



# Parent Handbook 2023

# Welcome:

Dear Parents,

Thank you for choosing and entrusting us with your children this summer. We look forward to welcoming you and your camper on Opening Day! This summer we are committed as ever to creating a safe, fun, inclusive, and memorable camp experience for your child and every camper .

Our goal this year is to provide a safe and FUN! Environment for children to learn, grow, make new friends, and spend their summer! Every kid should experience camp at least once and we are so happy that you chose us to provide that for your child.

This handbook contains useful information of which we want you and your camper to know so your camper's time with us is as enjoyable as possible.

As you review this information, please contact our office if you have any questions, concerns, or suggestions. We are so very thankful to share this summer experience with your child. We are looking forward to a great summer ahead and another year of adding more faces to our camp family!

Please know that we are available for any questions you may have, so please don't hesitate to give us a call or send an email!

See you soon!

*Jason Maietta*

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Jason Maietta, Recreation Director

*Lauren McMenamin*

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Lauren McMenamin, Asst Recreation Director

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# Pre-Camp Information;

## Accounts and Paperwork:

- All waivers, forms, paperwork and payments are due by June 1.
- The waivers, paperwork, and forms are listed in the "Forms" section of this handbook.
- Accounts not paid in full by June 1 may result in the loss of a camper's spot at camp. Campers will not be admitted if the account is not paid in full.
- Please let us know if you have any questions or concerns about the status of your account.

## Camp Dates:

- June 26, 2023-August 11, 2023 (No Camp on Tuesday, July 4)
- Monday-Fridays only

## Location:

- Fishkill Elementary School (*Geering Park is back-up plan*):

## Camp Hours:

- **Regular Hours:** 8:30am-2:30pm
- **Pre-Camp Hours:** 7:30am-8:30am (*not offered week 7*)
- **Extended Day Hours:** 2:30pm-5:30pm (*not offered week 7*)

# Tuition:

## EARLY BIRD REGISTRATION:

Register by May 14<sup>th</sup> to receive the discounted rate below:

	FISHKILL RESIDENTS		NON-RESIDENTS	
	Per Week	All 7 Weeks	Per Week	All 7 Weeks
<b>PER CAMPER:</b>	\$185.00	\$1,110.00	\$195.00	\$1,170.00
<b>FAMILY PLAN:</b> (3+ siblings in same household)	\$462.50	\$2,775.00	\$525	\$3,150.00
<b>Pre-Camp Add-On:</b> (7:30am-8:30am)	\$30.00 (not available wk 7)		\$35.00 (not available wk 7)	
<b>Extended Day Add-On:</b> (2:30pm-5:30pm)	\$70.00 (not available wk 7)		\$75.00 (not available wk 7)	

Beginning on May 15<sup>th</sup>, the registration will be:

	FISHKILL RESIDENTS		NON-RESIDENTS	
	Per Week	All 7 Weeks	Per Week	All 7 Weeks
<b>PER CAMPER:</b>	\$210.00	\$1,260.00	\$220.00	\$1,320.00
<b>FAMILY PLAN:</b> (3+ siblings in same household)	\$525.00	\$3,150.00	\$550.00	\$3,300.00
<b>Pre-Camp Add-On:</b> (7:30am-8:30am)	\$30.00 (not available wk 7)	NA	\$35.00 (not available wk 7)	NA
<b>Extended Day Add-On:</b> (2:30pm-5:30pm)	\$70.00 (not available wk 7)	NA	\$75.00 (not available wk 7)	NA

## REFUNDS:

- 100% (see "Credit Card Refunds" below) refund will be given if you cancel on or by May 14<sup>th</sup>.
- After May 14<sup>th</sup>, no refunds will be given as we have already hired all of our staff, purchased our supplies, etc.
- Credit Card Refunds: Please note the "Merchant Service Charge" for credit/debit card payments cannot be refunded no matter what the reason.

# How to Register:

Visit our website at [www.fishkillrecreation.com](http://www.fishkillrecreation.com).

