Welcome!

The Avon Recreation and Parks Department Staff would like to welcome you and your child(ren) to Summer Fun Camp. The purpose of this handbook is to make sure that you are well informed and prepared to send your child to camp every day with everything they need. If you have any further questions after reading this handbook please feel free to contact us at 860-409-4332.

IMPORTANT SUMMER PHONE NUMBERS

Recreation and Parks Department	*860 409-4332*
Cancellation Line	*860 409-4365*
Sycamore Hills Pool	*860 673-5696*
Summer Fun Camp (Thompson Brook School)	*860 673-3759*

*The Camp Phone will only be active during camp hours

ADMINISTRATIVE STAFF

Director of Recreation & Parks
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Camp Director
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Avon Recreation and Parks Department Mission Statement

The Avon Recreation and Parks Department is committed to providing opportunities to participate in recreational programs and have access to parks so that people of all ages and abilities can stay active and enjoy the benefits of a healthier life.

CAMP NEWSLETTER

The Weekly Camp Newsletter will be sent via email the Friday prior to each session. Please read this newsletter as it will provide important information such as a packing list, schedule, and reminders. **Please make sure your my rec account has "opted-in" for notifications or you will not receive the weekly newsletter and other important emails.**

GROUP/FRIEND REQUEST POLICY

While we understand your child may be registering for camp with a friend, please note that we do not take group requests. No matter what group your child is in, there are many points of the day where the camp is all together and your child will be able to play with friends in other groups. Groups are created roughly by age/grade but will vary each session depending on how many kids of each age/grade are registered.

SYMPTOMS/COVID-19

If a child is experiencing consistent symptoms while at camp, parents will be called and will need to pick their child up immediately. The child can return to camp only once a negative COVID-19 test has been sent to the camp director. If a child tests positive for COVID-19, they should follow CDC quarantine/isolation guidelines based on their vaccination status and return to camp only once all the CDC requirements have been met.

PARENT INFORMATION

Before arriving at camp, please have your child dressed in their swimsuit underneath their clothes and apply sunscreen so that they are ready to go for the day. Campers will re-apply sunscreen after lunch.

Upon arriving at camp, parents will need to enter the building both in the morning and the afternoon to sign their child in and out of camp at the Welcome Table in the cafeteria each day. If someone other than the direct guardian of your child will be picking up, please complete a pick-up authorization form and submit to the Camp Director in advance. Drop off is at 9am (Please plan to drop off no earlier than 8:50 am and no later than 9:10 am). Pick up is at 3 pm (Please plan to pick up no earlier than 2:50 pm and no later than 3:10 pm). Parents who consistently pick up their child later than 3:10 pm will be charged $15 for any part of every 10 minutes they are late. If you child is in extended care, please plan to pick up before or by 4:00 pm. Parents who consistently pick up their child later than 4:00 pm will be charged $15 for any part of every 10 minutes they are late.

While at camp, campers will have a supervised swim at Sycamore Hills Pool 3-4 days a week. Due to the pool's policy requiring any child using a flotation device to be within arm's reach of an adult, flotation devices are not allowed while swimming at camp. We need our staff to be available for all campers at all times. Campers will swim in the shallow end section where they will not need a floatation device. Advanced swimmers who wish to swim in the deep end or use the diving boards may do so upon passing a swim ability test. Campers who do not wish to swim may bring a book or game to use during swim time. The weekly newsletter will provide further information on session-specific schedules including which days camp will be swimming and which days have special guest entertainers.

DAILY PACKING LIST

(Please label all your child's belongings)
- ☐ backpack
- ☐ Socks and Sneakers
    - o sandals may be brought to camp in addition to socks and sneakers
- ☐ change of clothes
- ☐ swim suit
- ☐ towel
- ☐ Sunscreen (Spray and face stick preferred)
- ☐ Two Snacks
- ☐ Lunch (in insulated lunch bag with a cool pack) *Lunches are not refrigerated
- ☐ Reusable water bottle (filled)

Items NOT to bring to camp:
- Electronic devices
- Flotation devices
- Personal toys/stuffed animals
- Any valuable items that you would not want lost or damaged

*Lost and Found items will be disposed of at the end of the day on Friday.

BEHAVIOR EXPECTATIONS AND POLICY

The Camp Director, Recreation Leaders, and Counselors in Training will foster expectations with positive reinforcement and other appropriate behavior modification techniques.

We expect campers to:

- Use the bathroom independently
- Understand and abide by camp rules
- Follow directions from staff
- Participate safely and effectively in a variety of activities
- Understand the consequences of inappropriate behavior
- Interact with peer groups in a civil manner
- Keep their hands to themselves at all times
- Stay with the group at all times

If a Recreation Leader is experiencing behavioral problems with a child, parents will be notified/involved in the following ways:

1. For minor or first instances of behavioral problems – Camp Director/Recreation Leader will talk to the child and log the behavior in our records book.
2. For major or repeat behaviors – Recreation Leaders will fill out an incident report that parents need to sign and discuss with child. Depending on the severity, parent(s) may also receive a phone call from the Camp Director.
3. For continued major or repeat behaviors resulting in incident reports – The camp director, parent(s), and child will meet to discuss and create a behavior plan.

Depending on the severity and frequency of the behavior, the Recreation and Parks Department reserves the right to dismiss any child from the program.

MEDICAL INFORMATION

All Camp staff are trained in American Red Cross First Aid, CPR/AED, and Epi-Pen Administration. Select camp staff receive basic training that enables them to provide care for campers with diabetes and administer medications. For the aquatics staff, all lifeguards are American Red Cross Certified with CPR for the Professional Rescuer/AED.
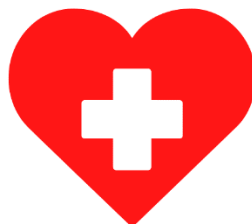
SPECIAL NEEDS ACCOMMODATIONS

The Avon Recreation and Parks Department welcomes persons with medical conditions and/or disabilities in all programs and services. If you or your child require reasonable accommodations to a recreation program in order to participate, please indicate this on your registration form or when you register online under the "medical conditions" section of your account and call the Recreation and Parks Department at least 3 weeks prior to the start of the program at 860-409-4332.

Please be aware that if you fail to or choose not to notify us of any issues that require accommodations, it may delay or inhibit you or your child from participating in the program.

Para-Professional Support – Support staff will only be available from 9:00 a.m. – 3:00 p.m. for our summer camp programs. Support for extended day programs will not be available.

Special Assistance - Campers needing special assistance may be limited to the amount of programs they can attend dependent upon the demand for support services and staff availability. This policy will ensure that everyone who wants to participate will have an opportunity to take part in integrated fun programs.