



2025 Summer Camp
Parent & Camper Handbook

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Welcome to New Canaan Recreation Summer Camp

Our dedicated staff is committed to making your child's camp experience unforgettable and filled with fun! A wide variety of activities and field trips are planned for your child this summer. We encourage you to read through this handbook to fully understand what makes our camp a fantastic and safe space for your child. Should you have any questions or concerns, you may contact:

Zack Philippos, Assistant Director, zack.philippas@newcanaanct.gov 203-594-3600

The Camp

Our Camp is for New Canaan youth who completed grades K-5. We offer structured and non-structured activities intended to enhance a child's summer. All activities are done in groups with staff sharing responsibilities of supervising participants in a fun and safe environment. Please refer to the calendar of events and the planned field trips for additional information. Camp dates may vary depending on the last day of school. Please refer to the updated schedule below.

DATES, DAYS AND HOURS

Session I: June 23- July 3rd (No Camp July 4th)

Session II: July 7th- July 18th

Session III: July 21st- August 1st

Monday – Friday 8:30 a.m. – 2:30 p.m.

*For emergency calls only. The Recreation Camp Director (s) will have a mobile phone on from 8:30 a.m. – 2:30 p.m. If you are unable to reach someone at the number(s) listed on the bottom section of the car tags, call the Recreation Department at 203-594-3600.

NO PRE-CARE AND EXTENDED DAY CARE

Pre-Care and extended-day are not offered.

RAINY DAYS

IN THE EVENT OF RAIN, CAMP WILL BE HELD AT WAVENY HOUSE, WHERE INDOOR ACTIVITIES WILL TAKE PLACE. THESE MAY INCLUDE ARTS & CRAFTS, GROUP GAMES, MOVIES, AND SPECIAL PROGRAMMING. PICK-UP PROCEDURES REMAIN THE SAME UNLESS OTHERWISE NOTIFIED.

In the event of a rainy day, camp will still be held at the Waveny House

DROP OFF/PICK-UP PROCEDURE

New Canaan Recreation requires that all children be dropped off and picked up from the designated curbside area at Waveny Park.

MORNING DROP OFF

- Morning drop-off starts promptly at 8:30 a.m.
- Cars will be directed to stay in line and counselors will be present to open the car door, greet the children and guide them to their designated group.
- If you arrive after 9:00 am you will need to park and escort your child to the Camp Director station and sign them in.

AFTERNOON PICK UP

- Pick Up begins at 2:00 pm with all children picked up no later than 2:40 pm

- Please note: A \$30 late fee applies for any pickups after 2:40 p.m. This fee will be added to your account and must be paid before purchasing any other programs.
- Cars will pull in to the designated curbside area and children will be called as parents/guardians arrive.
- Due to the volume of traffic we cannot accommodate early pick up after 1:30 pm.

You will receive a personalized “Pick-up Pass” prior to the start of Camp. Please keep one in your car at all times and hang the car tag from your mirror upon arrival. No child will be placed in a car without a pick-up pass.

EARLY PICK UP

- If your child(ren) will be leaving early, please provide a note to the Counselor greeting your child(ren) on the morning of the requested day. The Counselors will have your child prepared to depart at your requested times.
- All Early Pickups will need to take place before 1:30 pm
- Parent/Guardian will pick up and sign out their child from the Camp Director Station

DROP OFF/PICK UP CHANGES AND KIWANIS DAYS

- To add or remove an individual from your authorized pick up list, please provide the Camp Directors with a written note with the requested change
- If restraining orders or custody decrees by the court are in place, please speak to Zack Philippos, Assistant Director immediately.
- Drop off will take place at Waveny Park. We will go to Kiwanis for the afternoon portion of camp. Pick up will be from Kiwanis on Kiwanis Days.

A Typical Day

SAMPLE SCHEDULE

8:30 am – 9:00 am Drop off at curbside

9:00 am – 2:00 pm Camp Activities (group games, arts & crafts, snack, lunch, field trips, swimming, special events etc)

2:00 pm – 2:30 pm Pickup from curbside

Medical Alert Issues

We do not have a nurse or medical professional at the Camp. All Camp staff members are certified in CPR, Bloodborne Pathogens, First-Aid and Epi Pen Administration by the American Red Cross or American Heart Saver as well as “Heads Up” Concussion Trained. If your child has a severe medical issue and/or condition and requires treatments other than basic first-aid, the Camp staff is not authorized or certified to perform such tasks. If your child requires any medical assistance, parents must administer treatment prior to or during Camp hours.