## Waivers & Forms:

- Some forms listed below are mandatory and others may not be needed for your camper. Please see the description for each form to determine whether your camper requires the respective form or not to attend camp.
- These forms can be found in the back of this handbook as well as on our website. We accept Pediatrician's standard camp forms. Most Pediatricians have their own versions of these forms that they use and those are acceptable.
- All paperwork and payments are due by June 1. Accounts not paid in full by June 1 may result in the loss of a camper's spot at camp. Campers with missing paperwork may not attend camp until paperwork has been submitted and approved by the Recreation Directors. If you have any questions or concerns about the paperwork or your account, please let us know.
- How to Submit Required Forms:
  - Upload to your account during registration; If you have completed electronic copies of these forms, you may upload them to your child's account when you register them for camp.
  - Email them to Lauren McMenamin, Assistant Recreation Director at [lmcmenamin@fishkill-ny.gov](mailto:lmcmenamin@fishkill-ny.gov).
  - Fax them to 845-831-3069.
  - Mail or drop them off at the Fishkill Recreation Center
    - 793 Route 52 - Fishkill NY, 12524
- Camp Documents/Forms Needed:
  1. Immunization Records:
    - a. **Required for ALL campers.**
    - b. An updated copy of your child's immunization records must be submitted within 1 week of the day you registered or you risk losing your spot to another camper.
    - c. *(We do not have copies from previous years.)*
  2. Medical Consent Form:
    - a. This form is **needed ONLY IF** your child will be taking medication (prescription or non-prescription) while at camp.
    - b. Many Pediatrician's have developed their own form for this. Your Pediatrician's form is acceptable as long as all the information is provided and he/she signs it.
    - c. This form can be found in the back of this booklet or on our website.
  3. Individual Healthcare Plan:
    - a. Please complete this form if your child has an allergy (ie. bees, peanut), asthma, or you would like us to reapply sun screen or bug repellent while at camp, or
    - b. There is some other medical concern.

# What to bring to Camp:

The following is a list of items to help you prepare for camp. Please LABEL ALL ITEMS.

1. Dress for the weather. Please note that camp can be messy. Clothes may get dirt/grass stains, paint, wet, etc.
2. Sneakers (NO SANDALS OR FLIP FLOPS)
3. Bag lunch (no refrigeration available). *Please no nuts due to allergies.*
4. Extra Snack(s)
5. Extra Water Bottle (*One to carry around all day. In addition to what you pack for lunch*)
6. Towel
7. Hat (optional)
8. Change of clothes. (optional)
9. Swimsuit/shorts (optional):
  - a. We will be using the sprinkler almost every day to cool down. They can play in the sprinklers in their regular clothes if you want or wear a swimsuit.
  - b. Campers may wear their swimsuits under their clothes to camp.
10. Tote bag/backpack to carry above items.
11. Sunscreen: Please apply before camp day begins.
  - a. If you would like us to reapply while at camp, please complete the Individualized Health Form found in the back of this booklet.
12. Additional items may be needed that are specific to activities or trips. Refer to the weekly parent letters for any updates or additional items that may be needed.

## Do Not Bring:

Please help us ensure these items are not brought to camp by reviewing what your child has packed before departing for camp. Please understand that if any of these items are found at camp they may be held with the Camp Site Director for the remainder of the day.

1. Any electronic devices
2. Gaming devices
3. Sandals/flip flops (unless otherwise directed)
4. Jewelry
5. Any item that may be considered a weapon
6. Matches, lighters, fireworks
7. Trading cards (ie Pokémon)
8. Any valuable items

# Our Team;

At Fishkill Recreation, we try to recruit the best possible team members around. We are lucky to have a high return rate so we always have experienced team members to acclimate the new team members every year.

To provide a safe and successful experience for our campers, all staff undergo an extensive screening, interview, and background check process. We perform criminal and sex offender background checks in addition to drug tests and at least three positive reference checks.

During our pre-camp staff orientation program, counselors are thoroughly familiarized with our goals, philosophies, policies, and procedures and complete an extensive training program designed to prepare them for their job at camp. Select team members are certified in advanced CPR, First Aid, and Mandatory Reporters.

## Meet the Leadership:

<b>Recreation Director:</b>	Jason Maietta
<b>Assistant Recreation Director:</b>	Lauren McMenamin
<b>Camp Site Director:</b>	Taylor
<b>Health Director:</b>	Ianthe
<b>Arts &amp; Crafts Director:</b>	Gianna
<b>Performing Arts Director:</b>	Ryan
<b>Sports Director:</b>	TBD

## Meet the Counselors:

Gaby  
Jay  
Julie  
Kaitlynn  
Keith  
Matt  
Ryan  
Shy'Anne  
Veronica

## Meet the Counselors In Training:

Bryelle  
Angela  
Margot  
Taylor



# Health & Safety;

The Health and Safety of our campers and staff is our # 1 Priority.

