

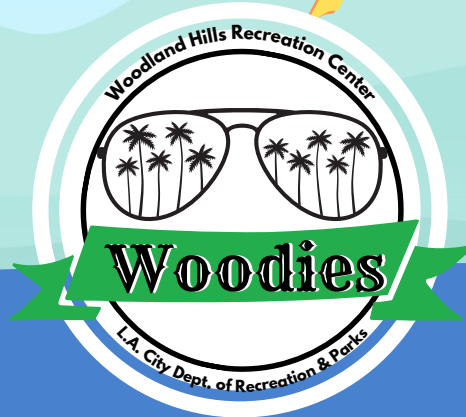


# Summer Camp 2024



Ages 5 - 11

Registration: March 13th  
(online only)



Ages 12-13

Registration: March 13th  
(online only)



Ages 14-15

Registration: March 23th  
(via email only)



Ages 6-12

Registration: March 19th  
(online only)



Ages 3-5

Registration: March 19th  
(online only)

**June 17 - August 9**

**Registration Begins at 10:00am**

Persons with disabilities are welcomed to participate in our classes and programs. Reasonable accommodations will be made with prior arrangements. Please be aware that some accommodations may take 30 days or longer. Please submit your request for an accommodation as soon as possible.



CONTACT US

(818) 883-9370 ● [rap.campsharwood@lacity.org](mailto:rap.campsharwood@lacity.org)

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## REGISTRATION BEGINS AT 10:00AM ON:



March 13th  
(online)



March 13th  
(online)



March 23th  
(via email)



March 19th  
(online)



March 19th  
(online)

### Office Hours

Monday\*: 9:00 AM - 9:00 PM  
Tuesday: 9:00 AM - 9:00 PM  
Wednesday: 9:00 AM - 9:00 PM  
Thursday: 9:00 AM - 9:00 PM  
Friday: 9:00 AM - 9:00 PM  
Saturday: 9:00 AM - 5:00 PM  
Sunday: CLOSED

\*Office opens at 8:00 AM on Monday mornings, for camp families, during the camp session.

Closed on all official holidays.

Memorial Day, Mon. May 27  
Juneteenth, Wednesday June 19  
Independence Day, Thursday. July 4

### Online Registration

Camp Sharwood, Woodies, Camp Little Twigs & Arts Academy: visit our website under "PATRON ACTIVITY REGISTRATION INSTRUCTIONS" for help with online registration.



#### Register Early

Due to the popularity of our camp, spaces do fill up quickly. Spaces are on a first come first served basis. To ensure your child has a space and to avoid being placed on a waiting list, please register early.

Thank you, WHRC

# Camp Sharwood

Ages 5 - 11

IN OUR DAY CAMP PROGRAM, CAMPERS WILL ENJOY A WIDE VARIETY OF AGE APPROPRIATE ACTIVITIES WHICH INCLUDE BUT ARE NOT LIMITED TO: DRESS-UP DAYS, SPIRIT DAYS, SINGING SONGS, ARTS & CRAFTS, SPORTS, GAMES, COOKING, DRAMA, SCIENCE, SPECIAL EVENTS, SPECIAL GUESTS, FIELD TRIPS, SWIMMING AND MORE!

When registering the following are due: Registration fee, payment in full for first week attending camp, deposits for all weeks and field trips you want to attend. (deposits & registration fee are non-refundable)

Be sure to add registration fee into the cart before adding the week and field trips.

Payments must be paid by 11:59pm on the due date. Failure to make payment will result in losing your spot.

Camp Sharwood offers a 4 day option M-T-W-F (does not include Thursday)

Thursdays are an additional cost per day for field trips/special event.

\*There are no camp activities provided if the camper is not enrolled for the field trip.

Camp Hours:  
9:30-4:00 pm

Extended Care  
Camp Hours:

8:00-9:30am and  
4:00-6:00 pm

Included in the weekly  
price.

No camp on June 19  
& July 4th  
Facility closed due  
to holidays.

