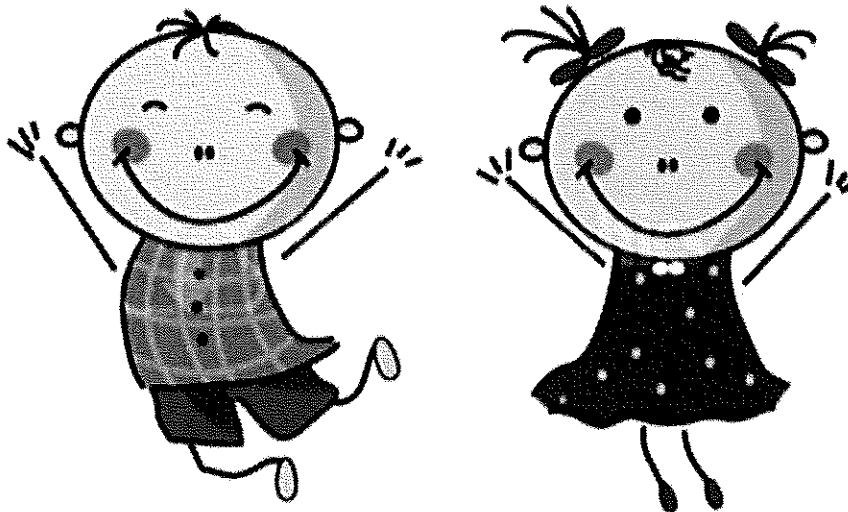


# CAMP HANDBOOK

**Benner Township  
Summer Park & Recreation**

"Summer Fun Has Just Begun!"



## SUMMER PARK & RECREATION INFORMATION

1. Benner Township summer camp is a day camp designed for children who have completed kindergarten through fifth grade.
2. Camp begins at 9:00 AM and ends at 12:00 PM. Campers cannot be dropped off before 8:45 AM and are to be picked up by 12:00 PM. There are no adults available to watch your camper before or after these times and campers MAY NOT be at the facility unattended.  
**PLEASE NOTE: Two late pickups, anything after 12:15, will result in dismissal from the program. There will be no refund of camp fees.**
3. Due to safety reasons, campers will be signed in and out of camp at the top of the township building driveway. When entering the township grounds, please continue up the gravel road to the right, make the loop in the upper parking lot and continue back down the gravel road. A counselor will meet you at your vehicle to sign your camper in or out and another counselor will assist your camper in and out of the vehicle. There is no need for you to exit your vehicle. If you arrive at camp after staff has returned to the pavilion, please park and walk your camper to the pavilion to sign them in. This also applies if you must pick your camper up early. These guidelines are in place to keep your camper as safe as possible, please respect them.
4. PLEASE sign your camper in and out every day. Be prepared to show ID in case camp staff doesn't recognize you. All persons picking up your camper MUST be listed on the registration form. In the case of an emergency, please send a note with your camper with the name of the person picking up or call the camp to notify us of the change.
5. Please make sure your camper's FIRST & LAST name is printed clearly on all belongings.
6. Each camper is responsible for his/her own personal items brought to camp. Electronic items-video games, iPods, etc., ARE NOT ALLOWED. The summer park program WILL NOT be responsible if they are lost or damaged.
7. All staff will be called Mr., Mrs., or Miss, not by their first names.
8. PLEASE remember to put sunscreen on your camper before leaving home. Your camper will be in the sun for at least two hours every day and camp personnel are not permitted to apply sunscreen.
9. All activities and programs are subject to change,

## **GENERAL INFORMATION**

### **SNACKS**

- Due to allergies, NO ITEMS CONTAINING PEANUTS OR PEANUT BUTTER WILL BE ALLOWED AT CAMP.
- Campers MAY NOT share snacks.
- Each camper MUST have a mid-morning snack every day at camp.
- All campers MUST bring a water bottle to camp. They are permitted to refill it during the day if necessary.

