

SUMMER OF ADVENTURE

Wakefield Parks & Recreation 2021 Parent Packet



Please be advised our policies are subject to change.

Wakefield Recreation Staff:

Wayne Robinson, Director
Alyssa Hall, Assistant Director

Recreation Office Information:

Mailing Address: Wakefield Parks & Rec, 2 High Street, Sanbornville, NH 03872
Phone: 603-522-9977
Email: alyssa@wakefieldrec.com
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Summer Camp Location:

Camp activities will take place in the Wakefield Town Hall, Paul School, Public Safety Building, Town Beach, and the Town Parks.

Camp Eligibility & Hours:

Camp program will run for 8 weeks from Monday, June 28th – Friday, August 27th

No camp July 5th – July 9th

Regular Camp hours are from 8:30AM – 4:30 PM

30 spaces for children entering 1st – 6th grade

Our goal is to offer the most ‘normal’ experience as possible for campers, while maintaining proper health and safety guidelines for Covid-19. We are dedicated to staying up to date on Covid-19 related practices and guidelines so we can continue to safely offer recreation opportunities to our community.

* **Very Important:** Due to our limitations this year all campers that register are expected to attend all 8 weeks of camp, 5 days a week. If you register for camp you are required to pay the weekly fee every week, here or not. If you go on vacation or miss a day you are still expected to pay. Please understand that we reserve the right to recommend that your child not attend camp if serious discipline problems occur. The first week of camp is a trial period for all campers! We are not a daycare-your child should want to be here and to participate in activities!

Weekly Fee:

\$110 one child, \$180 two children, \$250 three children due the start of each week

Cancellation Policy:

If your child will not be able to attend the summer camp and you have already registered for the program, please call our office as soon as possible so we can open up your space for another child.

Camper Drop Off & Pick Up: campers will be dropped off and picked up at the Parks & Recreation Department, unless expressed otherwise the previous day. The door will open at 8:25AM to welcome campers for the day. Camp ends at 4:30 PM. Campers will be dismissed from the Rec unless otherwise specified. If we are to dismiss camp at another location, you will be notified the previous day. Walkers and bike riders must leave the Rec by 4:30PM and a parent must have signed the walker/bike release portion of the registration form. Campers **must be signed out by a parent/guardian or person listed as a “pick up person” on their registration form.** Staff members are required to request a **picture ID** from parents or persons they do not recognize. Please make sure anyone listed to pick your child up from camp is aware of this policy. **Summer Camp staff will not allow any child to leave with someone unless they have a picture ID and are on the pickup list. We ask that anyone dropping off or picking up to wear a cloth face covering.**

Late Pick-Up Policy:

Camp ends at **4:30PM** All campers must be picked up on time! We don't have extended hours this year. We have no overtime in our budget and staff must be paid for all hours worked. Any fines must be paid before your child returns to camp. You will be assessed the following fines if we need to stay late:

1st time	warning
After 4:35pm	\$5
After 4:40pm	\$10
After 4:45pm	\$15
\$5 each additional 5 minutes!	

Outrageous, isn't it?! We think so too; however we cannot be waiting for children to be picked up. The fee is a fine, a fine we do not ever want to collect. We would prefer you to pick your child up on time. This fine will not be assessed in cases of family emergencies or legitimate circumstances. In these cases, please call the Recreation Department at 603-522-9977. As we stated before, we hope never to collect a single fine. Please be on time. Staff will be required to enforce this policy!

Absence Procedures/Vacations:

If your child is going to miss a day of camp please call our office by 8:30AM. If you get the answering machine, please leave a message with your child's name and date they are expected to return to camp. Please notify camp staff of any planned vacations or days you know your child will be absent in advance.

