

Welcome to Pawling Summer Camp: “What You Need To Know”

Location	Lakeside Park, 2 Lakeside Drive, Pawling, NY 12564	
Director	Kelly Leahy & Colleen Reynolds	
Office Phone	845-855-1131	
Camp Email	PawlingSummerCamp@gmail.com	
Registration Website	www.pawlingrec.com	
Camp Dates	Session One:	July 5 – July 14
	Session Two:	July 17 – July 28
	Session Three:	July 31 – Aug 11
	Session Four:	Aug 14 – Aug 25

What to Bring to Camp:

- Mark all personal belongings with name.
- Bathing suit, sneakers (mandatory), sandals (optional).
- Towel, sunscreen & water (bottles that can be re-filled).
- Lunch appropriate for summer camp.
- Lunches cannot be refrigerated or heated at camp.
- **Second Friday Pizza Day:** campers will have the option to have pizza for lunch. *(More info will be sent home with campers on Day 1).*

What NOT to Bring to Camp:

- Electronics: We adhere to a strict policy of no electronics or use of personal cell phones while at camp (only exception may be if your child’s group is doing a special activity with advance notification)...We will be device free this summer, **LEAVE ALL ELECTRONICS AT HOME ☺**
- Your child **MUST** communicate with parents through the proper channel at camp (a camp director or counselor), not through a personal device. Please call the Recreation Office to communicate messages to or about your child.
- Toys or personal belongings from home (unless otherwise directed from camp for a specific activity).
- Camp is not responsible for the loss of any personal or valuable belongings.

Medical Form REMINDER:

- **ALL THREE of these documents are required to be on file and must be current (within the last year):**
1) Physical Form, 2) Immunization Record & 3) Physician’s Orders.
- **If we do not have ALL paperwork on file your child will NOT be permitted to attend camp and no refunds will be given. NO EXCEPTIONS.**
- All forms are required to participate in any camp program according to the NYS Department of Health.
- These forms **MUST** be emailed or delivered directly to the park office as soon as possible.

- **The physical form must be updated each year. Medical forms expire after one full year.**
- If we do not have all required paperwork in our office **AT LEAST ONE WEEK** prior to their start date, they will not be allowed to attend camp. **No Refunds. No EXCEPTIONS.**
- *The Recreation Department cannot guarantee follow up reminders as it is the parent/guardian's responsibility to make sure all paperwork is received.*
- **EVERY PARENT WILL ELECTRONICALLY SIGN THIS DISCLAIMER UPON REGISTRATION.**

Medication & Illness:

- Any medication in your child's possession **MUST** be accompanied by a doctor's note before arriving to camp.
- All children must be able to self-administer any medication that is stored at camp or that they self-carry (inhalers, epi-pens).
- Without proper doctor documentation on file, medications cannot be allowed on site.
- Should your child be ill with a **fever or vomiting**, it is recommended by the Department of Health that they do not return to camp for 72 hours after being symptom-free.
- Do not send a child to camp with cold/covid symptoms. Monitor your child's health daily before allowing them to be dropped off.
- Please notify the camp office if your child was absent due to a health-related issue so that we can properly document any cases of illness and recognize patterns to keep everyone healthy by being aware of symptoms.

Arrival/Departure Procedure:

- Regular drop-off and pick-up takes place in front of the Lathrop Building. With everyone's safety in mind, a specific drop-off and pick-up route has been implemented. Please be sure to follow this route and adhere to all signage.
 - **Parents must stay in their vehicles during regular drop-off each morning.**
- **ARRIVAL (8:45 am – 9:00 am)**
 - **All parents will drive directly into the circle in front of the Lathrop Building.**
 - Cars will be stopped so that campers can safely exit the vehicles. Campers will exit their vehicles and check in at the attendance table.
 - Campers will walk to their designated group.
 - **Please do not go around the vehicle in front of you.**
 - If you need to speak to a camp director, please park and use the appropriate cross walk with your child to enter the building.
 - Our staff will walk campers to their designated groups at 8:45 am.
- **PICK-UP (3:45 – 4:00 pm)**
 - **All parents will park in the main parking lot at pick up time and walk to the Sign Out Tent.**
 - Always have a photo I.D. in your possession.
 - Once you sign your child out, your camper will be radioed for pick up and come to the sign out tent.
 - Campers from ALL camps will be signed out in this one dedicated location until 4pm. **Campers picked up after 4pm must be charged a late pick up fee.**
 - **Always use the crosswalk** when walking back to your car.

Late Drop Off/Early Pick Up

- It is important to have your child to camp on time in order to ensure they have the best camp experience!
- If **arriving late** (after 9:05am) to camp, you must park in the main lot and bring your child into the Recreation Office to ensure they are checked in for the day and brought to appropriate activity group.
- If you need to **pick your child up early** for any reason (before 3:45 pm) please walk into the Recreation Office to sign out your child. It is always helpful to have advance notice if you are picking up your child early to avoid a delay in your schedule. Please let us know via phone, email or written note.

