

Parent Handbook



Summer Camp

CELEBRATING 39 YEARS 1984-2023

Welcome to Stafford Recreation's 39th year of providing summer camps for the children of Stafford Township! We are excited to offer recreation services to you and your children again this summer.

The safety of your campers is always our number one priority at Stafford Recreation. Many hours of planning and preparation go into all of our programs. In order to maintain the standard of both safety and quality it is necessary to familiarize yourself with the following policies contained in this Parent Handbook.

Our staff has been working diligently since camp ended last year to improve everything we offer. We strive for nothing but the best for our campers. Our mission is to make sure all of the things your children love about our camp returns for another season and provide new and improved programming each year.

The success of all of these programs go hand in hand with the cooperation of parents and caregivers and our dedicated staff. Please take time to review our camp policies as they are in place to ensure safety, success and fun!

Our entire crew looks forward to working together with all of you to provide your family with the best camp experience. We are thrilled to begin another fun-filled summer of adventure. With your cooperation, understanding and adherence to these policies we are certain that all campers will have a safe, healthy and fun summer!

We are confident about bringing nothing but the best to Stafford Township!

Should you have any questions, concerns or suggestions please do not hesitate to contact my office at 609.597.1000 ext. 8578 or via email at jhazelton@staffordnj.gov.

Sincerely,

Jason Hazelton, Recreation Director

Stay in touch with us...

**Main Camp Phone
Ocean Acres Community Center
609-597-1000 ext. 8584**



We ask all parents to join our texting program through Remind for immediate updates, direct contact messaging as well as inclement weather cancellations.

You can download the app or simply text the following message to

Last Names A-M Text this number: 81010 and send this message: @jhzelt

Last Names N-Z Text this number:81010 and send this message: @jhzelt0



Like us on Facebook at www.facebook.com/staffordrecreation

ATTENDANCE:

If your child is not attending camp for any reason, please call 609 597-1000 ext. 8584 and leave the child's name and date he/she will be absent. Please make this call before 8:00 a.m.

Please do not send your child to camp, if he/she has been sick or isn't feeling well.

ATTIRE:

Light, loose fitting clothing is recommended for all activities.

Sneakers are the most appropriate form of footwear and should be worn at all times. No flip-flops will be allowed in any sport activities.

CELL PHONES & ELECTRONIC DEVICES

No cell phones or electronic devices will be allowed for campers or counselors.

Camp supervisors will carry a camp cell phone for emergency use. This policy will govern all camp activities including day and trip camp.

We understand your desire to make sure your child is having fun and being well taken care of, however, cell phones and electronic devices are prohibited. In emergencies campers can be reached by parents/guardians utilizing the site phone and/or the supervisors camp cell phone. Campers can make use of these same devices if a parent/guardian must be contacted. Disregarding this rule will result in confiscation of the device and it will be returned at the end of the day.

Not only are cell phones expensive and can be lost or stolen, usage can interfere with a child's overall camp experience. Summer camp offers a great opportunity to learn about and navigate social situations while not being constantly connected and immersed within a digital world.

**CREDIT VOUCHER
PROCEDURE:**

Refunds will be given in the form of a voucher credit. The only exception to this rule will be if a program is cancelled by Stafford Recreation due to lack of enrollment or weather conditions. In that case parents will have the option to apply the money to other camp programs or receive a monetary refund once a Purchase Order has been generated, signed and approved for payment by the governing body.

Voucher Credit criteria for cancellations made by a parent will remain the same and must be met in order to receive a voucher for camp credit. As always you must notify Stafford Recreation 1 week in advance of an absence or a child must miss a complete week of scheduled activities to be eligible for a refund credit. If these criteria are met, it is then the parent's responsibility to fill out a refund request form, available at camp.

Once approved by a camp supervisor a credit voucher will be issued to parents/guardians. You may then apply this towards any available camp programs within the remaining season or the following year. This policy will help continue our ability to bring you the best programs at an affordable price.

If a child is dismissed or withdrawn from the program, refunds will be made for all fees paid, excluding any week where the child has attended at least one day.