Rainy Day Policy:

Summer camp will be open rain or shine. On rainy days all activities will be held inside the Rec, Paul School, Town Hall, or Public Safety Building. Any outdoor trips will be cancelled on rainy days, however camp will still run and we generally have back up trips. (Movies, rollerblading, Funspot, bowling, etc) so please always pack a pair of socks or change of clothes in your child's backpack. ***Things may be a little different this year with Covid. Please bear with us as we learn to navigate these new obstacles.*

What your child should wear to Camp:

Please send your children to camp in play clothes. We will be doing a variety of activities that will require comfortable play clothes. We recommend that you do not send your child in a skirt or dress. Shorts and a T-shirt are suggested. **All campers will receive a camp T-shirt that must be worn on all camp trips not on camp days. If your child does not have on their trip shirt they will not be allowed to attend the trip.** We generally require our campers to wear their camp shirts in the water on beach days. **Please send along a full change of clothes and a towel to camp EVERYDAY!** We play lots of water games and visit the beach almost every day. Please have your child wear sneakers or closed back sandals. (NO FLIP FLOPS, Except on Beach Days) All of our trips are subject to change. **Please always send along socks with your child or in their backpack for last minute trips.** We sometimes go to places that require socks. (Cowabungas, roller-skating, bowling jokers, etc.) It's a good idea to put your child's name on clothing tags! ***On beach days, please send your child to camp with their bathing suit on, under their clothes.***

Extra camp shirts will be available for purchase at \$12 per shirt. Please place your order early.

What your child should bring to Camp:

Snacks, Lunch, & WATER: Please send a *nutritious* lunch with your child daily. We ask that you remember campers are here from 8:30am-4:30pm, which is longer than a typical school day. Plus they are much more active throughout the day playing sports, swimming, and having fun! The kids get extremely hungry and thirsty! **Every day we expect a camper to have a water bottle.** It can be a long hot day at camp or on trips and we all get very thirsty. Please send a reusable water bottle to camp (no glass) that can be re-filled. We recommend that you purchase a larger sized water bottle; preferably one with a strap attached, and fill that with lots of ice and water every morning before camp. Campers are required to carry it with them at all times. A juice box or small Gatorade is a great lunch time drink but please, don't forget the water bottle!



Sunscreen:

Our camp policy asks that you apply sunscreen to your child **before** they come to camp. Please pack a bottle of sunscreen (with your child's name on it) in your child's backpack for a second application after lunch. Staff members will remind the group to reapply sunscreen at least 2 times a day. We also recommend sending a hat to camp. ***Note: Staff members will help your child apply sunscreen if needed. If you would prefer our staff members not assist your child please note it on the registration form.**

Backpacks: All of your child's belongings should be able to fit into one bag. We recommend sending a backpack so that each child is able to carry his or her own possessions. Our counselors are not able to carry items for your child. They often have their own backpacks along with first aid kits, binders, and other camp supplies. We recommend labeling your child's backpack with their name on it.

Field Trips:

While we are doing our best to offer the most normal camp experience things will be different this year with COVID-19 still very prevalent in our area. We do plan on offering SOME trips this year. More information will be available in the coming weeks. The cost of all trips will be included in your weekly camp fee. **Camp shirts must be worn on all trips! It is parents' responsibility to send children to camp ready for each trip!** While on trips, all campers go off in groups with a staff member. Campers are expected to be on their **best behavior** on trips. If a behavior problem occurs on a trip, parents will be notified and the camper will miss the next trip. **Trips are a privilege and misbehavior on a trip is a serious offense in our 3-strike policy.** When you review our discipline policy you will notice that trips are taken away for unacceptable behavior during camp. Please review the discipline policy and be sure to review it with your child.

What not to bring to Camp:

We recommend no cell phones, Ipods, radios, Nintendo DS, or other valuable items unless for use on the bus. Counselors reserve the right to confiscate any electronic devices until the end of the day at camp if these items become a problem. Squirt guns, toy guns, stuffed animals, and all personal toys should be left at home. On occasion we will have a special event and ask children to bring items from home (Parents will be notified in advance). On beach days campers are welcome to bring along boogie boards, beach toys, or goggles as long as they do not become a problem. Please no floats. Please do not send your child to camp with large sums of money. We are not responsible for lost or stolen items! **We also ask that campers leave their cell phones at home.** If you prefer your child to carry a cell phone to communicate with you then we will need the campers to follow all the rules regarding the use of cell phones during camp. No cell phones are to be out and about during the camp day. If the phone becomes a problem our counselors reserve the right to confiscate the device until the end of the day.