Make sure your children get enough sleep each night before camp and keep them hydrated after camp each day. We encourage our children to drink lots of water during the day.

Please include any health concerns that you may have regarding your child when you register him/her and continue to communicate with us throughout the summer so that we can best prepare and care for them.

## Sick Policy:

- If your child is sick, please do not send him/her to camp, as it may spread illness throughout the camp.
- Staff and campers must stay home if you are sick, not feeling well, or presenting a fever.
- If a staff or camper becomes ill while at camp, they will be removed from their group until they can be picked up or sent home.
- **All parents should have a backup plan in the event that they are unable to pickup their child while camp is in session.** We do not have additional staffing or facilities to keep a sick camper at camp all day.

## When to Return To Camp:

The following is a list of guidelines to determine when to return to camp after becoming ill, experiencing symptoms, or sustaining an injury. Please note that this does not represent every possible illness, ailment, or injury and is used only as a generic guideline.

- **Fever:** If your child is running a fever of 100.4°F or higher, your child must stay home and will not be admitted to camp until the fever has lapsed for 24 hours without fever reducing medication.
- **Pink Eye:** Children can return to camp 24 hours after their first dose of medication.
- **Bronchitis:** Children diagnosed with Bronchitis cannot return to camp without a note from a doctor.
- **Diarrhea or Vomiting:** Children must remain home 24 hours after their last bout of vomiting or diarrhea.
- **Chicken Pox:** Children cannot return to camp without a doctor's note.
- **Severe Cold:** While we know that colds and allergies can linger, we request that children with severe colds or allergies be kept home. This includes a constant cough, sneezing, or runny nose with "green or yellow mucus."
- **Strep Throat:** Children can return to camp 24 hours after their first dose of medication.
- **Head Lice:** If a child identifies with head lice, a notice will be sent out to all families with guidelines for identifying and treating Head Lice. Children cannot return until they are "lice free".

- COVID-19: Please see the section below specific to COVID-19.
- Concussion/Head/Neck Injury: Children diagnosed with a concussion or whom has sustained a head/neck injury cannot return to camp until he/she has been cleared by a doctor to participate in all activities. If this creates a childcare issue, he/she may attend camp with a doctor's note explaining what he/she may participate in and we will station him/her at a low-key station (ie. Arts & Crafts) until being cleared by the doctor to resume all activities.
- Bone Fractures, Sprains, Ligament Injuries, etc.: We do not recommend sending your child to camp with severe injuries, however we understand that the levels of severity vary. If you decide to send him/her to camp, please submit a note from your child's doctor outlining what activities he/she may participate in.

### COVID-19:

- Please see our [COVID-19 Safety Plan](#) located on our website.

## Medication:

If your camper's history indicates the use of daily medication (*allergy, asthma, dietary, etc.*), or any health problem that may present the need for special planning or prevention, you will be contacted by the Rec Office or Camp Health Designee prior to your child's first day of camp.

- Upon arrival at camp, please provide any medications (*prescription and non-prescription*) to the On-Site Health Designee.
- We do not carry any medication unless supplied to us by the parent with specific instructions and documentation.
- Under New York law we are only allowed to give campers' medications under their doctor's orders. Medication must be taken in the presence of the Camp Health Designee or Camp Site Directors.
- We can not give medication intended for one camper to another. Even siblings.
- Please do not send in expired medication as we cannot give expired medication
- All medication must be kept with the On-Site Health Designee. Campers are not allowed to carry their medication on them. Your camper's counselor is not permitted to carry the medication either.
- Your child must be able to self-administer the medicine in the presence of the Health Director. We cannot administer the medicine for them.

All medications must be in original containers and be labeled correctly as detailed below.

<u>Prescription Medications:</u>	<u>Non-Prescription Medication:</u>
<ol style="list-style-type: none"><li>1. Complete name of patient.</li><li>2. Date prescription filled.</li><li>3. Expiration date.</li><li>4. Name and address of dispensing pharmacy.</li><li>5. Name of physician prescribing medication.</li><li>6. The Medical Consent Form signed by the physician. Your physician may use his/her own form.</li></ol>	<ol style="list-style-type: none"><li>1. Complete name of camper.</li><li>2. The Medical Consent Form signed by the physician. Your physician may use his/her own form.</li></ol> <p><b>Note:</b> <i>Sunscreen and bug repellent does not need a Medical Consent Form from a doctor. We just need the Individualized Health Plan completed by the parent.</i></p>

# Sign-In & Sign-Out;

Sign-In and Sign-out is an important part of the day as it presents our only face to face interaction with you (parents) on a regular basis. Our counselors look forward to telling you about their day and will often times relay important information to you upcoming activities, events, trips, etc.

