

# EAST HADDAM PARKS & RECREATION

# 2020 SUMMER CAMP

# INFORMATION

Welcome to the East Haddam Parks & Recreation 2020 Summer Camp Program!

Please read and save this letter – It contains important information.

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## IMPORTANT NOTE

Attached as the last page on this informational packet is a permission slip form. Please read and sign this form, detach it, and return it to your camp directors at least two weeks prior to the start of camp. This completed form must be received before your child can attend camp.

## ABOUT OUR PROGRAMS

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- ◆ Day Camp is available to all students entering grades 1-8 ◆

Students in grades 1-4 who enroll in camp will attend our BLOOM INTO ACTION camp program, and students in grades 5-8 who enroll will attend our BRANCH OUT program. This division allows for our camp directors to create a safer and more engaging curriculum that is better focused on the interests of children in each age group.

## 2020 SPECIFICS: DATES & TIMES

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- ◆ Camp will be held Monday, July 6, 2020 through Friday, August 14, 2020 ◆

Bloom Into Action will be held at the East Haddam Elementary School. Branch Out will be held at the Nathan Hale-Ray Middle School.

Camp supervision is from 8:00 AM to 3:00 PM, Monday through Friday. Please pick your child up promptly by 3 PM.

| Late Pickup       | Penalty                                     |
|-------------------|---|
| First Infraction  | Warning Issued                              |
| Second Infraction | \$10 fine per every 10 minutes you are late |
| Third Infraction  | Child will be withdrawn from camp.          |

## PICK UP & DROP OFF INFORMATION

Please arrive for drop-off and pick-up at the scheduled times. Children who arrive early, or are not picked-up on time, may be withdrawn from the program.

Upon arrival, you will take your child's temperature and answer a few COVID-related questions. Camp directors will take temperature with non-contact thermometer if you are unable to. Check in is between 8:00 and 8:30 AM and will be held outside the elementary school near the gym for Bloom Into Action and in the back parking lot of the Nathan Hale-Ray Middle School near the softball field.

A parent or authorized adult must come to the staff table to sign their child out with a program supervisor. Only adults that have been authorized on your child's registration form or by written permission may pick your child up. If the staff does not recognize the individual, photo identification will be required.

Please sign your child out between 2:45 and 3:00 PM. Children may not leave the building until they have been signed out.

Children are allowed to arrive late and leave early if necessary – please notify a staff member if you plan to do so.

## REGISTRATION INFORMATION

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Please note that registration is on a first come, first serve basis, and that a registration is only considered complete once it has been submitted and payment has been accepted.

Registration forms can be accessed and submitted on our website ([www.easthaddamrec.com](http://www.easthaddamrec.com)), as well as at the Parks & Rec Office (in the East Haddam Municipal Complex).

Payments can be made online at [www.easthaddamrec.com](http://www.easthaddamrec.com), mailed in to the office (EHPR, P.O. Box 385, Moodus, CT 06469) or over the phone (860)-873-5058. Please note that payment is expected at the time of registration, and that the registration deadline is two weeks prior to the start of an individual week.

*(Example:*

*If you are registering your child for the full summer, the registration deadline will be Monday, June 22nd, since camp begins on Monday, July 6<sup>th</sup>. If you were registering your child for Week 3 only, the registration deadline would be Monday, July 6<sup>th</sup>, since camp week #3 begins on Monday, July 20<sup>th</sup>.)*

The price of camp is as follows:

| Enrollment | Price |
|------------|-------|
| Weekly     | \$145 |

Refunds, less a 3% processing fee (per child, per week), will be given only for medical reasons if the child has been withdrawn by a written request no later than 2 weeks before the session they are registered begins and must be accompanied by a doctor's note.

Due to COVID-19 related restrictions there will be no field trips this summer, with the exception of Cave Hill. This trip will still go on at this time...Week 4 and Week 6.

Specific information has been detailed in the trip itinerary. The itinerary will be emailed to the parents/guardians of each registered camper for the week(s) applicable to the camper's enrollment. Additionally, these itinerary is posted on the East Haddam Parks & Rec website, and printed copies will be available at the camp.

Cave Hill will require your child to wear specific attire, or to bring certain items along with them. For your convenience, this information is outlined in the table below, as well as on the itinerary for each individual field trip.

Cave Hill, Thurs. August 12 (Bloom), August 13  
(Branch), August 14 rain date)

- Please wear:
  - Swimsuit
  - Sunscreen
  - Sneakers (optional, for those who want to go for a hike)
- Please bring:
  - Sunscreen
  - Towel
  - Water
  - Bagged lunch and snack

Please note: On days that your child will be wearing a swimsuit, please be sure that they arrive to camp already wearing their swimsuit under their clothes.

