



DAY CAMP PARENT HANDBOOK

2024



Clark County Parks & Recreation

Cambridge Recreation Center

3930 Cambridge St., 89119 702-455-7169

Desert Breeze Community Center

8275 Spring Mountain Rd., 89117 702-455-8334

Helen Meyer Community Center

4525 New Forest Dr., 89147 702-455-7723

Hollywood Recreation Center

1650 Hollywood Blvd., 89142 702-455-0566

Paradise Recreation Center

4775 McLeod Dr., 89121 702-455-7513

Parkdale Recreation Center

3200 Ferndale St., 89121 702-455-7517

Dr. William U. Pearson Community Center

1625 West Carey Ave., 89032 702-455-1220

Robert E "Bob" Price Recreation Center

2050 Bonnie Ln., 89156 702-455-7600

Silverado Ranch Community Center

29855 Gillespie St., 89183 702-455-6811

Walnut Recreation Center

3075 N. Walnut Ave., 89151 702-455-8402

Whitney Recreation Center

5712 Missouri Ave., 89122 702-455-7576

Not all facilities offer Day Camp. Please call your local center for more information.

Parents are responsible for reviewing the contents of this Parent Handbook with your child and comply with its contents. Parents are required to follow the same expectations as those of participants.

Camp Basics

About Day Camp

Clark County Parks and Recreation Day Camp is an all-day, supervised program designed to entertain and engage youth (ages 6-12) when school is not in session. Day Camp provides a safe, fun and active environment in which participants can develop new skills, self-esteem and friendships. Activities vary from week to week and are designed to be age appropriate. Activities include arts & crafts, sports & games, themed activities, guest speakers, movies, field trips, swimming and more!

Program Hours & Days of Operation

Day Camp follows the CCSD calendar. Day Camp operates Monday through Friday from 7:00am to 6:00pm on days that there is no school. Not all facilities offer Day Camp on all non-school days. Please contact your facility for more information.

Day Camp is closed the following dates/holidays:

- | | | |
|-------------------|----------------------------|-------------------|
| -New Years Day | -Martin Luther King Jr Day | -Presidents Day |
| -Memorial Day | -Juneteenth | -Independence Day |
| -Labor Day | -Nevada Day | -Veterans Day |
| -Thanksgiving Day | -Family Day | -Christmas Day |

*If a holiday falls upon a Sunday, our centers will be closed on Monday

*If a holiday falls upon a Saturday, our centers will be closed on Friday

Camp Staff

Clark County Parks & Recreation (CCPR) takes pride in our Day Camp and strives to hire qualified individuals to serve you and your family. All staff undergo state and local criminal background checks, a fingerprint screening and a substance abuse screening. At each site, we ensure that staff are CPR and First Aid certified. Our staff encourages open communication to ensure that your child has the best camp experience. Feel free to contact full time staff to discuss any questions or concerns.

Registration Information

A Program Registration and Waiver form must be completed and signed by a parent/guardian before a participant may participate in any Day Camp program. This form contains important contact and medical information about your participant that is kept on file. This form is to be completed for each program the participant(s) attend(s) (Winter Break, Spring Break, Summer Day Camp). If child has a disability, please be sure to indicate on the Registration Form, for further accommodations and assistance, if needed. See page 20 for more information.

Registration Options

There are several options available for registration. Please check with your center for specific registration date information. Please keep in mind that this will vary from location to location.

- 1) Online Registration (Not available at all locations)
- 2) Walk-In Registration

Payments

Day Camp is \$21 per day, per child.

Each day of Day Camp must be paid in full to reserve your participant's place in camp. Payment plans are not available. You can register for as many days at one time as you wish, but you must pay for each day in full. Day Camp availability is on a first come, first-serve basis. Please keep in mind that this will vary from location to location.

Refunds will be issued if notice is given by the Wednesday of the prior week. There are no refunds or credits for missed days.

