

## Somers Small Fry Camp Parent Handbook 2022

Welcome to the Somers Small Fry Camp proudly presented by the Somers Recreation Department. We are thrilled that you have chosen this program for your family. This parent handbook was written to help you better understand our camp's policies and procedures.

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### COVID-19 Notice of Risk

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Notice of Risk: Please understand that there is no guarantee of safety from germs that may lead to COVID-19. Each individual family will need to consider the safety precautions that will be followed with fidelity, their personal levels of concern, and their knowledge of their children and personal family circumstances to determine whether or not it is appropriate and safe to consider this program. When you register for this program, you are stating that you understand the risk you are taking during the COVID-19 pandemic situation.

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#### Essential Camp Information:

##### Phone Numbers

-Kim Halligan, Recreation Coordinator:	860-937-4744 (c); khalligan@somersct.gov
-Maureen Parsell, Director of Recreation:	860-817-2876 (c); mparsell@somersct.gov
-Recreation Office	860-265-3840

##### Locations

-Somers Congregational Church:	599 Main Street	Somers, CT	06071
-Recreation Office:	619 Main Street	Somers, CT	06071

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#### Somers Recreation Department Mission

The Somers Recreation Department strives to help make Somers a great place to live and play by providing residents with high-quality recreation programs, activities, and special events. We aim to build a sense of community and enrich physical, social, and emotional health. Our goal is to help make recreation and fitness a priority in our community by providing quality, safe, affordable, and healthy opportunities for all.

#### Camp Mission

Our mission is to create a safe environment where campers can have fun and feel good about themselves while making new friends and discovering the world around them.

#### Camp Communications

The Somers Recreation Department seeks to continually expand our digital presence and outreach. We believe that communication via text message (SMS), social media, mass email campaigns, and our RecDesk website (somers.recdesk.com) will be most efficient and effective when trying to reach parents, guardians, or any other contacts in regards to camp-wide updates.

**\*\*\*We request that all parents/guardians follow our Somers Recreation Department Facebook Page at [www.facebook.com/somersrecreation](https://www.facebook.com/somersrecreation), as well as consistently monitor their email inboxes, text messages & check [somers.recdesk.com](https://www.somers.recdesk.com) for camp updates and communications.\*\*\***

## SOMERS SMALL FRY CAMP INFORMATION

### Camp Contact Information

Located at:  
Somers Congregational Church

Contact Us:  
Phone: 860-937-4744  
Email: mparsell@somersct.gov  
Email: khalligan@somersct.gov

Camp Director (A.M.): Amy Bulgajewski

Camp Director (P.M.): Fiona Cheyney

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### Daily Camp Hours

A.M. Session: 8:30am-12:00pm

P.M Session: 12:30pm-4:00pm

Full Day Session: 8:30-4:00pm

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Don't Forget...

#### Required Forms:

- Pick Up Authorization
- Medication Authorization
- Special Accommodation Request (if needed)
- Medical Information Form
- Photo Policy

***\*\*Required forms should be completed at the time of registration on Somers.RecDesk.com. Any parent/guardian who could not complete a form online will be expected to submit the completed paperwork at drop-off on the camper's first day.***

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#### What to Bring to Camp Daily:

- A smile 😊
- Sneakers, shorts, t-shirt & hat
- Bag lunch (full day campers only) & nut-free snack (all campers) (labeled with name)
- Water bottle (labeled with name)
- Sunscreen (on body AND in bag, labeled with name)
- Change of clothes
- Bathing suit, water shoes, towel, & backpack

## GENERAL CAMP INFORMATION

Our policies and practices are created specifically to promote and ensure the safety and well-being of your camper. We look forward to your cooperation in helping us provide the best camp experience possible for your child.

### Registration and Required Forms

All registrations must be made online at [somers.recdesk.com](http://somers.recdesk.com). We do maintain a wait list for programs that are full. As openings occur, parents will be notified in the order in which their children were placed on the wait list and given the option to enroll at that time. All campers must be the specified age before or during the camp session for which they are registered.

All forms including Pick-Up Authorization, Medication Authorization, Medical Information, Photo Policy and Accommodation Requests ***must be completed every year in order for each child to attend camp.*** Forms should be completed online at the time of registration.

***Somers Recreation Department welcomes campers of all abilities. Please contact us directly at (860) 265-3840 or [mparsell@somersct.gov](mailto:mparsell@somersct.gov) or [khalligan@somersct.gov](mailto:khalligan@somersct.gov) to discuss any special accommodations to ensure your camper has a successful and safe summer.***

### Schedule

The camp will run Monday through Friday from 8:30am to 4pm beginning Monday, June 27<sup>th</sup> and conclude the week of August 15<sup>th</sup>. Camp will not be held on Monday, July 4<sup>th</sup>.

### Text Message (SMS) Alerts

Any parent/guardian wishing to receive text messages (SMS) with updates relating to Somers Small Fry Camp operations should either update his/her RecDesk account to be sure they have checked the “opt-in” option for receiving text alerts OR contact the Somers Recreation Department ([mparsell@somersct.gov](mailto:mparsell@somersct.gov) or [khalligan@somersct.gov](mailto:khalligan@somersct.gov)) to express a desire to receive text alerts relating to Somers Small Fry Camp.

### SMALL FRY CAMP TOILETING POLICY

It is expected that all campers will demonstrate independence in all aspects of using the bathroom.