### **CELL PHONES**

Cell phones are not permitted at camp. All camp personnel have phones that the campers can use in case of an emergency. ANY camper caught with a cell phone at any time during camp WILL BE DISMISSED from the program WITH NO REFUND.

### **REGISTRATION FORMS/MEDICAL INFORMATION**

Copies of each camper's registration form and medical information, including emergency telephone numbers will be kept on site at all times.

### **ILLNESSES AND MEDICATIONS**

Campers who are ill should not be sent to camp. If your camper comes to camp ill or becomes ill during camp, you will be notified and expected to pick up your camper as soon as possible. PLEASE have arrangements made in case your camper needs to be picked up before the end of the camp day. The staff is NOT permitted to administer any type of medication, INCLUDING SUNSCREEN.

### **PROPER CLOTHING**

Please dress your camper appropriately for the summer heat in comfortable play clothes. They must wear sneakers on all days.

### **CAMP RULES**

- Campers may NOT go into the storage shed unless authorized by a counselor.
- Campers must let a counselor know when they need to use the bathroom.
- Other rules will be created by campers and counselors together on the first day of camp.

## CODE OF CONDUCT

Campers are expected to display appropriate behavior at all times. To assure maximum enjoyment of the program by all participants, please review the following guidelines with your camper.

- Show respect to other participants and staff.
- Be pleasant to others and refrain from using foul language.
- Refrain from causing harm to self, other participants, and staff.
- Use equipment, supplies, and facilities properly.
- Always wear shoes.
- Stay within the boundaries of the camp.

## DISCIPLINE

If behavior problems arise, you will be contacted that day to discuss the nature of the problem. The following discipline techniques will be used for uncooperative campers:

- **Verbal warning**
- **Time out:** camper is removed from the activity, but not the vicinity, for the duration of up to one minute for each year of age.
- **Parent involvement:** if the camper has difficulty controlling himself, the parent will be contacted to handle the situation.
- **Removal from the program:** if problems persist or the behavior is severe, such as causing harm to others or persistent disruption of camp activities, the camper will be removed from the program with NO refund.

## **COVID-19 GUIDELINES**

Benner Township summer camp will be following all current recommendations from the CDC and the PA Department of Health regarding socially distancing and masking.

All campers should wear masks onto the property and have extra masks with them.

### **General**

- If your camper or anyone in your household is feeling sick please keep your camper home from camp.
- If your camper or anyone in your household is awaiting COVID-19 test results or has been exposed to someone with a COVID-19 positive result, please keep your camper home from camp.
- If your camper or anyone in your household has any of these symptoms please keep your camper home from camp.
  - Fever or chills
  - Cough
  - Shortness of breath or difficulty breathing
  - Fatigue
  - Muscle or body aches
  - Headache
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea

**Benner Township Summer Park & Recreation 2021  
REGISTRATION FORM**

Please return this form with registration fee to:  
Benner Township Municipal Building, 1224 Buffalo Run Road, Bellefonte, PA 16823

**Personal Information**

Participant's Name (First, Last) \_\_\_\_\_  
Birth date \_\_\_\_\_ Grade Completed \_\_\_\_\_ School Attended \_\_\_\_\_  
Parent/Guardian Name(s) \_\_\_\_\_  
Street Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_  
Work Phone (with names) \_\_\_\_\_  
Cell Phone / other important numbers \_\_\_\_\_  
E-MAIL \_\_\_\_\_

**Medical Information**

Participant's Physician Name \_\_\_\_\_  
Physician's Location \_\_\_\_\_  
Physician's Phone Number \_\_\_\_\_  
Medical Insurance Provider \_\_\_\_\_  
Medical Insurance Policy # \_\_\_\_\_  
List ANY allergies (food, environmental, etc.) \_\_\_\_\_  
List ANY other conditions (medical, situational, etc.) \_\_\_\_\_