## PAYMENT INFORMATION:

- Registration Fee: \$35 one time fee (non-refundable, per child, comes with one shirt).
- \$40 deposit for each week attending camp (non-refundable)
- 4-Days of Camp (without field trip): \$200
- 5-Days of Camp (with field trip): \$200 with an additional \$50-\$75
- Note: There is no camp at the facility on field trip days
- \$10 for additional t-shirts
- \$10 for late pick up after 6pm

Registration begins **ONLINE: March 13th**  
**@10:00 am**

The programs in this brochure may be subject to change or cancellation.

# Camp Sharwood

## WEEKLY INFORMATION

JUNE 17 - AUGUST 9

WEEK	Date	Theme	Field trip <u>Thursday</u>	4 days M-T-W-F	THURSDAY FIELD TRIP COST
1	June 17 - 21 No Camp June 19th	Creative Campers	Underwood Farms	\$150	\$50
2	June 24 - 28	Fairy Tale	Universal Studios	\$200	\$75
3	July 1 - 5 No Camp July 4th	Safari	NO Camp	\$200	-
4	July 8 - 12	Olympics	MB2	\$200	\$50
5	July 15- 19	Bugging Out	Raging Waters	\$200	\$65
6	July 22 - 26	CSI	Knotts Berry Farm	\$200	\$65
7	July 29 - Aug. 2	Futuristic Fun	Science Center	\$200	\$50
8	August 5 - 9	Beach Bash	Carnival	\$200	\$50

## PAYMENT DUE DATE & LAST DAY FOR REFUND

Week	1	2	3	4	5	6	7	8
Date	June 3	June 10	June 17	June 24	July 1	July 8	July 15	July 22

The programs in this brochure may be subject to change or cancellation.



# Camp Sharwood



## *A Glance at the Field Trips*

*All Field Trips will occur on Thursdays,  
Check the Weekly Newsletter for more information!*



Week	Date	Trip & Location <u>Thursday</u>	Duration (Tentative)	Lunch & Snack	What to Bring
1	June 20	Underwood Farms Moorpark	9am- 4pm	Bring a Lunch	2024 camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water
2	June 27	Universal Studios Los Angeles	8am-6pm	Lunch will be provided	2024 camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water
3	July 4	NO Camp	-	-	Happy 4th of July!
4	July 11	MB2 Santa Clarita	9am-4pm	Lunch will be provided	2024 camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water
5	July 18	Raging Waters San Dimas	8:15am-6pm	Lunch will be provided	2024 camp shirt, swimsuit, sandals, socks, sunscreen, hat (optional), water
6	July 25	Knotts Berry Farm Buena Park	8:15am-6pm	Lunch will be provided	2024 camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water
7	Aug. 1	Science Center Los Angeles	8:15am-5pm	Bring a Lunch	2024 camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water
8	Aug. 8	Camp Carnival Woodland Hills Rec. Center	9am-4pm	Lunch will be provided	2024 camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water

**The programs in this brochure may be subject to change or cancellation.**

# JUNE 17 - AUGUST 7

MONDAY, TUESDAY, WEDNESDAY

9:00 AM - 1:00PM

REGISTRATION BEGINS: MARCH 19 @ 10:00 AM (ONLINE)



# Little Twigs Camp

INCORPORATING A NEW THEME EACH WEEK, OUR CAMPERS WILL BE SET FOR A SUMMER OF FUN ACTIVITIES INCLUDING ARTS AND CRAFTS, GAMES, MUSIC, SCIENCE, COOKING, WATER PLAY, AND MUCH MORE!

## Week 1

June 17-18

No Camp June 19

Theme: Glad to "sea" you back

## Week 2

June 24-26

Theme

Alien Invasion

## Week 3

July 1-3

Theme

Stars and Stripes

## Week 4

July 8-10

Theme

Mad Scientist

## Week 5

July 15 -17

Theme

Down on the Farm



Pre-school-Kinder  
Age  
3- 5 yrs

## Week 6

July 22-24

Theme

Circus

## Week 7

July 29-31

Theme

Jurassic Journey

## Week 8

August 5-7

Theme

See you next summer!



