

# Camp After Camp



## GENERAL INFORMATION

Program meets Mon-Fri 11:55-4:00 (immediately following Music & Arts Camp) on June 24 – July 18 (No camp on July 4)

## THE STAFF

Staff includes 4-5 leaders, college age or older. Ratio of children to staff is 10:1. Team Leader is certified in First Aid/CPR.

## THE PROGRAM

To accommodate the large range of ages, children are often broken into smaller age appropriate groups; however, some activities are done as an entire group. Each week consists of on-site and off-site activities. On-site activities include arts & crafts, sports & games, special events etc. Off-site activities include swimming and field trips. Transportation is provided by school bus to all off-site activities.

## INCLEMENT WEATHER

Program has access to shelter in the event of rain. While Camp After Camp is held rain or shine, there may be times when we need to cancel an off-site/field trip or swimming activity because of inclement weather. Because of the many activities planned during the week and the limited availability of places we visit, it is usually not possible to reschedule the trip. No refunds will be issued for activities that are canceled.

During periods of excessive heat /humidity, send your child a water bottle, dressed in appropriate light weight, light color, loose fitting clothing. Be sure they wear sunscreen. We will limit strenuous activity, take frequent breaks and do our best to stay indoors or in shaded areas during the hottest part of the day. Hebron Avenue School classrooms are air conditioned but cafeteria, gym, the outdoors and buses are not air conditioned. Please pay attention to the schedule of activities. If you have concerns about your child, please consider keeping them home when high heat/humidity advisories are in effect.

## DROP-OFF/PICK-UP

Direct your child to report immediately to the Camp After Camp location when dismissed from their last class at Music & Arts camp. **If you pick your child up at Music & Arts Camp be sure to notify Camp After Camp staff.** Attendance from M&A Camp is used to mark children who are out for the day and the staff will be looking for a child who attended M&A and does not show up for Camp After Camp.

Always greet a Staff member when picking up your child. You will need to sign your child out. If your child will walk/bike home from the program you will need to give the Staff a permission note.

Please be advised written permission is required when someone other than the Parent/Guardian is to pick up your child. It is important children be picked up **promptly at 4:00 p.m.** Staff has evening commitments such as other jobs they need to get to.

## LATE PICK-UP FEE

A **\$15 late fee** will be charged to a Parent/Guardian picking their child up **after 4:10 p.m.** The Staff member left to wait with your child will be responsible for collecting the fee. Children who have not been picked up by the time the school building closes may need to be brought to the Parks & Recreation office and/or Glastonbury Police Department.

## ATTENDANCE

The schedule varies daily with quite a bit of off-site activity. It is essential you familiarize yourself with the day to day schedule as outlined on the Camp Calendar. Always read the Camp Calendar carefully! If you plan to drop-off or pick up your child at times other than 11:55 a.m. or 4:00 p.m. respectively, advise the Staff in writing in advance to avoid any problems. We may be unable to accommodate these requests on days of off-site/field trip activities.

## LUNCH

Children and staff eat lunch together. Please send your child with a nutritious lunch and beverage. Send your child's lunch in a paper or soft insulated bag. No lunch boxes please.

## PERSONAL BELONGINGS

Children should not bring their personal belongings to camp. The Parks & Recreation Department and Camp Staff will not be responsible for damage/theft of such items.

## SUNSCREEN

Camp Staff is not responsible for applying sunscreen! Please be sure your child comes with a long lasting sunscreen already on and/or is able to apply it his/herself.

## CAMP AFTER CAMP T-SHIRT

Children will be given a Camp T-Shirt to wear on field trip days. Please be sure to indicate your child's size on the Child Information Form included.

## ADDITIONAL FEES

There may be times when Camp Staff asks for additional fees to cover the cost of items for special activities (i.e. pizza, ice cream, picnics etc.) These are always optional and for those who choose to participate.

## CHILD INFORMATION FORM

The Child Information/Emergency Consent Form included must be completed and sent with your child on their first day of Camp. Please do not drop the form off at Parks & Recreation, bring it with your child on their first day. Children participating in Camp After Camp will not have to fill out a Music & Arts Emergency Form. The included form should be turned in at the start of Music & Arts Camp.

## **YOUR CHILD WILL NOT BE ALLOWED TO PARTICIPATE WITHOUT A FORM ON FILE!**

## SPECIAL NEEDS & HEALTH/MEDICAL CONCERNS

When registering your child you will be asked if your child has allergies, is on medication or requires medication in the event of an emergency or has any special needs. This allows us to plan appropriately for camp. A camp staff member will contact you prior to the start of camp in June if we have any questions or need further information. You may also contact Liz Gambacorta at [liz.gambacorta@glastonbury-ct.gov](mailto:liz.gambacorta@glastonbury-ct.gov) with any questions.

If your child requires medication **you must complete and submit an "Authorization for Administration of Medication" form to the Parks & Recreation Office prior to the start of Camp.** You may also be required to provide a written Treatment Plan from your Physician/Allergist with specific instructions of how and when medication is to be given. Forms are available online at [www.glastonbury-ct.gov/prforms](http://www.glastonbury-ct.gov/prforms).