If the child must have an inhaler, epi-pen, diabetes testing kit or any other medical device while at the Summer Camp, a “Doctor’s Signed Authorization Form” must be completed and returned prior to June 1 and the child will be responsible for administering any treatment. Epi-pens and inhalers will be kept at the Camp Director Station.

If your child is exhibiting any signs of illness including fever a parent/guardian will be asked to pick their child up from the program.

Please know that your child’s safety is our first priority. Therefore, if your child experiences life threatening or serious symptoms 911 will be the first call and if a child cannot administer an epi pen our staff has been trained to assist them with it. A follow up call will be made to the parent or guardian as soon as possible.

Nut Aware Policy

The Recreation Summer Camp is a NUT AWARE environment. We do not provide any foods that contain nuts and nut products and strongly encourage staff and families to refrain from sending foods with nut products to Camp. In addition to being NUT AWARE we have also adopted a NO SHARING FOOD policy as there are many other foods to which campers are allergic.

What Can Your Family Do To Help?

- To ensure everyone's safety, we kindly ask all families to respect our NUT AWARE environment.
- Please read ingredient labels before packing your child's lunch or snack
- Please DO NOT send food to Camp that "contains or may contain" Peanuts or Tree Nut Products
- Ensure face and hands are thoroughly washed with soap and water before leaving home in the morning, especially if food containing peanuts or nut products was consumed
- Remind your child about our Camp's "no sharing food" policy

Please keep in mind that the emergency treatment of anaphylactic allergies involves the immediate injection of medication with an epinephrine auto injector (Epipen®) and a trip to the hospital. Your help in following the simple steps listed above will ensure that we are all working together to provide a safe environment for everyone.

What to Bring

On a daily basis your child should bring:

- Sneakers or other closed-toe footwear appropriate for running, jumping and playing
- Bathing Suit. Our swim day is Thursday but we will swim whenever our schedule allows.
- Lunch (no glass containers please) – labeled with his/her name with a cooler pack in it
- Water bottles – labeled with his/her name filled with plenty of beverages to last the entire day
- Snack (please refrain from sending peanut and tree nut snacks, we are a Nut Aware Camp)
- Sun tan lotion/bug spray – parents should apply to children before arriving at Camp and children should reapply themselves during Summer Camp hours. Our staff is not authorized to apply sunscreen lotion or bug spray
- Backpack (if they have one) this is very convenient for children to put all of their "stuff" into
- Spending money (parent's decision) under \$15.00 (trip days) should suffice.
- New Canaan Recreation T-shirt must be worn on all Field Trip days to attend trip
- A beach towel for lunch/snack time

Please label all of your child's belongings with their name. The Recreation Department is NOT responsible for any lost or stolen belongings, including money.

What NOT to Bring

Your child may NOT bring any of the following items:

- Illegal substances, Explosives, Knives, Firearms (toy or real), Lighters, Matches, Cigarettes, Vape Pens; If a child brings any of these items it will result in immediate expulsion from the Summer Camp for the remainder of the summer
- iPhones/IPADS/ Electronic Games/Kindles/ Personal Toys/Trading Cards, etc.
- Hover boards, Healy's, Electric Bikes, In-line Skates/Rollerblades

SCREEN-FREE CAMP (TO BE REVIEWED WITH YOUR CHILD)

AT NEW CANAAN REC CAMP, WE FOSTER A SCREEN-FREE, CELL-PHONE-FREE ENVIRONMENT TO ENCOURAGE ACTIVE PARTICIPATION AND SOCIAL INTERACTION. IF A CHILD BRINGS A PHONE OR DEVICE, IT MUST REMAIN IN THEIR BACKPACK. UNAUTHORIZED USE WILL RESULT IN THE DEVICE BEING HELD UNTIL PICK-UP. IF A CAMPER NEEDS TO CONTACT A PARENT, THEY MAY USE THE CAMP DIRECTOR'S PHONE.

