



2021 Parent Packet

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www.stowerec.org



Dear Parents,

We are preparing for another exciting and rewarding summer with your children. We learned a lot from our experiences in 2020 and we're looking forward to continuing to offer a safe and fun environment that your child can thrive in. In a lot of ways, 2020 opened up possibilities for our camp to get back to the root of what summer camp means- community, play, exploration, and fun. We are so grateful that you've chosen us to provide a quality experience for your children.

Our summer camp leadership team is working hard to implement vital safety precautions while keeping our core values in mind. Our goal has always been to keep your children safe and healthy, to promote an environment for growth, friendship, and camaraderie. This mindset is still at the core of our program. There are changes we are required to make to ensure we are doing our best to keep your children, your families, and our staff safe during this time.

At the beginning of this packet there are two forms that we ask you to take the time to fill out and return to our office, prior to the first day of camp. The rest of this packet includes all the necessary information that you will need to prepare you and your child for their summer camp experience. Please read through this entire packet and make your child aware of all the information pertaining to the policies and procedures. This will provide your child with an understanding of what is expected of him/her/them while at camp. Each of us- parents, camp directors and counselors- play a significant role in making your child's camp experience fun, safe, and memorable.

We look forward to summer camp all year long, and we know how vital summer camp is for children and families. We are here to provide the best program we can for your children. If you have any questions about our camp or your child's experience here, please contact us.

Happy Summer,

Kelli Millick

Program Director

Inclusion Intake Form

This form is for informational purposes so that the Inclusion Coordinator can best support each camper as an individual within our program.

Please take a moment to fill-out this form to the best of your ability and submit it to the Recreation Office. Notify Stowe Parks and Recreation Summer Camp if there are any changes to this form after submitting it.

Participant Information:

Name: _____ Age: _____ Gender: _____

Group (circle one): Explorers, Innovators, or TREC

Parent/Guardian Information:

First person to contact:

Name: _____ Relation: _____

Contact Information: (____) _____ - _____

Alternate Contact:

Name: _____ Relation: _____

Contact Information: (____) _____ - _____

Accommodations:

Check the following that apply to your camper.

- | | |
|---|--|
| <input type="checkbox"/> Seizures | <input type="checkbox"/> Allergies |
| <input type="checkbox"/> Food Restrictions | <input type="checkbox"/> Physical Challenges |
| <input type="checkbox"/> Sensory Challenges | <input type="checkbox"/> Other |
| <input type="checkbox"/> Walker or Wheelchair | |

If you checked anything above, please explain:

Check any applicable statements about your camper and explain if necessary:

- | | |
|--|---|
| <input type="checkbox"/> Needs assistance eating/drinking | <input type="checkbox"/> Needs assistance toileting |
| <input type="checkbox"/> Needs assistance changing clothes | <input type="checkbox"/> Needs assistance communicating needs |
| <input type="checkbox"/> Needs assistance to walk or move | <input type="checkbox"/> Needs reminders to be safe with their body |
| <input type="checkbox"/> My camper may isolate themselves from the group | <input type="checkbox"/> My camper may wander from the group |
| <input type="checkbox"/> Needs assistance with entry into water | <input type="checkbox"/> Uncomfortable in specific weather conditions |
| <input type="checkbox"/> Needs assistance in orientation to people, place, and/or time | |
| <input type="checkbox"/> Has limitation to recreational activities (please specify) | |

If you checked anything above, please explain:

Describe your camper's strengths:

Describe your camper's likes:

Describe any concerns you or your camper has about camp:

Describe information that may help encourage positive behavior and safety of your camper:

Describe any environmental, situational, or other triggers that may upset your camper:

Does your child have trouble with transitions? If so, how can I make transitions easier for him or her?

Describe any strategies that may help your camper calm down when they are upset or frustrated:

What adaptive coping strategies do you use to support your child that we could implement at camp?

If your camper has a Behavioral Management Plan at school, do you give us permission to discuss this plan with the school?

*Release of Information form is required from Stowe Rec and Stowe Elementary School is required.