- Program fees include all activities, one t-shirt, & snacks.
- \$25.00 – Registration, one time fee (non-refundable)
- \$40.00 – Deposit per Week (non-refundable)\*  
\*Deposit goes towards camp balance
- \$115.00 – Weekly Fee (Monday, Tuesday, Wednesday)
- \$75.00 Week 1 Weekly fee.
- \$10.00 – Late Pick Up fee – pick up after 1pm
- \$10.00 – T-shirts (additional shirts)
- One t-shirt is provided with registration
- \$10.00 – Late Fee for each child not paid in full by the TUESDAY prior to the week attending camp.

**Lunch is NOT included, you must provide lunch**  
**Alert the camp director of any dietary restrictions.**

**ACTIVITIES:** Program activities are provided from 9-1pm. These activities include arts and crafts, games, story time, music, movement, and lots more fun with new friends! Water Play will take place on "Wet Wednesdays."

**ATTIRE:** Closed-toe shoes are required. Please bring an extra set of clothes to keep in your child's cubby. Children must wear their Camp Little Twigs t-shirt daily. Have campers come in wet wear for wet Wednesday.

**If a t-shirt is not worn, one will be provided and a \$10 fee be administered. Additional shirts may be purchased.**

**All Children must be FULLY POTTY TRAINED.**  
**Extended care is not provided. Staff is not available before 9:00am or after 1:00pm.**

# ARTS ACADEMY

**Ages: 6-12**

**Registration on March 19 @10:00am**

**Online**

## CLASS INFORMATION

**THURSDAYS**

**TIME: 9:00AM - 1:00PM**

**\$145**

**PER SESSION**

- Level: Beginning/Intermediate
- Campers may register for either session or both.
- Our Arts Academy is a fun and educational fine arts experience.
- We offer hands on art activities with various media including: drawing, painting, acrylics, pastels, and watercolor.
- Art will include subjects such as: landscapes/seascapes, still life, animals, and portraits.
- Campers must wear the provided Arts Academy t-shirt to each class.
- Please send campers in old clothing as some of the paint will not wash out.
- There is no supervision before or after the designated program times.
- Bring a lunch with water and a snack to every class. Snacks will not be provided.

Session	Date	Payment Date
Session #1	Thursdays 6/27, 7/11, 7/18	At time of registration
Session #2	Thursdays 7/25, 8/1, 8/8	July 11th

The programs in this brochure may be subject to change or cancellation.

# WOODIES

AGES 12-13



JUNE 17 - AUGUST 9

REGISTRATION  
BEGINS ONLINE:  
MARCH 13TH  
@10:00 AM

In our day camp program, the teens will enjoy a wide variety of weekly sports themed activities. In addition to, they will be participating in activities other than sports such as: cooking, crafts, drama skits, science, special events, special guests, field trips, swimming and more! The Woodies camp will encourage the young teens to have their creativity and independence shine through daily.

## Payment Information

- Registration Fee: \$35 one time fee (non-refundable, per child, comes with one shirt).
- \$40 deposit for each week attending camp (non-refundable)
- 4-Days of Camp (without field trip): \$200
- 5-Days of Camp (with field trip): \$200 with an additional \$50-\$75
- Note: There is no camp at the facility on field trip days
- \$10 for additional t-shirts
- \$10 for late pick up after 6pm

When registering the following are due: Registration fee, payment in full for first week attending camp, deposits for all weeks and field trips you want to attend. (deposits & registration fee are non-refundable)

Be sure to add registration fee into the cart before adding the the week and field trips.

Payments must be paid by 11:59pm on the due date. Failure to make payment may result in losing your spot.

Woodies offers a 4 day option M-T-W-F (does not include Thursday)

Thursdays are an additional cost per day.  
Field trip hours range from 8:00am - 6:00pm

\*There are no camp activities provided if the camper is not enrolled for the field trip.

