



IMPORTANT INFORMATION

East Pennsboro Township Recreation Department

98 South Enola Drive
Enola, PA 17025
(717) 732 - 0711, opt. 3
www.eastpennsboro.net

Facebook

@EastPennsboroRecreation

Caroline Grove

cgrove@eastpennsboro.net
(717) 943 - 2358

Skylar Cochick

scotchick@eastpennsboro.net
(717) 678 - 0732

Adams-Ricci Park

100 East Penn Drive
Enola, PA 17025
Northeast Pavilion

WEEKLY THEMES:

Ice Breaker
June 10-14

Hollywood
June 17-21

Mad Science
June 24-28

Happy Holidays
July 1, 2, 3, & 5

Barnyard Bash
July 8-12

Superhero
July 15-19

Olympic Games
July 22-26

Disney
July 29-August 2

Wacky Week
August 5-9

Day Camp: A Guide for Parents

SUMMER 2019

Program Overview

East Pennsboro Township Recreation Department provides a 9 week Summer Day Camp program that is offered to children who have completed Kindergarten through 8th Grade.

The camp will be divided by grade levels at times, into 2 separate groups:

- Elementary (K-4)**
- Middle School (5-8)**

The entire camp will be together at the beginning and end of each day for drop-off and pick-up and some field trips.

Children will participate in various field trips, themed activities, creek play and outdoor recreation while under the supervision of a staff consisting of high school to adult-aged counselors with Federal & PA Clearances. A staff to child ratio of 1:10 will be met during 9:00am and 3:00pm.

Drop-Off & Pick-Up

Campers must be signed in at drop-off and signed out at pick-up. We will only release children to those adults who are listed on their registration. Contact the Recreation Department to add additional names and phone numbers.

Daily Routine

8:00 - 9:00am: Campers arrive at Adams -Ricci Park, Northeast Pavilion to prepare for the day. Earlier drop-off time of 7:45am can be requested.

9:30 - 3:00pm: Divide into 'Big Kids' and 'Little Kids' groups to participate in daily activities or board buses to depart for field trip. Refer to the weekly schedule for specific details.

3:30 - 5:00pm: Campers return to the Northeast Pavilion at Adams-Ricci Park for parent pick-up. All children must be picked up by 5:00pm. Please advise staff whenever someone other than the listed guardians will be signing your child out for the day. In the event of bad weather, an email will be sent in order to notify of the alternate pick-up site at the Township Building.



Tuition and Weekly Fees

A one-time, non-refundable Registration Fee of **\$20** is required for every child who participates in the Summer Day Camp or Playground Program.

Weekly Tuition Fees cannot be pro-rated for days your child does not attend. Includes all field trip costs and camp T-shirt

- Residents: \$150.00 per week**
- Non-Residents: \$170.00 per week**

Cancellation Policy

A \$30 Cancellation Fee will be assessed for each registered week canceled before June 10, 2019. After camp begins, only 50% of the Tuition Fee will be refunded.

Other fees

Additional costs may include Hot Dog and Chick-Fil-A Fridays, if your child chooses to participate. Pizza and Kristy's W.O.W. costs are already included.

Field Trip locations that provide a concession stand and/or arcade will be noted on the weekly schedule. Parents may send additional money with responsible children or hand it to counselors at drop-off.

Additional shirts can be purchased for **\$7**.

How to Register

**Registration Opens
APRIL 9, 2019 at 6:00am**

Payment Plan Option:

The Registration Fee of **\$20** and the first week's Tuition are due at the time of registration. A **\$75** partial payment will reserve each additional week. **Final tuition balances are due by June 10th.**

Paper Registration Form

- Available online to download and print. Paper copies can be picked up at the Township Building
- Complete one form per child
- Submit form along with payments to the Recreation Department, room 102
- Cash or checks made payable to 'East Pennsboro Township'

Online Registration

- Visit www.eastpennsboro.net
- Under the 'Parks and Rec' tab, click 'Programs & Registration'
- Use Active Network program to register. Tips available on Township website, or call 717-732-0711, opt. 3
- Online processing fees will be assessed

Calendar and Weekly Schedules

The Day Camp Calendar is available for children and their parents to choose which weeks of camp they wish to sign up for. There is another half-day Playground Calendar, so make sure that you are referring to the correct one when registering.

The detailed weekly schedules will be available by the Friday before each week. Please take note of the suggestions for what to wear and bring, especially on field trip days.

Times are not 100% accurate but serve as guidelines for our pro-

gramming. Any late pick-ups will be highlighted.