Wait List

In accordance with Nevada Division of Public Behavioral Health, Child Care Licensing, the maximum number of participants a program may serve is determined by a staff-to-participant ratio. When a program reaches full enrollment, interested participants are placed on a wait list and are notified, in the order they joined the wait list, as openings become available. Please keep in mind that this will vary from location to location.

Financial Aid

Our goal is to create positive experiences for Clark County youth. We work with a variety of agencies to assist families. Please see page 21 for more information.

In the event your childcare subsidy provider denies CCPR's claim for reimbursement, you will be financially responsible for the difference. Services may be denied if a balance is placed on your account.

Returned Checks

It is the policy of CCPR to accept personal or business checks drawn upon a Nevada bank.

Returned checks will be considered nonpayment. A \$25 fee will be assessed to the issuer for all checks returned to the Department for nonsufficient funds.

End of year Tax Statements

Tax statements can be printed out using your online household account. Centers do not provide end of year tax statements. Please retain your receipts. Our Tax ID number is 88-6000028.

Program Policies, Procedures & Information

Parent Pick-Up Procedures

All participants must be signed in and out daily by a parent or authorized individual indicated on your completed registration form. A picture ID is required to verify any person picking up a participant. We will not release a participant to anyone without a photo ID and that is not on your participant's authorized pick-up list. Please understand that we perform ID checks to maintain the safety of all our campers. Frequently staff rotate in/out of check in/out responsibilities and may be unfamiliar with all parents and/or authorized pick-up individuals. Please share this important information with those individuals you have indicated on your participant's registration form.

Early Arrivals/Late Pick-up

Day Camp begins at 7:00am. Please do not arrive early and drop your participant off on Recreation Center grounds. All participants must be signed in by accompanying adult/sibling (18+).

We realize circumstances occur that cannot be anticipated, but all Day Camp programs close at 6:00 p.m. Beginning at 6:01 p.m., a late pick-up fee of \$5.00 will be assessed for every 10 minutes **per participant** that remains at the site. This additional charge will be added to your household account and must be paid before the participant can attend.

If the participant remains at the site until 6:30 p.m. without contact with parent or guardian, Clark County Office of Public Safety will be called to transport the participant to Child Haven. If this occurs, you may call Child Haven at (702) 455-9390, to make arrangements to pick up your participant.

After three late pick-ups, your participant will not be allowed to return to the Day Camp program for one year.

Groups & Activities

Participants will be placed in age-appropriate activity groups. Group movement accommodations will only be made if space is available in the other group. Participants will take part in several camp activities throughout the day. Camp activities include arts & crafts, indoor/outdoor activities and games, sports, music, drama, science, nature, cooking, and more!

Camp participants are encouraged to participate in all activities. This program is structured and planned for participation in all activities. If participants cannot participate in some activities due to physical limitations (broken bone, sprain, injury, etc.) it is the responsibility of the parent to alert the staff. Staff cannot be responsible for one-on-one supervisions of a camper. If a participant is not cooperative, parents will be notified and given one hour to make arrangements for that day.

Dress Code

Participants should be dressed for play. Tennis shoes or rubber, non-marking soled, closed-toed shoes are required. Please do not wear shoes with cleats or black marking soles, flip flops, sandals, crocs, skates or skate shoes, unless authorized. Tube tops and crop tops are not an appropriate form of clothing for our recreation programs. Participants are discouraged from wearing any jewelry or accessories that may present a hazard to their self or someone else. Any article of clothing or accessory which advertises alcohol, an illegal substance, depicts lewd graphics, displays offensive or obscene language or is gang related is forbidden.

Meals - Breakfast, Lunch & Snacks

Each program will have a designated time for participants to eat breakfast, lunch and/or snack. All meals provided by parents should be labeled with your participant's name.

- Please share your participant's food allergies with our program staff.
- Refrigeration and heating capabilities are not available.
- Vending machines may be available at some locations; however, machines may not always be operational. Staff cannot provide change and are not responsible for lost money.
- Participants are prohibited from sharing or trading food/drink items with other participants unless they are siblings.
- Please do not send items in glass containers/bottles or with sharp pull tags.