## Drop-Off and Pick-up Locations:

The Sign-In/Out locations differ for the Regular FUN Camp Hours from the Pre-Fun and Xtra Fun hours.

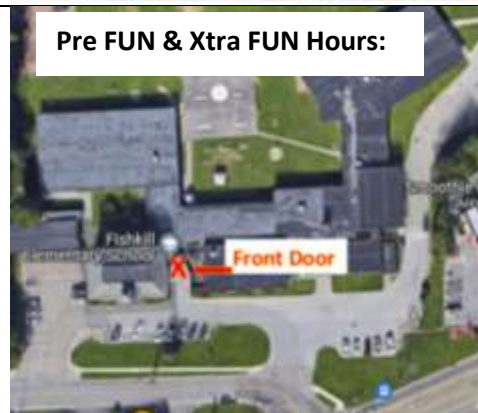
### Regular FUN! Camp Hours (8:30-2:30pm):

- Sign-In & Sign-Out will be located in the field closest to the back parking lot.
- Please park your car in the back parking lot and walk to your designated group to sign your camper in or out.
- See the map to the right for illustration



### Pre-Camp & Extended Day: (7:30am or 2:30-5:30pm)

- Sign-In and Sign Out will be located at the front door of the school
- Please park your car and walk to the front door to sign your camper in or out.
- If a team member is not at the front door, please call the phone number posted on the door and we will direct you accordingly. (Don't forget your cell phone)
- See the map to the right for illustration.



### Rain Day Drop-Off & Pick-Up:

- In the event of rain, we may decide to make Drop-Off and Pick-Up a "drive through."
- Parents will pull in front of the school and a team member will greet you at your car to pickup or drop off your camper.
- See the map to the right for illustration.



### Dropping Off or Picking Up During the Day:

- On occasion you need to drop off your camper late or pickup your camper early from camp.
- Park your car in the back parking lot.
- Visit the Director Tent located in the courtyard behind the school.
- See map to the right for illustration.



### Dropping Off Your Camper: (See Drop Off Locations Above)

- Participants may not be dropped off prior to the start time for which they are registered.
  - 7:30am for Pre-Camp Hours
  - 8:30am for Regular Camp Hours
- Please escort your child to his/her group's counselor to sign your child in.
- You do not need to present a photo ID when dropping off, but you do need to sign/initial the attendance sheet to acknowledge that we have your child in camp.

### Picking Up Your Camper: (See Pickup Locations ABOVE)

- Campers should be picked up on time; (2:30pm for Regular Camp Hours or 5:30pm for Extended Day Participants.)
  - In fairness to our staff, and the custodians at the school, it is important that you pick your child up on time. A late fee will be charged for late pick ups.
- Camper Pick-up List:
  - As you register your child you will be asked to list the names of those that have permission to pick up your child from camp.
  - Only the names listed on the "Pickup List" will be permitted to sign-out and leave with your child.
  - **Please do not forget to include your own name(s)!!** Many parents assume that because they are Mom and/or Dad that they don't need to put their name on the list. This is not the case. If your name is not on your own child's pick-up list then we are not allowed to release your child until we investigate it.
  - **Additional names may be added** to the pickup list by submitting a written note with advanced notice to the Camp Director and/or the Assistant Recreation Director. The note can be
    1. Handed to the Camp Director at camp,
    2. Emailed to the Assistant Recreation Director at [lmcmnamin@fishkill-ny.gov](mailto:lmcmnamin@fishkill-ny.gov) or
    3. Faxed to the Rec Office at 845-831-3069.



**REMEMBER YOUR ID**

- **Photo ID must be presented every time** you pick up your child. No exceptions will be made. Please remind every person you list as an approved pick-up person to bring their ID.
- Should an authorized person arrive to pick up a child and there is any reason to suspect that the person is under the influence of drugs/alcohol or appears to be of a mindset that presents a danger to the child, we reserve the right to withhold the child from being released and may have no recourse but that of contacting the police.



**REMEMBER YOUR ID**

### Custody Agreements:

In the best interest of the child, please inform us of any custody concerns that you may have so that we can be prepared and aware of any situations that may arise.

