



SUMMER 2017

Dear Parents,

Welcome to Dwight Summer Day Camp! We're glad that you've decided to spend some memorable moments with us this summer. It is with great pride, anticipation, and excitement that we look forward to this camp season. We continue to develop exciting new activities and experiences for campers to enjoy, and have many fun and action-packed programs planned for the days and weeks ahead.

We're committed to providing your child with a rewarding and memorable experience. Camp is an important extension of the school year, where kids learn invaluable teamwork and social skills. Our carefully selected, nurturing staff is eagerly awaiting the arrival of your children, and we thank you for sharing them with us!

This manual is designed to assist you by delineating our policies and procedures, and answering frequently asked questions. We strive to make camp a meaningful experience for your child as well as a valuable service to you, the parent. If you would like clarification on any point, please contact us. We would love to hear from you and look forward to seeing you on Parent Visiting Day!

At Dwight, we believe in summer!

Chiarna Morton
Camp Director



FIRST-DAY REMINDERS

- Label ALL belongings with your child's name
- Pack a NUT-FREE mid-morning snack
- Make sure that parents or your authorized pick-up person has a photo ID



CAMP HOURS

- Monday – Friday, 9 am – 4:30 pm
- Extended Day: Monday – Friday, 7:30 am – 6 pm
- Note: Camp is closed on Tuesday, July 4, in observance of Independence Day*



DWIGHT SUMMER CAMP OFFICE

- Dwight School Athletic Center
- 2116 First Avenue, New York City
- 917.551.6430, director@dwightsummercamp.org
- dwightsummercamp.org



ATTENDANCE

Campers are expected to attend the program and all scheduled activities. **If your child needs to be picked up early**, a parent **MUST** notify the camp office in advance.

For a **scheduled absence**, please inform the camp office in writing via note or email, one day prior, to: director@dwrightsummercamp.org.

In the case of an **unscheduled absence**, you **MUST** notify the Camp Director as soon as possible. If your child takes the bus, please call as early as possible so that the bus does not wait. Leave a message at 917.551.6430.



PROGRAM ARRIVAL AND DISMISSAL PROCEDURES

Campers **MUST** be escorted to the program location/ designated bus stop, unless otherwise authorized, and be at least ten years old.

Campers **MUST** be escorted from their dismissal location.

If someone other than an authorized adult is picking up your child, you **MUST** alert the camp office in advance and that person **MUST** present a photo ID matching the information provided in advance.



BUS PICK UP AND DROP OFF

Our buses are now equipped with GPS! Just download our app to see the estimated time of arrival. You will need your camp registration account number since only parents can use this secure system. We will distribute bus routes and times to each family. Campers using the bus service **MUST** be escorted to and from their designated location. **The bus will wait three minutes.** If you have an emergency that will affect your bus pick up or drop off, please let the camp office know as soon as possible, so that we can make accommodations. Please call 917.551.6430.

All of our buses are chaperoned, and equipped with air conditioning, safety belts, and CDL-certified bus drivers. We are in constant contact via cell phone with all buses.

WHAT TO WEAR

T-shirt*



Shorts



Socks



Hat



Sunscreen

Sneakers (closed-toe shoes)



**Campers must wear their camp t-shirt every day. Every camper attending more than one week will be issued three t-shirts. Additional camp t-shirts can be purchased for \$10 each.*



WHAT TO BRING

Swimsuit



Towel



Backpack



Pool shoes



Sunscreen

Change of clothes (optional)



Extra nut-free snack (optional)



WHAT NOT TO BRING

Cell phone/tablet



Electronic games and fidget spinners



Camera



Chewing gum



Money





LOST AND FOUND

Personal belongings have a way of getting misplaced at camp. Anything brought to camp should have your child's name clearly marked. Please don't send your child to camp with any valuable treasures. If your child does lose something, we will make every effort to recover and return it. Please contact Agata Medic, Extra-curricular Program Associate, at amedic@dwight.edu to help locate lost items.



SWIMMING

All swim time is instructional or involves organized games. Campers in Explorer, Adventure, and Sports Camps swim every day except when trips are scheduled.



LUNCH AND SNACKS

We provide lunch and a mid-afternoon snack every day. The menu is on dwightsummercamp.org. Campers on scheduled trips will receive a bag lunch. If you choose to send your child to camp with lunch, please send items that are nut-free and don't require refrigeration. Be sure to label your child's lunch with his/her name and group.