Free Summer Meals

Some locations may offer a free breakfast/lunch through the Summer Food Service Program (SFSP). Breakfast/lunches will be available Monday through Friday on a first-come, first-served basis. The breakfast/lunches that will be available will follow current U.S. Department of Agriculture (USDA) guidelines. The SFSP is a federally funded program operated nationally by the USDA and administered at the state level by Three Square. Mealtimes to be determined.

Photography

On occasion, participants in Day Camp may be photographed or video recorded by local news media sources or by/for Clark County Parks & Recreation. Such photography is intended for broadcast, use in promotional publications, and on Clark County's website and social media pages. Participants' names are not used for any reason. If you do not want your participant(s) photographed, please submit a written letter and attach it to your participant(s) registration enrollment agreement(s) to be kept at the Day Camp program site.

Field Trips

Off-site field trips are an important part of our programs. Parents will be notified at least one week in advance of all field tips and sign a consent form must be on file prior to trip. Additional fees may be required for field trips. Please see your location for more details. Not all locations will offer field trips.

On the day of the trip, participants are required to wear their Camp t-shirt and sneakers, with no exceptions as this is a safety standard to ensure all participants are easily identifiable. T-shirts will be offered for sale at your facility front desk. Wristbands will be provided for all program participants and must be worn during field trips.

Transportation is provided by Clark County School District buses, chartered busses, or Clark County Parks & Recreation vans. All participants are required to adhere to the established bus riding guidelines. These guidelines will be reviewed with the participants prior to each trip.

We reserve the right to deny a participant the opportunity to participate on a field trip in the event of behavioral issues or any safety concerns.

Movie/Video Viewing

On occasion, movies rated G or P.G. are shown in camp. Movies will be approved by a Recreation Specialist or Site Supervisor before each showing. The program staff will post names of movies/videos at least one week prior to showing. Please talk to your camp staff if this is a concern to you.

Outdoor Time

We take careful steps in making decisions regarding outdoor activities during extreme temperatures, poor air quality or the possibility of thunderstorms. We reduce or eliminate strenuous activities due to extreme heat and poor air quality. However, participants may be outdoors for a limited time doing non-strenuous activities. Outdoor events may be canceled at anytime due to weather conditions.

Swimming

Some Day Camp programs may offer swim days. This will be done via a walking trip to the adjacent aquatic facility, or via field trip to the closest aquatic facility. Not all programs will have an opportunity to swim. Please check with your center.

All Day Camp participants will be required to pass a water competency test prior to participating in any swim activities or field trips where swimming is included. This must be done annually. Parents may escort their child to any Clark County pool in order to obtain a water competency waiver.

Swim test consists of child jumping into water over his/her head, fully submerging and swimming approximately 12 yards, turning around and traveling back to point of entry without touching the wall or assistance from others.

Swimming may be canceled at anytime due to weather conditions.

Sunscreen

It is very important for participants to wear sunscreen when participating in outdoor activities. Please apply sunscreen on your participant at home before attending programs. Staff is not permitted to apply sunscreen on participants.

Personal Items

Clark County Parks & Recreation is not responsible for lost, damaged or stolen items. Toys, radios, electronics, skateboards, scooters, hoverboards and sports equipment are not allowed. Any participant who brings these items will be asked to put them in their backpack. Participant cell phone use is prohibited. If a participant is found using their cell phone, it will be collected by Recreation Specialist and/or Site Supervisor and the parent will need to pick-it up.

Lost & Found

Each location will maintain a lost and found area in the facility. Please adhere to the following guidelines:

- Label everything your child brings to camp with their full name
- Do not send expensive equipment to camp (no video games, electronics, cell phones, etc.)
- Have your child leave all toys, games, cards, etc. at home unless otherwise notified
- Clark County Parks & Recreation Department is not responsible for the loss or damage of items that your child may bring with them.
- Items not claimed within a reasonable amount of time will be donated to charity.