# Programming;

Our camp is organized and structured to maximize the camp experience. Our curriculum of arts, activities, & trips will keep our campers busy and having FUN! all summer long!

Sample Schedule: The following is a sample of what your schedule might look like this year.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:30-9:00	SIGN IN / Morning Activity	SIGN IN / Morning Activity	SIGN IN / Morning Activity	SIGN IN / Morning Activity	SIGN IN / Morning Activity
9:00-9:30	CRAFTS	YOGA	CRAFTS	CAFETERIA	<b>CAMP TRIP TO SPLASHDOWN BEACH !</b>
9:30-10:00	SPORTS	CAFETERIA	SPORTS	SPORTS	
10:00-10:30	GAME TIME	CRAFTS	GAME TIME	OBST. COURSE	
10:30-11:00	LUNCH	LUNCH	LUNCH	LUNCH	
11:00-11:30	MUSIC/ARTS	SPRINKLER	MUSIC	WATER GAMES	
11:30-12:00	SPRINKLER	MUSIC/ARTS	WATER WARS	CRAFTS	
12:00-12:30	PLAYGROUND	KICKBALL		ICE CREAM TRUCK	
12:30-1:00	CAFETERIA	PLAYGROUND	CAFETERIA	PLAYGROUND	
1:00-1:30	BOUNCY CASTLE	SPORTS	ZUMBA	MUSIC	
1:30-2:00	JUMP ROPE GAMES	GAME TIME	RELAY RACES	CAMP GAMES	
2:00-2:15	<b>CAMP CLEANUP</b>	<b>CAMP CLEANUP</b>	<b>CAMP CLEANUP</b>	<b>CAMP CLEANUP</b>	
2:15-2:30	<b>CAMP SIGNOUT</b>	<b>CAMP SIGNOUT</b>	<b>CAMP SIGNOUT</b>	<b>CAMP SIGNOUT</b>	



# FUN! Camp Calendar:

This Calendar will be updated as more events and activities are planned. Please see the online calendar for most up to date schedule of activities.






<u>Key</u>				
Green	Blue	Red	Pink	Orange
Special FUN! Activities/Visitors	FUN! Food Visitors	Important Reminders	FUN! Spirit Days	FUN! Trips

Week #: <i>Dates</i>	<u>Move It Monday</u>	<u>Think It Tuesday</u>	<u>Water Wars Wednesday</u>	<u>Themed Thursday</u>
<b>Week 1:</b> 06/26 - 06/30	First Day of Camp!	Hot Dog Day Pizza & Hot Dog \$ Are Due Paper Chains	Pizza Day Water Wars	Tropical Day Ice Cream Truck Jackie the Magician
<b>Week 2:</b> 07/03 - 07/07	Pizza \$ Is Due Jeopardy	No Camp :(	Pizza Day Water Wars	Sports Day Ice Cream Truck
<b>Week 3:</b> 07/10 - 07/14	Obstacle Course	Hot Dog Day Pizza & Hot Dog \$ Are Due Balloon Show Foil Boats	Pizza Day Water Wars	Twin Day
<b>Week 4:</b> 07/17 - 07/21	Scavenger Hunt	Hot Dog Day Pizza & Hot Dog \$ Are Due Two by Two Zoo Oobleck	Pizza Day Water Wars	Color Wars Ice Cream Truck Camp Field Day
<b>Week 5:</b> 07/24 - 07/28	Garden Club Craft	Hot Dog Day Pizza & Hot Dog \$ Are Due Hurricane Zumba	Pizza Day Water Wars	Crazy Hair Day Ice Cream Truck
<b>Week 6:</b> 07/31 - 08/04	Campers vs. Staff Games	Pizza \$ Is Due Tie Dye	Pizza Day Water Wars	Future Me Day Ice Cream Truck
<b>Week 7:</b> 08/07 - 08/11	UMAC	Hot Dog Day Pizza & Hot Dog \$ Are Due 100 Cup Stack Yoga	Pizza Day Water Wars	FUN! Camp Day Ice Cream Truck Camp Picnic!