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Name: _____

Behavior and Discipline Agreement

Our staff are trained to have a **Firm, Fair, and Consistent** philosophy on behavior management. Parents and/or Guardians are responsible for reviewing the Behavior Agreement with their child(ren) to establish clear understanding of behavioral expectations and the consequences of not meeting these expectations. The Behavior Agreement ensures that campers, parents/guardians, and staff have an established foundation of understanding before the start of our program. The Stowe Parks & Recreation Department reserves the right to send home any camper whose behavior is considered to be detrimental to the best interests, health, or safety of other campers, staff, themselves, or the camp. No refund is given for disciplinary dismissal.

| Stages of Behavior | |
|---|--|
| *This is not an exclusive list. Additional behaviors may result in a write up. | |
| Stage 1 | Unsafe play, rule breaking, not following instructions |
| Stage 2 | Hands-on, inappropriate language, disrespectful/bullying/harassment |
| Stage 3 | Threat on safety of self or others, physical inappropriate behavior, violence towards a camper or staff member |

All behavior incidents will be documented.

Action to be taken upon write-ups (see Discipline Procedures following this agreement):

Step 1: Verbal Warning(s) and/or Time Out

Step 2: Activity Suspension

Step 3: Parental call from Leadership Staff

Step 4: Parental meeting with Leadership Staff

Step 5: Program Suspension

Step 6: Expulsion

The Department reserves the right to skip steps should the situation warrant.

Parent/Guardian Signature

Child's Signature

Discipline Procedures

In an effort to better acquaint the participants and parents of our discipline procedures, we are providing you with steps for dealing with disciplinary concerns. Prior to the start of the program our counselors will review camp values and the behavior agreement. We review these rules with all campers and ask them to acknowledge that they understand our rules and boundaries. We stress to each of our leaders to be fair to all parties involved, listen to all sides, make the discipline fit the offense, and do not pre-determine an individual's guilt based on previous behavior or other circumstances. Disciplinary actions will be taken in this order:

Step 1: Verbal Warning(s) and/or Time Out

We make the child aware that they have crossed a defined boundary. Verbal warning will be given first in an effort to redirect the behavior. Children may be requested to sit out of an activity for a brief period (2-5minutes) if behavior continues. We also remind them that continuation of such behavior may lead to suspension from future activities. Time outs will be documented.

Step 2: Activity Suspension

If the behavior persists, the Inclusion Coordinator will be notified by counselors. The Inclusion Coordinator will determine if the child is suspended from a daily activity. This may include activities such as swimming, sports, games, etc. In this case, the Inclusion Coordinator will notify the Camp Directors of the continued misbehavior and document the occurrence. We will review the Participant Conduct Form with the parent regarding the incident and the disciplinary steps taken.

Step 3: Parental call from Leadership Staff

The Program Director, Camp Director, or Inclusion Coordinator will call the parents. Behavior issues will be discussed, and resolutions will be determined. In some situations, the parent may be asked to pick-up their camper.

Step 4: Parental meeting with Leadership Staff

The parents will be asked to meet with the Program Director, Camp Director, and Inclusion Coordinator. This meeting is a time for the parents and Leadership Staff to set up a behavior plan that will best accommodate the child moving forward.

Step 5: Program Suspension

If the behavior persists, the Stowe Parks and Recreation Department reserves the right to suspend the child for a period determined by the Leadership Staff. Refunds are not issued for disciplinary dismissals.

Step 6: Expulsion

The Stowe Parks and Recreation Department reserves the right to expel your child in the event of serious or persistent inappropriate behavior. Refunds are not issued for disciplinary dismissals.

The Department reserves the right to skip steps should the situation warrant.

CAMP GUIDELINES

COVID-19 HEALTH GUIDELINES These are subject to change**

Since the Stowe Parks and Recreation Department will be offering Summer Camps during the COVID-19 pandemic, it is crucial to minimize the risks of spreading the coronavirus; therefore the following guidance provided by many resources, CDC, Department of Health, and Department for Children and Families will be implemented in our programs.

Children Able to Attend

Healthy children and children with the following symptoms may attend childcare and school age programs:

- Allergy symptoms, without a fever that cause coughing and clear runny nose may stay if they have medically diagnosed allergies and follow any medical treatment plans
- Tested negative for COVID-19, no fever for 72 hours and no symptoms of illness listed below

Children Who May Not Attend

Children may not attend when they are:

- Have been in close contact with someone with COVID-19 in the last 14 days
- Have symptoms, been tested for COVID, and are awaiting results
- At high risk due to underlying health conditions
- Sick for any reason

Children also may not attend if they are experiencing any of the following:

- A cough, fever, shortness of breath, difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell
- Fever (temperature higher than 100.4 degrees Fahrenheit)
- Severe sore throat that lasts more than 48 hours, especially with a fever
- A significant rash, particularly when other symptoms are present
- Large amounts of discolored nasal discharge
- Severe ear pain
- Uncontrolled cough
- Diarrhea
- Vomiting
- Severe headache, especially with a fever
- Other signs of illness

➤ If symptoms begin while at summer camp, the child will be sent home immediately

➤ Individuals with a temperature greater than 100.4 F will be sent home until they have had no fever for 72 hours without the use of fever-reducing medications (e.g., ibuprofen (Advil) or acetaminophen (Tylenol))

Drop Off/Pick Up

Please read the following carefully so you have a clear understanding of our check in and check out processes.