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## SUNSCREEN & MEDICATION REGULATIONS

- ***SUPER IMPORTANT INFORMATION BELOW!!!!***
- Please be aware that all physical health forms must be up to date and received **2 weeks prior** to attending camp. Any physical taken within **two** years prior to camp is valid for our purposes.
- According to the Connecticut State Statutes, topical over-the-counter medications (such as sunscreen and insect repellent) do not need a physician's order, but do require a parent or guardian to complete an

authorization form in order for our camp councilors to be permitted apply/administer to your child.

- Sunscreen may not be sufficient protection for every child. Please provide the camp with written instructions if you wish for your child to wear a hat or shirt all day, or if you wish them to keep any articles of clothing on over their swimsuit while in the water. Additionally, we appreciate your cooperation in applying your child's first application of sunscreen or topical medication before they arrive to camp each day. The staff will re-apply SPRAY sunscreen ONLY at 11:45 AM and 1:45 PM to children who have a completed authorization form and need assistance.
- According to the Connecticut State Statutes, your child's physician must complete a medication authorization for each prescription and oral over-the-counter medication that you wish our staff to administer. Otherwise, you may bring these medications to our site and administer them yourself at the time(s) your child will need it.

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## ADDITIONAL INFORMATION

- If you wish for our staff to administer your child's medication, please bring the completed authorization form(s), along with the medication(s), to the program on the first registered day of camp. Please do not mail these forms in advance.
- All of our returning Summer Camp staff is CPR and First Aid certified.
- Please bring water, a snack, and a lunch every day.
- Please dress your children appropriately for the weather.
- In the event of severe weather, days at the beach and at Cave Hill may be re-scheduled.
- Our staff or local news outlets may photograph children in the program. If you do not wish your child's name or photograph to appear in a newspaper, on the town website, in Parks & Rec emails or program flyers, on bulletin boards, or in any media not otherwise specified, please indicate this clearly in the comments section of the registration form.
- Children who are disruptive, or cannot adapt to the program, including new social distancing guidelines may be withdrawn, and no refund will be

issued. East Haddam Parks & Recreation does not tolerate bullying or harassment, in any capacity, in any of our programs.

## CONTACT INFORMATION

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The day camp directors, Sarah Kraszewski and Garrett Lemke, will be available in person at camp at 8:00 each morning. They can also be contacted via email:

Sarah: [sarah.kraszewski@easthaddamschools.org](mailto:sarah.kraszewski@easthaddamschools.org)

Garrett: [g.lemke810@gmail.com](mailto:g.lemke810@gmail.com)

In case of emergency, Sarah and Garrett can also be contacted via telephone during camp hours. In this instance, please call the Elementary School main office at (860) 873-5076 or the Nathan Hale-Ray Middle School main office (860) 873-5081.

You may also leave a message regarding your questions or concerns for the director of East Haddam Parks and Recreation, Lisa Conroy, at (860) 873-5058 or at the school numbers provided above. Lisa can also be contacted via email at [lisa.conroy@easthaddam.org](mailto:lisa.conroy@easthaddam.org).



This year, we will be using a mobile app called Remind 101 to communicate with families. To sign up for this free service, please see the information below.



## Sign up for important updates from Lisa Conroy.

Get information for **2020 Park And Rec Camp** right on your phone—not on handouts.


Pick a way to receive messages for **2020 Park And Rec Camp**:

**A** If you have a smartphone, get push notifications.

On your iPhone or Android phone, open your web browser and go to the following link:

[rmd.at/2020parka](https://rmd.at/2020parka)

Follow the instructions to sign up for Remind. You'll be prompted to download the mobile app.




**B** If you don't have a smartphone, get text notifications.

Text the message @2020parka to the number 81010.

If you're having trouble with 81010, try texting @2020parka to (330) 899-4762.

\* Standard text message rates apply.



Don't have a mobile phone? Go to [rmd.at/2020parka](https://rmd.at/2020parka) on a desktop computer to sign up for email notifications.

