

Glastonbury Parks and Recreation Awesome Adventures Teen Camp

Guidelines & Details

THE STAFF

The teen to staff ratio is 15:1. Our staff consists of college age or older individuals who have had some experience working with this age group. The Director and Site Coordinators are certified in first aid and CPR.

CAMP MASK POLICY & COHORTS

Masks will be required at camp on the bus and during indoor activities. While masks are not required during outdoor activities, we will follow all regulations set by the facility for places we visit.

Group size will be limited and every effort will be made to maintain small cohorts at camp.

OFF-SITE TRIPS

Transportation by school bus is provided for all off-site activities and trips. Trips and off-site activity admissions are included in the fee for the camp. Spending money is not included.

While many smaller field trip locations offer an opportunity for campers to participate in activities as a group, several locations also afford an opportunity for more independence. **Please be aware that on certain field trips (Lake Compounce, Six Flags, Brownstone Ocean Beach and others)** campers will be on his/her own with a buddy. Check-ins will occur periodically to an assigned staff member at a designated location/time. Additionally, Camp Staff will be around the facility and one will be posted at a designated location at all times in the event campers need them. Please make sure you and your child are comfortable and prepared for this type of independence.

LUNCH

Please send your teen with a lunch and beverage that does not need to be refrigerated for on-site days and days where field trips do not provide lunch. On certain field trip days, campers may have the opportunity to purchase lunch at the field trip. Please send money with your teen if they will be purchasing lunch on a field trip. Teens will not be permitted to leave the camp to purchase lunch.

BEHAVIOR

Safety, respect for others, and a positive experience are our most important priorities. At camp, staff will discuss their expectations for appropriate behavior and the consequences if they are not followed. We will attempt to curb any inappropriate behavior, however, situations may still

occur. If a problem continues, the coordinator of the camp will discuss the situation with you and attempt to come to some solution. While it is not our policy to discourage participation due to 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 teen may be asked to stay home a day and/or be removed from the program.**

Talk with your teen on the days camp has met to be sure he/she is having a positive experience. Please inform the Director of any problems your teen may be experiencing.

CAMPER SHIRTS & WRISTBANDS

All campers will receive an Awesome Adventures camp shirt on their first day of camp. Campers will also be given wristbands daily to help identify them as participants in our program. While we do not require campers to wear their camp shirts, it is helpful so staff can easily pick them out in a crowd.

EXCESSIVE HEAT/HUMIDITY

During periods of excessive heat/humidity, send your child with plenty of liquids (Water & Juice), 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 in shaded areas or indoors during the hottest part of the day. Some Facilities 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.

ADDITIONAL FEES

Additional spending money for off-site activities is not required, but is recommended. Those trips that require money for lunch are detailed in your program calendar. Examples of things that may cost additional money are lockers, video games, snacks and/or souvenirs at field trip locations.

DROP-OFF/PICK-UP

Camp drop-off and pick-up will be at the Riverfront Park Boathouse Pavilion (252 Welles Street). We can only guarantee that supervision, on regular camp days, will be provided as indicated in the program calendar.

Please be advised that the Parks and Recreation Department reserves the right to charge a \$15 late

fee to parents picking teens up 10 minutes later than the scheduled pick-up time. The staff member left to wait with your teen will be responsible for collecting the fee. Teens who have not been picked up on time may be brought to the Teen Center for pick-up and parents will be responsible for paying the late fee in addition to the daily Teen Center fee.

Please note that we do not permit drop off or pick up at field trip locations. Campers must travel to and from ALL field trips with camp staff on transportation provided by the camp.

SIGN IN/OUT PROCEDURE

The schedule at the camp varies including quite a bit of activity off of camp grounds. Thus, it is essential that staff have a complete list of campers at camp each day.

A staff member will greet campers at the Pavilion. Staff will do a visual check of each child. A child who is experiencing fever, shortness of breath, and/or a cough will not be allowed to attend camp. After being cleared, campers must sign in with their designated group and indicate how they are getting home. At the day's end, campers must sign themselves out of camp and verify how they are getting home.

For your child's protection, we ask that you provide us with a written notice for the following reasons:

- If you plan to pick your child up early.
- If you are authorizing someone, other than yourself or anyone listed on the Teen Information/Medical Emergency form, to pick-up or drop-off your child.
- If your child walks or bikes to camp. Walkers/ bikers must remain at camp until closing unless you inform us otherwise.
- If your child is staying at the Teen Center once Teen Camp is over.