Lost & Found:

If your child loses something please check the lost & found box located inside the Recreation Department building. **All** clothes and items left in the box at the end of the summer will be taken to Good Will.

Camp Materials & Supplies:

Like many recreation departments, we operate on a “shoe-string budget”. We would appreciate it if you would save any of the following items and bring them to the Recreation office. Please be sure all materials are clean before dropping them off. We could use: buttons, paint, aprons, string, beads, meat packing trays, construction paper, baby food jars, books, board games, art supplies, stickers, balloons, sports equipment, plates, cups, water bottles or any other supplies that might be used at a summer camp.

Sick Child Policy: If your child is sick at camp, you will be responsible to come and get your child or send someone else to take them home. We do not have a place for sick children at camp. If your child is not feeling well the day of camp or a trip, **PLEASE** do not send them as we have no way to get sick children home once we are on a trip.

Covid Policies & Expectations

Families that need to self-monitor at home due to a suspected or confirmed COVID-19 case will receive a pro-rated refund or credit for the time spent at home.

- *All campers will be required to wear a mask indoors, on the bus, and are expected to bring a mask daily.
- *Campers will not be required to wear a mask when outside but are expected to stay socially distanced.
- *Campers will be required to complete a pre-screening each day at drop-off.
- *Campers will be required to wash hands and sanitize often.
- *Only staff members and essential visitors will be allowed into the building.
- *No more than one child to a seat on the bus excluding family members.
- *There will be no sharing of snacks, toys, water bottles, or snacks.

If a child at any point during the day feels ill the staff will separate them from their group to an isolated location and call their parent for immediate pick-up.

Wakefield Parks & Recreation will follow guidelines set by the CDC regarding isolating someone who exhibits symptoms of covid-19. (Fever, difficulty breathing, lack of smell or taste, chills, or cough) If there is a suspected or confirmed case, we will notify parents, staff, and local health officials, while maintain confidentiality. Anyone exposed to a person with covid-19 should stay home and self-monitor for symptoms and follow CDC guidelines if symptoms develop.

Head Lice “No Nit” Policy:

The Wakefield Parks & Recreation Department has a “No Nit Policy.” This means that if your child has head lice, they **will not** be permitted back to camp until all the nits are removed from their hair. Please let us know immediately if your child has a case of head lice so that we can check other campers as well. If a case of head lice is reported at camp, parents will be notified and we will do a head check on all campers: Any child that has head lice will be sent home for treatment immediately. No child will be permitted to return until **ALL** nits are removed and the child’s head is checked and approved by camp staff. This may seem extreme, but if nits are present re-infection is imminent to your child, family, and anyone at camp. If you have questions, or would like material on head lice, call our office.

Medication Policy

Campers are not allowed to bring medication with them or in their belongings to camp unless it is an emergency medication like an epi-pen or inhaler. Parents must administer any necessary medication to their camper before arriving to camp. If a camper requires medication during the camp day, parents/guardians or the adults listed as Parent/Guardian and Authorized Pick up/Emergency Contact must come to camp to administer their camper their medication. EpiPens and inhalers may be kept in a campers backpack, but must be labeled with campers first and last name. Parents must indicate their campers need for emergency medication on their camp registration form under Additional Camper Information.

Special Note to Parents regarding our Camp Counselors Often times, as parents, we tend to forget the age and nature of a camp counselor. Summer camp is NOT as STRUCTURED as a school environment. Please remember that these counselors are with your children from 8:30am to 4:30pm each day with no breaks! We strongly believe it takes a special kind of person to be a camp counselor. And in realizing this, you'll understand why we have so many procedures and policies in place. The following poem pretty much sums up a typical day for one of our wonderful camp counselors... we thought you would enjoy reading it.

