

Camp Sportsplex  
Family Handbook  
Summer 2025

Welcome to Camp Sportsplex Summer 2025! My name is Danielle, and I am the Camp Director! This is my 12th summer running camp at Sportsplex! I am a mom to three, all three will be Sportsplex Campers this summer! I love all my campers as if they are my own! I am excited to make memories with you and your families! Camp is meant to be fun for our campers and stress free for our parents which is what I strive to make this experience. Whether you are new to Camp Sportsplex or are a seasoned camper we are pleased to welcome you to the 2025 camp program!

In this handbook you will find everything you and your family need to know about Camp Sportsplex.

Communication is key to a fun summer for you and us if at any time you have any question or concerns, please feel free to contact me at (845)565-7600 or Drusso@sportsplex-nw.com.

Thank You,

Danielle Russo

Children’s Programming Director

Sportsplex New Windsor

**What does my Child need to bring to camp?**

Each day your child will be involved in activities that will require them to have certain accessories on hand. We ask that everything your child brings with them to camp be LABELED WITH THEIR FULL NAME! This way we can prevent your child’s belongings from being lost or swapped by another camper. Please follow the list below on what your child will need to bring to camp every day.

* Lunch- Lunch must be in an insulated lunchbox. We do not have the space to provide refrigerators for your child’s lunch.
  + **NO TREE NUT PRODUCTS ARE ALLOWED**
* Water bottle- LABELED.
* Bathing Suit(s) – Your child will be swimming twice a day. **We strongly suggest kids come in with swimsuit on**. Please send in a change of clothes each day.
* Shoes for the pool deck – it can get hot!
* Towel – LABELED
* Sunscreen- LABELED
  + We ask that you apply sunscreen to your child before they arrive at camp.
  + Counselors can reapply IF YOU have signed the medical history form that gives us permission to reapply.
  + Bug spray and a hat may be another necessity but are not mandatory.
* Sneakers
  + Sneakers are mandatory during tennis lessons. If your child does not have sneakers on, they WILL NOT BE ALLOWED ON THE TENNIS COURTS!
* A backpack to store all the camp necessities in.

**\*\*\*\*PLEASE DO NOT SEND YOUR CHILD IN WITH ANY VALUABLES!! INCLUDING JEWELRY, COLLECTIBLE CARDS, ELECTRONIC GAMES, IPODS AND CELL PHONES! WE CANNOT BE RESPONSIBLE FOR ANY LOST OR STOLEN ITEMS SO PLEASE RESPECT THIS POLICY. IF A COUNSELOR SEES ONE OF THESE ITEMS ON A CHILD IT WILL BE HANDED OVER TO THE DIRECTOR FOR THE DAY AND RETURNED TO THE PARENT AT PICKUP\*\*\*\***

**Facebook Group**

We have a private facebook page where reminders will be posted as well as pictures of the campers day. To Join please follow the link below;  
<https://www.facebook.com/groups/942164393679204>

Or search Sportsplex New Windsor Summer Camp

**Drop Off and Pick-up Procedures**

Our typical camp hours are from 8:30am – 3:30pm. With a half day Tot Camp offered from 8:30am – 11:30 AM. We do offer extended care to campers from 7:00am – 8:30am and from 3:30pm – 6:30pm. If you need to use extended care as a drop in program a valid credit card needs to be on your child’s account.

Drop off and pick-up procedures:

* We begin line up at 8:30 AM we ask that you be patient and move all the way up before letting your child out.
* **WE REQUIRE THAT YOU PLEASE STAY IN YOUR CAR WHEN DROPPING OFF on the car line**. If you must get out, you will need to park and walk your child over to us. If your child needs to be unbuckled from a car seat, please pull to the side we will assist them. Please make this aware to anyone dropping off or picking up their child.
* **Please always follow the traffic directors.**
* At pick up your child will be walked to your car by a counselor. **AGAIN, it makes the line go a lot quicker if you all stay in your cars and do not get out!**
  + Please pick your child up on time, if you are later than 3:30 you will be charged extended care fees.
* We will only release children to names provided on the emergency contact form.
  + If your child is being picked up by someone else, please provide AN email to the director at the beginning of the day and have that person have an ID on them.
* If you are using our extended care hours, pick up and drop off will be in one of our classrooms. There is an entrance on the side of the building which leads directly to this classroom.
* Late Drop offs and early pickups - **Will take place at the front desk.** **An email or call to Danielle must be made ahead of time and the child will be walked to you by an employee at the front entrance.**  Please do not enter any of the camp areas to pick up a child.