## Camp Hours:

9:30-4:00 pm

Extended Care  
Camp Hours:

8:00-9:30am and  
4:00-6:00 pm

\*Included in the weekly price.

No camp on June 19  
& July 4th  
Facility closed due to holidays.

The programs in this brochure may be subject to change or cancellation.

Contact us:

Phone: 818-883-9370

Email: Rap.campsharwood@lacity.org





# WEEKLY INFORMATION

## JUNE 17 - AUGUST 9

WEEK	Date	Theme & Sport	Field trip <u>Thursday</u>	4 days M-T-W-F	THURSDAY FIELD TRIP COST
1	June 17 - 21 No Camp June 19th	Adventureland Soccer	Underwood Farms	\$200	\$50
2	June 24 - 28	Comic Cartoon Baseball	Universal Studios	\$200	\$75
3	July 1 - 5 No Camp July 4th	Safari Tennis	NO Camp	\$200	-
4	July 8 - 12	Olympics Olympic sports	MB2	\$200	\$50
5	July 15- 19	Under the Sea Dodgeball	Raging Waters	\$200	\$65
6	July 22 - 26	Mission Impossible Tag	Knotts berry Farm	\$200	\$65
7	July 29 - Aug. 2	Futuristic Fun Volleyball	Science Center	\$200	\$50
8	August 5 - 9	Superheroes Basketball	Six Flags	\$200	\$65

### PAYMENT DUE DATE & LAST DAY FOR REFUND

Week	1	2	3	4	5	6	7	8
Date	June 3	June 10	June 17	June 24	July 1	July 8	July 15	July 22

The programs in this brochure may be subject to change or cancellation.



# WOODIES



## *A Glance at the Field Trips*

*All Field Trips will occur on Thursdays,*

*Check the Weekly Newsletter for more information!*



Week	Date	Trip & Location <u>Thursday</u>	Duration (Tentative)	Lunch & Snack	What to Bring
1	June 20	Underwood Farms Moorpark	9am- 4pm	Bring a Lunch	Green camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water
2	June 27	Universal Studios Los Angeles	8am-6pm	Lunch will be provided	Green camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water
3	July 4	NO Camp	-	-	Happy 4th of July!
4	July 11	MB2 Santa Clarita	9am-4pm	Bring a Lunch	Green camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water
5	July 18	Raging Waters San Dimas	8:15am-6pm	Lunch will be provided	Green camp shirt, swimsuit, sandals, socks, sunscreen, hat (optional), water
6	July 25	Knotts Berry Farm Buena Park	8:15am-6pm	Lunch will be provided	Green camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water
7	Aug. 1	Science Center Los Angeles	8:15am-5pm	Bring a Lunch	Green camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water
8	Aug. 8	Magic Mountain Valencia	8am-6pm	Lunch will be provided	Green camp shirt, closed toed shoes, socks, sunscreen, hat (optional), water

**The programs in this brochure may be subject to change or cancellation.**

# COUNSELOR IN TRAINING



## C.I.T. Program Overview

Hello and thank you for your interest in the CIT Program at Camp Sharwood. We are looking for responsible, outgoing, and enthusiastic CITs who are ready and willing to dedicate their summer to working with children and improving their job-readiness skills.

This program is designed to provide teens an opportunity to develop leadership and communication skills, as well as work experience in a creative and fun environment. The CITs will attend workshops focused on resume building, mock interviews, and more.

**Application window opens: March 23, 2024**

**Application window closes: April 20, 2024**

Applications must be turned in via email to the Camp Sharwood email and must come from the applicant's personal email with their parent/guardian copied (via CC) in the email. Applications will not be accepted before or after the window.

**Email: [Rap.campsharwood@lacity.org](mailto:Rap.campsharwood@lacity.org)**

All applicants are chosen through an interview process. Interviews will be held mid May. This is an opportunity for consideration for future employment.