ODE TO A CAMP COUNSELOR

Somewhere between adolescence and adulthood there occurs in human development an age which is physically and psychologically impossible. It is that unfathomable stage known as the camp counselor, a creature undefined by psychologists, misunderstood by camp directors, worshipped by campers, either admired or doubted by parents, and unheard of by the rest of society.

A camp counselor is a rare combination of Doctor, Lawyer, and Indian Chief. He is a babysitter with neither television nor a refrigerator. He is a strict disciplinarian with a twinkle in his eye; a minister to all faiths with questions about his own. He is a referee, a coach, a teacher, and an advisor. He is the example of adulthood in worn out tennis shoes, a sweatshirt two sizes too big, and a hat two sizes too small. He is a humorist in a crisis, a doctor in an emergency, a song leader, an entertainer, and a play director. He is a teacher of outdoors.

Counselors dislike meetings, waiting in lines, bathroom runs, and rainy days.

They are fond of sunbathing, exploring, teaching new games, their old car, and days off. They are handy at patching up friendships, bloody noses, and torn jeans. They are good at locating missing bathing suits, fixing equipment, singing songs, and comforting a child. They are poor at being on time, remembering to sign in, and getting to bed at a reasonable hour.

Who but a counselor can cure homesickness, get as wet as the children, play sixteen games of Bingo in succession, carry everyone's lunches, do a back flip, sing "Reese's Pieces", and eat more than all the kids put together?

A counselor is expected to repair ten years of damage to Tommy in ten days, make Danny into a man, rehabilitate Susan, allows Katherine to be an individual, and help Peter adjust to the group. He is expected to lead the most prized possessions of 20 adults much older than he. He is expected to lead them in fun and adventure— even when his head hurts; to teach ingenuous activities—even when he hasn't reached the voting age; to ensure safety and health— even with a sunburned nose, a band aid on his thumb, and a blister on his heel.

For all this, he is paid enough to buy the second text in Psychology, some Aspirin, some new socks, two tires for the old car, and some new tennis shoes. You wonder how he can stand the pace and the pressure. You wonder if he really knows how much he is worth, and somehow, you realize you can never pay him enough when, as he leaves in August, he waves good-bye and says, "See you next year!"

Summer Camp Discipline Policy:

Please take a few moments to review the following discipline policy with your child.

Summer Camp is offered so that children can have fun in a safe and secure environment. With that idea in mind, we expect your child and all children to respect our staff, each other and property of others. Good camper behavior allows all campers to have a positive summer camp experience. We have instituted a 3-strike policy for all serious problems and a card system for **minor problems**.

Parents/Guardians- please remember that the 1st week of camp is a trial week for all campers. We reserve the right to remove any child from camp if we feel we cannot adequately handle the behavioral needs of your child. We also have the right to remove a child from camp at any time during the summer if behavior becomes a serious issue. If your child is removed from summer camp or any recreation program due to behavior, they will be permitted back into the program on a trial basis the following year.

Serious Offenses: including, but not limited to:

1. Endangering the safety of another camper or staff
2. Fighting
3. Verbal abuse of another camper or staff
4. Stealing or destruction of property
5. Misbehavior on a field trip. *Misbehavior on field trips is considered serious. If a serious problem occurs on a trip, parents will be notified and the camper will miss the next trip.
6. Any other issue that occurs that is considered serious by the Camp/Recreation Director

Serious Offense 3 Strike Policy Consequences:

1. Written warning sent to parent explaining problem & miss next day of camp.
2. Parent conference & miss the next 2 days of camp
3. Removal from summer camp program.

If minor offenses continuously occur they will count as cards in our three strike policy.

Minor Offenses:

1. Pushing or swearing
2. Talking back to staff
3. Not following directions
4. Leaving an activity area without permission
5. Any other negative behaviors that may occur during the day

Card System Consequences: We will be using a card system to track weekly behavior. Three cards within a one week period will result in a strike and the loss of the next trip.

