

Summer Camp 2022

Welcome to Ledyard Parks and Recreation's Summer Camp 2021! A wonderful summer day camp awaits your children. Arts and crafts, games, sports, field trips, and socialization are just a sampling of the good times to be had. This letter was written to help answer your questions before we start. If after reading this you still have questions please call **(860) 464-9112**, or stop by the office, located at 12 Van Tassel Dr, Gales Ferry 06335

HOURS

The Ledyard Summer Camp is a 6 week, 6 hour day camp. Camp runs from June 27th to August 5th. Hours are 8:45 AM to 3:00 PM for all ages, including preschool. Some camps may have extended field trip days, notices will be sent out containing more information.

CAMP NAMES:

- Popcorn Kernels (Ages 4 to 6) – Gallup Hill School
- Colonels (Ages 7 to 9) – Ledyard Middle School
- Super Colonels (Ages 10 - 13) – Colonel Ledyard Park

***** **Your age is determined by the age you are at the start of the program. There will be no exceptions.** *****

ARRIVAL & DISMISSAL

Every child must be signed in/out. Parents will be asked to designate a list of all possible parents/guardians permissible to pick up their child on the proper form. This policy is strictly enforced; no one will be permitted to pick up a child who is not authorized to do so. **It is imperative to have your ID ready to expedite the pick-up procedure.** In the event that a parent needs their child to be picked up by someone who is not indicated on their list, please refer to the *Password Policy*.

PASSWORD POLICY

In the event you need your child to be picked up by someone who is not indicated on your list, you will be asked to create a password that indicates to the camp that this person has been given permission to pick up your child. Passwords should be something simple that you are sure you will remember. Passwords should not contain numbers or symbols. For safety reasons, passwords **should not be:** Birthdates, Pet names, Or other recognizable information pertaining to your child. **The name of the person that is picking up your child should also be made aware to Leaders prior to pick-up so that an ID can be checked.**

Only camp staff will have access to these passwords. If a password is forgotten you will need to go to the Ledyard Parks and Recreation office to create a new password.

LATE PICK-UPS

All children must be picked up between 3:00-3:15; a late fee will be applied if this procedure is not followed.

- **1st offense – verbal warning**
- **2nd offense - \$10.00 for the first 15 minutes & \$15.00 for every additional 15 minutes of delinquency.**

- **3rd offense – child will not be allowed to return to camp for the remainder of the summer and there will be no refund.**

If your child is to be dismissed from camp for disciplinary reasons; the parent/guardian will have **ONE HOUR** to pick up their child. If your child is not picked up in the allotted time:

- **1st offense – verbal warning**
- **2nd offense - \$20.00 for the charge for the delinquency**
- **3rd offense – your child is not to return playground for the rest of the summer without any refund.**

GUESTS

Only campers who have signed up through Ledyard Parks & Rec. will be allowed to attend camp. Guests are not allowed.

CANCELLATIONS

It is our policy to cancel camp or dismiss children early due to adverse weather. Please make sure that you have arrangements for your child to be transported. If thunderstorms are predicted there will be no camp. Morning cancellation notifications will be delivered via phone calls or text messages made by the automated School Messenger System. You can also visit www.ledyardrec.org and [Facebook](#) (Ledyard Rec) where cancellations will be posted at approximately 8 a.m. In addition, we reserve the right to dismiss children early if heat and humidity reach dangerous levels as determined by the National Weather Service.

MEDICATIONS

Only leaders are allowed to administer medication, and the parent must give the medicine to the Leader along with the filled-out paperwork. **You must complete and submit the Camp Authorization to Maintain Medication form at the office.**

BIKE HELMETS

Children 15 and under MUST wear a helmet when riding their bikes to/from camp. This is a state law and is for the safety of the campers. Any child without a helmet will not be allowed to ride their bike to camp. We also recommend that campers have a way to lock up their bikes when they are not using them.

SAFETY POLICIES

There will be **zero tolerance** for knives, guns, tasers, or any other weapon or unsafe object at camp. Bringing any of these objects to camp will result in immediate dismissal from the program with no refund. We work hard to provide a safe and fun environment for your child. If an incident does occur at camp, we will be prepared with an emergency procedure that we implement on the first day of camp and practice throughout the summer.