## CIT Program Application Instructions

Send an email to Camp Sharwood with "Your Name, CIT Application" in the subject line answering the following questions:

1. Your name, age, tell us about yourself (school, hobbies)
2. Volunteer or work experience (youth services, clubs, babysitting, etc)
3. Brief description of why you are applying for this position.
4. Availability and contact information (Which weeks you are available to work? Which workshop dates are you available to attend?)

## CIT Program Requirements

- Age: 14-15 (age determined as of June 12, 2024 - first day of camp)
- Commitment:
  - Attend Training Day
  - Attend Meet the Counselors
  - Attend 4 Workshops
  - One parent/guardian attend the parent meeting
  - A 4 week commitment of camp (minimum), Monday through Friday\* between the hours of 9:00am-4:30pm

\*Some Thursdays (field trip days) may require an extra fee & additional hours



# COUNSELOR IN TRAINING

**Ages 14-15 yrs**

## Important Dates

**Training:** June 8, 2024, 10:00am - 3:00pm

**Parent Meeting:** June 8, 2024, 3:00pm-4:00pm

**Meet the Counselors:** June 15, 2024,

**Camp Dates:** June 17 - August 9

**Weekly Fee: \$80**

For each week scheduled to attend, payments will be due Friday one week prior to attending.

**Registration Fee:** \$35 nonrefundable fee for each C.I.T. accepted into the program

Week	Dates	Workshops	Notes
1	June 17 - 21 No Camp June 19th	Childcare	Learn more about working with children!
2	June 24 - 28	Evaluations/ Unit Walkthroughs	Receive feedback on your growth.
3	July 1 - 5 No Camp July 4th	Communication	Learn about workplace communication.
4	July 8 - 12	Evaluations/ Unit Walkthroughs	Receive feedback on your growth.
5	July 15 - 19	Introduction to Resumes	Begin working on your resume.
6	July 22 - 26	Resumes and Interview Tips	Polish up and finalize your resume.
7	July 29 - August 2	Mock One-on-One Interviews	Apply our interview skills in a One-on-One setting!
8	August 5 - 9	Final Evaluations	Receive feedback on your growth this summer.

The classes and programs in this brochure may be subject to change.

# WHRC GENERAL CAMP POLICIES

Parent/Guardian Information (questions you may have):

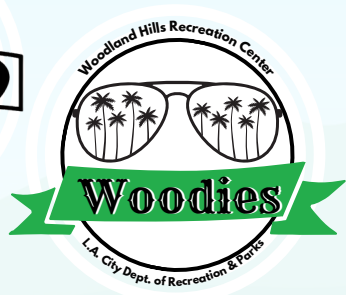
## CONTACT INFORMATION:

Phone: (818) 883-9370 Address: 5858 Shoup Ave., Woodland Hills, CA 91367

Email us at: [RAP.campsharwood@lacity.org](mailto:RAP.campsharwood@lacity.org)

Website: <https://www.laparks.org/reccenter/woodland-hills>

## PROGRAM HOURS:



M-T-W-Th-F  
9:30am-4:00pm  
Field Trip hours vary  
Extended Care  
A.M. 8:00am-9:30am  
P.M. 4:00pm-6:00pm

M-T-W-Th-F  
9:30am-4:00pm  
Field Trip hours vary  
Extended Care  
A.M. 8:00am-9:30am  
P.M. 4:00pm-6:00pm

M-T-W-Th-F  
9:30am-4:00pm  
Field Trip hours vary  
Extended Care  
A.M. 8:00am-9:30am  
P.M. 4:00pm-6:00pm

Thursday  
9:00am-1:00pm  
Extended Care  
Not available

M-T-W  
9:00am-1:00pm  
Extended Care  
Not available

**AGE/GRADE:** Grade will be determined as of Fall 2024. Children will be grouped according to grade level. There are NO requests.

**AUTHORIZED PICK UP ADDITIONS:** Any additions to the Authorized Pick Up list can be made via email or in person at our office. Emails must include the legal name (as it appears on the driver's license) of the person picking up your child. Emails must also be sent from the email on your child's registration form and must state the camper's name and birthday. Additions made in person may only be made by a parent/guardian and may require photo identification. We do not accept over the phone additions.