#1 Card: 5-minute time out & warning

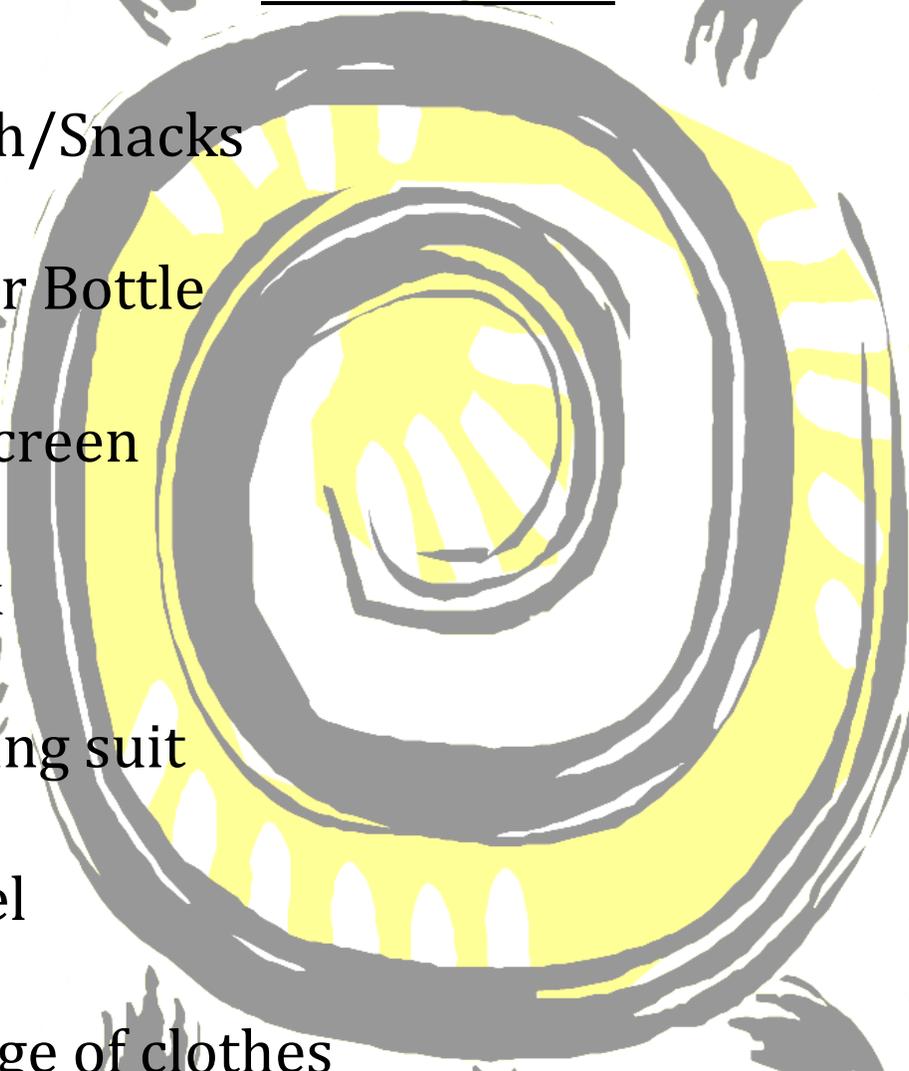
#2 Card: 10-minute time out, speak with parent

#3 Card: Miss trip & counts as a strike in our 3 strike serious offense policy

*If a camper behavior continues to be a problem, a parent conference will be arranged and child's participation may be in jeopardy. We reserve the right to remove any child from our camp if behavior is continuously a problem.

SUMMER CAMP DAILY CHECKLIST

Please make sure your child is coming to camp with these items EVERY DAY.

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- Lunch/Snacks
 - Water Bottle
 - Sunscreen
 - Mask
 - Bathing suit
 - Towel
 - Change of clothes
 - Socks

All of these items should fit into one backpack.