- Curbside drop-off procedure: we ask that you follow the displayed signs, stay in your car, and wait for a Camp Director to check you and your children in. Then you will proceed to the group location for drop off.
- Daily Health Check for the children and staff attending care. This screening will include questions pertaining to close contact with a person who has COVID-19, symptoms and signs of infections, and a temperature screening.
- Handwashing upon entry of all individuals entering the program, including adults
- Curbside pick-up procedure: similar to drop-off, please follow the displayed signs and wait for a Camp Director to check your child out. The Director will radio the counselors to alert them and bring your child out to you.
- If possible, we ask that the same parent or guardian drop off and pick up each day. Parents and designated persons who are self-quarantining due to close contact with a COVID-19 positive individual should NOT do drop-off or pick-up.

Cloth Facial Coverings for Children

- Help your children to understand the importance of wearing cloth facial coverings to prevent the spread of germs
- Cloth facial coverings are developmentally appropriate for children when they can properly put on, take off, and not touch or suck on the covering
- Children with medical reason for not wearing a cloth facial covering must not wear one
- Children will not wear a cloth facial covering while sleeping, eating, swimming, or other times when they would get wet
- Cloth facial coverings can be removed during outdoor activities where children and staff can maintain physical distancing; they need to have ready access to put them back as needed when activity stops

Out-of-State Travel

Children who arrive from out-of-state, or have traveled out-of-state recently, need to quarantine for 14 days or be tested at day 7 and present a negative test result before entering childcare and summer programs.

During the Day

Our program will be doing more during the day to keep your children safe including:

- Staff will be wearing cloth facial coverings all day
- Staff will remain with the same group each day
- Frequent thorough cleaning at the beginning, middle and end of each day. This includes commonly touched spaces such as doorknobs, bathrooms, desks, and eating surfaces.
- Small groups of no more than 25 individuals per group—staff and children
- Children are separated into specified spaces such as classrooms, the Rec Center, or the Stowe Arena and do not share common places
- No combined group activities
- No outside visitors and volunteers
- Frequent handwashing throughout the day with soap and water for at least 20 seconds
- Toys that cannot be cleaned and sanitized will not be used
- Children’s books, art supplies and other paper-based materials such as mail or envelopes, are not considered high risk for transmission and do not need additional cleaning or disinfection procedures.
- Field trips are only allowed if the program is able to maintain all the health guidance, as well as guidance from the Agency of Commerce and Community Development as it relates to public outdoor spaces and pools.

WHAT TO BRING

Please label all personal items and clothing with your child’s name with permanent ink or labels. The Stowe Parks & Recreation Department is not responsible for lost, misplaced, or stolen items.

- All shoes must be **close-toed** and **close-heeled** that stay securely on the feet.
 - Water shoes can be worn at the river, but they must be secure on the foot and they cannot be worn for daily activities. Flip flops are not considered water shoes.
- **Backpack- with the following items:**

| | |
|------------------------------|------------------------------|
| Morning and afternoon snacks | Swimsuit & Towel |
| Water bottle | Rainwear |
| Lunch* | Sunscreen & insect repellent |
| Extra set of clothing | Hat & sunglasses |

Parents will be required to grant a yes or no permission for Stowe Parks & Recreation staff to apply sunscreen/insect repellent to their child.

*A lunch program is available for free for campers who qualify through their school district or at \$5 per meal. Lunch does NOT include snacks; parents are asked to pack 2 snacks for their children per day. For more information, visit our website at www.stowerec.org

WHAT NOT TO BRING

We try our best to provide a fun and distraction-free environment, please refrain from bringing the following items to camp; electronics (i.e. cell phones, games, tablets etc.), toys, and money.

CHECK-IN/CHECK-OUT PROCEDURES

Check-in is from 7:45am to 8:45am. If you arrive after the drop off time, please check in at the Parks and Recreation Office as groups have already started their day.

