

SUMMER OF ADVENTURE

Wakefield Parks & Recreation 2025 Parent Packet



Recreation Office Information:

Physical Address: 132 Meadow Street, Sanbornville, NH 03872

Mailing Address: Wakefield Parks & Rec, 2 High Street, Sanbornville, NH 03872

Phone: 603-522-9977

Email: alyssa@wakefieldrec.com caleb@wakefieldrec.com kellie@wakefieldrec.com

Camp Eligibility & Hours:

Registration starts 4/1 for residents & 4/7 for non-residents

Camp program will run for 8 weeks from Monday, June 23rd – Friday, August 22nd

No camp June 30th – July 4th

Regular Camp hours are from 8:30am-4:30pm

Extended hours available at an additional rate. 7:30am-5:30pm

You must pay in full prior to the start of summer camp for extended hours.

40 spaces for campers entering 1st - 3rd grade

40 spaces for campers entering 4th – 6th grade

Please note, we reserve the right to recommend that a camper not attend if serious discipline issues arise.

The first week of camp serves as a trial period for all campers.

We want to emphasize—we are not a daycare. Camp is an active, engaging experience, and your child should be excited to be here and participate!

Weekly Fee: \$135 one child, \$220 two children, \$305 three children, due at the start of each week

Part time Fee: \$40 per camper, per day!

Extended Hours Fees:

Before OR After only ~ \$5 per day / \$25 per week / \$200 per summer

Both before AND after ~ \$10 per day / \$50 per week / \$400 per summer

(~ Two children - \$15 per day / \$75 per week / \$600 per summer)

You must register and pay in advance to utilize extended hours—only those signed up for the extended hours will be able to take advantage of this option.

Camper Drop-Off & Pick-Up:

Summer camp runs from 8:30 AM – 4:30 PM. Drop-off and pick-up will take place at the Parks & Recreation Department unless otherwise communicated the day before. If dismissal is at a different location, you will be notified in advance.

Campers must be signed out by a parent/guardian or an individual listed as an approved “pick-up person” on their registration form. Staff members are required to check photo IDs for anyone they do not recognize. Please ensure that anyone picking up your child is aware of this policy.

On trip days the bus leaves @ 9am sharp!

Please make sure your camper is here and ready to leave by 8:45am.

Absence Procedures:

If your child will be absent from camp, please call our office by 8:30 AM. If you reach the answering machine, be sure to leave a message. For planned vacations or known absences, please inform camp staff in advance. Payment is still required for any registered days not attended. *If your child is a full-time camper and will be away on vacation, you can reserve their spot for \$50 per week with at least two weeks' notice.*

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 could be canceled on rainy days, however, the camp will still run and we generally have backup trips. (Movies, rollerblading, Funspot, bowling, etc) **Please, always pack a pair of socks & change of clothes in your child's backpack.**

Late Pick-Up Policy:

Camp ends at **4:30pm for regular hours and 5:30pm for those that purchased extended hours.** All campers must be picked up on time. 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/5:35pm	\$5
After 4:40pm/5:40pm	\$10
After 4:45pm/5:45pm	\$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!

What Your Child Should Wear to Camp

Please send your child to camp in comfortable play clothes, as we'll be doing a variety of activities that require easy movement and could get messy. We recommend avoiding skirts or dresses—shorts and a T-shirt are best. All campers will receive a camp T-shirt, which must be worn on all camp trips. If your child does not have their trip shirt, they will not be allowed to attend the trip. On beach days, campers are required to wear their camp shirt in the water so please send along an extra pair of clothes each day. *Beach Days: Please send your child to camp wearing their bathing suit under their clothes.*

What to Bring Daily (clothing):

- A full change of clothes & a towel – We play lots of water games and visit the beach frequently.
- Proper footwear – No flip-flops, please! Crocs, closed-back sandals, or similar shoes are best, as we swim often, and sandy socks and sneakers can be a hassle.
- Socks – Always pack a pair in your child's backpack in case of last-minute trip changes.
- Labeled belongings – Clothes, towels, water bottles, backpacks, lunchboxes, etc. (Items are left behind daily!)
- **Sunscreen Reminder: Apply sunscreen to your child before they arrive at camp each day.**

Extra camp shirts will be available for purchase at \$15 per shirt. Extra shirts can be ordered during the registration process. Please be patient as we need to make sure every camper has at least one shirt before we hand out extras.

Snacks, Lunch, & WATER: Please send a nutritious lunch with your child daily. We ask that you remember campers are here longer than a typical school day. Plus, they are much more active throughout the day. The kids get extremely hungry and thirsty! **We expect a camper to have a water bottle daily!** 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 and fill that with lots of ice and water every morning before camp. Campers are required to carry it with them at all times and we are often in places where we can't re-fill them. 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:

We will be taking several trips per week to area attractions. The cost of all trips is included in your weekly camp fee. A full trip calendar will be available prior to the first day of camp. **Camp shirts must be worn on all trips! It is the parent's 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.**

What not to bring to Camp:

We recommend no cell phones, gaming systems, 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). 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.

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. 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.

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.

Medication Policy

Campers are not allowed to bring medication with them or in their belongings to camp. Parents must administer any necessary medication to their camper before arriving at camp. Emergency medications like EpiPens and inhalers will be allowed but must be labeled with the camper's first and last name. Parents must indicate their camper's need for emergency medication on their camp registration form.

Discipline Policy:

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 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 day 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.

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

****All of these items should fit into one backpack.****