

FREEHOLD TOWNSHIP PARKS & RECREATION 2019 SUMMER CAMP PARENT'S MANUAL

Welcome to Freehold Township Parks and Recreation's 2019 Summer Camp!
This year's program will run from June 24 through August 9.

Reminder – Camp will be closed on Thursday, July 4th and Friday, July 5th.

All camp and group information will be sent via email.

Please update your spam filter to allow emails from FTREC@twp.freehold.nj.us
Information will also be available at the Michael J. Tighe Park Recreation Office.

Log on to Freehold Township's website: www.freeholdtownshiprec.com for
camp information, group updates, and the weekly Camp Chaos newsletter.

Be sure to check out Recreation's facebook page –

<https://www.facebook.com/freeholdtownship.recreation>

for picture highlights of camp activities!

Freehold Township Recreation's Summer Camp Office

may be reached at 732 – 294 - 2190

Monday through Friday, 8:30 a.m. - 4:00 p.m

The office closes daily for lunch from Noon – 1:00 p.m.

Our friendly and knowledgeable camp staff will be pleased to assist you!

After Care Pick up– Emergency Phone Number: **848 - 207 – 1597**

CAMP ADMINISTRATION

Andrea Cooney, Camp Administrator

Ben DiBiase, Camp Administrator

Julia Freire Bertoni, CIT Director

Mackenzie Costa, CIT Director

T-SHIRT PICK UP INFORMATION

Camp T-shirts will be available for pickup on Monday, June 17th

from 6:00 to 9:00 p.m. at

Michael J. Tighe Park Activity Center

65 Georgia Road, Freehold.

T-shirts not picked up on June 17th will be distributed the first week of camp.

Camp shirts will not be available for pick up at the Recreation Office.

IMPORTANT CAMP DATES TO REMEMBER

- ◆ Monday, June 24th – First Day of Camp
- ◆ Thursday, June 27th – National Sunglass Day – wear your shades!
- ◆ Friday, June 28th – Freedom Fest
- ◆ Thursday, July 4th – Camp Closed. Happy 4th of July!
- ◆ Friday, July 5th – Camp Closed
- ◆ Friday, July 12th – Olympic Day
- ◆ Tuesday, July 23rd - Songkran (FoP/Kiddie – 2nd)
- ◆ Thursday, July 25th - 6:45 p.m. – Camp Talent Show (Rain date: Monday, July 29th)
- ◆ Friday, July 26th – Color Run
- ◆ Wednesday, July 31st – Bike Rally (FoP 2, 3 & 4)
- ◆ Friday, August 2nd - Counselor Talent Show
- ◆ Monday, August 5th – Color Wars (FoP)
- ◆ Tuesday, August 6th - Color Wars (BoP)
- ◆ Wednesday, August 7 & Thursday, August 8 (finals) - “Simply Talent”
- ◆ Friday, August 9 – Last Day of Camp

FoP – Front of the Park

BoP – Back of the Park

GENERAL CAMP INFORMATION

- ◆ The goal of Freehold Township Parks and Recreation Summer Camp program is to provide campers with a safe, healthy, and energetic environment.
- ◆ Campers will be grouped by grade and the school that they will attend in September. Children enrolled in the Rec Runt and Kiddie Camp programs must be potty trained to be eligible for the summer program.
- ◆ In planning the daily program, the staff of each group will offer campers three activity choices per timeslot; giving children the option of which activity to participate in. Active participation in all activities will be encouraged.
- ◆ Michael J. Tighe Park is a smoke-free park. Smoking is prohibited.
- ◆ Please do not bring your dog to camp for drop-off or pick up.

CAMPER DRESS CODE

- ◆ Campers must be dressed for “active” participation.
- ◆ Shorts should be of a reasonable length. “Short” shorts should not be worn.

- ◆ Campers must wear clothing that totally covers the torso. Shirts must have two sleeves or armholes. Tube tops and midriff shirts are not permitted. Halter, strapless, and backless tops may not be worn.
- ◆ Apparel with bias, offensive, or profane messages will not be permitted. Items depicting or implying racial hatred, stereotyping, or prejudice will not be tolerated.
- ◆ **Sneakers must be worn. No Heely shoes, sandals or flip-flops.** Pool shoes may be packed for the Splash Pads.

CAMPER T-SHIRTS

- ◆ Each camper will receive a camper T-shirt that MUST be worn on all off-site trips.
- ◆ A limited number of extra shirts will be available for purchase. If a child forgets his/her T-shirt on a day he is registered for an off-site trip, the camper will be issued a new shirt – if one is available. The \$ 5.00 T-shirt fee must be paid the next camp day. If a T-shirt is not available, the child will not be eligible for the trip. No refunds will be given for trips.
- ◆ Campers are to wear either their camp T-shirt **or the 2019 Freedom Fest shirt** on Olympic Day.