TEEN CENTER

No need to pay \$15 late fees! As an option for parents who may not be able to pick their children up at 3:00 p.m., for an additional fee of \$5/day or \$39 for the whole summer, camp participants can attend the Teen Center after camp. The Teen Center is open during the summer Tuesday-Thursday until 6:00 p.m. **Parents wishing to utilize the Teen Center must provide a note allowing their child to go to the Teen Center once Teen Camp is over.** Campers will be bussed from the Riverfront Park Boathouse Pavilion to the Teen Center.

HEALTH & HYGIENE/POSITIVE CASES

Campers should engage in hand hygiene as often as possible. If a camper is not feeling well, they should report that to camp staff ASAP. Any camper not feeling well will be sent home and will need to be picked up by their parent.

Campers who test positive for COVID-19 should notify the Parks & Recreation office (860)652-7679 immediately. If a positive case occurs at camp contact tracing will be conducted in conjunction with the Glastonbury Health Department and anyone who was considered in close contact, within 6 feet for 15 minutes or more will be notified. Campers who are not vaccinated will be required to quarantine.

TRAVEL

It is recommended that staff, children and families follow CT Department of Public Health guidance regarding travel which can be found here: <https://portal.ct.gov/coronavirus/travel>

Camp will not be collecting paperwork or negative test results related to travel.

MEDICATION ADMINISTRATION

If your teen is on medication, or requires medication in the event of an emergency (i.e., food allergy, asthma, etc.), you must request and complete an Authorization of Administration of Medication Form (even if your child will self-administer) and return it to the Parks and Recreation Office **prior to the start of camp**. Please note that this form requires both a Parent AND physician signature. You may use a school form provided it is not expired.

You may also be required to provide a written treatment form from your physician with specific instructions detailing how and when medication is to be given.

CONTACT INFORMATION

Glastonbury Parks & Recreation Department (860)652-7679

Specific Camp Questions Anna Park
anna.park@glastonbury-ct.gov

GLASTONBURY PARKS AND RECREATION DEPARTMENT
AWESOME ADVENTURES TEEN CAMP
TEEN INFORMATION/EMERGENCY CONSENT FORM

Session 1	Session 2	Session 3
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

This form will provide Parks & Recreation staff with the information needed to care for your child in the event of an emergency. **Please bring this completed form on the first day of camp.**

ANY CHILD THAT ARRIVES WITHOUT A COMPLETED FORM WILL BE SENT HOME. THEY MAY RETURN WHEN THE FORM IS COMPLETED AND ON FILE.

CHILD INFORMATION

Child's Name _____ Date of Birth _____
Address _____ Child's Cell Phone _____

PARENT/GUARDIAN INFORMATION

Please provide us the name of the Parent/Guardian and where they may be **REACHED** during the program hours in case of a problem and/or emergency.

Mother/Guardian _____ Home Phone _____ Cell Phone _____
Employer _____ Day Phone _____ E-Mail _____
Father/Guardian _____ Home Phone _____ Cell Phone _____
Employer _____ Day Phone _____ E-Mail _____

SPECIAL NEEDS

In order to better accommodate your child, please make us aware of any special needs he/she may have. (Note: The Parks & Recreation Department should be notified **IN ADVANCE** if your child will require any special accommodations)

OTHER INFORMATION

Use this space for any additional information that you feel might be helpful to the staff working with your child.

(CONTINUED ON BACK)

CHILD'S NAME _____

EMERGENCY STATEMENT

If in the opinion of program staff, emergency medical services are required, 911 will be called. Should emergency transportation to a hospital be required, it will be coordinated by Emergency Medical Services (EMS). Parents/Guardians will be notified by the numbers provided under the "Parent/Guardian Information" on the front of this form, as soon as possible. If a child is transported by ambulance, a staff member will accompany them until a Parent/Guardian arrives at the hospital.

MEDICATION AT CAMP

If your teen is on medication, or requires medication in the event of an emergency (i.e., food allergy, asthma, etc.), you must complete an **Authorization of Administration of Medication Form** (even if your child will self-administer) and return it to the Parks and Recreation Office **prior to the start of camp**. Please note that this form requires both a Parent AND physician signature. You may use a school form provided it is not expired.

