



Amherst Recreation Department

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Greetings Parents,

Welcome to the Wild About Science Camp! We are thrilled to be offering a camp at the Mont Vernon Village School this summer for the second time. It is our goal to provide a safe, and exciting two weeks for your child(ren). Each week is centered around a weekly theme filled with all things science!

Please read through this manual before the start of the program. At the end of each packet, there are multiple forms you and your camper will need to sign and deliver to the Summer Camp Coordinator, Nicole Colvin-Griffin by the start of the program. If you have any questions, please feel free to contact the recreation office at 673-6248.

We are excited to have you on board with us this summer. Thank you for helping us provide a fun and exciting camp experience for your camper.

Sincerely,

Amherst Parks and Recreation Department

WHAT TO WEAR

Children should dress in “play” clothes, be it shorts or pants. They will get dirty at camp since they participate in games, sports activities, as well as arts & crafts. Please have your child wear closed-toed shoes every day for hiking. Flip flops, crocks and similar shoes are very difficult to hike in particularly on wet rock, but they can be brought for water activities. Pack an extra set of clothes and shoes (don't forget clean socks) to change into in the event they need to before getting into the car for the ride home. We want your child to be comfortable and prepared for changes in weather or any activity. **Sunscreen is highly recommended.** Please send your child in the morning with sunscreen already applied. Participants are out in the sun for much of the day and we want your child to be protected. Please have your child put it on before he/she arrives or bring it with him/her. Staff are not responsible for sunscreen application. We will help apply it and remind children to reapply. The children should also bring a bathing suit with them every day.

Please send these items with your child every day (in a knapsack) they attend:

- Lunch & snacks
- A re-usable water bottle labelled with your child's name
- Bathing Suit & towel
- Hat with a visor
- Sunscreen (active sunscreen wears off nearly every hour)
- Bug spray
- Closed toed shoes for hiking (& extra socks)
- Sandals/water shoes/old sneakers (for water play)
- Sweatshirt or light jacket
- **Raingear** – we go outside rain or shine (except thunderstorms)
- Complete change of clothes (t-shirt, shorts, underwear & socks)

Your child's last name should be written on all clothing and gear as these items are often left behind.

Please do not send the following items with your child unless it is for a specific program we are offering.

- Knives or weapons of any kind (no exceptions)
- Cell phones
- Electronic gaming devices
- Electronic music players (only if designated by Camp Director for long field trips)

LUNCHES/SNACKS & WATER BOTTLES

Each child should bring a lunch and snacks from home each day. Please put your child's last name on packs and coolers. A **re-usable water bottle labelled with your child's name** is a must for every day.

PARTICIPANTS WITH SPECIAL NEEDS

We strive to meet the individual needs of all our participants. If you have a child with any special physical, emotional, behavioral, mental, or medical needs, and you have not talked with us directly about working with your child's needs, please do so prior to the start of the program. We are committed to providing a wonderful summer experience for a wide range of children. If we find that we cannot adequately meet the health needs of your child within our program setting, we may need to have your child leave the program early.

MEDICATION VACATION

The Amherst Recreation Department strongly supports the American Academy of Pediatrics position that summer is not an appropriate time for a "drug holiday" from behavior and/or mental health drugs. The challenges of a new environment, a changing schedule, and the need for a longer concentration span during the program day are reasons why a medication change during the summer is not timely. Please feel free to discuss individual considerations with the Recreation Director.

HEAD LICE/NIT POLICY

In the event of a child showing signs of nits or lice at the Amherst Recreation Department the parent will be notified and the child will need to be picked up from the program immediately. Children are not allowed back into the program until the child is free of all nits and lice (to be checked by Summer Camp Staff).

DISCIPLINE

A Discipline Policy is attached at the end of this manual. This discipline policy must be read and signed by both the parent and the child so that there are no questions as to what the rules are at camp.

During the course of the day, the Camp Director may call a parent and ask that he/she come to pick up his/her child. If the parents cannot be reached, the child will sit out until a parent can come and get the child.

If prolonged disciplinary problems occur with a child, the Department reserves the right to deny the child participation in the Summer Camp as well as other Department programs.

BOUNDARIES

Counselors supervise their assigned group and others when engaged in activities.

During Camp Hours **NO ONE** is allowed to play:

1. In the Woods (unless in a group and accompanied by a Camp Counselor)

2. In the parking lot

ARRIVAL AND DISMISSAL

Children **SHOULD NOT ARRIVE EARLIER THAN 9:00am**. The staff arrive early to prepare for the day.