Day Camp Communications and Security

Parent Communication

Don't be alarmed if you receive a telephone call or message from us during the day. We will be calling if a participant receives a minor injury, is having behavior problems or is involved in a camper dispute. This is simply to inform you of your participant's wellbeing.

Daily, weekly or monthly schedules of activities may be posted at your site so that you can see what your child(ren) will be doing.

Please communicate any questions, comments or concerns you may have to the staff at your center. Keeping open communication between parents/guardians and camp staff is key to the success of our program.

Change of Emergency Information

The Day Camp Participant Information Form must be updated annually. There are no exceptions. It is important to maintain current and accurate records on each child so that parents can be contacted in case of emergency. This information includes address, phone numbers, email and names of individuals authorized to pick up your child(ren). It is extremely important to the safety of your child(ren) that we be informed of changes. It is the responsibility of the parent/guardian to make any necessary updates in changes occur.

Parents/Guardians must inform the center when:

- Household contact information should be updated (i.e. change in phone number, email, address, emergency contact, etc.)
- Someone other than those listed on your child(ren)'s registration will be picking up your child(ren). This must be done in writing.
- Your child(ren) cannot be picked up on time

Lost Participant Prevention and Procedure

Our staff is trained to prevent a lost participant scenario, and to react timely and professionally in the event one occurs. The opportunity for a lost participant incident to occur is greatly reduced by adhering to appropriate leader-to-participant ratios, the buddy system, and frequent head counts and roll calls.

As soon as staff realizes a participant is missing from the group, they immediately activate the following procedures:

- Staff note the exact time a participant was no longer with the group
- Staff identify the participant who is lost and gather details
- Staff inform the Program Supervisor of the situation
- While program staff continue to keep the other participants together and safe, remaining staff search for the participant, checking in with the group often to see if the participant has returned
- If the participant is not found within 10 minutes of the search, staff contact 911 while search continues
- Immediately following 911, staff contact the guardian of the lost participant and inform them of the situation

Mandatory Reporting of Child Abuse & Neglect

All Clark County Parks & Recreation staff are mandatory reporters of child abuse and/or neglect. Any suspected abuse or neglect issues noticed by staff will be reported to the proper authorities per NRS 432B220.

Parents, guardians or other authorized individuals who attempt to pick up their child while intoxicated or under the influence of another substance will immediately be reported to the police.

Custodial Issues

Clark County Parks & Recreation (CCPR) recognizes that participants may come from a variety of custodial arrangements. Accordingly, it is the responsibility of the enrolling parent/guardian to inform any other parent/guardian (responsible for the same participant) of the CCPR program policies and guidelines. We are happy to provide handbooks to both parents/guardians when requested.

In some cases, the site may request court documents. Please review the Registration Enrollment Agreement and provide this information under “special considerations”. Information will be kept in confidence. Current laws in the Nevada Revised Statutes (NRS) prohibit staff from withholding any participant from a biological parent without current court documents on file.

In joint custody situations, the person who enrolled the participant(s) is responsible for listing the other parent’s/guardian’s information and ensures their access to the Parent Handbook.

CCPR staff will NOT get involved in disputes between parents/guardians. CCPR will use any funds on the participants account(s) to rectify charges or balances, regardless of custodial circumstances.

Any request in regard to legal issues from child custody situations will be handled by the county District Attorney. Requests can be made by calling your recreation center. Any records requested must be accompanied by a court order.

Safety Drills

Clark County Parks & Recreation has emergency plans in effect at each program site in the event of a dangerous or hazardous situation. Additionally, program sites conduct random safety drills. All youth programming staff are CPR and First Aid certified.