Field trips and activities listed are subject to change due to unpredictable summer weather and unforeseen circumstances. Attempts will be made to re-schedule trips in the same week if possible. Notifications will be sent via E-mail when any major changes occur. All trip admission and transportation fees are included in the tuition price. No refunds for canceled trips.

Children signed up for Week 3 who have a Hersheypark season pass on the day of the field trip

will receive a \$25 discount. We will need additional chaperones (who have their volunteer clearances) for this trip. If interested, contact Caroline or Skylar after registering your child.

Let us know! We understand when unexpected things happen. Please contact the Recreation Department ahead of time when you know your child will not be coming to camp for any reason. Use the Remind App or E-mail to communicate last minute tardiness, illness or appointments.

Where's My Kid?

When the weather cooperates and the schedule is running normally, your children will be dropped off and picked up at the same location everyday:

**Adams - Ricci Park
Northeast Pavilion.**

The only other location for regular drop-off and pick-up is the **Township Building Community Room** (98 S Enola Drive, Enola - turn onto East Highland Ave). We will utilize this space in the event of heavy downpours or severe

heat. The Community Room is located on the ground level. Please use the outside entrance to the right of the library and next to the police station. Take the elevator to Ground floor if needed.

When the weather is lousy, the children may be transported by bus to one of the East Pennsboro Area School gymnasiums (High: 425 W Shady Lane, Middle: 529 N Enola Drive, Elementary: 840 Panther Parkway) or the Annex

Building in West Fairview (440 Chestnut Street) for indoor play.

We could also squeeze in an extra mini field trip (Olympic Skate, Trindle Bowl, or Colonial Park Cinema), if the budget allows. As soon as we figure out where we are going, you will be notified of the new game plan, location and approximate time frame.

In case of emergency, call/text Caroline or Skylar and we will find your child for you!



Remind App



Even if you aren't the most tech savvy, downloading the Remind App is the easiest way of staying in contact with the Day Camp. It serves as a direct communication tool between parents and the counselors at all times during the day.

We will use Remind to send up-to-date "We're stuck in traffic and running late for pick-up" notifications as well as

"Don't forget your orange shirt" reminders the night before.

Make sure to sign up for each week that your child attends to receive the daily Reminders.

Every week has a different code! Look for the Remind code on the weekly schedules as well as the white board when signing out for the day.

Our lead counselors have administrative control of the app

which has a messaging component to respond to individuals, similar to texting. Use Remind to communicate to staff about doctors appointments, leaving early for vacation, when you're running late, etc.

Example:

Enter this number
81010

Text this message
@dcweek_



What to Bring to Camp

Packed Lunch

Please pack your child a lunch every day (except Fridays if participating in that week's lunch choice). School lunch boxes/bags or 'brown paper bags' work best. Don't forget to pack EXTRA SNACKS. Kids are able to eat snacks from their lunch box whenever they are hungry; before lunch (11:30am) or before pick-up.

Water Bottle

Send a reusable WATER BOTTLE with your child's name on it every day! Even if there is another drink for lunch, kids play hard and need to stay hydrated. Make sure that you go home with your bottle everyday too! (#1 Lost & Found Item)

Proper Footwear

OLD SHOES, preferably sneakers! Shoes must also be worn at all times, even in the creek. Pack extra, even older sneakers, Crocs or water shoes in a plastic bag.

Camp Shirt

Each camper receives one T-Shirt with their registration. These camp shirts only need to be worn on field trip days (unless otherwise noted - i.e. Swimming, Ice Skating).

Extra Clothes

Weather permitting, we like to take the kids to the creek to explore, swim and find critters. If your child is the adventurous type (or prone to getting wet and dirty), send a change of clothes, bathing suit and/or towel

in a plastic bag in their book bag, Send warm clothes, gloves, hats, etc. for Ice Skating.
(#2 Lost & Found Items)

Other Suggestions

Everything that you send with your child should be LABELED with their name. Items such as sunscreen, bug spray, goggles, a favorite ball or deck of cards, action figurines, etc. should be labeled and only brought to camp if absolutely necessary. Keep all belongings in a labeled book bag. Parents, please check book bags for new, valuable items that should not be sent to camp. EPT is not responsible for lost or damaged items.

**LABEL
EVERYTHING
YOUR CHILD
BRINGS TO
CAMP!!**

What NOT to Bring to Camp

Electronics

Please attempt to keep all valuables such as cell phones, video games and other electronic devices at home. However, they may be sent with a responsible camper, kept in a book bag and used only during designated times (bus rides, beginning and end of the day). Staff will have cell phones and registration forms with phone numbers if the campers or staff need to call home.