Does your child require medication at camp? Yes No

MEDICAL INFORMATION

This information is needed to care for your child in the event of an emergency. If an allergy is listed that requires medication at camp, an **Authorization of Administration of Medication Form** is required.

Medical History _____

Known Allergies _____

All Medications Currently Taking _____
(Included Medications taken at home)

SWIMMING ABILITY

Awesome Adventures Camp incorporates many water activities in the camp schedule. For safety reasons, please advise us of your child's swimming ability.

Non-Swimmer (1-3 1/2 feet deep) Shallow Water (up to 5 feet deep) Deep Water (4-9 feet deep)

OFF-SITE FIELD TRIPS (PLEASE INITIAL)

I give my child permission to attend any and all scheduled field trips for the Awesome Adventures Camp Program.

EMERGENCY/OTHER CONTACTS

Please provide us the name of the person(s) you want us to contact in the event the Parent/Guardian cannot be reached. **Every effort will be made to contact Parent/Guardians first.**

Name _____ Home Phone _____ Cell Phone _____

Relationship to Child _____ Day Phone _____

Name _____ Home Phone _____ Cell Phone _____

Relationship to Child _____ Day Phone _____

In an emergency, I give permission for the above person(s) to assume temporary care and to provide transportation for my child if we, the Parent/Guardian(s) cannot be notified. Yes No

Parent/Guardian Name _____ Signature _____

Glastonbury Parks & Recreation Department

AUTHORIZATION FOR THE ADMINISTRATION OF MEDICATION

If your child is on medication or requires medication in the event of an emergency, parents **MUST** provide the following information:

IF CHILD WILL NEED TO TAKE MEDICATION DURING PROGRAM HOURS (prescription & non-prescription drugs) AND/OR IF CHILD REQUIRES MEDICATION IN THE EVENT OF AN EMERGENCY (epipen, asthma inhaler, etc.)

1. The authorized prescriber must complete the Authorized Prescriber's Order (Section 1) of the "Authorization for the Administration of Medication" form attached.

THIS FORM MUST BE COMPLETED BEFORE ANY MEDICATION CAN BE ADMINISTERED

2. The parent/guardian must complete the Parent/Guardian Authorization (Section 2) of the "Authorization for the Administration of Medication" form attached.

THIS FORM MUST BE COMPLETED BEFORE ANY MEDICATION CAN BE ADMINISTERED

3. A child may only Self-Administer medication with written authorization of the Authorized Prescriber and the Parent/Guardian.

THIS FORM MUST BE COMPLETED BEFORE ANY MEDICATION CAN BE SELF-ADMINISTERED

4. Parents will be asked to provide program Staff with pre-measured dosages of the prescribed medication. Medication must be in the original container and labeled with the child's name, name of medication, directions for medication's administration and date of the prescription.

5. All unused medication will be destroyed if not picked up within one week following the end of the program.

POLICY FOR CHILDREN WITH FOOD ALLERGIES:

- The primary safeguard for a child with food allergies is for the child to consume only food/snacks that he/she bring to the program each day.
- Staff will enforce strict no food trading/sharing rules. Table surfaces will be washed clean and children will wash their hands after snack/food.

We do assume the child with an allergy has been instructed by the Parent/Guardian not to touch trade or share food with anyone else.

- The completed "Authorization for the Administration of Medication" form is **REQUIRED**. Staff is not certified to administer Epi-pens, but will use the instructions to **ASSIST THE CHILD** in an emergency if necessary.

So that the program staff may be prepared to handle an emergency situation, the form must be on file **BEFORE** your child attends.

RETURN FORM AND INFORMATION TO THE PARKS & RECREATION OFFICE - PRIOR TO THE START OF THE PROGRAM! MEDICATION CAN BE BROUGHT ON THE FIRST DAY OF THE PROGRAM.

If you have any questions, contact the Parks & Recreation Office at 860-652-7679.

Glastonbury Parks & Recreation Department

AUTHORIZATION FOR THE ADMINISTRATION OF MEDICATION

Parents/Guardians requesting medication administration to their child shall provide the program with the appropriate written authorization(s) and the medication **before** any medications are administered.