DISMISSAL:

A child will be dismissed from the program by the Recreation Director if:

- A. The child is unable to cope with the daily activities or
- B. The child is disruptive to the program

DROP OFF/PICK UP:

Day Camp doors will open at 10 AM for check in and pick up is promptly at 2 PM, **NO EXCEPTIONS!**

Repeated late pickups will not be tolerated and may result in a fee charged or dismissal from the program.

DAY CAMP

Parents are required to accompany children into and out of the building.

Please encourage your children to eat a healthy breakfast as well as pack an appropriate lunch for camp. Children will be active both indoors and out throughout the day and will need their energy.

Please be reminded that it is the summer season and it is a good idea to keep children well hydrated, water will always be available to children throughout the day.

Sneakers are the most appropriate form of footwear for your children. Flip flops or sandals will not be allowed when an organized game is played in the gym.

Make up camp days are a courtesy, not a policy. Please call in advance to check the availability of space at Day Camp.

Any schedule changes must be made after the check in process has ended.

TRIP CAMP

All trips depart from and return to the Ocean Acres Community Center, unless otherwise noted.

Please arrive 15 minutes prior to scheduled trip departure time for check in and group assignments. Busses will leave promptly at the time designated on the trip schedule. We have a strict time schedule to adhere to and in order to arrive at our destination. These delays only decrease the children's time spent at the event.

Friend pairings on trips are done as a courtesy, not a policy and must be requested at the time of registration. All pairings are at the discretion of the supervisor.

Safe camper to counselor ratios will always be maintained as priority before any group/friend requests are considered.
DO NOT ask the trip supervisor for group changes the morning of a trip.

Please encourage your children to eat a healthy breakfast as well as pack an appropriate lunch for camp. Children will be active both indoors and out throughout the day and will need their energy.

Please be reminded that it is the summer season and it is a good idea to keep children well hydrated, water will always be available to children throughout the day.

Sneakers are the most appropriate form of footwear for your children. Flip flops may be worn on water park trips.

TRIP CANCELLATION:

If a trip must be cancelled due to inclement weather a refund will be issued if the trip **CANNOT** be rescheduled. Children may be eligible to attend Stafford Recreation Day Camp at the Ocean Acres Community Center from 10AM – 2 PM. Parents will be notified if this is an option. Notification will be made at least one (1) hour before scheduled trip departure if trip is cancelled. **PLEASE NOTE: IF A TRIP IS CANCELLED AND NOT MADE UP A REFUND WILL BE ISSUED. MONEY CANNOT BE PUT TOWARD ANY OTHER TRIP, UNLESS OFFERED.**

TRIP ATTIRE:

YELLOW CAMP SHIRTS PROVIDED BY STAFFORD RECREATION MUST BE WORN ON ALL TRIPS. IF YOUR CHILD ARRIVES AT A TRIP WITHOUT THEIR SHIRT THERE WILL BE REPLACEMENT SHIRTS AVAILABLE FOR A \$10 FEE. SHIRTS WILL BE GIVEN OUT AT THE TIME OF REGISTRATION (1 SHIRT IS INCLUDED IN THE COST OF CAMP).

Children attending both camps must wear sneakers at all times. No sandals or flip-flops (unless a water trip). **No wheeled shoes.**

LUNCH/SNACKS

Please encourage your children to eat a healthy breakfast as well as pack an appropriate lunch for camp. Children will be active both indoors and out throughout the day and will need their energy. **Please have you child bring a refillable water bottle with their name clearly marked on it every day.**

All children at Day camps and full day Specialty Camps are to bring their own lunch including drink. Lunch will be eaten at Day Camp at 12 Noon. Campers must bring their own drinks and snacks, all labeled with their names. There will be no sharing of ANY food and all items will be placed back in their bags or disposed of. Please mark child's name on lunch/snacks.

SAFETY:

If your child is experiencing any of the following Covid-19 related symptoms, we are asking that you do not attend summer camp.

Symptoms related to COVID-19 include: • Fever or chills • Cough • Shortness of breath or difficulty breathing • Fatigue • Muscle or body aches • Headache • New loss of taste or smell • Sore throat • Congestion or runny nose • Nausea or vomiting • Diarrhea

MASKS:

Masks are optional for all campers, staff, and parents while at camp.