**PAYMENTS:** Balance due TWO MONDAYS (Camp Sharwood & Woodies) prior to the week attending camp, with the exception of the first week attending, which will be due at registration. All payments must be made in full on or before the due date. Failure to pay on or before the due date will result in losing your child's spot in camp. Payments can be made via our RecTrac system (online). Payments cannot be made over the phone. Scholarships available please contact Recreation Center Office.

**REFUNDS:** There are NO refunds after payment due date for that week this includes field trips. There are no refunds, transfers, or make-ups of missed days. No exceptions. Please be sure to check your child's school calendar for the summer break dates. This is your responsibility. The number of children registered in our program determines our staffing, supplies, materials, field trip reservations and buses reserved. A 15% administration fee will be assessed for any patron granted a refund by the Accounting Dept. An additional \$35 applied by the center, should a refund be granted.

**REGISTRATION:** A one time \$35 registration fee due when registering. The registration fee is NON- REFUNDABLE.

**DEPOSITS:** A \$40 deposit is required for each week/session. All deposits are NON-REFUNDABLE and NON-TRANSFERABLE. Deposits are deducted from the weekly/session fee at the time payment is due. Payment due dates for each camp vary, check the payment schedule. Failure to pay your balance by the due date may result in loss of space & deposit or a \$25 late fee, if spaces remain.

**SIGN-IN & OUT:** Parents or authorized persons must sign camper(s) in and out each day. Campers may NOT sign themselves in or out without prior written parent approval. Photo ID is required to pick up any camper. Please note: different counselors may do sign-out daily and all counselors are instructed to ask for ID. Include all persons who will be allowed to pick up your child on the registration form. Written permission and identification (of parent) must be (emailed) provided if you wish your child to be released to anyone other than those authorized on the registration form after the start of camp.

# WHRC GENERAL CAMP POLICIES

**DISCIPLINE POLICY:** Our programs advocate a positive guidance and discipline policy with an emphasis on positive reinforcement, redirection, prevention, and the development of self-discipline. Campers will receive verbal misbehavior warnings. If misbehavior continues, suspension, expulsion, or discharge may result without a refund. Please see “Safety” for additional information.

**SAFETY:** There is a zero tolerance policy in regards to the safety of each camper. Fighting of any kind including pushing, shoving, hitting, biting, scratching, verbal abuse, harassment or bullying, profanity, immoral conduct, inappropriate touching, degrading remarks not be tolerated. Lack of following rules or instructions given by staff will not be tolerated. Stealing or vandalism will not be tolerated. Possessing weapons or illegal substances will result in further legal action and dismissal from camp. Woodland Hills Rec. Center reserves the right to suspend, expel, or discharge a camper for misbehavior **without** a refund.

**EMERGENCIES:** Woodland Hills Recreation Center staff is mandated to report any suspected form of child abuse to the proper authorities. In case of emergencies - earthquakes, fires, etc., all children will remain on the premises and released only to those authorized on their Emergency Form, with I.D’s. In case of community emergencies, we will work directly with L.A.P.D and our Recreation Supervisors for updates, instructions, and procedures we are to follow.

**BEVERAGES:** Punch and water will be served during the camp day. Camp punch is typically lemonade, pink lemonade, orange drink, or sweet tea. Juice or soda may be available for field trips (Camp Sharwood & Woodies) but this will be noted in the weekly newsletter.

**EXTENDED DAY CARE:** (Camp Sharwood & Woodies only) Extended Day Care (EDC) is available from 8:00am-9:30am and 4:00pm-6:00pm. Camp activities run from 9:30am-4:00pm. A.M. EDC will be held in the gym and P.M. EDC will be held in the Activity Room. See “Late Pick Up” for more information.