Behavior Guidelines

Participant Code of Conduct

Clark County Parks & Recreation has established rules governing behavior in an effort to ensure all parents/guardians, participants and staff members are provided with a safe and enjoyable program. If inappropriate behavior is displayed, guidelines are in place to assist staff in correcting that behavior. Examples of inappropriate behavior include, but are not limited to:

- Inappropriate language/actions: The use of foul, abusive or unkind words, inappropriate gestures/actions towards others.
- Harm to others: Physically striking or injuring another person (staff or participant) through an inappropriate action.
- Harm to self: Physically harming/injuring self.
- Misuse/damage of property: Improper care or use of equipment, supplies, facility, or items that do not belong to the participant.
- Removing or using property belonging to others without their express permission.
- Participants who leave the program site without permission.
- Noncompliance with directives from staff.

Staff will take the following positive and progressive steps to correct a problem and/or inappropriate behavior:

- Separate the participant from the group and explain why the behavior is inappropriate.
- Inform the participant what he/she needs to do to correct the problem and/or behavior. Explain impending consequences if the problem persists.

Participant Code of Conduct Continued

- If the problem persists, the participant will be asked to sit in quiet time. The standard time used is one (1) minute for each year of the participant's age and is not to exceed ten (10) minutes. Participants will complete a "Let's Think about It" form to reflect on negative behaviors.
- Document the problem/inappropriate behavior in the form of a Behavioral Written Report.

A copy of the behavioral report is provided to the parent/guardian and must be signed by the parent/guardian of the participant who is the subject of the report.

A parent/guardian or Day Camp staff member may request a conference to discuss behavior problems or other issues of concern.

Suspension/Expulsion Policy

Clark County Parks & Recreation reserves the right to suspend participants when it determines their behavior endangers others or self. Clark County Parks & Recreation reserves the right to trespass any participant or the participant's parent/guardian from our programs.

- One Day Suspension: will be imposed when problems cannot be corrected using the positive steps of discipline, or when the severity of the behavior warrants immediate removal from the program.
- Multiple Day Suspension: will be imposed when inappropriate behavior continues after a one-day suspension, or in the case of a more serious infraction.
- Removal from the Program: Following multiple-day suspensions or serious incidents, a participant may be removed from the program in addition to other youth programs throughout the department. Participants whose behavior endangers the safety of themselves, or others will be immediately removed from the program.
- In extreme cases of unacceptable behavior, suspension and/or expulsion may be the first consequence. If this occurs, the parent/guardian will be called to pick up the participant immediately.

Trespass Procedures

When the Recreation Specialist and/or Site Supervisor have been unsuccessful in rectifying a situation, after every effort has been exhausted, Office of Public Safety/LVMPD may be contacted to trespass person(s) from our programs. The trespassed individual will no longer be allowed on Clark County Parks & Recreation premises.

Parent Code of Conduct

As adults we serve as role models for the participants in our program. If you ever have a concern, please address that concern in an appropriate and calm manner. Clark County Parks & Recreation has set forth a policy of zero tolerance of workplace violence, physical force, harassment, intimidation or abuse of power or authority. That includes actions of employees, customers or other persons. Should a situation occur within the program due to inappropriate actions by parents/patrons that causes excessive time spent by County employees, Clark County reserves the right to remove parents and/or participants from the program.

Please refer to: Nevada Revised Statute Chapter 199, Crimes against Public Justice. NRS. 199.300.

Respectful Environment

Clark County Parks & Recreation believes that everyone should enjoy our facilities equally, feel safe, secure and accepted regardless of race, color, religion, sex including pregnancy, age, national origin, disability status, sexual orientation, gender identity or expression, or genetic information, as well as popularity, athletic ability, and intelligence. In accordance with state and / or federal laws, the Clark County Board of County Commissioners (“BCC” or “County Commission”) is committed to this Equal Opportunity, Non-Discrimination and Anti-Harassment Policy (“Policy”), which prohibits unlawful discrimination. This is essential if a positive learning environment is to exist. As stated in our Department Guidelines, our facilities are committed to developing a framework for moral reasoning and ethical decision-making.