All medications must be in the original container and labeled with the child's name, name of medication, directions for medication's administration, and date of the prescription.

1. AUTHORIZED PRESCRIBER'S ORDER (Physician, Dentist, Optometrist, Physician Assistant, Advance Practice Registered Nurse)

Name of Child _____ Date of Birth ____ / ____ / ____ Today's Date ____ / ____ / ____

Address of Child _____ Town _____ State _____ Zip Code _____

Medication Name/Generic Name of Drug _____ Controlled Drug? Yes _____ No _____

Condition for which drug is being administered _____

Specific Instructions for Medication Administration _____

Dosage _____ Method/Route _____

Time of Administration _____ If PRN, frequency _____

Medication shall be administered: Start Date: ____ / ____ / ____ End Date: ____ / ____ / ____

Relevant Side Effects of Medication _____ None Expected _____

Explain any allergies, reactions to/negative interactions with food or drugs _____

Plan of Management for Side Effects _____

Prescriber's Name/Title _____ Phone Number () _____ - _____

Prescriber's Address _____ Town _____ State _____ Zip Code _____

Prescriber's Signature _____ Date: ____ / ____ / ____

2. PARENT/GUARDIAN AUTHORIZATION

_____ I request that medication be administered to my child as described and directed above.

_____ I hereby request that the above medication be administered by Parks & Recreation personnel and I give permission for the exchange of information between the Prescriber and Parks & Recreation personnel as necessary to ensure the safe administration of this medication.

_____ I have administered at least one dose of the medication with the exception of emergency medications to my child without adverse effects.

Parent/Guardian Signature _____ Relationship _____ Date ____ / ____ / ____

Parent/Guardian's Address _____ Town _____ State _____

Home Phone: () _____ - _____ Work Phone : () _____ - _____ Cell Phone: () _____ - _____

3. SELF ADMINISTRATION OF MEDICATION AUTHORIZATION/APPROVAL

Self-administration of medication may be authorized by the prescriber and parent/guardian.

Prescriber's authorization for self-administration: Yes _____ No _____
Signature _____ Date _____

Parent/Guardian authorization for self-administration: Yes _____ No _____
Signature _____ Date _____

Today's Date ____ / ____ / ____ Printed Name of Individual Receiving Written Authorization and Medication _____

Title/Postion _____ Signature _____

PROGRAM CALENDAR

Drop off is always at 9:00 a.m. no matter what time is listed as the departure time on the calendar. Pick up is at 3:00 p.m. with the exception of days we visit Lake Compounce and Six Flags (which is a 4:00 pick-up). During on-site time before leaving for a field trip, campers will utilize the Riverfront Park grounds for basketball, use of the playground area and field games. We strongly suggest that campers bring sunblock (minimum SPF 15) with them to camp at all times. Campers are outside daily.

SESSION	TUESDAY	WEDNESDAY	THURSDAY
1	6/22 Sonny's Place Somers, CT 10:00 a.m.-3:00 pm.	6/23 Lake Compounce Bristol, CT 10:00 a.m.-4:00 pm.	6/24 Urban Air Orange, CT 10:00 a.m.-3:00 pm.
2	6/29 Ocean Beach New London, CT 9:00 a.m.-3:00 pm.	6/30 Six Flags Agawam, MA 9:00 a.m.-4:00 pm.	7/1 Dave & Buster Manchester, CT 10:30 a.m.-2:30 pm.
3	7/6 Sonny's Place Somers, CT 9:00 a.m.-2:00 pm.	7/7 Brownstone Portland, CT 9:00 a.m.-3:00 pm.	7/8 Urban Air Orange, CT 10:00 a.m.-3:00 pm.
4	7/13 Ocean Beach New London, CT 9:00 a.m.-3:00 pm.	7/14 Lake Compounce Bristol, CT 10:00 a.m.-4:00 pm.	7/15 Dave & Buster Manchester, CT 10:30 a.m.-2:30 pm.
5	7/20 Sonny's Place Somers, CT 10:00 a.m.-3:00 pm.	7/21 Six Flags Agawam, MA 9:00 a.m.-4:00 pm.	7/22 Urban Air Orange, CT 10:00 a.m.-3:00 pm.
6	7/27 Ocean Beach New London, CT 9:00 a.m.-3:00 pm.	7/28 Brownstone Portland, CT 9:00 a.m.-3:00 pm.	7/29 Dave & Buster Manchester, CT 10:30 a.m.-2:30 pm.