**FIELD TRIPS:** (Camp Sharwood & Woodies) Field trips are taken on Thursdays. There are no alternative camp activities provided if the camper is not enrolled for the field trip. Field Trips vary on arrival time, please be sure to check our weekly newsletter for more information. Any field trips that were missed or arrived after departure will not be granted a refund as tickets are purchased in advance. We will do our best to adhere to the departure and arrival time posted for each trip. Parents are not allowed to drop off campers at field trip sites if bus is missed. Due to unforeseen circumstances, traffic, inclement weather, and/or mechanical problems, the buses may be delayed.

**FINAL SHOW:** Camp Sharwood Final Show is the culmination of our wonderful summer experiences. All campers participate in song and dance and a theatrical production. Families all join together for a fun-filled evening at Woodland Hills Rec. Center. Be sure to join us for Week 8, the show will be the evening of **Friday, August 4, 2023**. Everyone is welcome!

**FIRST AID:** Most minor injuries can be taken care of with band-aid first aid. No medicine of any kind can be used without the parent signing it in to the office with a medical release form. All staff are trained in First Aid/CPR. Staff will report all injuries, verbally or in writing, to parents. Any injuries of the neck and above will be reported immediately to parent/guardians via phone call.

**KONA ICE FRIDAYS & MONEY:** The Kona Ice truck or cart comes to Camp Sharwood on select Fridays throughout the summer during PM snack time. Money must be sent in a labeled bag or envelope. Money may be held in the office. WHRC and Camp Sharwood are not responsible for any lost or stolen money.

**LATE PICK UP:** Campers who are not picked up at 4:00pm will be taken to the EDC Room for pick up. Campers who are picked up after 6:00pm will be brought to the office and parents will be charged a late pick-up fee of \$10. If parent/guardian is late more than 3 times they will be charged \$1.00 per minute in addition to the \$10.00 fee. See “Extended Day Care” for more information.

**MAKE-UP DAYS:** There are NO “MAKE-UP” days for time missed at camp.

**MEDICAL INFORMATION:** If any medication (topical cream/ointment, sunscreen, ibuprofen, chapstick) is required, please request a medical form from the office. Completed medical forms w/ a photo ID of the child must be brought to the office w/ the meds.

**DRESS CODE:** For safety purposes, camp t-shirts, closed toed, and closed heeled shoes must be worn daily. No exceptions. Shoes must be closed toed to allow campers to play safely. Any child that attends camp without an appropriate camp t-shirt will be issued one and you will be billed accordingly. See “T-Shirts” for more information.

# WHRC GENERAL CAMP POLICIES

**MOVIES:** All movies shown at/or during camp will either be rated G or PG.

**PARENT & GUARDIAN CONDUCT:** All patrons are expected to be courteous to camp counselors, WHRC staff, camp directors and all patrons of the park and its programs.

**PARKING:** For the safety of all the children there is NO CURB/PARKING LOT DROP OFF, STOPPING OR PARKING in the red zones, staff parking or parking in handicap spots without placard displayed.

**PHOTOGRAPHS:** By enrolling your camper(s) in the camp program, you agree to allow the City of Los Angeles Dept. of Recreation and Parks and the Woodland Hills Recreation Center/Camp programs to use photographs, videos, and testimonials of participants for use in publicity material free of any fee or usage charge unless otherwise notified.

**PERSONAL ITEMS:** Camper(s) are not permitted to bring personal items to camp. If brought these items must be kept in backpacks, if not, they may be held in the office to be picked up by a parent/guardian. City of Los Angeles Dept. of Rec. & Parks and WHRC will not be held responsible for personal items brought to camp, this includes lost or stolen items. Such items include: toys, games, game/trading cards, CELL PHONES, iPads, "smart" watches, iPods, handheld games, etc.

**REGISTRATION FORM:** Registration forms must be filled out and submitted before the first day of camp. Registration form ensures the safety of your child as it contains emergency contact information and understanding of rules and regulations.

**SHADOWS/AIDES:** For shadows or aides present during camp hours a parent will need to send camp an email (Rap.campsharwood@lacity.org) to gather further information on getting an aide processed. Shadows or aides attending field trips shall require a field trip fee. We strongly recommend to gather information needed as soon as possible.

