

(7/06/21 –8/13/21)

CAMP PHONE NUMBER (914) 977-8048

Summer 2021

Dear Parents:

We are so excited to be able to offer a summer camp program for the Town of Lewisboro. However, the 2021 camp season will again be different from previous years. Many restrictions have been lifted but we will continue to keep some in place as measures to reduce the spread of COVID-19, and to protect our campers and staff especially those who are not vaccinated.

With safety mind, we stress the following points:

Safety in fewer numbers: the number of campers per group will be restricted to a small group of 12.

Safety in consistent campers: campers will be assigned to a group, and that assignment will remain consistent with the camper's enrollment period.

Safety in consistent staffing: each pod will have the same two staff members for the whole duration of the six-week camp program.

The summer camp season is scheduled to run for six weeks from Tuesday July 6th to Friday August 13th from 8:45am to 2:45pm, with a 45-minute drop-off schedule from 8:00am to 8:45am, and a half-hour pick-up schedule from 2:45pm to 3:30pm. Campers will be assigned to a group by the parks and recreation department, and we will not be able to accommodate friend requests this summer. Each group will be assigned to their own "home base" and will be provided with a daily schedule of activities. Two pods will be assigned to interact with each other throughout the camp day, but the group size cannot exceed 36 campers.

The 2021 summer camp season will look and operate differently from previous years, but we will do our best to provide our campers with a fun, positive experience in a safe environment. Thank you for your understanding and patience as we navigate through this unprecedented and challenging time.

LITTLE EXPLORERS CAMP

All camps operate Monday through Friday

Camp starts Tuesday, July 6th and ends Friday, August 13th

LITTLE EXPLORERS CAMP (entering grades Kindergarten and 1st grade)

Will meet at Lewisboro Elementary School from **8:45AM - 2:45PM**

All children will check-in with the camp nurse and will be scanned for a temperature check. These check-ins will occur from 8:00am-8:45am. Late campers will be accepted after 8:45am when prior notice is given.

Staggered AM drop-off schedule:

Groups 1 & 2: 8:00am to 8:15am – check in with Nurse

Groups 3 & 4: 8:15am to 8:30am – check in with Nurse

Groups 5 & 6: 8:30am to 8:45am – check in with Nurse

Staggered PM pick-up schedule:

Groups 1 & 2: 2:45pm to 3:00pm

Groups 3 & 4: 3:00pm to 3:15pm

Groups 5 & 6: 3:15pm to 3:30pm

STAFF

The Town of Lewisboro Day Camp Program is run under the direction of a trained staff of professionals and counselors.

Our Little Explorers Camp Director this year is Tania Sanchez, and she will be assisted by Diana Adorno.

Tania Sanchez is the new Camp Director of Little Explorers Camp. She was the Co-Director Main Event Camp in 2020 and started as the Teen Trek Director in 2019. She is super excited to supervise the Little Explorers Camp and she has lots of experience working with elementary school kids. She comes with a master's degree in Administration and Supervision of Early Childhood and a master's degree in Elementary Education. Throughout the year, she works for the N.Y.C. Department of Education and just completed her 15th year as an Assistant Principal of an Elementary School. She also taught in an elementary school for 10 years before moving on to her current position. She is a proud mother of two children, ages 13 and 15 and married for 20 years. In her free time, she enjoys water skiing, dancing, reading, and traveling. After being inside our homes learning remotely and doing indoor activities for months, it is time to enjoy the warm sunshine and have a fun-filled summer. She is so excited to come aboard this wonderful camp and looks forward to the journey of creating new friendships, fun and memories that will last a lifetime! Please do not hesitate to contact her if you have any questions.

Our specialists have experience in their area of specialty as well as working with children. In addition, all our counselors are a minimum 16 years old or over. Most have some experience in working with

children and are required to attend a mandatory staff training program as mandated by Westchester County and New York State Board of Health. Once again, we will be utilizing Counselors in Training (C.I.T.'s are 15 years old) in our camp to work with assigned specialists, counselors and groups.