WHAT TO BRING TO CAMP:

Please be sure to label all your child's belongings with their name and camp grade/group color (example: Jane Smith/ 2nd Grade AND Color)

- ◆ Backpack
- ◆ Lunch –The camper's name, grade and group should be printed on his/her **re-usable** lunch bag/container. No glass bottles!
- ◆ A re-usable water bottle marked with the camper's name
- ◆ Bathing suit and towel
- ◆ Sunscreen – with a minimum, broad-spectrum SPF #30

LUNCH/VENDING

- ◆ Lunchtime is 11:45 a.m. camp-wide. Lunch must be brought from home in a re-usable container. Be sure to send your child with a beverage and snack! Counselors will collect lunches from campers upon their arrival at camp. Lunches will then be refrigerated.
- ◆ Lunch Bags – **Campers are to use re-usable lunch bags and re-usable sandwich/snack containers.** Lunch bags should be re-usable plastic and lunch size, not family picnic size or hard coolers

- ◆ Please print child's name, grade and group on your child's plastic lunch bag.
- ◆ Do not send any glass bottles or jars with your child's lunch. Juice boxes or bottles of water are recommended.
- ◆ An afternoon snack time is scheduled daily. FTR recommends a non-perishable snack be put in a child's backpack for the afternoon snack. Those opting to use vending or the ice cream truck will be able to do this at snack time. The price for soda and water is \$ 2.00. Average price for vending items is \$ 1.50 - \$ 2.00. Ices and ice cream range from \$ 2.00 - \$ 5.00.
- ◆ Vending and ice cream are not available at the rain-sites.

FIRST AID/MEDICATIONS

- ◆ Medication – Parents must complete an “Authorization for the Administration of Medications by Camp Personnel” for all medications. A doctor's signature is required for this form which is located on the Township's website. All medications must be clearly marked with the child's name, grade and group color, and placed in a plastic bag along with a 3 ½ x 5 size picture of the child. This should be given to the Camp Nurse in the First Aid trailer located behind the Activity Center.
- ◆ The nurse is on site from 8:45 a.m. to 3:15 p.m. daily.

MEDICAL INJURIES

The Township of Freehold does not cover the medical expenses for any injuries resulting from participation in a recreation activity. As part of the registration process, all parents and participants sign a hold harmless agreement. This signed form is on file with the Recreation Office.

HEAD LICE POLICY

At any time during the summer the camp Nurse/EMT may inspect any camper for head lice. If nits or lice are identified during inspection the following procedures will be implemented:

The campers will be removed from the group and activities.

The parent or guardian will be called to come to the camp to pick up the camper. It will be the responsibility of the parent or guardian to transport the camper home before the end of the camp day. The camper will not be permitted to ride the bus due to added risk of other campers acquiring lice.

A verbal instruction as well as written instructions will be given to the parent and camper (depending on the age of the camper) before the camper leaves the park. It is the parents responsibility to follow these instructions and rid the camper of lice so that the camper may return to camp. These instructions will include treatment as well as management of the camper's environment and prevention.

After treatment has been completed and all nits have been removed from the head, the campers may return to Freehold Township Park and Recreation Summer Camp. The camp nurse will then inspect the camper for lice and nits, and after clearance, the camper will be permitted to return to their group and resume normal camp activities.

There is no specific exclusion time from camp for head lice. Some parents are able to accomplish the treatment in one day. It should not take more than a few days.

WHAT NOT TO BRING TO CAMP

Electronic devices, FIDGET SPINNERS/CUBES, and IPODS should not be brought to camp. The Township of Freehold assumes no responsibility for any lost or stolen equipment. Cell phones are to be turned off and must remain in a camper's backpack during the day. Use will result in the cell phone being held in the Recreation Office until the end of the day.

LOST AND FOUND

- ◆ Lost and Found is located in the Tighe Park Activity Center.
- ◆ Please help us help you! Label all belongings with your child's name and grade/group! We will do our best to return any lost items labeled with a child's name!
- ◆ Parents may look for lost belongings after 3:00 p.m.
- ◆ Lost and Found is cleaned out and all items are removed from Tighe Park property by 10:00 a.m. on Monday mornings. If something has been lost, do not delay in looking for it!

RAINY DAY PROCEDURES

- ◆ Due to Board of Education summer school maintenance, rain sites will be determined on a daily basis. Once the decision to send campers to rain sites has been made, an email blast will be sent to all parents informing them of your camper's rain site.
- ◆ The decision of whether or not to send children to a rain site will be determined by 10:00 a.m. on that day. In the event that it rains after

10:00 a.m. children will remain on site at Michael J. Tighe Park. All groups will have access to pre-designated, grounded pavilions.