Check-out is from 3:00pm to 4:15p.m. If you are late for pick-up you will be charged a late fee. This payment must be settled prior to your child's next scheduled day in order to attend camp.

APPOINTMENTS/EARLY PICK-UP

Late arrivals and early pick-ups are highly discouraged during the camp day. It interrupts your child's experience and is distracting to all enrolled within the camp. Due to the "on- the-go" format of our camp, campers could be on campus, at the river, around town, etc., and it becomes very difficult to try and coordinate a child being picked up early.

If an early pick-up is unavoidable you must provide the Camp Director with a written note at the time of check-in. If a last-minute early pick-up is necessary and you were unable to inform the Camp Director in the morning, please call the recreation office as soon as possible. Please plan for extra time when picking up your child.

LATE PICK UP PROCEDURE

The Stowe Parks and Recreation Department works diligently to provide affordable programs to the community. The affordability of our programs greatly depends on the promptness of the parent pickup. Please pay close attention to the end time and pick up location of your child's program.

Late Fee Structure:

| | | |
|-------------------------|---------------------------|-------------------------|
| 5-10 minutes late - \$5 | 11-20 minutes late - \$10 | 21+ minutes late - \$20 |
|-------------------------|---------------------------|-------------------------|

Fees will be invoiced at time of pick-up or within 24 hours and must be paid prior to future involvement or enrollment in programs. Exceptions may be made if staff is contacted in advance for extenuating circumstances on a case to case basis.

AUTHORIZATION FOR PICK-UP

Parents/guardians are asked to provide a list of people authorized to pick up their child at the time of registration. We will not release your child to anyone who is not on the list. If you need to update the list, you can do so at check-in or check-out by clearly communicating with the camp director. If this is a last-minute situation, you must notify the Recreation office.

TRANSPORTATION

Parents/guardians must transport their child to and from camp each day. Any transportation for activities and field trips is provided.

Walkers or Bikers

Any child with permission from a parent/guardian to walk or ride a bike to and from our camp must provide the Camp Director with a written note. The time of arrival and departure must be clearly stated on the note. Participants who ride their bikes to camp shall not ride nor play with their bikes during program hours unless it is a specified bike day.

FIELD TRIPS

Please be EARLY for field trips. Parents will be notified of field trips each week in the Newsletter which goes home on Mondays Please make note that all activities are subject to change due to weather. If a field trip is rained out, then parents will be contacted, and another trip will be substituted in its place.

Thanks to our local sponsors, each child enrolled in our summer program will receive a camp t- shirt. **CAMP T-SHIRTS MUST BE WORN ON ALL FRIDAY FIELD TRIPS** for the safety of your child. If by chance you have forgotten your t-shirt, replacements are available in the office.

In the event of a behavioral situation, parents may be required to pick the child up from the field trip location.

LOST & FOUND

All lost & found items will be displayed at the end of each camp day. At the end of the summer all lost and found items will be donated to a local charity.

WAIVERS

Some field trips may require an additional waiver to be signed. Information regarding these additional waivers will be relayed at the start of camp.

MEDICAL AND HEALTH INFORMATION

MEDICAL AUTHORIZATION FORM

If your child needs to take any medication, prescribed or over-the-counter, while at camp the Medication Authorization Form must be completed and turned in prior to the first day of camp. The Camp Directors are unable to administer any medication to your child until a Medication Authorization Form is completed and returned to them or the Recreation Office.

ILLNESS PROCEDURES

If your child is not feeling well, please keep them home from camp for the day to ensure the health of others. Please contact the Recreation Office and notify them of your child's absence. We do not have a nurse on staff or the accommodations for ill children. Parents will be contacted to pick up their child if their child is ill.

LICE PROCEDURES

If your child has lice, we ask that they do not return to camp until they no longer have any traces of lice or nits (lice eggs).

EMERGENCIES

In the event of an accident or sudden illness, the camp staff is equipped with the supplies and certified to administer first aid and CPR.

If the situation warrants further attention, the proper emergency services will be contacted. We will notify the parents, by phone, if any injury or illness requires medical attention. If we do not reach a parent our next action will be to contact those listed as emergency contacts. Please make sure ALL emergency phone numbers are current, we must always be able to contact someone.

If you have an emergency and need to reach your child during camp hours, please call the Recreation Office at 253-6138 and the message will be conveyed to the camp director immediately.