## FOOD ALLERGIES

Because of food allergies, Camp Staff will enforce strict "No food trading/sharing" rules. Please instruct your child not to trade or share food with anyone else!

## FIRST DAY

Please send your child with a lunch, beverage and the completed Child Information/Emergency Consent Form.

## APPROPRIATE BEHAVIOR

Safety, respect of others, and a positive experience are our most important priorities. Our first step in preventing inappropriate behavior is to set clear limits as to what is expected at Camp. At the beginning of Camp, Staff will discuss the Camp Rules, the reasons for them and the consequences if they are not adhered to. We will attempt to redirect inappropriate behavior; however, situations may still occur. If a problem continues, the Team Leader, Leader and/or the Recreation Program Coordinator will discuss the situation with you and attempt to come to some solution.

Written Behavior Forms may also be sent home with the child. These will need to be signed and returned by the Parent/Guardian so that we know the behavior has been discussed with the child. While it is not our intent to discourage participation because of behavior problems, we are limited as to what we may be able to do to work with you to improve the situation. In cases where there is no marked improvement, the child may be asked to stay home for a day, miss a field trip and/or be removed from the program.

## **BULLYING BEHAVIOR THAT IS HARMFUL TO THE SAFETY OF OTHER CHILDREN AND/OR STAFF WILL NOT BE TOLERATED.**

Please talk with your child daily to be sure he/she is having a positive experience. Encourage them to bring problems to the attention of a Staff member as soon as they occur. Inform the Team Leader of any problem your child may be experiencing at Camp.

## CAMP CALENDAR

Children will bring home a calendar for the entire 4 weeks that details activities, times, etc. Please plan to look for it!

## SWIMMING

Children will swim at Grange Pool (weather permitting). Certified Lifeguards help to ensure safety at the pool with the support of the Camp After Camp staff. As an extra precaution, a "Buddy System" is used to conduct safety checks. Wristbands are used to identify Camp children and their swimming ability. Please be sure to indicate your child's swimming ability on the Child Information Form included. If the information is left blank, the child will be considered a non-swimmer and restricted to the non-swimmer area only.

**All non-swimmers swim in the shallow end of the pool.**

## OFF-SITE ACTIVITIES/FIELD TRIPS

Off-site and field trip activities will vary week to week. Admission fees are included as part of your registration fee; however, any additional "spending money" is the responsibility of the Parent/Child. Detailed Field Trip Packets will be available online in June which will include all paperwork. Refer to Camp Calendars handed out on the first day of camp for special instructions regarding the trip, like what to bring etc, please remember to always send your child in their camp T-shirt on Field Trip days.

**DURING OFF-SITE FIELD TRIP ACTIVITIES, ALL STAFF ATTENDS WITH THE CHILDREN. IF YOU DO NOT WANT YOUR CHILD TO PARTICIPATE, DO NOT SEND THEM ON THAT DAY/TIME AS THERE WILL BE NO SUPERVISION AVAILABLE.**

## THE WEEKLY SCHEDULE

The schedule varies daily with quite a bit of off-site activity. It is essential you familiarize yourself with the day to day schedule as outlined on the Camp Calendar. Always read the Camp Calendar carefully! If you plan to drop-off or pick up your child at times other than 11:55 a.m. or 4:00 p.m. respectively, advise the Staff in writing in advance to avoid any problems. We may be unable to accommodate these requests on days of off-site/field trip activities.

**THE OUTLINE LISTED BELOW SHOWS THE SPECIAL ACTIVITIES PLANNED TO DATE AND ARE SUBJECT TO CHANGE!**

Camp After Camp Music & Arts Extended Day		
<u>Week 1</u>	<u>June 24-June 28</u>	<u>Time</u>
Tue. June 25	Ron- A- Roll	1:00-3:00
Wed. June 26	Addison Pool	1:15-3:15
Thur. June 27	JB Williams Park	12:45-3:45
Fri. June 28	Launch	1:00-3:00
<u>Week 2</u>	<u>July 1-July 5</u>	<u>Time</u>
Mon. July 1	Grange Pool	1:15-3:15
Tue. July 2	Silver Lanes	1:00-3:30
Wed. July 3	Beach Party Luau	12:30-2:30
Thu. July 4	NO CAMP	
Fri. July 5	Teen Center	1:00-3:30
<u>Week 3</u>	<u>July 8-July 12</u>	<u>Time</u>
Tue. July 9	Movies	12:30-3:30
Wed. July 10	Berlin Bating Cages	1:00-3:00
Thu. July 11	Wild & Crazy Gameshow (onsite)	1:00-2:45
Fri. July 12	Grange Pool	1:00-3:30
<u>Week 4</u>	<u>July 15-July 18</u>	<u>Time</u>
Mon. July 15	Grange Pool	1:15-3:15
Tues. July 16	Ice Cream Emergency(On site)	1:00-2:00
Wed. July 17	Nomads	1:00-3:30
Thu. July 18	Bowl-O-Rama	

\*Times listed are times at activities; do not include travel time.