- ◆ In the event of rain, Rec Runt, Kiddie Camp, Kindergarten and First Grade campers will remain at MJT Park.
- ◆ Campers will be bused from Tighe Park to the local schools. Late arrivals should be brought directly to the rain site. The parent must sign the child in with the group's Head or Senior Counselor. No transportation will be available once the buses have left Tighe Park.
- ◆ Parents who choose to pick their child up at a rain site must present a photo ID to the group's Head or Senior Counselor ONLY, who will check the "pick up authorization form" and verify that the individual has been designated by the parent for camper pick up. If the name is not listed on this form the child will not be released and will be brought back to camp on the bus.
- ◆ Expect delays for the 3:00 p.m. bus departure. All rain-site buses must return to Tighe Park before children will be transported home.

DISMISSAL

- ◆ Head or Senior Counselors of each group who will check the "pick up authorization form" and verify that the individual has been designated by the parent for camper pick up. The individual picking the camper up must present a photo ID (driver's license) to the Head or Senior Counselor. If the individual's name does not appear on the pick up authorization form, the individual will be sent to the trailer where a parent will be called to verify the pickup. No child will be released to any adult who is not listed on the Pick Up Authorization Form and who cannot be verified by the parent for pick up. Handwritten notes will not be accepted. Once verified, the child will be signed out.
- ◆ In addition to the 3 medical emergency contact names listed on the camper medical form, a maximum of 5 additional names are permitted on the pick-up authorization form. No changes, including additional names, to the form will be made once the form is submitted with the camper package.

PROCEDURES FOR PICK-UP AND DROP-OFF

- ◆ You must drop-off and pick-up your child from a counselor. Please park your car in the designated area (see enclosed map) and walk to the group to pick up your child. A child will not be released to a parent signaling from a car.

- ◆ Any camper dropped off before 8:45 a.m. will be checked into Morning Care. Cost is \$ 12.00 (cash or check only) per hour, payable at drop-off. Charge is computed by the hour with no discounted rate for fractions of hours.
- ◆ Any camper remaining on site after 3:15 p.m. will be brought to the Activity Center by the Head or Senior Counselor and signed in to After Care. The daily rate for After Care is \$12.00 (cash or check only) per hour, due at pick up. Charge is computed by the hour starting at 3:15 p.m. with no discounted rate for fractions of hours.

DESIGNATED AREAS FOR PICK-UP AND DROP-OFF (see enclosed map)

- ◆ Parking Lot 1 - has been designated as the Bus Lot. Camp bus riders will be walked from their buses to their respective groups.
- ◆ Parking Lot 2 – Rec Runts, Kiddie Camp, Grades 1 and 2. Rec Runts, Kiddie Campers and Kindergartners will meet their counselors at the Splash Pavilion, located in the picnic area outside of the Splash Pool. Children in Grade 1 will meet their counselors at the Freedom Pavilion, located by the stage. Campers in Grade 2 will meet at the Sami Center Pavilion located at the Sami Center to the left of the Main Office by ball field 2.
- ◆ Parking Lot 3 - Grades 3 - 4
Parents must park in Lot #3 (tennis courts). Counselors will be positioned on the Great Lawn directly in front of Lot 3 to sign in your child. Counselors will then walk 3rd and 4th graders to their home picnic area, the Liberty Pavilion (Grades 3 & 4).
- ◆ Parking Lot 4 - Grades 5 – 8
Parents must drive over the bridge and park in the back lot. Counselors for grades 5 & 6 will be located at the Hayley Pavilion, located immediately to the right after going over the bridge. Counselors for grades 7 & 8 will be located at the “AC” Pavilion for camper sign in/out. The "AC" Pavilion is the pavilion located at the back of Lot 4.

DAY CAMP – 9:00 a.m. – 3:00 p.m.

- ◆ Campers should arrive between 8:45 and 9:00 a.m. and **MUST BE ESCORTED by a parent** to their groups' designated area.
- ◆ Campers must be picked up from their groups' designated area between 2:45 and 3:00 p.m. A parent must show a valid Photo ID. A child will not be released to a parent signaling from a car.

LATE ARRIVAL/EARLY DISMISSALS

- ◆ If a child arrives after 9:15 a.m., they are considered a late arrival and must be signed in at the First Aid trailer located behind the Activity Center.
- ◆ If a child is to be picked up before 2:45 p.m., the parent must go to the trailer located behind the Activity Center to sign out their child. The camper will be escorted to the trailer by a counselor.
** During the day, groups are in the middle of activities located in various places throughout the park. Pick up will take additional time. If your child has an appointment, please allow extra time for pick up. Please do not call the office and request that the child be brought to the trailer ahead of time.
- ◆ Parents who choose to pick their child up at a rain site must present a a Photo ID to the group's Head or Senior Counselor **ONLY**.