SONNY'S PLACE - SOMERS, CT

- Campers may bring a lunch. There is also a food shack for those that wish to purchase lunch.
- The registration fee for camp covers the cost of unlimited batting cages, monkey motion, gyroscope, arcade (excludes merchandise games and prize tickets), go-carts, zip lines, climbing wall, mini bowling, carousel and 1 round of mini golf and 1 game of virtual reality. Additional activities including prize games and food cost additional money.

LAKE COMPOUNCE - BRISTOL, CT

- The registration fee covers the cost of regular admission rides. Food and special activities cost additional money. Campers must bring money to purchase lunch because Lake Compounce does not allow outside food to be brought in. Campers may wish to bring money for lockers to store personal belongings.
- Once at Lake Compounce, teens will be on his/her own with a buddy. Check-ins will occur periodically to an assigned staff member at a designated location. Supervisory staff will be posted at a designated spot in the event teens should need them. We return to the camp site at approximately 4:00 p.m. **Please note this is later than the normal camp pick-up time.**

URBAN AIR INDOOR ADVENTURE – ORANGE, CT

- The registration fee covers the cost of 1 Spin Zone Bumper Car Ride, Sky Rider Indoor Coaster, Ropes Course, Climbing Walls, Wipeout, Warrior Course, Battle Beam, Tubes Playground, Trapeze, Climbing Hill and Basic Trampolines.
- Campers may bring a lunch or purchase lunch at the café on site.
- Comfortable active wear is appropriate. Socks will be provided to all participants.
- **There is a separate waiver for this trip. You will be e-mailed a link to complete this waiver online.** No camper will be allowed to participate in this trip without this form. Please read through the information carefully and return the **form to the Site Coordinator on or before the day of the trip.**

OCEAN BEACH PARK- NEW LONDON, CT

- Campers may bring a lunch and beverage with them to the park. There are concessions available at the park for campers who wish to purchase their lunch at the beach.
- The registration fee for camp includes all day use of the swimming pool and changing room and 1 round of miniature golf. Campers should bring additional money if they wish to play in the arcade or use the slide.
- Please make sure your child is prepared to spend time on the beach by packing sunscreen, towels, bathing suit, and a change of clothes if needed.

SIX FLAGS NEW ENGLAND- AGAWAM, MASSACHUSETTS

- Six Flags does not allow us to bring food into the amusement park. Children must bring money for lunch as well as any additional spending money they may need. Teens will also need money for coin operated lockers if they wish to store any belongings during the course of the day.
- This trip includes water theme park activities. Sunscreen, swimsuits, towels and a change of clothes are highly recommended.
- Once at Six Flags, teens will be on his/her own with a buddy. Check-ins will occur periodically to an assigned staff member at a designated location. Supervisory staff will be posted at a designated spot in the event teens should need them. **We will return to the camp site at approximately 4:00 p.m. Please note this is later than the normal camp pick-up time.**

DAVE & BUSTERS - MANCHESTER, CT

- Campers DO NOT NEED TO BRING A LUNCH because food and unlimited beverages will be provided.
- The registration fee for camp also includes a \$20 gamecard (for ticketed games) plus unlimited video game play. Please send your child with additional money if you think they may want to add money to their cards.

BROWNSTONE PARK - PORTLAND, CT

- Campers should bring a lunch. There is a small concession stand that sells sandwiches and beverages at the facility for those that choose to buy lunch, however, the selection is limited and once the sandwiches are gone, they do not make more.
- The registration fee for camp covers the "Adventure Sports Pass" which allows participants to utilize the adventure racing circuit, zip lines, climbing walls and other obstacles as well as traditional rope swings, water playscapes, water trampolines, water slides and launchers. All participants MUST wear lifejackets (provided by the facility) and are monitored by certified lifeguards and Awesome Adventures staff.
- This trip includes water activities. Sunscreen, swimsuits, towels and a change of clothes are highly recommended.
- **There is a separate waiver for this trip. You will be e-mailed a link to complete this waiver online.** No camper will be allowed to participate in this trip without this form. Please read through the information carefully and return the **form to the Site Coordinator on or before the day of the trip.**