Respectful Environment Continued

The staff of each center takes this responsibility seriously and endeavors to assist you in developing positive attitudes and behaviors as an integral part of your participant's growth process.

Clark County will not tolerate conduct that threatens another person, such as spitting, stealing, abusive, derogatory, and demeaning language (please see definitions above). If a participant behaves in a manner that is disrespectful, the steps of positive and progressive discipline will be followed up to and including removal from the program. Clark County reserves the right to escalate the steps in severe cases. Refunds will not be issued if a suspension or expulsion occurs.

We believe all Parks & Recreation participants should treat each other with respect, help create a positive environment, be a good role model for other participants and support them if bullying occurs. Participants should talk to staff or parents about concerns and issues regarding bullying. Participants who have been bullied or have seen someone being bullied, should report the bully to a recreation leader/staff/full-time staff person, and immediately speak to an adult, (parent and/or staff member) about the incident.

Participants who have been bullied or have seen someone being bullied, should report the bully to a recreation leader/staff/full-time staff person, and immediately speak to an adult, (parent and/or staff member) about the incident.

We believe all Parks & Recreation parents should:

- Work in partnership with the facility to encourage positive behavior by valuing differences and promoting sensitivity to others.
- Discuss regularly with their child about their feelings, site experiences, friendships, and relationships.
- Inform staff of changes in their child's behavior or circumstances at home that may affect their child's behavior at their facility.
- Keep themselves and their child informed and aware of Clark County's bullying policies.
- Alert staff immediately if any bullying has occurred.
- Treat staff and volunteers with respect and in a professional manner.

Illness Guidelines

Health & Wellness

Please help us maintain a healthy environment by keeping your participant home when he/she is sick or displaying the following symptoms:

- Elevated Temperature
- Nausea
- Sore throat
- Earache
- Wheezing
- Diarrhea
- Unexplained Rash
- Persistent Headache

If the illness or condition is contagious or communicable, the child may not be permitted to participate until he/she has completely recovered.

A doctor's release will be required prior to returning to the program.

If a participant needs to take prescription medication during program hours, the following procedures must be followed:

- Parents must complete the medication release form.
- Medication must be in its original container with the pharmacist label. Label must display participant's name, name of the medication, the instructions/dosage, and the name of the prescribing physician.
- Only a daily dose should be in the container, and parent must pick up the container by the conclusion of each day.

Communicable Disease

When children have been exposed to a communicable disease listed in the Department of Health's current communicable disease chart, parents will be notified in writing within 24 hours or the next business day of the Center being informed, unless forbidden by law, except for life-threatening diseases which must be reported immediately. Parents will notify staff if your child or someone in your household comes down with a reportable disease. Parents of other program participants may be notified. All names will remain confidential.

Medication Release

If your participant is in need of taking any prescription or nonprescription medication while in our programs, please complete the Authorization to Administer Medication form. Please know that a separate form must be completed for each medication request. Any changes in the medication, dosage, time to be administered, etc. will require an updated form.

A parent will be required to drop off and pick up the medication from program staff. Participants are not permitted to transport medication on their own to and from the program. All items (i.e., medicine cup, spoon, spacer, etc.) must be labeled with the participant's name.

Please check the expiration date on all medications, including topical creams, sprays, and/or lotions, prior to submitting them to staff. Staff will not accept expired prescription or over the counter medication. All programs are required to have medication in appropriate labeled pharmacy/physician containers.

All medication will be kept under lock and key. Program staff trained in medication administration will oversee the medication process. A parent will be contacted immediately following the use of "as needed" medications, as well as when any unusual side effects occur.

Parents must understand that Clark County staff are not trained to use any medical equipment and do not have the legal authority to do so.

Injuries and Emergency Issues

If a participant is injured while attending our program, every attempt will be made by the staff at the site to call the injured participant's parent/guardian. The staff will complete an incident/accident report form.

