

SUMMER CAMP 2020 SCHEDULE

- June 25 - employee training & sign ups **NO CHILDREN**
June 26 - employee training & sign ups **NO CHILDREN**
June 29 - **1st DAY** – Campers Orientation
July 3 - Animal Experience (**NO afternoon extended**)
July 6 - NO CAMP
July 16 - Creative Art Day
July 23 - Babysitting class
July 31 - Bike Safety Day
August 10 - NO CAMP
August 13 - Evening Talent show/End of the Year Awards
August 14 - **Last day of Park** – cookout (**NO AFTERNOON EXTENDED**)

FIELD TRIP & SPECIAL EVENTS

We regretfully will not be able to offer offsite field trips this year. We are hoping to have groups/presentations brought in through-out the summer. Additional fees may be required for these activities.

EXTENDED CARE

Daily fee for extended care \$20 – this would include morning and afternoon sessions. Fees must be paid the day of service.

CELL PHONES

Cell phone usage is not allowed at park. If your child needs to bring a phone to camp, the phone will be turned in to their supervisor upon arrival; it will be returned to them at the end of the day. Cell phones can interfere with a child's experiences at park. We want all campers to embrace this time to learn about and navigate social situations while not being connected to the digital world.

6/1/20



TOWN OF WARREN PARKS & RECREATION DEPARTMENT

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FACEBOOK – Warren Recreation Department

WARREN RECREATION SUMMER CAMP PROGRAM

PARENT HANDBOOK 2020

Recreation Director Tara Thibaudeau
Assistant Director Katie Servant

WELCOME

My name is Tara Thibaudeau and this will be my 5th summer as the Parks and Recreation Director. We are very happy that Katie Servant will be back as our assistant director. 2020 has proven to be a challenging year thus far and because of that, the summer of 2020 is going to look different. Katie and I have been working hard on a COVID 19 plan that will make it possible for Warren to continue the tradition of providing a memorable experience for our families. There will not be any off-site field trips, CITs or special programs this year. Many campers have not seen their friends in a while. We will provide a safe, healthy, and fun program, following all the rules and guidelines set forth by the Governor's office.

OBJECTIVES

This summer we hope to provide campers with opportunities to build relationships which will help develop personal awareness, independence, social interaction skills, and a positive use of leisure time. We will also provide opportunities for self-expression through arts and crafts, sports, and socialization with peers; provide trips and excursions that enable campers to visit points of interest for fun and enjoyment and to build lifelong relationships and memories. BUT above all to just have some old-fashioned fun.

FACILITIES

Burr's Hill Park
Warren Town Beach
Mary V Quirk Recreation Center (MVQ)

TIMES & LOCATIONS

Extended morning hours – 7-9am (MVQ)
Traditional camp hours – 9 am – 3 pm (Burr's Hill Park)

Drop off time – 9-9:15 am

Pick up time – 2:45-3 pm

Extended afternoon hours – 3-5 pm (MVQ)

PERSONAL INFORMATION

It is important to let us know any health or physical information that may affect your child's day in camp. This will help us make sure your child has a fun and safe experience every day. There is an area on the registration form to provide this information. It will be kept confidential.

LUNCH

Lunch time will be between 12 and 12:30 daily. We will be participating in the Summer Food Service Program (SFSP). This program is FREE to all campers attending the program. Children will let their counselor know at drop off if they need a lunch for the day. *lunch must be ordered before 9:30 am. Lunches will be delivered to their home bases.

SNACKS

There are traditionally 2 snack breaks during the camp day. Children are responsible for their own snacks and drinks. During this time the lemonade truck will visit the camp. There is a cost associated with this purchase. The snack shack will also be available to campers at the main tent during this break. Children will take their snack breaks in their home bases.

DISCIPLINE

MINOR VIOLATIONS are related to behavior and do not endanger the safety of the child or others. They are recorded in the disciplinary log.

EXAMPLES: inappropriate language, teasing, disobeying supervisors, or mistreatment of equipment

INFRACTIONS:

1. Verbal warning
2. 5-minute break at the main tent and a note home
3. 10-minute break at the main tent and a note home
4. One day suspension
5. After 3 suspensions the child will be expelled from the park

MAJOR VIOLATIONS endanger the safety or well-being of the child, other children or staff. These are also recorded in the disciplinary log.