**NOTE:** Trips will be on Fridays

## Camp Trips:

- Bus transportation is provided to and from all trips.
- Please make sure you are at camp on time to catch the bus for each respective trip.
- See the weekly parent letter for details on each respective trip. Please make sure that you review the details in the Weekly Parent Letter for each respective trip. The Parent Letters will outline all the important details such as what to wear, what time the bus picks us up, whether to pack a lunch or bring money, etc.
- Campers who do not attend the days prior to each week's trip can not attend the trip. This is for the safety of the respective camper.
- Due to seat capacity, campers will attend camp trips based on the order of registration. Once we reach our capacity on the bus a waiting list for the trip(s) will be started. Campers will be pulled off the waiting list on a first come first serve basis. Those campers who are not able to attend the trip will stay behind at camp under the supervision of camp staff.
- This summer's trip schedule is as follows:

<p><b>WEEK ONE</b> Friday, June 30</p>  <p><b>Urban Air</b> ADVENTURE PARK <u>Urban Air</u> Middletown, NY</p>	<p><b>WEEK TWO</b> Friday, July 7</p>  <p><u>Lake Compounce</u> Bristol, CT</p>	<p><b>WEEK THREE</b> Friday, July 14</p>  <p><b>SPINS BOWL</b> <u>Spins Bowl</u> Poughkeepsie, NY</p>
<p><b>WEEK FOUR</b> Friday, July 21</p>  <p><u>Splashdown</u> Fishkill, NY</p>	<p><b>WEEK FIVE</b> Friday, July 28</p>  <p><u>Castle Fun Center</u> Chester, NY</p>	<p><b>WEEK SIX</b> Friday, August 4</p>  <p><u>Bounce</u> Poughkeepsie, NY</p>

**Week Seven:** No trips scheduled for Week 7 due to Talent Show & Family Picnic.



# Rain Days & Cancellations;

- We will have access to the cafeteria and gymnasium this summer, therefore we will not close for rain and thunderstorms.
- We will only cancel for natural disasters and other unplanned, unavoidable, and extenuating circumstances.

# Notifications;

- Throughout the camp season we will need to update, notify, or remind parents about important information.
- This is primarily done through email and parent letters handed out during sign-on and sign-out.
- Please check your email daily.
- On some occasions we may send text messages, however you must be signed up to receive text messages in order to get these notifications. We will never send just a text message. All text messages will be accompanied by at least an email.
- Please contact Lauren McMenamin at [lmcmenamin@fishkill-ny.gov](mailto:lmcmenamin@fishkill-ny.gov) if you would like to add any additional emails (ie. work email, spouse email, etc) or sign up to receive text messages,

# Policies:

- Camper Possessions:
  - To protect your child's possessions, we ask you to keep valuables, activity equipment, and expensive clothing at home, rather than allow your child to bring it with them to camp. We will not be responsible for these items, nor will our staff. Please make sure your camper does not bring any electronics or money (unless otherwise noted) with them. If your camper is found with these, we may keep them at the Director's Table until the end of the day
- Cancellation/Refund Policy
  - Cancellation/Refund Policy:
  - 100% (see "Credit Card Refunds" below) refund will be given if you cancel on or by May 14th.
  - After May 14th, no refunds will be given as we have already hired all of our staff, purchased our supplies, etc.
  - Credit Card Refunds: Please note the "Merchant Service Charge" for credit/debit card payments can not be refunded no matter what the reason.
- Bullying Policy:
  - At Fishkill FUN! Camp, bullying is inexcusable, and we have a firm policy against all types of bullying. Each camper is expected to treat all other campers with respect, and to help each other achieve the best possible experience. If a camper has difficulty meeting this expectation, parents may be called upon to assist
  - Our leadership addresses all incidents of bullying seriously and trains staff to promote communication with their staff and their campers. We work together as a team to ensure that campers gain self-confidence, make new friends, and go home with their camp experience.
- Camper Code of Conduct:
  - It is the goal of Fishkill Recreation to provide a healthy, safe, secure environment for all camp participants. We teach the core values of honesty, caring, respect, and responsibility.
  - Children who attend camp are expected to follow the Code of Conduct below and to interact appropriately in a group setting.
    - We are all Responsible for our actions.
    - We Respect ourselves, each other, camp equipment, and our environment.
    - Honesty will be the basis for all relationships and interactions.
    - We will Care for ourselves and those around us.
    - We will treat others as you would like to be treated
    - No use of profanity, offensive language or name-calling will be tolerated.
    - Keep our hands to ourselves.