For additional information about our 2020 Summer Camps, or any of the many other programs that East Haddam Parks & Rec has to offer, please visit our website: [www.easthaddamrec.com](http://www.easthaddamrec.com) or follow us on Facebook: [www.facebook.com/easthaddamrec.com](https://www.facebook.com/easthaddamrec.com)



# East Haddam Parks and Recreation

## SUMMER CAMP PERMISSION SLIP FORM

Please fill out a separate form for each individual child.  
Additional forms can be accessed on our website ([www.easthaddamrec.com](http://www.easthaddamrec.com))

### My child will be attending:

Bloom Into Action (Grades 1-4)

Branch Out (Grades 5-8)

*Child's Name*

*Date of Birth*

*Grade*

*Parent/Guardian Name(s)*

*Street Address*

*City*

*State*

*Zip*

*Preferred Day Time Phone Number*

*Secondary Day Time Phone Number*

- 1. I give my permission for my child, named above, to attend the field trip that is checked below. I understand that my child will be supervised by East Haddam Parks and Recreation staff.**
2. I give my permission for my child, named above, to attend the field trips that are checked below. I understand that my child will be supervised by East Haddam Parks and Recreation staff and will be transported by a private bus company, hired by East Haddam Parks and Recreation.

| DATE                             | LOCATION                                       | PARENTS INITIALS |
|----------------------------------|--|------------------|
| Week 4 – W/Th/or Fri, July 29-31 | Cave Hill (Moodus, CT) – no bus transportation |                  |
| Week 6 – W/Th/Fri, Aug 12-14     | Cave Hill (Moodus, CT) – no bus transportation |                  |

- You may choose to give your child permission to walk to local places in Moodus, including the library, 7-11 and the Moodus Ice Cream shop from the Elementary School and Middle School.**

**★ Please write “Yes” or “No” on the lines provided:**

\_\_\_\_\_ I give my permission for my child to walk to local places in Moodus with camp staff. I understand that I will be notified ahead of time when these trips are planned so that I can discuss them with my child and provide spending money (\$10 limit, please) if desired. I understand that my child will be supervised by East Haddam Parks and Recreation staff.

- You may choose to give your child permission to ride or walk to/from camp and sign themselves in/out of camp. **Grades 6+****

\_\_\_\_\_ I give my permission for my child to ride/walk and sign themselves in/out of camp. I understand that East Haddam Parks and Recreation is not responsible for my child prior to their signing in at camp and after they sign out.

- Physical assessment and medical authorization form...**

\_\_\_\_\_ I have attached the required physical assessment and medical authorization form (if applicable).

## **EHPR Summer 2020 Camp Program Policies in Response to COVID-19**

- 1. EHPR will closely follow and monitor all CDC guidelines related to youth-specific activities and sports/camp-related policies.**
- 2. EHPR program staff, participants and any family members must not be or have been sick within the past 14-days. Any staff member or participant who does not comply will not be allowed at programs until the 14-day minimum has been reached.**
- 3. All staff and children are required to be screened for any observable illness, including cough or respiratory distress, and to confirm temperature below 100 degrees Fahrenheit. Screening includes assessing health by taking temperature. Parents will be asked to take their child's temperature upon arrival. Staff or children who have a temperature greater than 100 degrees are not permitted into the program.**
- 4. Group sizes are limited to 10 children. Total number of groups onsite not to exceed three (three groups = 30 children). Each group will have the same counselor and the same group of participants for the duration of the program. Groups are not allowed to mix/intermingle. We will hold camp at both the East Haddam Elementary School and Nathan Hale-Ray Middle School to accommodate 2 groups of 30 campers. We will be keeping sibling staffers and campers together in groups. Each group will be assigned to their own classroom that will be used when we can't be outdoors due to inclement weather. We can no longer rotate to art room, theater and gym. Within your child's group, the counselors will lead sports, art and theater /music activities that the specialists will provide ahead of time.**
- 5. Participants within each group must be socially distanced by a minimum of six feet for the duration of the program.**
- 6. If a child becomes ill or develops an elevated temperature at camp, the child will be moved to a designated area at least 15 feet away from other participants. Parents will immediately be notified to pick up their child.**

**7. Staff must always use a face covering for the duration of the program. At this time, per state guidelines campers are not required to wear facemasks, but we do encourage their use.**

**8. Programs will be run outdoors where possible with indoor locations being approved based on strict gathering size limits according to facility size. If a program is indoors, check-in/check-out procedures should happen outside.**

**9. No contact check-in/check-out – Parents will check in their child from 6-feet away verbally acknowledging child’s name for attendance purposes stating any special notes regarding allergies, approved pick-up contacts, health concerns, etc. Participant belongings shall be spaced six feet apart. Check in times will be staggered. We will communicate this time with families as camp start date approaches.**

