

CAMP KICK – A – POO 2016



PARENT HANDBOOK

NORTH CASTLE RECREATION
& PARKS DEPARTMENT

Tues., July 5th – Fri., August 12th
No Camp Monday, July 4th

ABOUT CAMP KICK-a-POO_____

Camp Philosophy

We aim to provide the child with a positive, creative experience with an emphasis on fun in a safe environment. Also, to provide campers with the experiences and activities that will promote the development of each camper's growth, maturity and self-esteem in an atmosphere of teamwork and good sportsmanship. And finally, we provide the child with a social, creative and physical outlet.

Location

The camp grounds are located at Coman Hill School, 558 Bedford Road in Armonk. Camp Kick-a-Poo will use multiple classrooms, as well as the Nurse's office, Gym, Cafeteria, and outside facilities as our campgrounds. These are amazing facilities that will help to provide your child with an amazing summer camp experience!

Camp Leaders

Superintendent of Recreation	Matt Trainor
Camp Director	Elizabeth Holdner
Assistant Director	Sarah Kaufman
Assistant Director/Aquatics	Meghan Basher
Nurse	Carol Thompson

Staff consists of Head Counselors, Assistant Counselors, Counselors, Counselors-In-Training, Specialty Instructors, Water Safety Instructors, and Lifeguards.

Camp Groups

Campers are divided into groups according to age and when they will enter kindergarten.

Green	3 year olds
Yellow	3 year olds
Blue	4 year olds
White	4 year olds
Orange	4 year olds
Red	5 year olds
Purple	5 year olds
Pink	5 year olds

Staff Training

In addition to having a registered nurse on campus, the camp director is also certified in CPR/ AED and RTE (Responding to Emergencies) in case of a camp emergency. Also, all staff members are required to attend a pre-camp orientation consisting of safety rules, swim and trip procedures, and first aid, including detection of Lyme disease-spreading ticks. All counselors are instructed in how to deal with emergencies.

CAMP LOGISTICS_____

Dropping Off and Picking Up Campers

- Camp opening and closing will be held at Coman Hill School, from the paved play area next to the playground.
- Parents should drop off children at the front of the building at Coman Hill. Those parents getting out of their cars should park their vehicles first. Groups will gather in the paved area next to the playground at the beginning of the day. Staff will direct vehicles so that traffic flows smoothly. No campers should be dropped off before 9:00 AM. Please do not to bring your children earlier, as we cannot be responsible for any campers who arrive early.
- Camp is over at 2:00 PM each day for ages 4 and 5. Camp is over at 1:00 PM for 3 year olds. If you wish to pick up a child early, sign out will be in the camp office. Pick Up will also occur at the paved area next to the playground at Coman Hill.

Early Dismissal

If you need to pick up your camper early for any reason, you may do so at the camp office. If someone besides a parent or guardian will be picking up the child, written permission from the parent must also be presented along with a photo ID of the person picking up the child. Counselors will NEVER release a child to anyone, even a parent, from any activity. Campers should be taken to the Camp Director's office or Medical Director's office and signed out by the parent/guardian at the Director's office.

CAMPER INFORMATION_____

Clothing

- All children are encouraged to wear their camp shirts every day. One shirt will be provided as part of the camp fee. Extra shirts can be purchased at the recreation office while supplies last for a cost of \$6.00.
- Campers should come to camp dressed as comfortable as possible. Shorts, t-shirts and sneakers WITH socks are recommended. Sandals should not be worn, except at the pool.
- Campers should bring a bathing suit and a towel to camp every day. It is recommended that campers wear their bathing suits under their shorts. After swimming, they may change back into dry clothes in the locker room. Parents should also provide a change of clothes including underwear and shorts to store at camp, just "in case".

Medical Information

- All immunization information on the camp medical forms must be on file with the camp director prior to the first day of camp.
- Your child's health and safety is important to us! Regardless of past attendance at Camp Kick A Poo, all campers are required to fill out a new medical form each year.
- The County Health Department requires all campers to show proof of at least one dose of live measles vaccine at or after 12 months of age. It is strongly recommended that

children 4-6 years of age who are attending camp also receive a second dose of measles vaccine.

- If your child needs to take medication during camp hours, please note on the medical form. Written authorization by a parent or guardian and the child's physician is required. A special blue form for this purpose is available at the Recreation Office. Bring this form, along with your child's medication, to the camp nurse on the first day of camp. All medication must be maintained in the camp nurse's office; if your child takes any medication at school or has any medication to use on a stand - by basis (such as an inhaler), it will be expected to be at Camp!

Attendance

For the safety of the campers, attendance will be taken at the beginning and end of the camp day. Periodic checks will also be made throughout the day. We also recommend that all campers arrive on time so they can easily locate their group and reach their first activity.

Illness

In case your child is unable to attend camp due to illness, please call the camp office after 8:45am. If your child becomes ill during camp hours, we will attempt to reach you first before calling the emergency numbers you list. The phone number for the camp office and nurse is **To Be Determined**.

Emergency Policy

In the case of a serious accident, the North Castle Police Department will respond with trained personnel. Reports on all accidents will be filed in the nurse's office. In all cases, we will contact the camper's parent or the emergency contact person listed on the registration form.

Lunch

- 4 and 5 year old campers should bring their own lunch and a snack. A knapsack with a cold pack is recommended. 3 year olds do NOT need lunch, but should pack a snack every day. Remember, we are a "nut free" camp!

Swimming

- Campers will be transported from Camp Kick A Poo to the North Castle Pool and Tennis Club in the camp buses. Car seats are provided and installed for this.
- Swimming/water play will take place at the wading pool of North Castle Pool and Tennis Club. Five year olds will be permitted in the shallow end of the big pool.
- No Kick A Poo Campers will be swimming in the deep end of the pool; Town of North Castle Recreation Department Lifeguards will be on duty at all times while your children swim. American Red Cross WSI's (Water Safety Instructors) will also be on duty.

Rainy Days

In case of inclement weather, the camp has prepared a "rainy day" schedule. Movies, Arts and Crafts, Gym Games and other indoor activities will be offered.

Lost And Found

The Lost and Found is located in the Camp Director's office. If your child has misplaced something, notify his or her counselor or stop by the camp office.

PROGRAM INFORMATION

Program Schedule

Each group will follow a daily schedule. Extra copies of these group schedules will be available in the Recreation Office located at 40 Maple Avenue in Armonk as well as the Camp Office. All schedules are subject to change due to weather conditions, special events, etc...

Activities

Many programs will be offered on a daily or weekly basis, including arts and crafts, sports, swimming, music and nature.

A complete schedule will be given out on the first day of camp with a calendar of theme weeks and special events!

How To Contact Us

Camp Phone Numbers

- **Camp Kick-a-Poo Office** **914-273-4183 x1980**
- **Camp Nurse** **914-273-4183 x1980**
- **Recreation Office** **914-273-3325**
- **North Castle Town Pool** **914-273-3275**