NUT PRODUCTS AND FOOD ALLERGIES

We strive to be a nut-free, sesame-free, and shellfish-free facility, and can support most special diets and campers with food allergies. At this time, for the protection of our campers with severe nut allergies, we consider ourselves a "nut-aware" camp: We make every effort to eliminate peanut, tree nut (walnut, pecan), and any nut-based products and to raise awareness about food allergies. Our food service does not serve peanut butter, sesame, shellfish, or nuts of any kind during lunch, snack times, camp events, or activities.

We have instituted procedures for anaphylactic emergencies, and have staff on-site who are trained in administering epinephrine.

We ask that parents and caregivers refrain from sending foods containing the above-mentioned products to camp as birthday treats or snacks. We ask that campers, parents, caregivers, and staff who may have eaten peanut, tree nut, or other nut-based foods thoroughly wash their hands before entering the building.



STAYING HEALTHY OUTSIDE

Hydration

It's important that campers stay hydrated every day. Every camper will be given a water bottle, which is labeled and remains at camp until the session's end. Staff will remind campers frequently to drink water throughout the day. Campers are given only water to drink; if you want your child to have another type of drink, you may send it along with him/her to camp.

Sunscreen

Please apply sunscreen to your child in the morning before camp. Make sure it's waterproof with SPF 30+. If your child needs to re-apply it during the day, please ensure that he/she brings it to camp and that it's labeled.



MEDICATION AND SPECIAL HEALTH NEEDS

It is extremely important that our Camp Nurse and Camp Director know by the first day of camp of your child's special medical needs. Please alert our nurse to any food allergies, which also **MUST** be written on your child's health form.

If your child has special medical needs, such as asthma or severe, life-threatening allergies (anaphylaxis), epilepsy, diabetes, etc., you **MUST** provide emergency medications for your



MEDICATION AND SPECIAL HEALTH NEEDS (CONTINUED)

child to carry at all times in camp and during trips, in case of an emergency. Parents are responsible for ensuring that your child's medication is placed in his/her backpack each day before camp. All medications MUST be provided in the original pharmacy-labeled container with specific written doctor's orders, and clearly labeled with your child's name and group. This applies to both prescription and non-prescription medications.

Children must be fully instructed and capable of self-administering medications. Camp staff may assist with such medication in accordance with instructions that you provide from your child's physician. All medication MUST be taken under observation of the Camp Nurse, Camp Director, or Head Counselor. Every dosage is recorded on the camper's log that includes date, time, dosage, and initials of the person giving the medication.

Parents are encouraged to provide one additional set of emergency medications to the camp office by the first day of camp, as a back-up for use only while your child is on-site.

The Camp reserves the right to inform counselors about these potentially life-threatening illnesses or conditions.



TRIPS

Campers will leave the building for trips and MUST arrive at camp on time to participate. If your child has required medications, he/she must take them along.



ILLNESS

To ensure the health and safety of all campers, we ask that your child stay home to rest when experiencing the contagious phase of any illness. Please call the camp office if your child will be absent or email director@dwightsummercamp.org.

VISITING CAMP

For the safety of all campers we ask that parents drop off and pick up campers from the lobby area. We understand that for some campers the first days can be hard. We ask that if you walk your child to a designated area with a staff member, try your best to make it short. Campers are generally fine once parents are out of sight. If this is not the case, we will reach out immediately. All parents are invited to visit camp on July 21!

CAMPER CONDUCT

Dwight campers and staff are all entitled to feel safe, comfortable, and secure at camp. We are committed to ensuring that all campers enjoy and benefit from Dwight Summer Day Camp! Please take a moment to review the following with your child before the first day of camp:

As a Dwight camper, I promise that ...

- I will stay with my group at all times.
- I will listen carefully to the rules and instructions and ask questions when I do not understand.
- I will be kind to other campers and staff.
- If I need help I will go to my Group Leader.

As a Dwight parent, I understand that ...

- I am expected to help my child understand and follow the above guidelines.
- I will be notified if my child's behavior undermines his or her ability, or the ability of other campers, to enjoy, benefit from, and participate safely in the program.
- If an issue of behavior arises, I will be expected to collaborate with my camper's Group Leader on a strategy to address the problem.
- If my child's behavior continues to disrupt the camp group or compromise the safety of campers and/or staff, his or her participation in the program may be suspended temporarily or permanently.
- Temporary suspension or permanent dismissal from the program are at the discretion of Dwight and fees will not be refunded.