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## Avon Recreation and Parks Summer Fun Camp 2020 Parent Handbook

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Welcome!

The Avon Recreation and Parks Department Staff would like to welcome your child(ren) to Summer Fun Camp. Summer Fun Camp is our 7 week day camp for Avon Residents entering 1<sup>st</sup> Grade through 4<sup>th</sup> Grade in the fall of 2020. This camp is created to provide an enjoyable, and rewarding experience for campers. The staff is well trained and prepared to provide a safe, fun environment with themes, activities and special treats.

The purpose of this handbook is to make sure that you are well informed and prepared to send your child to camp everyday with everything they need. Summer Fun Camp has been restructured in accordance with the OEC guidelines for operating youth camps during COVID-19. For changes and details, please refer to the [Avon Recreation and Parks Department Camp Plan for Operating During COVID-19](#). If you have any further questions after reading this handbook please feel free to contact us.

### ADMINISTRATIVE STAFF

Director of Recreation & Parks

Ruth Checko [rchecko@avonct.gov](mailto:rchecko@avonct.gov)

Administrative Coordinator

Sharon Henry [shenry@avonct.gov](mailto:shenry@avonct.gov)

Administrative Secretary

Usha Srivel [usrivel@avonct.gov](mailto:usrivel@avonct.gov)

Special Needs Coordinator

Bonnie Daly [recdaly@comcast.net](mailto:recdaly@comcast.net)

Camp Director

Haley Duarte [campdirector@avonct.gov](mailto:campdirector@avonct.gov)

### 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 (Main Phone) 959-255-4929

Summer Fun Camp (Avon Senior Center) 860 675-4353

Avon Senior Center Fax 860-675-5174

### 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.



### REGISTRATION INFORMATION

Registration for the restructured camp will be available on line at [www.avonrec.com](http://www.avonrec.com) beginning on June 1. Registration for camp closes on Thursday at 4:00 PM for the following week. Parents are encouraged to place children on wait lists if a session is full. Campers placed on wait lists will be contacted by Friday, if space becomes available.

### SUMMER FUN CAMP PROGRAM

Summer Fun Camp will be held at the Avon Senior Center this year. It runs from 9:00 AM – 3:00 PM Monday – Friday and the cost is \$180 per session.

Upon arriving at the Avon Senior Center, pickup and drop off will take place at designated areas outside of the building. Health

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screenings, including temperature checks, will be conducted. Please be prepared to show your driver's license or some form of picture ID during drop off and pick up. Parents who pick up their child late will be charged \$15 for any part of every 15 minutes they are late.

At this time, there are no field trips or entertainers scheduled. We will reevaluate this as the summer unfolds. Campers will have a supervised swim at Sycamore Hills Pool 2-3 days a week, weather permitting **before** the pool is open to the public.

### **SUMMER FUN SESSIONS**

<b>Session</b>	<b>Dates</b>
1	June 29 – July 3
2	July 6 – 10
3	July 13 – 17
4	July 20 – 24
5	July 27 – 31
6	August 3 – 7
7	August 10 – 14

### **BEHAVIOR EXPECTATIONS AND POLICY**

The Camp Director, Camp Counselors, and Counselors in Training will foster these expectations with positive reinforcement and other appropriate behavior modification techniques. Our staff will use positive guidance, redirection, setting clear limits, and continuous supervision by staff, during corrective discipline. If a counselor is experiencing behavioral problems with a child, parents will be called. Depending on the severity and frequency of the behavior, the Recreation Department reserves the right to dismiss any child from the program.

- Campers must be able to use the bathroom independently.
- Understand and abide by camp rules and follow directions.
- Participate safely and effectively in a variety of activities.
- Pay attention without being disruptive and understanding consequences of inappropriate behavior.
- Interact with peer groups in a civil manner.
- Follow counselors' instructions and be respectful of staff and peers.
- Electronic devices are not allowed at camp.
- All campers must follow our Camp Plan for Operating During COVID-19 to participate in camp; there will be no exceptions, to ensure the safety and well-being of themselves, other campers and staff.

### **MEDICAL INFORMATION AND AUTHORIZATIONS**

Camp staff is trained in American Red Cross First Aid, CPR/AED, and Epi-Pen Administration. Select Camp Staff have received basic training that enables them to provide all care for campers with diabetes, and Medicine Administration Training. For the

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Aquatics staff, all Lifeguards are American Red Cross Certified with CPR for the Professional Rescuer/AED.

Policy on Diabetes Management and Authorization Forms:

[https://avonct.myrec.com/forms/5856\\_policy\\_on\\_diabetes.pdf](https://avonct.myrec.com/forms/5856_policy_on_diabetes.pdf)

Participant/Camper Medication Authorization Form:

[https://avonct.myrec.com/forms/5865\\_camper\\_medication\\_authorization\\_revised\\_2018\\_updated.pdf](https://avonct.myrec.com/forms/5865_camper_medication_authorization_revised_2018_updated.pdf)

There will be other forms available at the camp for different situations, i.e. pickup authorization forms. All of these forms are available on line. To limit COVID exposure, we encourage you to email the form to [campdirector@avonct.gov](mailto:campdirector@avonct.gov) or fax the forms to 860-675-5174.

### **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. We will do our best to accommodate your needs. For additional information go to: <https://www.avonct.gov/recreation-and-parks-department/pages/special-accommodations-policy>. 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 your child from participating in the program.



Under the current circumstances and strict guidelines for running youth camps, any individual who cannot socially distance themselves, practice the hand washing requirements, or who cannot be expected to follow either of these requirements, will not be able to participate in camp.

### **PARTICIPANTS NEED TO BRING**

- A back pack or sturdy canvas bag that closes.
- Campers must have proper footwear. Bare feet are not allowed. Sneakers or sturdy sandals (not flip flops), must be worn or an extra pair to change, brought to camp.
- A change of clothes, just in case.
- A swim suit and towel every day.
- Sunscreen/sunblock (Spray and face stick only in keeping with the Camp Plan for Operating During COVID-19);
- A healthy lunch, morning snack, something to drink in an insulated lunch bag with a cool pack in it.
- A filled unbreakable water bottle.

Please label all of your child's belongings and note that there will be no lost and found at the camp or at the pool. Any items that are not taken with the camper at the end of the day will be disposed of.

### **PARENTS CONTRIBUTIONS TO A SUCCESSFUL CAMP EXPERIENCE**

The more prepared parents and their children are for camp, the easier it is for Camp Staff to focus on their campers and our plans. Please make every effort to ensure your contact information in your family account is up to date in [www.avonrec.com](http://www.avonrec.com). The email and phone numbers you provide are how we will communicate with you. Here are a few simple things that you can be sure to do as well.

- Read our communications: emails and newsletters

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- Send your child prepared for the day, with everything listed above.
- Please follow our Camp Plan for Operating During COVID-19 when signing campers in and out.
- If someone else is going to be picking your child up, you'll need to complete the Pickup Authorization form at camp. The person you are authorizing must be prepared to show a valid ID and be aware of our 2020 procedure.

### **GENERAL INFORMATION**

Please refer to our web sites for additional information at [www.avonct.gov](http://www.avonct.gov) and [www.avonrec.com](http://www.avonrec.com)