



# **Camp Sportsplex Family Handbook Summer 2021**

Welcome to Camp Sportsplex Summer 2021! We're glad that you have chosen to spend your summer memories with us, and we look forward to providing you with a fun, safe and exciting summer! We know that this summer is a little different for all our campers but we are still looking forward to offering them an enjoyable camp experience. We have taken all the guidelines NYS has supplied us and have applied them to our already clean and safe camp areas. We are taking all campers safety and health extremely important this year and are honored that you trust us with your children during this time. Whether you are new to Camp Sportsplex or are a seasoned camper we are pleased to welcome you to the 2021 camp program!

In this handbook you will find everything you and your family needs 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](mailto: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**
- Bathing Suit – Your child will be swimming once a day. **WE NEED ALL KIDS COME TO CAMP WITH THEIR BATHING SUITS ON TO LIMIT THE NUMBER OF TIMES WE HAVE TO ENTER THE LOCKER ROOMS.** Please send in a change of clothes each day.
- Towel – LABELED
- Sunscreen- LABELED
  - We ask that you apply sunscreen to your child before they arrive to camp
  - Counselors, **WILL NOT BE REAPPLYING SUNSCREEN TO CHILDREN THIS SUMMER.** Please try to teach your child to do it themselves- spray sunscreen may be best for this summer. We will remind them throughout the day to reapply. We will reapply to the tot group **ONLY** and counselors will wear gloves.
  - Bug spray and a hat may be another necessity but are not mandatory
- Closed Toe Shoes
  - Sneakers are ideal and 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 of the camp necessities in.
- **A face covering (mandatory for kids entering 1st grade and up, optional for tots and kindergarten group) While we will not be having the children wear the masks all day there are times throughout the day, we will require a child to wear them- while walking through the gym where they may come within 6 feet of members, also during drop off and pick up as that is the only time, they will be around other groups of kids. Cloth or reusable masks or coverings are acceptable. Please teach your child the proper way to put them on and take them off.**
- **A LABELED zip lock bag- your child will bring their swim cap back and forth to camp in this bag**

**\*\*\*\*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\*\*\*\***

## Drop Off and Pick-up Procedures

Our typical camp hours are from 9:00am – 3:45pm. With a half day Tot Camp offered from 9:00am – 11:45am. We do offer extended care to campers from 7:00am – 9:00am and from 4:00pm – 7:00pm. Campers must be pre-registered in order to use the extended care hours. **NO DROP OFFS THIS SUMMER DUE TO LIMITED CAPACITY.**

Drop off and pick-up procedures:

- We ask parents to drop their child off at the back of the facility promptly at 9:00am.
- **NO PARENT IS TO GET OUT OF THEIR CAR THIS SUMMER ALL KIDS MUST BE DROPPED OFF.** Please make this aware to anyone dropping off or picking up their child.
- **At drop off you will be handed a screening to fill out and leave with the directors who are taking your child's temperature. Temperature will be recorded on your child screening. NO PARENT WILL BE ABLE TO LEAVE UNTIL THE CHILD'S TEMPERATURE IS TAKEN. \* The screening will be filled out once for the entire summer.**
- We will have three drop off spots this summer all around the back of the building. There will be one drop off line with three different stops. **Please don't cut the line and follow traffic directors. We understand there is a lengthy process this year but this is for the safety of you and our staff.**
  - Grades 4-6 will be dropped in the back field
  - Grades K-3 will be dropped off by the outdoor tennis courts
  - Tots will be dropped off by the playground
- At pick up your child will be walked to your car by a counselor. **AGAIN, NO PARENT IS TO GET OUT OF THE CAR AND COME GET YOUR CHILD.**
  - Please pick your child up on time, if you are later than 4:00 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 the front classroom. There is an entrance in the front of the building which leads directly to this classroom.
- **NO PARENT IS TO ENTER THE BUILDING AT DROP OFF AND PICK UP A COUNSELOR WILL BRING YOUR CHILD TO YOU.**
- 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 drop off will be in the camp office. We ask that you have patience as we work to get your child into the camp office. We will have a counselor waiting out by the gate by the playground to walk your child into the camp office and then to their age group.
- Pick up- On rainy days your child will be dismissed out of the main studio doors. The main studio is located on the south end of the building. We will have a counselor outside on rainy days directing traffic and bringing your child to your car. Again, you **MUST** stay in your cars and let the staff handle the process.
- **In the event of a rainy day - YOU WILL RECEIVE AN EMAIL - your best bet is to arrive early and look for the traffic directors.**