**10. Strict hand washing practices – All participants must wash their hands after using the restroom for 20 seconds with soap and water or use a hand sanitizer that contains at least 60% alcohol. Before/after snack breaks and lunches children must wash hands for 20 seconds with soap and water or use a hand sanitizer that contains at least 60% alcohol. EHPR will provide hand sanitizer as an extra precaution (while supplies last), but we urge parents to provide their child with their own bottle which should not be shared with other participants.**

**11. Snack and Lunch Times – As normally practiced, sharing of food or drink is strictly forbidden.**

**12. Face touching – EHPR staff will remind participants throughout each session not to touch their face, mouth or eyes. Participants will also be reminded to cover all coughs and sneezes with their elbow crease/forearm. Dispose of soiled tissues in a designated trash bin immediately after use. Participants will need to wash their hands for 20 seconds with soap and water or use a hand sanitizer that contains at least 60% alcohol after sneezing, coughing and nose blowing.**

**13. Equipment – All equipment will be sanitized after each camp session and during sessions as needed.**

**14. Peer and staff interaction – High fives, fist bumps, hugs and other peer-to-peer/staff-to-camper contact not allowed.**

**15. The parent's role – In addition to a water bottle, snacks and lunch, and sunscreen, parents should provide hand sanitizer (if available) and may want to provide a towel which will help in limiting facial touching.**

**16. There will be no field trips due to transportation concerns and social distancing challenges. However, we will be holding camp at Cave Hill during weeks 4 and 6. July 29<sup>th</sup> for Bloom Campers, July 30<sup>th</sup> for Branch Campers and July 31<sup>st</sup> will be our rain date. During week 6 we will be at Cave Hill on August 12<sup>th</sup> for Bloom Campers and August 13<sup>th</sup> for Branch Campers. The rain date is August 14<sup>th</sup>.**

**17. No use of playground equipment.**

**18. Due to the guidelines restricting intermingling of campers we will not be offering daily registration option or after care. Campers must register for the entire week.**

**19. All campers must bring a pencil box with art supplies...scissors, crayons, markers, glue stick, pencil to help limit cross contamination.**

**20. At this time, we plan to hold camp at the Town Beach for Branch campers campers on Tuesdays and Bloom Campers on Friday.**

### **Scenario Procedures: Staff or Participant Tests Positive for COVID-19**

**1. If a staff member or participant tests positive for COVID-19 during a program, the program for that 10-person group will immediately be cancelled and staff members, participants will be notified. The local health department will be notified.**

**2. If made known to EHPR that a staff member or participant tests positive for COVID-19 within two weeks of completion of a program, staff members, participants and the partnering organization will be notified. The local health department will also be notified.**

**3. If an EHPR staff member tests positive for COVID-19, they will be placed in an inactive status until they are symptom free and 14 days have passed since their last symptom or they provide a doctor's note stating a negative test result.**

**4. If a EHPR staff member reports symptoms of COVID-19 (e.g., fever, cough, shortness of breath), they will be placed in an inactive status until at least 72 hours have passed since recovery defined as resolution of fever without the use of fever-**

reducing medications and improvement in respiratory symptoms **and** at least 10 days have passed since symptoms first appeared.

**I understand that by signing this form, I am acknowledging that I have read, understand, and agree to the terms explained in this informational packet. I understand that despite best practices my child may still be exposed to the COVID-19 virus and I accept that risk and do not hold East Haddam Parks and Recreation or the Town of East Haddam liable. I am also acknowledging I understand the above guidelines (current as of May 18, 2020) will be applicable to camp.**

***While camp may look different this year, we are committed to providing a safe and fun summer opportunity for your child.***

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*Parent/Guardian Signature*

*Date*

**Please return this portion of the packet to your camp directors one week prior to your child attending camp. This form may be mailed, emailed ([lisa.conroy@easthaddam.org](mailto:lisa.conroy@easthaddam.org)) or returned in person. If mailed, please send to the following address:**

**East Haddam Parks and Recreation**

**P.O. Box 385**

**Moodus, CT 06469**

## Camp Daily Schedule Sample

|             |   |
|-------------|---|
| 8:00-8:30   | staggered sign-in                       |
| 8:30-9:00   | Group morning meeting                   |
| 9:00-9:45   | Art                                     |
| 9:45-10:15  | hand washing/snack/handwashing          |
| 10:15-11:00 | Games                                   |
| 11:00-11:45 | Theater/Music                           |
| 11:45-12:30 | handwashing/lunch/handwashing           |
| 12:30-1:15  | Art                                     |
| 1:30-2:15   | Games                                   |
| 2:30-3:00   | Free choice/clean up/wash hands/Pick Up |
| 3-3:30      | Staff Clean/Disinfect                   |