

**CYO – Summer Day Camp**  
499 Belgrove Dr., Kearny NJ 07032      (201) 998-0088 ext. 4151

## **Camper Resource Packet - 2009**

Please review this information with your child

### **Morning**

The Camp day begins by 8:40 am. The Morning Care Program goes from 8am till 8:40am. **Do not bring campers to the center before 8:00 am. They WILL NOT BE ALLOWED INTO THE CENTER UNTIL 8am.**

### **Morning Drop Off**

With close to 200 campers we use a DROP AND GO Procedure. Staff will be outside to help open the doors of your car for you to drop your child off. **PLEASE DO NOT PARK BY THE MAIN BUILDING if you want to come inside with your child.** Please park in the parking lot area. The drop off area is located at the back parking lot of our facility at the CYO entrance. There is a BLUE awning there. All paperwork, tuition, etc can be turned in at the front table to our staff members. Parents DO NOT need to sign in their child in the morning. Our staff will check your child off for attendance once they enter the building.

### **Afternoon Pick Up**

The camp day ends by 4:30pm. At this time any campers not staying for the after camp program will be brought outside to a coned area of the back parking lot of our facility. Campers staying for the after camp program **Must be Picked Up by 5:30pm.** **The Camp Staff will be gone at 5:30pm.** For the safety of the children, all campers must be signed out before leaving. If you need to pick your children up for any reason before camp is over, please send a note to the camp office. If you are sending someone else then yourself to pick up the child **You must send a note OR CALL the Camp Office.**

**Reminder...Children cannot be dropped off before 8:00am, and must be picked up by 5:30pm.**

**All Children must be signed out by their parents or guardians.**

**Lateness.. if your child is picked up after 5:30pm you will be assessed a late fee for this.**

### **Camp Attendance Policy**

In the interest of your child's safety, we ask that you follow these important reminders: If your child is sick, or for any other reasons will not be attending camp, please call the camp office at (201) 998-0088, ext 4151, to report the absence to us.

If you know in advance that your child will not be attending, please send a note of the list of days the child will miss. **There are no refunds for campers that miss camp due to health, vacations, etc.**

### **Camp Behavior**

These rules have been designed for the safety of each child. Go over the rules with your child before camp:

1. Listen, Respect, and Keep Hands to yourself
2. Wear sneakers or sturdy shoes
3. No bare feet allowed outside
4. No gum chewing. It just makes a mess.
5. No cursing allowed at camp.
6. Campers must stay at their activity, you cannot change without a directors approval
7. Campers must be with a counselor at all times
8. Fighting and other crude gestures and actions are not permitted
9. Respect other campers, staff, and property. Thou shall not steal!!
10. Objects that belong on the ground stay on the ground

### **Behavior Issues )**

If your child has difficulty following these rules we use a THREE STEP POICY ...

- 1) The first time there is a problem your child will be sent to the office and will speak with either the Camp Director or the Assistant Director
- 2) The second time there is an issue you will be contacted by letter , and be asked to sign off that you understand what took place.
- 3) The third time there is a program you will be contacted by phone and also be note letting you know that your child has been dismissed from camp.

**There are no refunds for campers that are dismissed.**

### **Kinder Camper Information**

To clarify and reiterate what is in the original registration form of the camp - all Kinder Campers MUST be Potty Trained. We define "Potty Trained" as your child can enter a bathroom on their own, go to the bathroom and come back out unassisted. If your child requires someone to be with them in the bathroom – **THEY CANNOT BE IN THE CAMP.** We cannot allow our staff into the bathrooms to dress your child while they are going to the bathroom. This holds true for changing from the pool. Campers must be able to change out of their bathing suits on their own.

Please understand this. If this becomes an issue we will have to dismiss your child. Please know as in with vacations, absences, and dismissal from camp there will be no refund in a camper's tuition.

We also ask that all Kinder Campers bring in ONE spare change of clothes (in case of an accident) and that they wear their bathing suits under their clothes to camp in the morning.. it just makes changing them so much easier!

### **Camp Attire**

Shorts, T-shirts and sneakers should be worn. Sneakers and sturdy shoes are the only footwear allowed. We ask that the children not wear sandals, jelly shoes, or opened toed shoes because of the chance of injury.

Everyday campers should bring their swimming gear. Even if it may look like rain. We ask that each child have a small bag with their name on it containing their bathing suit, underwear, and a towel.

**We are not responsible for any lost items such as jewelry, radios, water guns, cards, video games, toys, and sunglasses.**

### **Health and Safety Policy**

**All campers must have a signed health form on file in the Camp Office. No Camper is permitted without them.** If there is a reason why a camper cannot participate in an activity or a program a note is required from the child's physician and/or a parent/guardian note explaining the longevity or the time.

Campers who take medication for different reasons must have the prescriptions in its original container, with a note authorizing the Camp Director to dispense it. These medications must be turned in to the Camp Office upon arriving to the camp.

We would appreciate if you can let us know if your child takes medication at home, so our counselors will be aware of any changes in a camper's behavior.

Any child that becomes hurt or ill will be sent to the Camp Office. If it is anything more than a common scrape or cut you will be called and alerted to the situation.

Children will be sent home if they have a fever, rash, or signs of a contagious disease. You will be responsible to take your child home from camp. **Do not send sick children to camp!!!**

We ask that you either write on the Health Form , or attach to your Health Form a list of contact names that may pick up your child in case you have an emergency or cannot pick up your child.

We encourage campers to bring sunblock, a hat, and a water bottle with them. Unless the temperature is in excess of 90 plus with humidity the campers are outside for the majority of the day.

### **The Camp Day**

The camp day begins by at 8:40am. After the campers have arrived and are checked off for attendance by our counselor at the door in the morning they will go to the main room. We will start with a prayer and have morning announcements. The campers will then leave and begin their day which could include the following:

Swimming, arts and crafts, computers, games, special activities, and sports. Lunch is provided. The day will end with a closing prayer, announcements for upcoming events, handing out notices THIS STARTS AT 4:15pm. Campers can then can be picked up and signed out by their parents/guardians. Camp ends at 4:30pm. The After Camp program ends at 5:30pm. The staff leaves after 5:30pm You are more then welcomed to come get your child earlier.. just realize it may take us a few moments to locate them in camp.

### **Swimming**

As of now we are on target to have our NEW IN GROUND pool in place by the first day of camp. It will be a 16 x40 foot 3ft to 6 foot pool, with two additional wading pools for our little campers. The pools will be manned by certified lifeguards at all time. Your child will be tested the first day of camp to determine their swimming ability. We will try to work with those children who cannot swim. We recommend children to swim everyday while they are at camp. Campers need to bring a bag with their name on it. It should contain a swimsuit, underwear, and a towel. Campers will be able to change in our bathrooms in the center then walk with a counselor as a group to the pool.

### **Food**

The camp provides a lunch for each day. Our menu is varied and is meant to meet the needs of the children. We will gladly accommodate any child's food allergies that are written on the health form. Children that stay for the after care camp will receive a snack each day at 4:30pm.

The Lunch menu will be posted on WEB SITE at [www.newarkoym.org](http://www.newarkoym.org)

### **IN CONCLUSION**

Should there be anything you have questions with regarding anything you have just read PLEASE feel free to contact us at the CAMP OFFICE at 201-998-0088, ext 4151 You can also contact the Rich Donovan, Camp Director at [donovari@rcan.org](mailto:donovari@rcan.org)

THANK YOU and we look forward to having your child at Camp this summer!