EXAMPLES: physical contact, theft, leaving camp without permission, or bullying

INFRACTIONS:

1. Written warning sent home & 15-minute time out at the Main Tent
2. Removal from camp for the day
3. Expulsion from park for the year

EMERGENCY PROCEDURES

When children are at camp, they run, yell, play hard and occasionally fall and skin their knees. We will not call you for every bump and bruise; an email will be sent home if 1st aid was provided.

If a camper is injured, a health problem arises, or professional medical help is needed, the following steps are taken:

- 911 is immediately called
- The parent or guardian, or if not available, your emergency contact person is notified
- First aid is administered by our trained staff until professional help arrives
- An appropriate staff member will accompany your child to the hospital and will remain until a family member or an emergency contact person arrives.

MEDICAL INFORMATION

If your child shows up to camp ill or becomes ill during camp hours, you will need to pick them up immediately or arrange to have them picked up.

Please do not send your child to camp if they have such illnesses as:

- conjunctivitis (pink eye)
- a fever, chills, body aches within the last 24 hours
- Diarrhea or vomiting within the last 24 hours
- head lice *
- Cough, runny nose or stuffy nose (not related to allergies)
- Shortness of breath
- Sore throat

* Teach your children to not share combs, hairbrushes, hats or head scarves with other children. If head lice are detected during camp, you will be called to pick your child up immediately. Your child needs to be nit free before returning to camp. If there is a case of head lice at camp all children within that age group will be screened the next camp day. Parents will receive written notification within the next two camp days.

MEDICATION POLICY

EpiPens & inhalers will be administered only when a medical consent form is on file. Tylenol/ibuprofen & Benadryl will be administered if the designated spot on the registration form has been initialed by a parent of guardian.

Our staff are not medical professionals and so will not administer any other prescribed medication. Parents may opt to have their child self-carry, but a medical consent form must be on file.

ARRIVAL & DEPARTURE POLICIES

Traditional camp –children will be dropped off and picked up in the parking lot at Burr’s Hill. **NO SOONER THAN 9 AM**

Extended Day –children will be dropped off and picked up at MVQ (Front Door)

*All campers **MUST** check in and check out with their assigned supervisor daily or the Main Tent for late arrivals/early dismissals.

*Children will only be released to individuals on their registration form.

LATE PICK UP – Children will be brought to MVQ after 3 pm. If your child is left after 3 pm more than 2 times a fee of \$10 will be assessed each time.

PROGRAM ORIENTATION

Orientation is held on the first day of the program by staff. Orientation is given to all campers and includes general information, rules, requirements for field trips, special activities and an explanation of possible site hazards. Campers who are not present on the first day will receive their orientation on the first day that they attend.

PROGRAM ORGANIZATION

Campers will be grouped according to age/grade. Each morning children will participate in morning exercises (Pledge of Allegiance, attendance, and daily announcements). They will then participate in age appropriate activities and games with their assigned groups. Everyone will break for lunch from 12 noon until 12:30 pm. At the end of the day, children will be dismissed to adults on their registration form. ID’s will be checked at dismissal time, if necessary.

Parents will receive an email with information on group assignments and 1st day procedures, prior to the June 29th.

INCLEMENT WEATHER

In cases of inclement weather, camp will remain open. Campers will be dropped off or brought to MVQ. If the weather improves, Burr’s Hill Park will reopen. Please check our FACEBOOK page to find out the most up to date information. Check our COVID 19 Plan for rainy day structure.

RULES & EXPECTATIONS

1. Listen to and follow directions.
2. Speak to others in a polite manner, no swearing, obscene gestures or hurtful comments.
3. Show respect to staff and others.
4. Never leave the program without checking out with a staff person.
5. Keep hands and feet to oneself; no pushing, shoving, or touching others in an inappropriate manner.
6. Respect equipment – no vandalism or mistreatment of equipment.
7. Remain 14 feet away from other “stable groups”

DO

- Come prepared to play and use your imagination
- Bring a snack or money for the ice cream truck
- Bring a bottle of water & label
- Wear sunblock
- Wear sneakers (flip flops are discouraged)
- Label your personal belongings
- Bring hand sanitizer

DON'T

- Bring electronics
- Wear nice clothes
- Bring toys from home
- Bring valuables
- Bring weapons
- Have to wear a facial covering
- Have to social distance with in “stable group”

PERSONAL ITEMS

To help us provide opportunities and relationships and help develop personal awareness, independence, social interaction skills and a positive use of leisure time, children who bring personal toys and hand-held computing devices will not be allowed to play with them during the program. The town is not responsible for lost or stolen property.