Photo Identification & Alternate Pick-Up:

- Please come every day prepared with your photo ID to pick up your child. This is for your protection until we get to know all of the parents.
- Children will **never** be released to someone that is not on their pick up list. Please make sure this question has been properly answered on your online registration form.
- If there are any changes or updates of who can pick up your child, always send **a written note** in with your child. We will have a pick-up list with a staff member at dismissal so you can modify this information in person if circumstances change.
- We try to stay consistent; however, there may be different staff members helping with dismissal. In this case, a familiar parent may be asked to show their ID before releasing your child.

Parent Expectations:

- Communicate Behavior Expectations with child.
- Follow Arrival/Dismissal Procedures to ensure everyone's safety.
- It is important to have your child to camp on time in order to ensure they have the best camp experience!
- To specifically discuss your child, camp directors can be reached on the camp phone, via email, or by appointment (See Camp Contact Information on Page 1).
- **Communication** should always be done through a staff member, never to your child's personal device during camp hours. **We are a device free camp - electronics should be kept at home** (unless needed for a specific and pre-arranged camp activity) to make the most out of the camp day.
- If you would like to personally speak with a director, please arrange an appointment in advance so we can make sure to set aside the time for you. Our camp day can get busy and we value setting aside the time for you as parents to communicate about your child's camp experience with no distractions.

Daily Duties:

- Always speak with your child about their day at camp!
- Check your child each night for ticks.
- Check your child's backpack daily for any notes or camp/group reminders.
- Make sure your child comes to camp prepared with all belongings each day.
- Check the "lost & found" table. Many valuable & necessary items need to find their home! Towels, goggles, water bottles, clothes, sunscreen, bathing suits, shoes, and more go unclaimed all summer long.

CAMP BEHAVIOR CONTRACT

We strive to be a safe, caring community where individual differences are valued, where people are supported in reaching their goals and accomplishing challenges, and where everyone can have FUN.

Because creating such a community requires the commitment of all participants, we ask everyone to agree to the behavior expectations listed below. Campers and parents/guardians should review and discuss these guidelines together.

I Will Show Respect For OTHERS

- I will respect other people's ideas and values, even if they are different from my own.
- All of my actions and language will have a positive impact on others in the Pawling community. **My behavior at camp will never include violence, bullying, or harsh words.**
- I understand that any behavior that could harm (physically or emotionally) a camper or staff member, or which is disrespectful, is unacceptable in the Pawling community.

I Will Show Respect For MYSELF

- I will take care of myself by eating well, using sunscreen & insect repellent when needed, checking myself for ticks, and telling an adult if I am hurt or unwell, etc.
- I will make the most of learning opportunities in Pawling Recreation by participating fully in camp activities, and I will try new things and have a positive attitude.
- I will not allow exclusive relationships (like those with friends from home or school) to prevent me from getting to know other people at camp, or from including others in activities.
- I will stay with a buddy when moving around camp and always never leave the group.

I Will Show Respect For THE PARK

- I understand that all community members are expected to share responsibility for keeping personal and community areas neat and clean, and I will help with these tasks.
- I will not bring my cellular phone, music player, video games, radio, or other electronics to camp, because they detract from enjoyment of and interaction with others and with the natural world.
- I will pick up litter, stay on trails, and not damage or remove anything from the environment.
- I will take care of all facilities, program supplies, and equipment. I will put equipment away when I finish using it and will leave an area I use better than I found it.

I Will Show Respect For OUR SAFETY

- I understand that the possession and use of tobacco, alcohol, illegal drugs, or any controlled substance is prohibited. I will not have/use these at camp.
- I understand that fireworks, firearms, pocket knives, and other weapons are not allowed. I will not bring these to camp.
- I will abide by all other safety standards explained by the staff.
- I understand that ANY physical and emotional bullying or violence will result in my immediate dismissal from camp. If I am dismissed from camp, my tuition is forfeited, and my parent/guardian is responsible for picking me up immediately.

If a camper has difficulty following these behavior expectations, staff will:

- Remind the camper of expected behavior.
- Review the Behavior Agreement above.
- Discuss ways staff members can support the camper in making necessary behavior improvements.

If a pattern of inappropriate behavior continues, Pawling Recreation staff will work with the camper to set specific, appropriate behavior goals and outline consequences for continued inappropriate behavior. Pawling Recreation staff may ask parents/guardians for suggestions to help improve behavior or create a written behavior contract.

Continued inappropriate behavior or severely inappropriate behavior (such as physical or emotional violence, bullying, or possession of prohibited items) will result in immediate dismissal from camp and forfeiture of camp fees. The parent/guardian is responsible for picking up a dismissed camper immediately.

Upon registration, you will sign the above behavior contract, showing that you have read the guidelines with your child and accept the shared responsibility to meet these expectations in order to have the best experience possible.