## 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!
  - Lunches will be kept in an air-conditioned room but cannot be refrigerated during camp – so please pack an icebox.
- **FRIDAY LUNCH-** We will offer pizza on Friday's for the kids to purchase. It will be \$5.00 and will include a juice box and two slices of pizza. (**PIZZA MONEY CAN BE CHARGED TO YOUR ACCOUNT**) An email to Danielle with your child's grade and name will get you on the list for pizza you can choose to pay weekly or pay upfront for the weeks your child will attend. Pizza will be handled by the assistant directors that will be wearing gloves and face coverings.
- Snack
  - **We will NOT provide a snack this year-** so we ask that you 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. We will do ice pops every once in a while, but they are individually wrapped. It is helpful if you label the snack.
  - Your child may choose to bring snack money in with them to purchase snack:
    - 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 the snack money until it is time for snack. Campers cannot keep snack money on them. (**This will still be an option this summer**)

## Swim

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

- Each group will get 2 swim lessons and 3 days of free swim each week. Tots and Grades 1, 2 and 5th will receive lessons on Monday's and Tuesday's. Grades K, 3, 4 and 6/7 will receive lessons on Wednesdays and Thursdays. All groups will free swim on Friday.
- On each Monday throughout camp your child will be assessed by a certified swimming instructor. The instructor will then place your child in 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 free swim know where your child may swim safely.
- 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.
- **Your child's swim cap will be sent home in a zip lock bag (provided by you) this year daily (PLEASE DO NOT REMOVE THEM FROM THEIR BAGS WE ARE DOING THIS FOR SAFETY BUT WILL NOT SUPPLY THEM WITH ANOTHER CAP IF THEY DO NOT BRING IT TO CAMP WITH THEM) THEY WILL NOT BE ABLE TO SWIM IF THEY DON'T HAVE THEIR CAP!!!!!!**
- **PLEASE REMEMBER TO SEND YOUR CHILD WITH THEIR BATHING SUIT ON UNDER THEIR CLOTHES TO LIMIT THE NUMBER OF TIMES WE ENTER THE LOCKER ROOMS.**
- If you wish for your child to have additional swim lessons during the day, we will offer Swim Plus and additional swim lesson at an additional cost to be set up with our aquatic director [Aquatics@sportsplex-nw.com](mailto:Aquatics@sportsplex-nw.com)

## TENNIS

During a day at Camp Sportsplex your camper will also be receiving tennis instruction from our Tennis Staff.

- 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 Tennis equipment is provided by Sportsplex. **HOWEVER IF YOUR CHILD HAS A RACKET PLEASE PROVIDE IT TO LIMIT THE SHARING OF RACKETS!** 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 has been 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. **Each group will have their own set of supplies and they will not be shared between groups.**

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 6<sup>th</sup> and 7<sup>th</sup> 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, Game Show Week, Color Wars, and our Talent Show! We will try our best to continue to bring these events to the kids in a fun and safe way!

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- Crazy sock day

Week 7- Sports day

Week 8- Wacky Day

**The last Friday of camp will be our talent show and our Award Ceremony. We will be live streaming it this year! More information to follow.**

## 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.**
- The nurse will retake all temperatures at our child's lunch time.
- Please note that all medical forms must be returned to Miss Danielle **no later** than May 15<sup>th</sup>. 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.

Please note that all regulations and procedures are constantly changing as the situation with COVID also revolves. At any time, some of the regulations may lessen or may be enforced heavier. Our goal is to have a safe and fun summer. If anything needs to change drastically all parents will be notified. Thanks for choosing us as your child's camp this summer. Please read the next page on information regarding how any contact with COVID should be handled.

## COVID-19 NYS guideline (please read)

- In the event that a parent/guardian of a child/camper must be isolated because they have tested positive for, or exhibited symptoms of, COVID-19, the parent/ guardian must be advised that they cannot enter the site for any reason, including picking up their child.
- If the parent/guardian – who is a member of the same household as the child/camper – is exhibiting signs of COVID-19 or has been tested and is positive for the virus, utilize an emergency contact authorized by the parent to come pick up the child. As a “close contact,” the child/camper must not return to the child care or day camp for the duration of the quarantine.
- If the parent/guardian– who is a member of the same household as the child/camper – is being quarantined as a precautionary measure, without symptoms or a positive test, staff should walk out or deliver the child/camper to the parent/guardian at the boundary of, or outside, the premises. As a “contact of a contact” the child/camper may return to the child care or day camp during the duration of the quarantine.
- If a child/camper or their household member becomes symptomatic for COVID-19 and/or tests positive, the child must quarantine and may not return or attend the child care or day camp program until after quarantine is complete. Immediately notify the state and local health department about any positive test result by an employee or child/camper at their site.