A copy of the report may be requested by contacting the Clark County Risk Management Office, (702) 455- 4544.

Injury/Illness Continued

In case of extreme emergencies or a life-threatening accident, the following will occur in this order:

- 9-1-1 will be called
- Staff will call parent/guardian. (Critical that all information on the Registration Form be kept current)
- If the parent/guardian cannot be reached, additional contacts listed on the participant's registration form will be called.

NOTE: Verbal authorization may be given by the parent/guardian via telephone for emergency transport. The parent/guardian will be liable for all emergency transport costs.

Inclusion Information

The Clark County Department of Parks & Recreation welcomes the participation of individuals of all abilities. The Department fully complies with the Americans with Disabilities Act (ADA) by making reasonable accommodations to encourage participation in programs and activities. Should your participant require an accommodation, please contact the Safekey Administration Office to speak with an Inclusion Specialist two weeks prior to dates of attendance. Individualized Education Plan (IEP) or Behavior Intervention Plan (BIP) documents; are not mandated by law in a recreational setting. Every effort will be made to accommodate all participants in the Day Camp program; however, the participant behavior guidelines must be followed to ensure the safety of all participants.

TDD services for the hearing impaired are available at 1-800-326-6863.

Personal Care Policy

Clark County Parks & Recreation does not provide personal care services such as feeding, toileting, or the changing of clothes. (Refer to U.S. Department of Justice Manual “The Americans with Disabilities Act” Title II Technical Assistance Manual, Article II-3.6200, which covers state and local government programs and services.) If personal care is needed, we will accommodate a personal care attendant by allowing them space and privacy in the implementation of their duties. Parent/guardians may also provide the necessary care. It is recommended that personal care be provided within 10 -30 minutes of the request for service. After the third incident of personal care not being provided in a timely manner, the participant may be subject to suspension/removal from the program.

Financial Assistance

Clark County Parks & Recreation accepts childcare & subsidy program certificates issued by the Las Vegas Urban League, Inter-Tribal Council of Nevada, Respite through Desert Regional Center (DRC), and Senior Respite through East Valley Family Services. Employer issued childcare reimbursement forms can be completed upon request. Some restrictions may apply.

Las Vegas Urban League/Child Care Subsidy Program

Parents must apply for assistance by going to the website at www.childcarelv.org or calling 702-636-3949. Once approved, parents will be provided with a site-specific certificate that is applicable for use at that location only. Parents/guardians will be responsible for physically bringing the approved initial certificate and any renewed certificates to their recreation center for processing. Once completed, parents will receive discounted benefits from Clark County Parks & Recreation.

Desert Regional Center (DRC)

Parents must contact DRC directly by calling 702-486-5855 for further detailed information. Once approved, parents will be provided with a voucher and are responsible for bringing the approved initial voucher and any renewed vouchers to their recreation center. Parents must sign the Attendance Verification form monthly at the respective school. Failure to do this may result in participants being denied services or parents being required to pay the full price for the program.

East Valley Family Services (EVFS)

Grandparents must contact EVFS directly by calling 702-369-3136 for further detailed information. Once approved, parents will be provided with a voucher and are responsible for bringing the approved initial voucher and any renewed vouchers to their recreation center. Parents must sign the Attendance Verification form monthly at the respective center. Failure to do this may result in participants being denied services or grandparents being required to pay the full price for the program.

Inter-Tribal Council of Nevada (ITC)

Parents may contact ITC directly by calling 702-570-7722 for eligibility requirements and further detailed information.

Employer-Issued Child Care Reimbursement Forms

These forms are issued by various employers for reimbursement. Payments to CCPR must be current with for all programs fees for an employer-issued childcare reimbursement form to be completed. Please allow 7 business days for the completion of these forms. This will allow staff to perform the necessary tasks needed to ensure all information is accurate. All forms must be brought in person to their recreation center for processing. These forms are not kept on file at the recreation center.