At New Canaan Rec Camp, we proudly embrace a screen-free, cell-phone-free environment. Cell phones, video game devices can become disruptive to your child's summer experience. If a child brings a cell phone or electronic device to the camp it must be kept in a backpack or pockets at all times. If a child is caught using his/her cell phone or any electronic device without permission from a Camp Director the phone will be taken from the child and held for the remainder of the day. The device will be returned to the parent at pick up time. The Camp staff is NOT responsible for the care of any items brought from home. We have an emergency cell phone on site that can be used by parents and children.

Rules and Regulations (To be reviewed with your child)

For all children to have a wonderful experience at the Summer Camp it is expected that they display appropriate behavior. We expect that the same behavior your child would have at school will be applied at the camp. This includes but is not limited to:

- Hands to yourself
- Be respectful of yourself and to others-No Bullying!
- Use clean language
- Demonstrate kindness, sharing, and other safe, responsible and appropriate behavior at all times
- Follow the rules as presented by the staff
- Clean up after yourself and be respectful of property
- No taking photos or videos of other participants with your cell phones. Cell phones must stay in backpacks at all times and will be taken from a participant without warning and returned to a parent at the end of the camp day.

DISCIPLINE POLICY AND PROCEDURES

We strive to create a safe and positive environment for all campers. Campers are expected to be kind, respectful, and inclusive. Should a child not adhere to the rules, consequences will be as follows:

1st offense – Verbal warning

2nd offense – Written warning and removal from activity

3rd offense – Suspension for three days

4th offense – Expulsion from camp

Certain serious offenses, such as endangering others or bringing prohibited items, may result in immediate expulsion. When children are not following appropriate behavior, a fun, safe environment cannot be maintained, and for this reason we maintain the following discipline guidelines. Participation at Summer Camp is a privilege. Should a child not adhere to the rules and regulations as outlined in this handbook, there will be consequences. It is at the discretion of the New Canaan Recreation Department staff to bypass number of offenses and suspend any child should the action be deemed serious enough by the Camp Director.

Examples of serious offenses which could result in bypassing any step above and which could lead to immediate expulsion include, but are not limited to: endangering any person's well-being, verbal abuse harassment of any kind, stealing or destruction of property, and threats of violence to anyone.

*Possession of cigarettes, vape pens, lighters, matches, knives, illegal substances, firearms (toy or real) as well as fighting of any kind will result in immediate expulsion from the camp for the remainder of the summer.

Lost and Found

The lost and found box will be located under the Camp Director's station. Please ask your child to check it if they are missing an item. The box will be emptied periodically with its contents given to charity.

Pizza Fridays

We're excited to offer Pizza Fridays, included in the total camp price! Each camper will enjoy two slices of pizza for lunch every Friday. A bagged lunch should be sent if your child will not be eating pizza.

Field Trips

Bus transportation will be provided on field trip days. Parents/guests are not allowed to attend our field trips.

On trip days all campers must wear a New Canaan Recreation T-shirt. Participants not wearing the designated shirt will not be allowed to attend the field trip that day. All counselors will be attending the field trips; therefore there will not be supervised on-site Camp on field trip days.

Swimming

Children will swim at Steve Benko Pool and Kiwanis Park. Our objective is to maximize swimming opportunities within the camp schedule. Campers should bring their bathing suits daily. A Swimming Transportation Form must be completed online during registration. Parents/guests are not permitted at swim sessions. If your child is not comfortable entering the pool without an adult, they may stay with non-swimming campers. To participate in free swim, campers must be comfortable in the water and able to swim independently.

For those campers participating in swim days the following will apply: All campers will be allowed to swim in a designated area of the pool. All campers will be permitted to the shallow end of the pool for the duration of the swim period. All children will be required to wear a wrist band while swimming.

WATER SAFETY RULES (TO BE REVIEWED WITH YOUR CHILD)

- Stay in assigned area of pool
- No roughhousing in the water
- Do not dunk other swimmers
- Do not hold anyone underwater
- Do not accept a dare
- Walk! Always walk, do not run, around the pool and in the locker room
- Get dressed quickly. Show courtesy to others in the changing room
- No diving from the sides of the pool

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