WHAT SHOULD MY CAMPER BRING?

The summer program is an outdoor camp. Your child will get dirty and sometimes wet! Be sure your child has a water bottle, hand sanitizer, snacks, bathing suit, towel, sunscreen (if you wish for them to reapply).

ALL ITEMS SHOULD BE LABELED.

COVID 19 PLAN - DAILY SCHEDULE

1. **STABLE GROUPS** – Each child will be placed in a group with no more than 1 supervisor per 14 children (This group will remain consistent throughout the summer)
2. **GROUP LOCATIONS** – each group will have a “Home Base” & be at least 14 ft apart – shaded area with picnic table and/or mats, baskets will be provided for belongings
3. **DROP OFF** – 3 assigned entrance gates – campers go to their designated location – parents/guardians do not leave their cars or come into the park
4. **MORNING ROUTINE** – wellness screening, lunch order, attendance, pledge, announcements in their “Home Base”
5. **ACTIVITY** – At least 17 “Play Zones” 14 ft apart, equipment specific to each group – each group will go to predetermined location
6. **PALAGIES/SNACK** – Groups will go to the truck one at a time – A daily schedule will be followed, and snack will be eaten in their “Home Base”
7. **ACTIVITY** – At least 17 “Play Zones” 14 ft apart, equipment specific to each group – each group will go to predetermined location
8. **LUNCH** – Groups will eat in their “Home Base”, wagon will deliver the lunches to groups, one group at a time
9. **ACTIVITY** – At least 17 “Play Zones” 14 ft apart, equipment specific to each group – each group will go to predetermined location
10. **PALAGIES/SNACK** – Groups will go to the truck one at a time – A daily schedule will be followed, and snack will be eaten in their “Home Base”
11. **ACTIVITY** – At least 17 “Play Zones” 14 ft apart, equipment specific to each group – each group will go to predetermined location
12. **DISMISSAL** – Groups will be dismissed from their “Home Base” using the 3 assigned gates. A staggered dismissal time will take place starting with younger groups at 2:40, 2:50, & 3:00 pm.
13. **RAIN DAYS** – Mary V Quirk will house children on rain days. Each group will be assigned a “Home Base” and children will each and play in that area for the day. When one room is used by 2 groups a visual barrier will be constructed ensuring each group is 14 ft apart.
14. **BEACH** – 1 – 3 Groups will visit the beach at a time, a schedule will be created (this will be one of the 17 “Play Zones”) – social distancing will be following.

COVID 19

POLICY & PROCEDURE

- Parents are asked to stay on the parking lot side of the park.
- Each supervisor will go through a daily wellness screening prior to the start of camp
- Each child will go through a daily wellness screening with their assigned counselor, during morning routine in their “home base”.
- Each group will be given hand sanitizer to be used throughout the day (especially during attendance, restroom use, snack, lunch, end of activities and dismissal) – children are encouraged to bring their own hand sanitizer if preferred
- Children are not required to wear masks
- Children are not required to social distance within their “Stable Group”
- Groups will maintain at least 14 ft between “stable groups”
- Children are encouraged to bring labeled water bottles
- There will be no CIT’s this year
- There will be no off-site field trips
- There will be no bowling, wrestling, rowing, gymnastics or tennis at this time
- Shared equipment will be cleaned by the main tent supervisor after each use
- A designated area will be created for children who are not feeling well.
- Each group will receive a bin with supplies for their “home base” for the year
- “Play zone board” will be displayed. Supervisors will choose activities/locations for the 4 different times during the day.
- Employees are required to wear face coverings UNLESS an employee can easily, continuously, and measurably maintain at least 6 ft. of distance from other employees for the duration of his/her work

Campers will be notified the week before camp with 1st day instructions

DROP OFF/PICK UP PROCESS

- Parents are asked to stay in the car AT ALL TIMES
- Staggered dismissal times will be designated – starting at 2:40 pm
- 3 gates will be used to enter/exit
- Mary V Quirk will utilize the front & back door for dismissal
- On arrival campers will go to their “Home Base”
- At drop off parents must attest that they have read through the wellness screening and that their child was cleared to enter. (Children will be screened in their “Home Base” as well)
- Late arrivals (after 9:30 am) & early dismissals (before 2:30) will still go through the main tent.