**SICK CHILDREN:** Please do not send your child if they are sick or do not feel well enough to participate comfortably in the program's activities. Children who are sent home with a fever, vomiting, or COVID symptoms will not be permitted back in camp for 24 hours.

**SPIRIT DAYS:** Campers are highly encouraged to participate in Spirit Day dress up! Campers who dress up are to bring a camp shirt in their backpack in case they would like to change. Campers participating in spirit dress up will be given a wristband for ID and safety purposes. All dress-up costumes must be appropriate and may not have any props that are weapons or masks, etc.

**SPLIT PAYMENT:** Parent/Guardian will be held responsible for determining payment between families who do not share a household.

**SUBJECT TO CHANGE:** All camp policies, field trips, themes, events, dates, etc. are subject to change.

**SUNSCREEN:** Sunscreen is highly recommended daily. Please apply before camp and send some with your camper(s) each day. If your child cannot apply sunscreen without assistance, the sunscreen must be marked as medication and be brought to the office.

**SWIM:** (Camp Sharwood & Woodies) Due to the aquatics department rules and regulations, children ages 7 years and under are not permitted in the large pool area without a one-to-one ratio, which we do our best to provide. Children are not required to enter the swimming pool. We will have alternative "cool-down" activities or indoor activities for children who choose not to swim. Camp Sharwood swim times will be posted in the weekly newsletter and are subject to change.

**TAX ID:** 95-6000735 City of LA

**T-SHIRTS:** Two camp shirt is provided to you for the entire camp program. Additional shirts may be purchased for \$10.00. The 2024 t-shirt provided is required for the Thursday Field Trips (Camp Sharwood & Woodies), other color camp shirts may be worn on any non-trip days.

Arts Academy (yellow) and Little Twigs (green) t-shirts are required daily. T-Shirts may not be altered in any way (ie: cutting, beading, etc). Please mark all items with your child's name. See "Dress Code" for more information.

**QUESTIONS:** All questions are welcome and may be emailed to the Camp Director(s) [RAP.CAMPCHARWOOD@LACITY.ORG](mailto:RAP.CAMPCHARWOOD@LACITY.ORG).

Woodland Hills Camps provide a safe, secure and happy environment for your children.

Please feel free to contact the camp director(s) and/or office if you have any questions or concerns. 818.883.9370

Thank you for participating in the Woodland Hills Recreation Center programs.



# CITY OF LOS ANGELES

Mayor Karen Bass  
Councilmember Bob Blumenfield, District 3

DEPARTMENT OF RECREATION AND PARKS  
BOARD OF RECREATION AND PARK COMMISSIONERS  
Renata Simril, President  
Luis Sanchez, Vice-President  
Tafarai Bayne, Fiona Hutton, Benny Tran, Commissioners

ADMINISTRATION  
Jimmy Kim, General Manager  
Matthew Rudnick, Esq., Executive Officer & Chief of Staff  
Belinda Jackson, Acting Assistant General Manager, Recreation Services  
Cathie Santo Domingo, Assistant General Manager -  
Planning, Maintenance, & Construction Branch  
Brenda Aguirre, Acting Assistant General Manager - Special Operations Branch

OPERATIONS WEST VALLEY REGION  
Chinyere Stoneham, Superintendent, Valley Region  
Laura Island, Principal Recreation Supervisor II  
Wayne Neal, Principal Grounds Maintenance Supervisor II  
Joe Mendoza, Construction and Maintenance Supervisor II  
Juan Aynat, Principal Recreation Supervisor I  
Cynthia Dib, West Valley District Supervisor

WOODLAND HILLS RECREATION CENTER STAFF  
Lee Marks - Sr. Recreation Facility Director  
Justin Flint - Recreation Facility Director  
Nicholas Garcia - Recreation Coordinator  
Gabiella Barillas- Camp Director

Little Twigs:  
Mimi Mehrdad, Gracie Monico, Tracy Gullage

MAINTENANCE STAFF  
Jesse Guvarez, Senior Gardener  
Jorge Benitez Gardener