RAINY DAY DROP OFF AND PICK UP

* Drop off- On rainy days campers will be dropped off to the main studio. The main studio is located at the south end of the building. We will have a counselor outside on rainy days directing traffic and bringing your child to your car. For rainy days, you **MUST** stay in your cars and let the staff handle the process. If we need to pivot to rainy day drop off it will be posted in the Facebook page.
* Pick up- On rainy days your child will be dismissed out of the main studio doors. The main studio is located at the south end of the building. We will have a counselor outside on rainy days directing traffic and bringing your child to your car. For rainy days, you **MUST** stay in your cars and let the staff handle the process. If we need to pivot to rainy day pick up it will be posted in the Facebook page.

**Lunch**

**\*\*\*Camp Sportsplex is a nut-Free zone. We ask that due to allergies you do not send your child in with any nut products! \*\*\***

* We ask that all lunches be packed in an insulated **labeled** lunchbox- NO PAPER BAGS!
* **FRIDAY LUNCH**- We will offer pizza on Fridays for the kids to purchase. It will be $6.00 and will include a juice box and two slices of pizza. (**PIZZA MONEY CAN BE CHARGED TO YOUR ACCOUNT**) You can prepay pizza at registration. If you wish to pay weekly, please note payment needs to be in by Thursday at 3PM this can be cash or an email to Danielle to charge your account.
* Snack
  + Please pack a snack for snack time (not to be eaten at lunch time) TOT campers should pack two snacks besides lunch. Please label them SNACK so we know that it is not for lunch. It is helpful if you label the snack.
  + Buying Snack (this is optional and not mandatory)
    - Most snacks are $1.00 with the occasional snack being $2.00
    - Snack money should be sent in once a week in an envelope with your child’s name and grade on it. **We cannot accept money that is not in an envelope.**
    - Your child’s counselor will hold onto any leftover snack money for the week, and all left over snack money will be sent home on Friday. Campers cannot keep snack money on them.
    - On Friday’s we will sell ice cream- Ice Cream will $2.00- Please send in ice cream money similar to snack money in an envelope labeled with child’s name and grade.
    - Please note if you would like snack and ice cream to be charged to your account an email must be sent to Danielle – campers cannot tell us to charge the account.

**Swim**

Your child will be using our outdoor pool twice throughout the day while attending camp.

* All Campers K-8th grade will get two free swim sessions a day.
* Our tot campers will receive a half hour swim lesson on Wednesday and Thursday’s AMS. All tot full day kids will get two sessions in the kiddie pool on M,Tu and F and one afternoon free swim on W and Th. Half day kids get one swim per day M, Tu and F is in the kiddie pool and W and Th is in the big pool for a lesson.
* On the first Monday your child attends camp they will be assessed by a certified swimming instructor. The instructor will then place your child at the correct swimming level. Swim caps will be handed out on Mondays. The color of your child’s swim cap will let the lifeguards during the free swim know where your child may swim safely.
* Campers may re swim test on Mondays if they want to advance their swim caps.
* Please note that our tot campers and any non-swimmer that cannot stand in the shallow end will be using our 1 ½ foot kiddie pool during free swim time.
* **PLEASE REMEMBER TO SEND YOUR CHILD WITH THEIR BATHING SUIT ON UNDER THEIR CLOTHES –** and pack a second suit if your child will not be comfortable getting back into a damp bathing suit for their afternoon swim**.**
* We ask that you **please label** your child’s bathing suit and towel with their name.

Racquet Games

During a day at Camp Sportsplex your camper will rotate between tennis and pickleball. These activities will be led by our racquet game directors.