EXCLUSION FOR HEALTH REASONS

- If your child or anyone in your household is sick (see symptoms below) your child will not be allowed to come to camp and will not be able to return for 72 hours (3 days) without any symptoms.
- Symptoms that will result in exclusion include but may not be limited to; fever of 100.4 or higher, cough, shortness of breath or difficulty breathing, runny nose, chills, loss of taste or smell, sore throat, muscle pain, diarrhea, vomiting, abdominal pain and rash or change in skin color.
- If anyone in your household has coronavirus, we are required to report it to the Department of Health and your child will not be allowed to return to camp until cleared by the DOH.
- If a child begins to show symptoms of illness (see above list of symptoms) during the camp day, s/he will be isolated away from other children with one adult until they are picked up.
- Any child who has been in direct contact with or has been exposed to anyone who has been confirmed to have coronavirus will be excluded from the camp, pending guidance from the RI Department of Health and the Office of Childcare Licensing at DHS

DAILY SCREENING TOOL

The form below will be used daily for every camper and staff member. All questions will be asked orally. Should the answer be “yes” for any camper or staff member, further precautions will be taken and if necessary, the camper or staff member will be sent home. They will wait in a designated area until their family arrives for pick-up.

Date: _____ Name: _____

Reason for entering facility: _____ Please let us know if you have had any of the following:

Has anyone in your household been diagnosed with COVID-19?	
Have you been told to quarantine yourself by any public health authority? If so, when does/did your 14-day quarantine end?	
Have you been in close contact (less than 6 feet for a prolonged period) with someone who has tested positive for COVID-19?	
Have you traveled anywhere outside of the 50 United States or on a cruise?	
Have you traveled anywhere in the United States by commercial airlines?	
	Yes /No
Fever (temperature of 100F or more)	
Cough	
Shortness of breath or difficulty breathing	
Body aches	
Chills	
Runny nose or stuffy nose	
Sore throat	
Diarrhea	

If the answer to any question is “yes”, the person should be excluded from the facility until:

- They are completely free of symptoms for 72 hours, AND
- 7 days have passed since their first symptoms started

In the last 14 days: If the answer to any question is “yes”, the person should be excluded from the facility and should self-quarantine until 14 days have passed since the time of potential exposure/travel.

LOST AND FOUND

Found items will be held at the Main Tent and displayed during the day. We are not responsible for lost items. All unclaimed items will be donated. Items will be posted on Facebook throughout the summer, so please keep an eye out.

COMMUNICATION

- Information will be posted on FACEBOOK – Warren Recreation Department and on the bulletin board at Burr’s Hill & Twitter
- A weekly email will go out to all registered families
- A newsletter will be available to families without internet access

BEACH ACCESS

The Warren Town Beach will be opened to campers. Children are required to wear appropriate bathing suits and bring towels, if using this recreational activity. Supervisors will remain with children at the beach, as well as, a lifeguard. Changing tents are available for campers to switch into bathing apparel.

SUNSCREEN

It only takes 15 minutes of exposure of the sun’s UV rays to damage the skin. Since children in the Summer Recreation Program regularly participate in outdoor and water related recreational activities, we strongly recommend that all campers wear sunscreen with a SPF of 15 or greater on all exposed skin daily. Our staff is not allowed to apply sunscreen to campers. Please apply before camp. If you wish for your child to reapply sunscreen, please send it with your child. Sunscreen dispensers are available at the main tent and lifeguard stand at the beach.

PRESCHOOL

Our Preschool program (3-5-year olds) will have a new location this summer. Children will be dropped off and picked up at Burr’s Hill Park. “Home base” areas will be designated in the shade and the majority of activities will take place in that area. This alternate scenery is to keep them outside as much as possible. They will be using the beach, but parents will be notified in advance. Please remember children must be potty trained to attend this program.