Under New York State and Westchester County Health Department regulations, we must have one staff member per 200 campers certified in American Red Cross Responding to Emergencies First Aid and one staff member per 200 campers certified in CPR for the Professional Rescuer. The Town of Lewisboro Day Camp exceeds these requirements.

PERMIT

The Town of Lewisboro Day Camp Program:

- 1) Must have a permit to operate from the Westchester County Health Department
- 2) Is required to be inspected twice yearly

Inspection reports and required camp written safety, medical, and fire safety plans are on file at the Westchester County Health Department, Bureau of Public Health Protection, Mt. Kisco, NY and are available for your review.

RAINY DAY/THUNDERSTORM PROCEDURES

Due to COVID-19, we do not have an adequate rainy-day location which allows for safe social distancing for 72 campers and 20 staff members. Consequently, camp will not be offered on days when severe rainstorms/thunderstorms are predicted. We will cancel camp due to rain reports by 7:15 a.m. We will delay morning drop-off if storms are predicted during the drop-off schedule, and conversely, we will call for an early dismissal day if severe storms are predicted for the afternoon.

If it is raining and/or lightening and thundering in the morning prior to camp, **PLEASE CHECK OUR WEBSITE AT www.lewisbororecreation.com** or visit our Facebook Page.

DISMISSAL

Counselors should have their campers at the dismissal area by 2:40 pm. For this summer, each group will be assigned to a pick-up location that will respect the social distancing requirement of 6ft. (Groups 1 & 2 will be assigned to a pick-up location that is 6ft away from Groups 3 & 4) Counselors **MUST** remain with their group until they are dismissed by either the director, assistant director, or counselor supervisor. One counselor or C.I.T. will be assigned to the campers who are dropped off/picked up by car. Parents **MUST** drive up to the designated pick-up area. When possible, one counselor will escort the camper to the car and the other counselor will stay with the group.

NOTES

Campers **MUST** have written parental permission for the following:

- If they are not to participate in a certain activity due to medical reasons
- Early pickup request
- For playdates or if a camper is going home with someone other than their parent

The original note will be read by your counselor and turned into the respective director (i.e., camp director, aquatics director, or medical director).

IMMUNIZATION RECORDS

New York State and Westchester County Health Department regulations require that all children attending private or public day, travel, or sleep away camps must have their immunization record on file **BEFORE** they may start camp. If your child's record is not on file prior to the start of camp, your child will not be admitted into camp. If your child is required to take any type of medication during camp hours, a Medical Authorization Form **MUST** be filled out by the parent **AND** physician and handed in with the medication the first day your child attends camp. This includes inhalers that may only be needed on an as needed basis. Medication will be left with the camp's health director who will oversee and supervise the child in self-administering their own medication. By law, camp personnel cannot dispense internal medications to the child unless they are a NYS licensed physician, nurse practitioner, physician assistant or registered nurse. Written permission can be given by both the physician and parent to allow the camper to carry medication that is needed for emergency purposes (i.e., epi-pen; asthma inhaler).

SWIMMING

Little Explorers campers will receive instructional swim lessons, which follow the Red Cross guidelines by our Aquatics Director and swim staff, however, the Little Explorers campers will not be tested to determine their level of competency. All Little Explorers campers will be classified as non-swimmers and will be placed into lesson groups according to their swimming ability.

Under New York State and Westchester County Health Department regulations, all non-swimmers must be readily identifiable. The Town of Lewisboro Day Campers will be using neon orange wristbands to identify our non-swimmers. Wristbands will be given to each non-swimmer at the beginning of their swim time and collected at the conclusion of their swim time. In addition, our campers who are classified as swimmers will be wearing different neon green colored wristbands. This has been added as an extra level of safety to ensure that a non-swimmer cannot take off their wristband and proceed to a swimmer area (which formerly did not use wristbands). Therefore, all campers must wear a wristband to swim. Any swimming concerns/notes should be sent in writing to your child's counselor. The note should be placed in an envelope and marked on the outside: Attention Mary Kohn

SWIM ATTIRE/GEAR

Campers should wear their bathing suit under their clothing and bring their change of clothes in their bag/knapsack to change into after their swim time on their regularly scheduled swim days. This will alleviate the need for two complete changes which is extremely helpful, particularly with our younger

campers. **On days that your child is not scheduled to swim, a bathing suit and towel should be sent as they may be using sprinklers, particularly on hot days.** The following items are necessary for swim time: bathing suit, towel, sunscreen, and hair ties (for children with long hair). The following items are optional: goggles, bathing cap, brush/combs, and ear plugs/wax.