MORNING CARE DROP OFF

- ◆ Freehold Township Recreation's Summer Camp Morning Care program begins at 7:00 a.m. Do not leave your child unattended in the park.
- ◆ Parents **MUST ESCORT** their child into the Tighe Park Activity Center and sign their child in with the counselor on duty.
- ◆ **Breakfast snacks will not be provided and may be brought from home.**

AFTER CARE PICK UP – Emergency Phone Number: 848 - 207 – 1597

- ◆ Counselors will escort all After-Care campers to the Liberty Pavilion at 3:15 p.m. where they will be signed into After Care. **Parents should pack an additional afternoon snack for any child attending after care.**
- ◆ Parents must go to the Activity Center, present their Photo ID, and sign out their child. The counselor manning the sign-out table will then contact the child's counselor that the parent has arrived. The parent may then pick up their child from their respective group.
- ◆ The After-Care program ends at 6:00 p.m. sharp. **PLEASE** make sure your child has been picked up by this time. Staff will not be on site after 6:10 p.m. Any child remaining will be brought to the Police Station.

BUS TRANSPORTATION

- ◆ Bus transportation is a contracted service. Pickup and drop-off points will be group spots at designated corners along an established route. There will be no door-to-door pickup. No camper may ride on any bus other than the one assigned to. Pickup and drop-off points must be the same.
No adjustments will be made to the final bus routes.
- ◆ Transportation is available on a first come, first serve basis. This will be determined by the number of seats available within each bus area. Once a bus has reached capacity, transportation for that area will be closed.
- ◆ Information on pickups and bus routes will be mailed to campers the week of June 17th. Questions should be directed to the Recreation Office, 732-294-2190.
- ◆ If your camper is not to ride the bus home on a particular day, please send a note the day before or that morning advising staff on how your child will be getting home.
- ◆ Bus fees are non-refundable.

CAMP DISCIPLINE POLICY

Campers are expected to adhere to Freehold Township's Code of Conduct, signed at the time of registration. Repeated violations of the camp/group rules or disruption of group activities that lead to reprimand or suspension will result in a conference between Administration, Head Staff, the parent, and camper with the final consequence being determined by the Superintendent of Parks and Recreation and Camp Administration.

It is difficult to give rules for every circumstance. The severity and intention of the act will be considered when Administration determines the consequence which may include removal from the program. The following examples of misconduct are considered serious violations and will lead to reprimand, suspension, or termination.

- ◆ Defacement or destruction of property, either belonging to another camper, counselor, the park, or off-site facility
- ◆ Sexual misconduct
- ◆ The presence of illegal substances, including alcohol and tobacco products.
- ◆ Fighting

- ◆ Stealing
- ◆ Use of racial or ethnic slurs
- ◆ Leaving a group unescorted
- ◆ Bullying/verbal harassment (threatening, ridiculing other campers or counselors)
- ◆ Repeated profanity
- ◆ Continued and severe disruptions of the camp routine
- ◆ Tampering with park AED equipment.

Consequences:

- ◆ The incident will be documented in writing with a copy forwarded to the Camp Administrators.
- ◆ An incident report will be sent home with a phone call to a parent by a Head Counselor or Administrator.
- ◆ Fighting, regardless of who starts it, and racial slurs will result in a one day suspension.
- ◆ In the event of termination from the camp program, there is no refund on program, busing or trip fees.

“CAMP STORE”

In response to the many parents who have requested camp paraphernalia, the Freehold Township Recreation Camp Store will open on Monday, June 17th during T-shirt pickup. The following items will be available:

FT Rec Summer Camp ¼ zip sweatshirts – Adult S – XL	\$ 28.00
FT Rec Summer Camp ¼ zip sweatshirts – Adult XXL	\$ 30.00
FT Rec Summer Camp child hoodie – S – XL	\$ 25.00
USA Tank Top – Child S – XL (limited supply)	\$ 10.00
USA Tie-Dye Tank – Adult S – XL (limited supply)	\$ 15.00
USA Tie Dye T-Shirt – CS – AXL (limited supply)	\$ 15.00
Camp Socks - Size M 7 – 9 or L 10 – 13	\$ 15.00
Drawstring Bag	\$ 10.00
Lunch Bag	\$ 8.00
Car Magnet	\$ 5.00
NEW IN 2019! YETI 19 oz. Water Bottle	\$ 15.00
CHUG CAP (limited supply)	\$ 10.00



KEY TO SUMMER CAMP

Michael J. Tighe Park

65 Georgia Road, Freehold, NJ 07728

Phone: 732-294-2190 Fax: 732-866-6637