PHYSICAL ACTIVITIES

Please be aware that there will be physical activities played at camp such as tag, dodge ball, kickball, capture the flag, basketball, running games, etc. Make sure to provide your camper with plenty of water or a water bottle that can be refilled!

DISCIPLINE

If children act in a manner that is unsuitable for camp then counselors are instructed to be firm, fair, and consistent. Certain matters, however, call for certain measures of discipline. Time-outs and losing field trip privileges are some disciplinary measures we reserve the right to take.

In order to ensure your child's safety we have outlined the grounds for dismissal below:

Minor behaviors (listed below, but not limited to) will just result in a verbal warning with the child. For a more **major offense**, we have a new policy that requires a behavioral form to be issued and given to the parent, signed and returned to the leaders at that camp. This may be grounds for suspension at the camp's discretion. For **severe behaviors**, we reserve the right to suspend or expel a child from camp indefinitely. If a child continues to be a problem at camp, we also reserve the right to ultimately remove them from camp. There will be no refund if a child is removed from camp for disciplinary reasons.

Examples of minor behavior, but not limited to these, which result in verbal warnings:

- Use of foul language
- Violating a safety rule
- Insubordination
- Use of a banned item (ex. game devices, cell phone, etc.)

Examples of major behaviors, but not limited to these which warrant a behavioral form sent home:

- Engaging in horseplay, wrestling, throwing things, or malicious mischief
- Threatening or intimidating other campers or staff
- Leaving the grounds without permission
- Persistently committing minor behaviors and getting verbal warnings

Examples of behavior but are not limited to that result in further action like suspension/expulsion:

- Bringing any drugs, alcohol, or dangerous weapons to camp
- Notoriously disgraceful conduct
- Striking another camper or counselor

Regarding PARENTS/GUARDIANS: there is a **NO TOLERANCE** rule for verbal abuse towards any of the Summer Camp Staff. If there is foul language, threatening language, or inappropriate conversations occurring towards the staff members, we do reserve the right to suspend parents/guardians from the Camps. Your child can still attend camp, but the person that made these offenses will be suspended from the campgrounds. If the staff deems that the behavior has continued to escalate for a prolonged period of time, **911 will be called for abusive behavior.**

SNACK & LUNCH

Campers will need to bring their own snack and lunch to camp every day. The children are expected to clean up after themselves when they are done eating. We provide trash cans outside on the playground, which makes it very easy for kids to deposit their trash. **Please be sure to legibly label everything you send with your campers.** A large, sealed jug or bottle of water they can drink from during the day is a good idea. Water is always available. No glass containers will be allowed. This is for your child's safety and will be strictly enforced.

ICE CREAM TRUCK

An Ice Cream truck comes to Super Colonels and Colonels Camp. The truck will come every Tuesday after lunch. This means 12:30pm for Colonels and 1:15pm for Super Colonels. If your child would like to purchase ice cream, please send them with money to do so in an envelope or plastic baggie clearly labeled with your child's name. Please do not send your child with large amounts of money; \$5 is plenty.

CLOTHING/SUNSCREEN

Appropriate clothes are important. Shorts and light-colored T-shirts are best. Socks and sneakers must be worn at all times. Sandals are **NOT** to be worn at camp but can be brought for water day activities. **Staff cannot put sunscreen on campers**, please apply before they come to camp.

ITEMS NOT ALLOWED AT CAMP

Items not allowed at camp include but are not limited to: any type of trading cards (baseball, Yu-gi-oh, Pokémon, etc.), portable gaming devices (Nintendo switch, iPods, etc.), and **cell phones**. When children bring cards to camp, theft and trading of those cards can occur. The portable gaming devices and cell phones make children uninterested in the activities the counselors offer. Every camp is equipped with a cell phone and the children can contact their parents when they need to. Thank you for your cooperation.

COVID-19 SAFETY POLICIES

There are currently no COVID-19 policies in place for schools of parks but Ledyard Parks and Recreation will abide by state and federal mandates immediately should anything be put in place during camp.

We are looking forward to a great summer, and encourage you to reach out to us with any questions, suggestions, or concerns

Sincerely,

Summer Camp Coordinators

By signing below, I certify that I have fully read and agree to follow all Summer Camp policies and guidelines provided by Ledyard Parks and Recreation. I understand that failure to comply with these policies may result in the suspension and/or dismissal of my child from Camp.

Your Camper's Name

Your Name (Printed)

Signature

Date