- No physical aggression, e.g. hitting, kicking, pulling, fighting, spitting, etc.
- Be enthusiastic, thoughtful, open-minded, and involved.
- Listening & paying attention are mandatory for a safe and fun camp.
- Make a reasonable effort to participate in the camp program to the best of your ability
- Some (not all) examples of unacceptable behavior are:
  - Refusing to follow behavior guidelines or camp rules
  - Using profanity, vulgarity or obscenity
  - Stealing or damaging property (personal or camp property)
  - Refusal to participate in activities or cooperate with staff
  - Disrupting a program
  - Leaving a program without permission
  - Endangering the health and safety of children and/or staff
  - Use of illicit drugs, alcohol or tobacco or sexual conduct of any kind
  - Teasing, making fun or bullying of other campers or staff
  - Fighting of any kind
- Disciplinary Procedures:
  - When a camper does not follow the Code of Conduct, we may take the following steps:
    1. Verbal Warning: Counselors will attempt to redirect the child to more appropriate behavior.
    2. Time Out/Removal from Activity: Counselors will remove the camper from the activity to allow him/her reflect on the behavior. The child will be reminded of the behavior guidelines and camp rules, and a discussion will take place
    3. Camp Site Director Visit: If the behavior persists, the Camp Site Director will meet with the child.
    4. Parent Contact: If the camper continues the inappropriate behavior, a parent will be notified by phone or at pickup. Depending on the severity of the offense, the camper may be sent home at this time.
    5. If a camper continues to disrupt the Camp program, the Recreation Department reserves the right to suspend or remove the child from camp. If this were to happen, we will not grant a credit or refund for any camp payments.
  - Please note that the steps above may be "skipped" at the discretion of the Camp Site Director for serious misconduct such as but not limited to fighting, stealing, threatening, etc.

- **Acts & Threats of Violence:**
  - The Fishkill Recreation Department strives to create a safe and fun environment for the best experience possible.
  - We take any acts of threats of violence seriously. We understand kids may not always understand some of the things they say, do, draw, etc. No matter the innocent nature of the offense, we need to treat it seriously to prevent an event from taking place.
  - Any act or threat of violence will be reported to the police immediately and investigation will begin.
  - Parents will be notified.
  - If deemed necessary, the offending individual may be removed from camp without any credit or refund.
- **Weapon Free Zone:** No items that may be deemed a weapon (gun, knife, etc) are permitted at camp.

## Frequently Asked Questions:

**Q. People ask us about ticks and mosquitoes.**

**A.** Dutchess County happens to be the tick capital of the world. Although we do not have any brush or heavy vegetation that encourages the presence of deer ticks, we encourage parents to perform a tick check every day. We encourage parents who are concerned about mosquitoes to apply insect repellent every morning before dropping off your camper.

**Q. How can I get in contact with my child during the camp day?**

**A.** If you need to contact your child during the camp day, you may call the Rec Office at 845-831-3371. Please do not send cell phones in with your child. We have a strict no electronics policy here at camp and all iPods, Kindles, Game Boys and cell phones will be confiscated if they are being used during the camp day. The Recreation staff are not responsible for any lost items. We have found that electronics that are brought to camp are often lost. Please leave them at home if at all possible.

**Q. Are you accredited?**

**A.** The Fishkill FUN! Camp is licensed through the New York State Department of Health, meaning that we have undergone a strict and thorough training regiment and are compliant to a high standard of regulations.

**Q. Who are your counselors?**

**A.** We strive to recruit team members based on their character and proven ability to work with youth. Often times, team members have grown up in our programs and therefore have grown to know our core values. Many are pursuing careers in teaching, child education, and other relatable fields. We are lucky to have a high staff return rate who act as role models for our new staff each year. Our Counselors In Training (C.I.T.) Program is also a great resource for us because we are able to groom aspiring young individuals to someday be a future counselor.

**Q. Do you background check your staff?**

A. Yes, all staff members pass rigorous applications and interviews. They are also put through pre-employment screening which include reference checks, criminal background checks, drug testing, and a check against the sex offender registry.

**Q. How are your staff members trained?**

A. All of our staff members attend more than 15 hours of training before camp begins. Topics that are covered during this training include first aid, healthcare procedures, sexual harassment, camper supervision, and a review of our policies and procedures. In collaboration with the Town of Fishkill Police Department and the Head Custodian at Fishkill Elementary School, all staff has received the Active Shooter Training specific to the school site and camp program. Select leadership members maintain more advanced certifications such as Advanced First Aid, CPR, and Mandatory Reporting.

