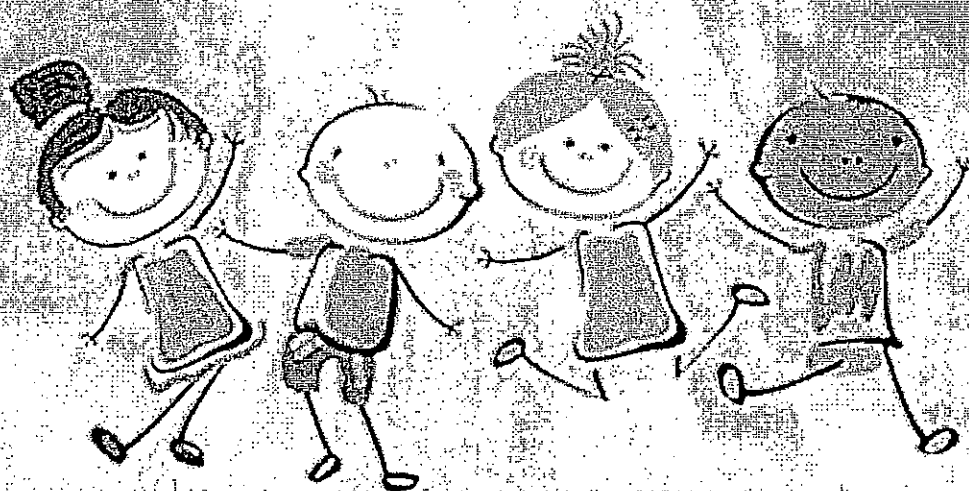


# Camp Handbook

**Benner Township**

**Summer Park & Recreation**

**"Summer Fun Has Just Begun!"**



## SUMMER PARK & RECREATION INFORMATION

- Benner Township summer camp is a day camp designed for children who are 5 years old by June 1 and no older than 12 years old by June 1.

- 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.**

- 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.

- 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.

- Please make sure your camper's FIRST & LAST name is printed clearly on all belongings. Please limit the items (TOYS) that your camper brings to camp. If a problem arises with toys they will no longer be allowed to bring anything but necessities.

- 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.

- All staff will be called Mr., Mrs., or Miss, not by their first names.

- 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.

- All activities and programs are subject to change,
- In the event of severe weather prior to drop-off, please call Benner Township Building at (814) 355-1419 to find out if camp will be held for the day. Please have arrangements made for early pick-up for your camper in case of early closure due to severe weather. Cancellations will not be rescheduled.
- Water day will run from 9:00AM to 12:00PM. Campers should wear their bathing suits under their clothes, bring a towel, and wear sunscreen. They may wear sandals, flip flops, or water shoes on water day. Campers are not permitted to change their clothes at camp.

## **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 except water day. On water day, bathing suits must be worn under their clothing; sandals, flip flops, or water shoes are permitted. Campers are not allowed to change clothes at camp.

### **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 for 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 social distancing and masking.

### **GENERAL**

- If you or any member of 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 the following 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