

Camp After Camp



GENERAL INFORMATION

Program meets Mon-Fri 11:55-4:00 (immediately following Music & Arts Camp) on June 20 – July 14 (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. Smith Middle School is air conditioned but other school building, 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 to 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 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.

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		
Week 1	June 20-June 24	Time
Tue. June 21	Performance (Onsite)	1:00-2:00
Wed. June 22	Swimming @ Grange Pool	1:30-3:00
Thu. June 26	J.B. Williams Park	12:30-3:30
Week 2	June 27-July 1	Time
Wed. June 29	Swimming @ Grange Pool	1:30-3:00
Thu. June 30	Wild & Crazy Gameshow	1:00-2:00
Fri. July 1	Launch Trampoline	1:00-3:00
Week 3	July 4-July 8	Time
Mon. July 4	NO CAMP	
Tue. July 5	Movies	TBD
Wed. July 6	Swimming @ Grange Pool	1:30-3:00
Thu. July 7	Beach Party Luau	12:30-2:30
Week 4	July 11-July 14	Time
Tues. July 12	Ron-A-Roll	1:00-3:00
Wed. July 13	Swimming @ Grange Pool	1:30-3:00
Thu. July 14	Ice Cream Emergency (Onsite)	

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

GLASTONBURY PARKS AND RECREATION DEPARTMENT
CAMP AFTER CAMP/MUSIC & ARTS CAMP
CHILD INFORMATION/EMERGENCY CONSENT FORM

This form will provide Parks & Recreation staff with the information needed to care for your child in the event of an emergency. For your child's safety and protection, it **MUST** be completed and returned with him/her on their first day of attendance at the program.

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: _____ Home 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.

1) Mother/Guardian _____ Home Phone _____ Cell Phone _____

Name of Employer _____ Day Phone () _____

2) Father/Guardian _____ Home Phone _____ Cell Phone _____

Name of Employer _____ Day Phone () _____

OTHER CONTACT

Please provide us the name of the person(s) you want us to contact in the event the Parent/Guardian cannot be reached. Be sure to provide phone numbers where these people may be **REACHED** during the day.

1) Name: _____ Home Phone _____ Cell Phone _____

Name of Employer _____ Day Phone () _____

2) Name: _____ Home Phone _____ Cell Phone _____

Name of Employer _____ Day Phone () _____

SPECIAL NEEDS

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

CHILD'S NAME _____

SWIMMING INFORMATION

Participation in the Camp After Camp program includes swimming at GHS Pool and Eastbury Pond. Wristbands are used to identify Camp After Camp participants and their swimming abilities.

You must indicate your child's swimming ability. If nothing is checked, the child will automatically be placed in the Shallow End Only Group – NO EXCEPTIONS!

Shallow End Only: _____
(Purple Wristband)

Camp is allowed to swim in only shallow water.
GHS the shallow end is 3 1/2 feet deep. Eastbury Pond, water is up to 4 feet deep.

Proficient Swimmer: _____
(Green Wristband)

Child should be Red Cross Level 3 or similar with the ability to submerge completely underwater, jump into deep water, swim 15 yards with face in the water, tread water and/or float for 30 seconds, and swim back 15 yards. **Deeper water at GHS is 4-12 feet deep and at Eastbury Pond is between 4-8 feet deep in some sections.**

MEDICAL INFORMATION

If your child is on any medication or requires medication in the event of an emergency (i.e. food allergy, asthma etc.) **YOU must obtain and complete an Authorization For Administration of Medication form prior to the start of the program.** Forms are available at Parks & Recreation Office or from our website (www.glastonbury-ct.gov) Click parks & recreation website, downloadable forms, medication).

Known Medical Conditions: _____

Known Allergies: _____

Medication to be Administered: _____

OTHER INFORMATION

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

EMERGENCY INFORMATION

In an emergency, I give permission for the following persons to assume temporary care and to provide transportation for my child if we, the Parent/Guardian(s) cannot be notified.

Name _____ Relationship _____ Phone _____

Name _____ Relationship _____ Phone _____

If in the opinion of the Parks & Recreation program Staff, emergency transportation to a hospital is required by an emergency vehicle, I give permission for such transport.

If the situation permits, I prefer one of the following hospitals: _____

If the situation permits, I prefer one of the following physicians: _____

I authorize any licensed Physician to provide proper treatment, order injections, hospitalize, give anesthesia, or perform surgery for: Child's Name: _____ Age: _____ during my absence while my child is under the care of the Glastonbury Parks and Recreation program Staff.

I understand that this authorization is given prior to any need for medical care, but it is given to avoid unnecessary delay in emergency treatment which the physician may deem advisable in the exercise of his/her best judgment.

Name: _____

Relationship: _____

Signature: _____

Date: _____