* We ask that your child comes prepared to play tennis with sneakers on.
  + No camper will be allowed on the tennis courts if they do not have sneakers on.
* All equipment is provided by Sportsplex. If your child has a racket and would like to bring it they can**!** If you would like to purchase a racket Sportsplex does sell them. We ask that you label the equipment. All campers will be responsible for their own equipment.
* If tennis is an activity your child enjoys, we do offer private one on one session during camp times. A tennis plus flyer will be emailed to all families enrolled.

**ARTS & CRAFTS**

Your child will also take part in the arts and craft program at Camp Sportsplex. Each week they will make projects relating to the theme of the week.

Please take note that your child will be using multiple arts and crafts products throughout the day so please dress them appropriately. If you do not want a specific item to get paint or marker on it please do not send your child to camp in that item of clothing.

**FITNESS**

Our 5th-8th graders get a half hour three times a week with a certified personal trainer.

**SPECIAL EVENTS**

Each week at Sportsplex Camp we plan out a special theme for your children to enjoy. This summer our themes will be Water World week, Superhero week, Disney/Pixar week, Carnival Week, Around the World, Winter Wonderland, Color Wars, and our Talent Show!

Every Wednesday we also will be having wacky Wednesday’s! Each week will be a different theme and your child can dress up for the day!

They are as follows.

Week 1- Red, White, and blue day   
Week 2- Superhero Day

Week 3- Disney Day  
Week 4- Halloween Day  
Week 5- Beach Day   
Week 6- Pajama Day   
Week 7- Tie Dye   
Week 8- School Spirit Day

**Friday August 22nd will be our talent show and our Award Ceremony. More information to follow.**

**Add On’s**

**Addon’s can be added on at time of registration. You can choose to add them on at a later date as well- please note the renegades and movie trips will have a limit on how many can attend.**

* **Camp T-Shirt-** Youth sizes XS-XLand adult SM available. Shirts must be ordered by May 15th for guaranteed delivery before the beginning of camp. The shirts are $12. If your child is attending one of the field trips we strongly encourage them to wear their shirts on the field trips.
* **Tumble Bus-** The Tumble Bus will attend camp on the following dates July 14th, July 28thand Aug 11th for grades tot – 1st grade. Your child will get 30 minutes of play. To participate it will be $10 a child per day.
* **Renegades Games-** For grades 2nd- 8th. July 23rd. Your child will be bussed to renegade’s stadium to see a game. Price $40 per child. This will include transportation, the game, lunch, and a hat.
* **Movie theatre-** For grades 2nd-8th. Your child will be bussed to The Beacon Movie Theatre and will see a movie and receive popcorn and a drink. Price $35 per child. MOVIE TBD.
* **Two by Two Zoo-** For all grades $10 per child Wednesday Aug 16th. The zoo will allow the kids hands on interaction with Kangaroos, goats, rabbits, tortoises, snakes, bearded dragons, and chickens (subject to change).

**Camp Emergencies**

Camp Sportsplex number one priority is the safety of all the campers and camp staff. We ensure through training and weekly staff meetings that safety is always maintained. If we do have an emergency on site, all staff members are trained on the procedures that Sportsplex has pre-approved.

* In the event that we need to evacuate the building the staff will make certain that your children are all together and brought to a safe meeting site while parents/guardians are notified to come pick up the campers. The same goes for anytime Sportsplex must close the building.
* All children must have three emergency contact numbers on file. If at any time these numbers must change, please contact Danielle ASAP.
* Your children will have fire drill practices once throughout each session of camp.

Health Center

* On site we will have a health center set up with first aid equipment and a Medical Director for any health issues that may arise during camp.
* We do ask that you only send your children into camp in good health. If at some point, we feel it is necessary for your camper to be sent home you will be notified to come and pick them up. So please keep your child at home if they are feeling ill. ANY CHILD WITH A FEVER IS BEING ASKED TO BE KEPT HOME 48 HOURS.
* Please note that all medical forms must be returned to Miss Danielle **no later** than May 15th. If the Medical forms are not present by the first day of camp, we will not allow your child to come to camp that day.