All towels, clothes, lunch boxes/bags should be clearly labeled with your child's name to prevent their valuables from ending up in the lost and found.

We suggest you apply sunscreen to your child prior to going to camp each day and send sunscreen with your child to camp. Counselors will be asked to remind their campers to apply sunscreen throughout the day and will assist younger campers who need help applying it if written permission is given to the camp.

RELEASE FORM

When you registered your child for camp, the release form you signed indicates that your child(ren) will participate in regularly scheduled camp activities (i.e.; arts & crafts, swimming), special events (i.e.; water carnival, moon bounce) and off-site trips which includes the Lewisboro Town Pool. If there is an activity you do not wish your child to participate in, you should notify the Camp Director, Tania Sanchez in writing.

SAFETY PROTOCOLS DURING THE PANDEMIC

Check-in:

All children will be scanned daily for a temperature check with their parent/guardian present. These screenings will occur from 8:00am to 8:45am. Lewisboro Elementary School will be closed to the public and late arriving children be accepted when prior notice is given.

No child(ren) or counselor should come to day camp if they exhibit signs of illness or symptoms related to COVID-19. If a child becomes sick at camp, they will immediately receive isolation from the other children. Parents will have one hour to arrange pick up after notification by the camp directors. Failure to pick up your child promptly will forfeit attendance at day camp for the rest of the season.

Face Masks:

Campers must bring a face covering daily. We will encourage campers to wear their mask, but they are not required to wear one.

All unvaccinated counselors will wear a face covering except when swimming and playing games where the covering inhibits breathing. If masks are removed all unvaccinated counselors will maintain the safe social distance of 6ft.

Sanitization:

A hand sanitizing station will be available at the entrance of camp. Campers must apply sanitizer when they enter the camp site. In addition, following NYS guidelines, the practice of hand washing and hand sanitizing will be required between all program activities, after using the restroom, before eating, and before departing the last program activity.

END OF CAMP DAY

No child may remain at the campsite after the camp program ends. Please be sure to check your child's bag/knapsack daily for any camp memos or projects that may be coming home with your child. All After Camp campers will be bussed from Lewisboro Elementary School to Lewisboro Town Park.

LATE PARENTS

Parents are expected to be at the campsite promptly at the dismissal time. If a parent will be late, please call and notify the camp director and try to have a neighbor/friend pick up your child. We realize there are sometimes unforeseen circumstances; however, **repeated lateness will not be tolerated. To compensate camp staff, who need to remain after camp beyond the time stated in their contract, a \$20 fee will be charged each time a staff member must remain at camp with a camper whose parent is continuously late (more than twice).**

CLOTHING

Campers should come to camp as comfortable as possible. Shorts, short sleeve shirts, and sneakers should be worn. Sandals are **NOT** recommended. Swimsuits and towels should be brought daily.

LUNCH AND DRINK

All full day campers should bring their lunch and drink each day. In addition, you may want to send a separate snack and drink. Lunch boxes or insulated lunch bags with a freezer pack should be used. To ensure a cold drink, you may want to freeze your child's juice box overnight and allow it to thaw during the day. There is no refrigerator at Lewisboro Elementary School; therefore, lunches should contain non-perishable food items. Limited refrigeration is available for medications, etc. **Please, no glass containers!**

PERSONAL BELONGINGS

We ask that parents do not allow their children to bring their own personal belongings to camp (i.e., cell phones, toys, iPods, iPads, books, etc.). We cannot be responsible for their safekeeping, and it sometimes causes friction within the groups particularly with our younger campers.