No child is to leave camp early without a permission slip from his/her parents. If a child needs to leave early, his/her parent must notify the Camp Coordinator at the start of the day and the parent must arrive at the specified time to pick up his/her child. When a child is leaving earlier than usual, the Camp Coordinator must make sure the child is signed out by the appropriate person. If a child or parents fail to adhere to this policy, standard disciplinary action will result as detailed in the Discipline Policy. If a child is to be picked up by someone other than his/her parents, a note from the parent must be given to the Camp Coordinator. The person's name, address and telephone number **must** be provided in the note. **No child will be permitted to leave with anyone under 18**. The person picking up a child will be asked for identification prior to signing out the child until we become familiar with him/her.

Drop off /Pick up Procedures:

Children should be dropped off and picked up at the outside play area at the Mont Vernon Village School. Drop off is at 9am and pick up is at 4pm. Please check in with the camp coordinator to sign your camper in/out.

We, the Amherst Recreation Department staff, **are not responsible** for any child who is dropped off prior to 9AM or who are left after 4PM.

If a child is left in excess of 45 minutes, and the Recreation office staff is not able to reach a parent or anyone on the list of emergency numbers provided by his/her parents, the child will be taken to the Amherst Police Station.

We, the Amherst Recreation Department staff, **ARE NOT RESPONSIBLE** for any child who is dropped off prior to 9AM or who are left after 4PM.

If a child is left in excess of 45 minutes, and the Recreation office staff is not able to reach a parent or anyone on the list of emergency numbers provided by his/her parents, the child will be taken to the Amherst Police Station. The New Hampshire Department of Health and Human Services Division for Children, Youth and Families may be notified if the situation warrants such action.

TELEPHONE POLICY

The telephone(s) on the premises **ARE NOT** to be used by participants. Staff are the only people permitted to use the phone for business purposes.

If you need to contact your child, please contact the recreation office at 673-6248 and we will get the message to them.

The use of personal cell phones by program participants is prohibited. We strongly recommend that cell phones remain at home. The Recreation Department **IS NOT** responsible for participant cell phones.

RAIN DAYS

Wild about Science is an outdoor, nature-based camp. We have both indoor and outdoor activities, but we do go outside in the rain. However, we do come in when the weather seems dangerous (lightning/thunder). These storms usually pass quickly and we will return outside.

ABSENSE FROM PROGRAM

If your child is going to be absent from the program on any given day please call the office prior to 8:30am at 673-6248. No refund or credits will be given for any child who is sick or absent from the program on a day they were previously registered for. There may be no substitutions for kids who cannot make the program on a particular day. Refunds will be given on a case by case basis. In order to receive a refund, parents must submit their request in writing, to the Recreation Director, stating why he or she wishes to receive a refund.

Beach Days

We will be traveling to Baboosic Lake for a swim on Tuesdays and Thursdays from 1-3pm. Please check in with your camp coordinator to see which day they are going on Monday drop off. Only 13 campers travel at one time. Please note, you do not have to go to the beach if you do not want to. All campers wanting to swim will be tested by our Red Cross certified lifeguards if they are swimming past their arm pit level.

Parent Contact Information

Participant/Childs Name: _____

Parent 1 Name: _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

e-mail address 1: _____

e-mail address 2: _____

Parent 2 Name: _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

e-mail address 1: _____

e-mail address 2: _____

Pick-up People – These people have my permission to pick my child up:

Name:	Phone:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

DISCIPLINE POLICY

Please read this document carefully, then SIGN AND RETURN this form to the camp coordinator.
A second copy has been provided for your records.

Keeping order and good conduct of behavior at the camp enables all participants to have fun and get the most out of their summer experience. We have a strict discipline policy to ensure everyone's safety and peace of mind.

EXTREMELY SERIOUS OFFENSES: Sexual harassment/abuse
Fighting/endangering another person's well-being.
Running away from the playground
Possession/use of alcohol and/or tobacco products

CONSEQUENCES: These offenses will be investigated by the administrative staff of the department and appropriate action will be taken including possible suspension from program for the remainder of the summer. **No refunds will be given.**

SERIOUS OFFENSES: Endangering another person's well-being.
Swearing or verbal abuse of staff and/or participants.
Stealing or destruction of property.

CONSEQUENCES: First offense - Child will receive written notice to parent/guardian about the problem.
Second offense - Child will be removed from the activity.
Third offense - Three day suspension from program.
Fourth Offense - Suspended from the program for the remainder of the summer. **No refunds will be given.**

MINOR OFFENSES: Breaking program rules

CONSEQUENCES: First offense - Verbal warning.
Second offense - Written warning to parents.
Third offense - Removal from activity.
Fourth offense - Three day suspension.
Fifth offense - Suspension for the remainder of the summer. **No refunds will be given.**

I have read and understand the above policy. I assume the responsibility of ensuring that my child is aware of this policy and the consequences of his/her actions should there be any such misbehavior.

Parents Name: _____ Signature: _____

Child's Name: _____ Signature: _____

Date signed: _____

COPY FOR PARENT'S RECORDS

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SIGN AND RETURN TO CAMP COORDINATOR