Money

Most field trip locations have snack bars and arcades that are not included with the weekly tuition price. IF you choose to send extra spending money with your child (when noted on the weekly schedule) please put it in a labeled wallet or plastic baggie and leave it with the counselors when you sign-in. To avoid theft issues, do not leave money with 'not-so-responsible'

children to leave lying around or in an unattended book bag.

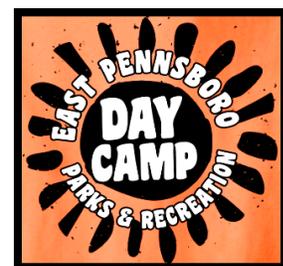
Personal Items

Do not send your child to camp in anything new or white. It will get dirty. If he or she is not willing to share something, leave it at home. Pocket knives, metal bats, toy guns, anything that could be misconstrued as a weapon will all be confiscated until a parent arrives.



Daily Routine

- Our daily schedule begins shortly after drop-off around 9:15am
- Campers will be separated into 2 groups based on the grade they just completed. *If your child needs to be with an older sibling or in the opposite group for any reason, please contact Caroline or Skylar before starting camp.*
- We eat lunch around 11:30am as a camp. Kids need to ask permission to be finished and go play.
- Sports, crafts, board games, cards, nature walks to the creek, playground, organized and unorganized play all supervised by Day Camp staff. Check schedule for planned daily activities.
- Each counselor will be responsible for the whereabouts and well-being of a group of kids each week. Campers will have times of 'free play' and in groups for field trips.
- Children are encouraged but never forced to participate in anything that they don't feel comfortable doing.
- Kristy's Whistle Stop On Wheels will come to us every Friday!
- By 3:30pm, the camp will all be together, ready for parent pick-up.
- After signing out, check to make sure that your child has EVERYTHING that they came to camp with. Check the Lost & Found!



Three Strikes

Day Camp kids are expected to abide by all of the rules that they have followed all school-year long.

Always be respectful of others.

We will not tolerate behavior that disrupts camp and creates an unsafe environment for everyone.

Encourage your child to tell a counselor if they are experiencing problems with others. These concerns will be addressed immediately with verbal warnings, consequences and Time-Outs.

More serious infractions will follow the 3 Strikes Ladder of Discipline.

1

Strike 1

The first major incident will result in an official Time-Out counseling session with Day Camp staff. The child will complete a Time-Out sheet, discuss their actions and what they should have done instead. The results of this meeting will then be shared with parents. A warning of the potential 'Strike 2' suspension will be stressed.

Strike 2

If the inappropriate behavior continues and a second major incident occurs, the child will sit on Time-Out with a counselor until a parent is notified and someone is able to come pick them up, removed from camp for the remainder of the day. A 2-day suspension will follow. After the second day, the child may return to camp, on their best behavior!

2

Strike 3

That's it! Unfortunately Day Camp is not the right fit right now. If any type of disruptive, insubordinate or aggressive behavior happens at all, then he or she will be expelled from the program for the rest of the summer (not forever). Refunds will only be given for any full subsequent registered weeks.

Immediate Suspension

Depending on the severity of an incident, a child may be suspended at any time.

- Weapons
- Threats of any kind
- Vandalism
- Physical Altercations
- Bullying
- Consistent noncompliance with the rules of Day Camp

3



Theme Weeks

Encourage your child to have fun and embrace the theme for the week, even dress-up when orange shirts aren't required. Crafts, activities and some field trips will all be theme based (i.e. Ice Skating during Ice Breaker week and our Police K-9 Demonstration during Superhero week)

Day Camp's Got Talent!

Parents, mark your calendars to take a long lunch on **June 19th** for the first annual official Day Camp's Got Talent show! We're looking for kids who can sing, dance, act out skits, cheerleading routines, etc. to get up on the Gazebo stage and perform for the coveted DCGT trophy!

Extended Age Range

We have incorporated the Teen Camp and Counselor in Training ideas into a modified Day Camp Program to include those kids who just don't want to leave. 'Big Kids' will have opportunities to assist counselors in preparing activities for the 'Little Kids' or just do 'Big Kid' things.

'Big Kids' & "Little Kids'

Dividing the camp into K-4th and 5th-8th grade will allow for more age appropriate activities. The 'Little Kids' are going to stay at Northeast Pavilion while the 'Big Kids' will use Midway Pavilion as their home base and have access to the surrounding fields and basketball court.

Adams-Ricci All Day

Acri Meadow Park has been Day Camp's home for many years, but the cost of those extra bus trips just didn't seem to make sense. Adams-Ricci has it all: access to the creek, more space to play, equipment, running water, real bathrooms, and a brand new playground. (*Panther Station coming Memorial Day 2019!*)

