

# Warwick Day Camp FAQs

## **Camp Location**

Bridge Valley Elementary School, located on Sugar Bottom Road in Furlong. Telephone communication can be made through Warwick Township with the Parks and Recreation Department at 215-343-6100.

## **Camp Hours**

Camp begins at 8:30 AM and closes at 4:30 PM. Activities begin at approximately 9:00 AM. We encourage your child to arrive by 9:00 AM. Children should never be dropped off prior to 8:30 AM or left with anyone other than a Warwick Day Camp staff member. Bridge Valley Elementary School will be open and operating by summer staff. However, these staff members are not affiliated with, nor are they responsible for Warwick Day Camp children.

## **Drop-Off and Pick-Up Procedures**

When you enter Bridge Valley Elementary parking lot, you will see a driveway on the right hand side of the parking lot. Turn right at that drive way and follow the road around the side of the school all the way around to the rear of the building. There you will see the back cafeteria entrance just past the basketball courts. There will be a car line that leads up to our Camp Director. We ask that everyone remain in their vehicles until the Camp Director signs your camper in for the day. Once your camper is signed in, they will proceed into the building, and you will proceed to follow the same direction out to the front of the building and out to Sugar Bottom Road. This will ensure we have a single line of one way traffic, making drop off and pick up smoother and safer for everyone. We will follow the same pattern for picking up. When you reach the Camp Director, they will call inside for your camper, and they will come out to you in your car. Parents dropping-off later than 9:00 AM or picking up earlier than 4:15 PM must come to the cafeteria doors and meet with the Camp Director to sign out their child.

Please note that each child MUST be picked up no later than 4:30 PM. A late charge will be assessed for constant offenders of late pickup. Late pickup will be considered anytime after 4:45pm. Please call and let our staff know if you must be late due to unexpected circumstances. Excessive lateness may result in the dismissal of your child from the program. Any campers walking home, must have a note giving permission for them to do so from a parent/guardian.

## **Alternate Pick-Up Persons**

If your child is going home with a friend, or someone other than you is picking your child up on a given day, please send a note in with your child indicating who will be picking him/her up. Please be aware that your child WILL NOT be released to anyone who is not authorized to pick him/her up unless prior written notification is given by the parent. Each new pick-up person, including parents on the first day, will be asked to show a photo driver's license as proof of identity. Please ensure that anyone else you ask to pick up your child is prepared to show this identification.

## **Parent Communication**

A weekly newsletter will be emailed every Friday for the following week. This newsletter is to let you know how your camper will be spending his/her days and what special events or trips are

occurring in the week to come. The Camp Director carries a cell phone for the duration of camp and the number can be found on the weekly newsletter. If, at any time, you have an issue with the camp or counselors, please speak directly to the Camp Director.

### **Daily Preparation for Camp**

The following is a list of items your child will need each day:

- Sneakers (sandals are not safe for outdoor play)
- Snacks
- Lunch (must provide your own drink as well)
- Refillable water bottle or juice/water- NO SODA (marked with camper's name)
- Swimming attire - swim days (bathing suit, towel, sunscreen)
- Sunscreen - campers should come to camp with sunscreen already applied.

### **Camp Shirt**

Each camper will receive a Warwick Camp t-shirt on their first day of camp. Each camper will receive only one shirt, regardless of how many weeks they are registered for. Campers are required to wear the camp shirt on field trips so they can be easily spotted and are identifiable.

### **Grouping**

At our camp, we spend much of the time together as one group. We do make adjustments with some games and we typically offer alternative activities for campers who are not interested in the group games.

### **Field Trips**

Although the schedule varies week to week, there is a general routine regarding swimming and field trips. All Warwick Day Camp children swim at the Mary Barness Swim Club each Wednesday morning from 9am to 11am, returning to camp before noon. Your camper does not have to swim, but they must join the rest of the camp at the pool. Usually, field trips are scheduled on Thursdays. It is especially important that all campers wear their Warwick Day Camp t-shirt on all field trips. Although many safety precautions will be in place, the camp t-shirts offer an added security measure in maintaining proper supervision of campers. Campers will depart and return during regular camp hours. There will be no Warwick Day Camp staff left behind to supervise campers who miss the swimming or field trip bus. Our buses leave promptly on field trips days, we can not wait for late comers. Refunds cannot be provided for campers who miss the camp day due to lateness on trip days.

### **Camp Facilities**

We are very excited to be using the beautiful facilities at Bridge Valley Elementary School. In general, Warwick Day Camp uses the outdoor playground and fields (located behind the school), the cafeteria and the gymnasium. The drop-off/pick-up location is held near the cafeteria

entrance at the rear of the building. During inclement weather, camp will rotate among these rooms doing indoor activities such as art, theater, games and movies.

### **Discipline**

Positive discipline is an important aspect of the camp's daily activities. All campers are encouraged to be tolerant of others and treat each other and the counselors with respect. Warwick Day Camp believes in the importance of parent/counselor communication and will work to both support the parents and gain support from the parents when attempting to modify undesirable behaviors. Camper behaviors that put the safety of themselves or others at risk will be addressed by the counselor and/or camp director and shared with the parent in writing. Repeated or serious difficulties may result in being forbidden to attend swimming and field trips to ensure both the camper's safety and the safety of others. Serious infractions (those causing harm or potential harm to self or others) may result in the dismissal from camp, with no refunds given. The Camp Director will have final say on all disciplinary matters. If any additional resolution is needed, the Director of Parks, Recreation and Open Space will make the final decision.

### **Medications**

Although there is no medical practitioner or nurse on staff, we will make every effort to accommodate your child's needs. If your child requires medication during the day, you must fill out a PERMISSION TO DISPENSE MEDICATION FORM, which you can obtain from the Camp Director (before camp begins). As soon as the form is completed and signed by you, the camp director will administer your child's medication as directed. Please discuss with the Camp Director any medical situations that require your child to take medication on a daily basis throughout the duration of camp. No medications will be given without the required paperwork completed in advance.

### **Camper Illness**

If your child becomes ill while at camp, you will be contacted. If the camp staff is unable to reach either parent, we will attempt to notify the person listed under EMERGENCY CONTACT. In the rare event that our staff is unable to reach anyone, a counselor will stay with your child until you can be reached. If your child does not have a temperature, we will allow him/her to rest quietly for a while and see how they feel. ON TRIP DAYS, if your child is ill in the morning and will not be coming to camp, please call to let us know. We appreciate the prior knowledge that we should not be expecting your child that day. This is especially important on swimming and field trip days.

### **Counselor Training**

Each staff member goes through an orientation in which they familiarize themselves with our rules, regulations and emergency procedures. We try to stress that camp is supposed to be fun for the kids and we work hard at trying to achieve this every day. We are making an effort to have camp be more like camp and not like school. In addition, the Camp Director and all Counselors hold current certifications in CPR and First Aid Training.

**Credits/Refunds**

If, prior to the start of camp, your situation changes and you decide to withdraw your child from the program, as long as it is two weeks from the start of the camp, your money will be refunded or credited to you minus a \$25 processing fee. Once camp has started however, a refund or credit is not given for days missed or vacations taken. Special refunds are available for medical reasons.

If you have any further questions after reading this material, please feel free to call the Parks and Recreation Department at (215) 343-6100. We are looking forward to spending the summer with your child!