**Q. What is your staff to camper ratio?**

A. Each counselor will be assigned a group of up to 10 campers to be responsible for. The counselor in charge of the Kindergarten group(s) will only have up to 8 campers.

**Q. Are there reduced rates for multiple siblings?**

A. Our fee schedule offers a discount for families of three or more children. See the "Tuition" section of this booklet for details.

**Q. When are fees due?**

A. Tuition should be paid before June 1<sup>st</sup>. If you registered after June 1<sup>st</sup>, it is due one week before camp begins. Please contact us if a personalized payment plan will make payments easier for you.

**Q. Can campers bring electronics to camp?**

A. We do not allow any electronics while at camp. We have found that electronics create a distraction to them, the other campers, and the program. Electronics are often times lost or left behind as well which is another reason why we recommend just leaving them at home.

**Q. Can you accommodate children with special needs?**

A. We strive to create summer camp programs that are enjoyable for as many children as possible. In everything we do, health and safety are our top priorities. As such, we need to recognize the limitations of our facility, program, and staff. Below is a list of Essential Eligibility Criteria (EEC) deemed necessary for participation.

- All children must be able to do the following at a developmentally-appropriate level for their age.
- Communicate needs and concerns verbally with others at a conversational level of English
- Understand and comply with directions given by staff
- Refrain from unsafe and/or harmful behaviors toward self and others (including self-harm)
- Identify and avoid health/safety risks
- Feel comfortable in a rustic, outdoor environment (e.g. no air-conditioning, varying weather conditions, insects/animals, grass/dirt/mud)
- Maneuver rugged terrain.
- Demonstrate age-appropriate social and emotional skills in managing personal boundaries, relationships, communication, stress, and conflict
- Manage the sensory stimulation of a frequently large, loud, and energetic group environment
- Participate fully in all scheduled activities and programs
- We are not able to provide an attendant (one-on-one staff member) to address a child's personal needs.

- In addition, we are not able to accommodate medical issues requiring treatment beyond the scope of our training and certifications. As such, we are not able to accommodate children with diabetes and/or active seizure disorders.
- Before enrolling a child with any special needs, please contact us to discuss potential accommodations.

**Q. What activities are available?**

**A.** Fishkill FUN! Camp offers a wide variety of activities to make this the best summer ever. Our Sports Director will create a program for our campers to engage in all kinds of sports and active games. The Arts & Crafts director will allow our campers to learn through their creative side! The Performing Arts Director will guide us through a curriculum of imaginative expression in a fun and exciting way! In addition, we have all the classic summer camp games such as four square, hop scotch, tag, dodgeball, kickball, capture the flag, charades, duck duck goose, telephone, and relay races. Occasional bounce houses, and specials will offer more fun and introduction to other activities. Our weekly camp trips offer a change in scenery and excitement to finish off each week with a Bang! You name it, we do it! We have plenty of options to keep our campers active and having FUN! all summer long!



# INDIVIDUALIZED HEALTH PLAN

Please complete one form per medical concern.

Camper First Name:	Camper Last Name:	
Camper DOB:	Camper's Physician:	
What is the Medical Concern <i>(ie. allergy, asthma)</i>	Severity of medical concern? <input type="checkbox"/> Mild <input type="checkbox"/> Moderate <input type="checkbox"/> Severe	
Does your child take medication for this concern? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, what is the name of the medication? <i>(ie, Ventolin inhaler, epi-pen)</i>		
Will your child need this medication at camp? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Can your child self-administer this medication? <input type="checkbox"/> Yes <input type="checkbox"/> No		
What are the symptoms your child experiences with the above medical concern?		
Please use the space below to describe the action plan we should follow if your child shows the signs/symptoms listed above? <i>(attach an additional sheet if needed.)</i>		
<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
Parent/Guardian Name:	Parent/Guardian Signature:	Date:



# MEDICAL CONSENT FORM

You may use this form or your physician's form.

<b>Camper First Name:</b>		<b>Camper Last Name:</b>	
<b>Camper DOB:</b>		<b>Camper Weight:</b>	

Drug Name	Storage	Route	Dosage	Schedule	Indications	Additional Notes

Camper can self-administer:  Yes  
 No

The above listed medications are approved as directed.

<b>Parent/Guardian Name:</b>	<b>Parent/Guardian Signature:</b>	<b>Date:</b>
<b>Physician Name:</b>	<b>Physician Signature:</b>	<b>Date:</b>