EMERGENCY DRILLS

Throughout the summer the Stowe Parks and Recreation Department may conduct emergency drills during camp hours. These drills may include fire drills, pool safety drills, lost child drills, and others.

SCHEDULES

EXPLORERS AND INNOVATORS SCHEDULE

Each week the kids will have fun exploring unique themed activities and camp favorites. Daily activities include arts and crafts, group games, sports, science activities, nature activities, water games, and more. With the onset of COVID-19 precautions, these activities and schedules are subject to change. Field trips will be confirmed on a weekly basis so we can confirm the venue is open and safe for our groups.

Weekly activity schedules for each age group will be posted on <https://www.stowerec.org/summer-camp/>

| Theme | | |
|---|----------------------------|--|
| Week 1 (6/21-6/25) | Under the Stars | Did you know that this week is National Camping Week!? What better way to kick off summer camp by sharing our favorite camping activities, some special campfire treats and spending a lot of time outdoors exploring and learning? Gear up and get ready for adventures! |
| Week 2 (6/28-7/2) | Inventor's Workshop | Have you ever thought of a cool and unique invention? This week we will be exploring creations that solve problems, stretch children's creativity, and encourage imagination! |
| Week 3 (7/6-7/9) <i>*NO PROGRAM 7/5</i> | Deep Sea Journey | Campers will dive into discovery this week, learning about the ocean's cute critters and fascinating flora. No seaweed or coral reef will be left un-explored as we go "deep-sea diving" straight into adventure. |
| Week 4 (7/12-7/16) | Top Chef | Getting kids involved in cooking helps them develop fine motor skills, eye-hand coordination, identify healthy food choices, and even early concepts of math and science. They love activities in the kitchen because they can use all their senses! This week we'll be making all sorts of healthy and delicious foods. |
| Week 5 (7/19-7/23) | Hit the Road | Think exploration, navigation, songs, snacks, and everything else that goes along with an unforgettable road trip! |
| Week 6 (7/26- 7/33) | Rec Gives Back | Rec needs YOU!! Come make a difference as you and your friends get involved in the community in which you live. This community service week is all about helping others and giving back. |
| Week 7 (8/2-8/6) | Wacky Water Week | We play plenty of water games throughout the summer, but during this camp week we're taking them to a new level! What kind of wacky water games can you come up with? |
| Week 8 (8/9-8/13) | Color Craze | Our campers will explore the world of color while learning the technique of tie dye, kid's chemistry activities and ending the week with a color run! |

TREC SCHEDULE

We are optimistic that we can attend most of the TREC field trips and activities this summer. Please be aware that this schedule is subject to change if the field trip venues are closed or cannot safely accommodate our groups. Field trips will be confirmed on a weekly basis.

To view the most current weekly schedules, please visit <https://www.stowerec.org/summer-camp/>

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|---|-------------------------------------|---|------------------|----------------------------------|---------------------------|
| Week 1 (6/21-6/25) | On Site Team Building | Journey's End Swim | Swim or Skate | Stowe Bowl | Waterbury Reservoir |
| Week 2 (6/28-7/2) | Stowe Recreation Path River Day* | Bristol Falls | Swim or Skate | Rec Path E Bike Ride | Get Air |
| Week 3 (7/6-7/9) *NO PROGRAM 7/5 | NO PROGRAM | Outdoor Rock Climbing w/ Sunrise Mountain Guides | Swim or Skate | Stowe Mini Golf | Wrightsville Reservoir |
| Week 4 (7/12-7/16) | Stowe Recreation Path River Day* | Warren Falls | Swim or Skate | Smugglers Notch MTB Center | Twin City Lanes |
| Week 5 (7/19-7/23) | Sterling Pond Hike & Swim | Tubing on the Mad River | Swim or Skate | Broomball @ Stowe Arena | Boulder Beach |
| Week 6 (7/26- 7/30) | Stowe Recreation Path River Day* | Blueberry Lake | Swim or Skate | Smugglers Notch Disc Golf | FunZone 2.0 |
| Week 7 (8/2-8/6) | Cantilever Rock Hike | North Cascades Hike & Swim | Swim or Skate | Stowe Pinnacle Hike | Lake Elmore |
| Week 8 (8/9-8/13) | Stowe Recreation Path River Day* | Paddling at Waterbury Reservoir | Swim or Skate | Bayside Beach Inflatable Park | Jay Peak |