**Emergency Information**

Emergency contacts (other than parents/guardians) \_\_\_\_\_  
Emergency phone number(s) \_\_\_\_\_

**Registration**

\_\_\_\_ \$50 per Benner Township resident (proof of residency required upon request)  
\_\_\_\_ \$150 per Non-Benner Township resident    What township do you reside? \_\_\_\_\_  
\*Make checks payable to: **BENNER TOWNSHIP**

**Participant Pick-up**

List the names of the individuals that are permitted to pick-up and transport your child from camp other than the persons listed on the Parent/Guardian line above:

NAME _____	NAME _____
NAME _____	NAME _____

**SEE OTHER SIDE**

## Planned Absence

In order to assist in planning our camp, please indicate the dates below if you are aware that your family has a planned vacation and won't be attending camp.

We will not be attending camp during the week of \_\_\_\_\_

### **Benner Township Summer Park & Recreation 2021 REGISTRATION FORM "EMERGENCY MEDICAL CONSENT"**

Participant's Name(s) (First, Last) \_\_\_\_\_

Please check ONE of the following options and sign below:

\_\_\_\_\_ I, the parent/guardian of the above named participant(s), give my permission for the emergency medical treatment to be provided and given to my son/daughter by the specified physician as listed on the previous information page or transported to and treated at a hospital as needed and coordinated by the Benner Township Park & Rec staff. I give permission for the Benner Township Park & Rec staff to administer basic first aid treatment if the medical condition is not life threatening or does not require further professional medical attention. I acknowledge that I and/or the specified emergency individuals will be contacted by phone at the specified emergency numbers provided as soon as any medical emergencies arise.

\_\_\_\_\_ I, the parent/guardian of the above named participant(s), do not give my permission for emergency medical treatment to be provided or given to my son/daughter by the specified physician or transported to and treated at a hospital. I only wish for basic first to be administered by the Benner Township Summer Park & Rec staff in the case of a medical emergency. I acknowledge that I and/or the specified emergency individual(s) will be contacted by phone at the specified emergency numbers provided as soon as any medical emergency arise for further parental/guardian instruction. I understand that the specified physician and/or hospital will not be contacted nor the participant be transported from the place of illness or injury to any other location until I or the emergency individual (s) give consent in person.

\_\_\_\_\_  
Parent/Guardian Name PRINTED

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Parent/Guardian SIGNATURE

\_\_\_\_\_  
DATE

**\*\*\*\* Please note: If your child requires an inhaler or epi-pen it must be brought to camp daily and in its original container with the original pharmacy label. Failure to have these needed medications at drop off will result in denial of admittance to camp until medication(s)/and instructions are received.**

**RELEASE**

I/We, \_\_\_\_\_ am/are the parent(s) or legal guardian(s) of \_\_\_\_\_ ("Child"). My Child has my permission to participate in the 2021 Benner Township Park and Recreation Summer Program. I/We acknowledge that my/our Child's participation in this event is completely voluntary. Further, I/we agree to fully remise, release, quitclaim and forever discharge Benner Township, its employees, agents and volunteers from any and all claims, counterclaims, rights, demands, costs, damages, losses, liabilities, actions and causes of action of every nature and description that might arise to me/us, or the Child named herein, whether known or unknown, suspected or unsuspected, foreseen or unforeseen, real or imaginary, actual or potential and whether existing at law or in equity, under the common law, state law, federal law or any other law, and which are in any way related to or arise out of the my/our Child's participation in the 2016 Benner Township Park and Recreation Summer Program.

I also acknowledge that by signing below that, I/we have read the camp handbook and understand that due to social distancing requirements, that camp will not be held when rain is forecasted. I also understand that current CDC guidelines will be used.

**IN WITNESS WHEREOF**, intending to be legally bound, I/we hereby execute this Release on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Parent/Legal Guardian

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Parent/Legal Guardian

Name: \_\_\_\_\_

Signature: \_\_\_\_\_