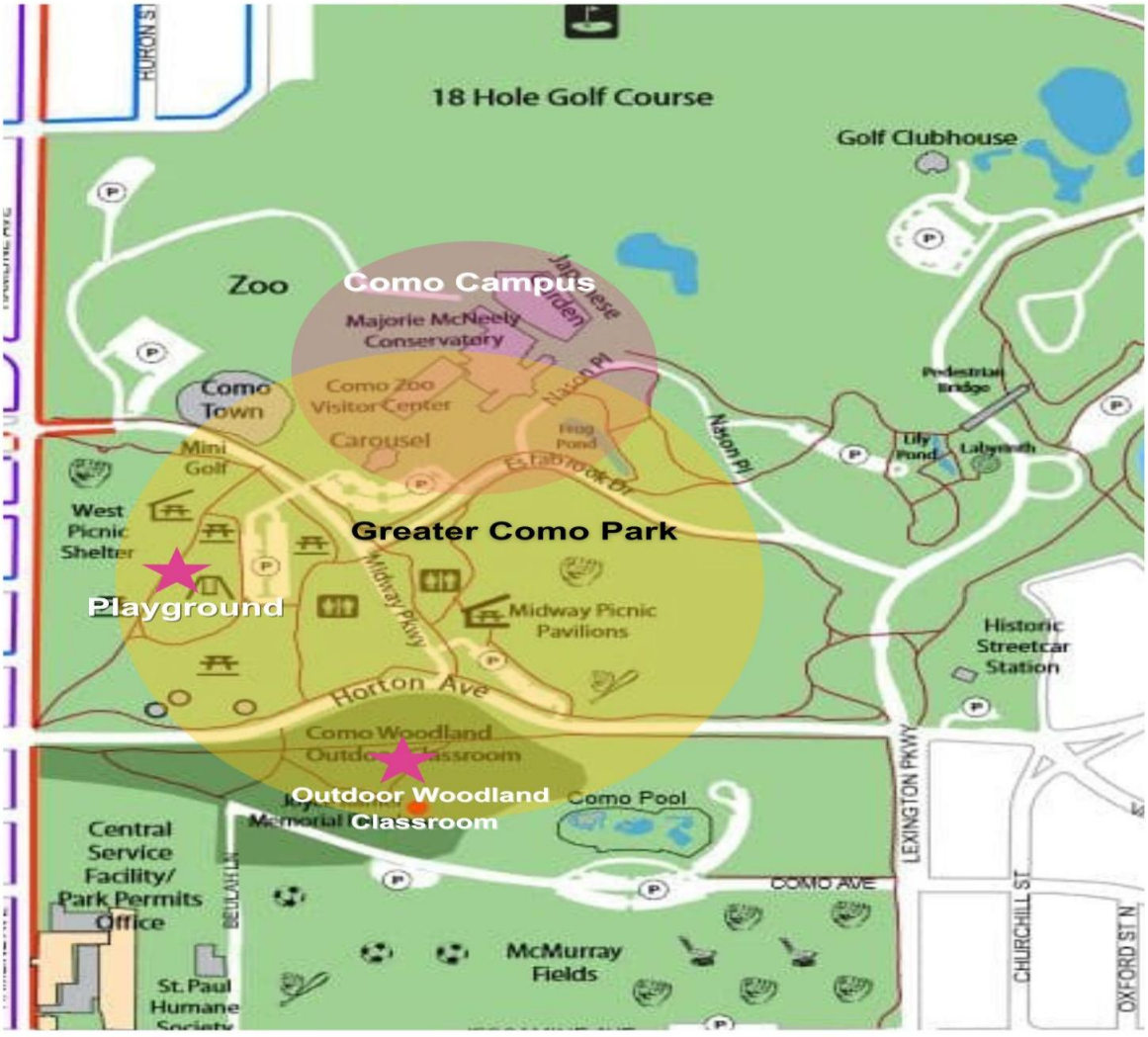
- Care Specialist Contact:
  - Campcarespecialist@ci.stpaul.mn.us
  - 651-487-8270

Off-site Locations

In addition to the numerous hands-on activities at our Zoo & Conservatory Campus, we wanted to inform you that occasionally we will take campers to nearby locations within walking distance. These off-campus excursions will provide additional learning opportunities and adventures. Some of the places we may visit include:

- Greater Como Park
- Como Outdoor Woodland Classroom
- Como Playground

Please let us know if you have any questions or concerns about this.



Behavior Policy

(Please Review with your camper prior to camp)

BEHAVIOR GUIDANCE

We strive to create an environment that is developmentally appropriate and engaging for every child. Our general practice is to encourage and reward positive behavior. However, to minimize disruptive or unacceptable behavior, staff may also use a variety of techniques such as preventative measures, redirection, verbal intervention, and breaks away from camp activities. We make every attempt to work with children and teach appropriate behavior. A camper may be dismissed from camp as a last resort.

GENERAL BEHAVIOR RULES

- Be Kind - keep hands, feet, and objects to yourself
- Be Respectful - to staff, others, yourself, and your environment
- Be Safe - stay with a Como staff member

UNACCEPTABLE BEHAVIOR

- Refusing to follow our behavior guidelines or camp rules
- Using profanity, vulgarity, or obscenity
- Stealing or damaging personal or camp property
- Refusal to participate in activities or cooperate with staff
- Disrupting the program
- Leaving the program without permission
- Endangering the health and safety of yourself, other children, zoo animals, and/or staff
- Physical violence or bullying/teasing toward another camper or staff

WHEN CAMP BEHAVIOR RULES ARE BROKEN

1. Staff will redirect the child to more appropriate behavior.
2. If inappropriate behavior continues, the child will be reminded of behavior guidelines and camp rules and will be asked to participate in determining action steps to correct his/her behavior.
3. Staff will document the situation, the inappropriate behavior, and the action taken.
4. Parents/guardians will be notified (either by phone or at pick-up) of any situation in which action was taken. Guidance from parents/guardians is welcomed and a behavior plan may be developed.
5. If the situation is not resolved and the unacceptable behavior continues the child may be dismissed from camp.