**All campers must be toilet-trained. Pull-ups are not permitted.** Somers Recreation's Small Fry Camp is not set up to accommodate campers who have regular toileting accidents (beyond occasional and somewhat inevitable accidents). For this reason, we require that all children enrolled in our Small Fry Camp to be proficient in bathroom related self-help skills and able to independently use the toilet.

Somers Recreation defines independent toileting skills as follows...

- Every camper should be able to recognize and verbalize their body needs and respond to staff reminders asking the camper to use the toilet.
- Every camper should be free from regular bathroom accidents.
  - Regular bathroom accidents are considered to be a camper soiling their clothing with either urine or feces two or more times during a one-week period.
- Every camper should be able to independently navigate their clothing.
- Every camper should be able to wipe their bottom with toilet paper.
  - Staff will provide wiping assistance and guidance, if needed. However, all campers should be willing to try to wipe with independence.

Some campers may be more comfortable in their own home with independent toileting skills but not in other environments. If we determine that a camper's independent toileting skills are not present, our summer camp staff will follow the guidelines as outlined below:

- We commit to supporting each camper in a positive manner without belittling, embarrassment or punishment.
- We will work with parents to support the camper with their independent toileting skills.
- Any camper that has had an accident where feces are present, parents will be called so they can assist the camper in cleaning themselves.
- Parents will be called to pick up their camper if the camper has regular toileting accidents.
- We may require that the camper be disenrolled from camp until their independent toileting skills are strong enough to be consistent and present while at camp.
  - In the event that a camper is disenrolled due to toileting issues, Somers Recreation will refund 50% of the Small Fry Camp fee.

## CAMP POLICIES

### Rules, behavior, and discipline policy

Campers will be responsible for following ALL camp rules as listed below:

- Campers must be respectful to other campers, staff, and facilities at all times
- Campers must remain in designated camp areas and/or groups at all times
- Campers must stay with their specified counselors at all times, unless specifically instructed otherwise
- Campers must walk while inside the school or at another recreational building
- Campers must use appropriate language with other campers and staff at all times
- Campers must refrain from any horseplay and or engaging in any dangerous activities
- Campers must keep hands-to-themselves at all times, unless it is expressly stated by a camp staff member that contact is permitted due to the nature of the organized activity at the time
- Campers must abide by all rules and procedures added to the program
- Campers are only permitted to leave camp when they are signed out by a parent/guardian or other authorized person
- Be aware of daily schedule and wear clothing appropriate according to each camp day's agenda

Camp staff will focus on the prevention of negative behavior. We will praise the positive and attempt to downplay the negative in an effort to bring out the best in every child. When needed, we believe discipline should take many forms and should vary according to age, individuality, and the developmental level of the child. Concern is focused on the action/behavior rather than the child. Our staff will use positive guidance, redirection, continuous supervision, and set clear limits during disciplinary action. Staff should report any negative behaviors to the parents on the day of the incident, whenever possible.

### Attire

Children should dress in a comfortable manner for camp. We suggest shorts, a t-shirt, sneakers, and a hat be worn. Sandals and dress clothes are not appropriate for camp as children will be involved in outdoor play, active games, and arts and crafts projects that may be unsafe and/or messy based on apparel. We also recommend your child bring a backpack with a towel, bathing suit, water shoes, extra clothes, and sunscreen. Please label all personal belongings!

### Sun Protection

We strongly suggest that a parent or guardian apply sun block (minimum SPF30) prior to camp. Parents are encouraged to apply before drop off. Camp staff may help reapply with a spray bottle.

### Sign-In and Sign-Out Procedures

#### ***A.M. Session (8-30-12:00 p.m.):***

- Drop off is at 8:30 a.m. and pick up is at 12:00 p.m.
- For drop-off, please park in the main lot and walk your camper to the rear of the church. Our staff will have the door open for sign in procedures.
- For the safety of our campers, please do not enter the building as we are only allowing staff and campers in the room.

#### ***P.M. Session (12:30-4:00 p.m.):***

- Drop off is at 12:30 p.m. and pick up is at 4:00 p.m.
- For drop-off, please park in the main lot and walk your camper to the rear of the church. Our staff will have the door open for sign in procedures.
- For the safety of our campers, please do not enter the building as we are only allowing staff and campers in the room.

***Full Day Session (8:30-4:00 p.m.):***

- Drop off is at 8:30 a.m. and pick up is at 4:00 p.m.
- For drop-off, please park in the main lot and walk your camper to the rear of the church. Our staff will have the door open for sign in procedures.
- For the safety of our campers, please do not enter the building as we are only allowing staff and campers in the room.

***Please do not send your child to camp if they have a temperature, signs of a runny nose, coughing or chills, etc. If your child exhibits any of these symptoms, they will not be admitted to camp.***

***Campers must be picked up on time or for every minute late, a \$5.00/minute fee will be charged.***

### **Late or Absent Campers**

Please notify the camp (860)-937-4744 or [mparsell@somersct.gov](mailto:mparsell@somersct.gov) or [khalligan@somersct.gov](mailto:khalligan@somersct.gov) if your child will be late or absent from camp. Each morning/afternoon we will take attendance. If your child is not present, whether they are late or absent, the Somers Recreation Department will make every effort to contact you and confirm the absence.

### **Late Camp Pick-Up**

The Somers Recreation Department incurs additional expenses after the close of camp, and as a result, it is very important that all campers be picked up by the specified close of camp. If a parent is unable to pick up a child at the established close of the program, the parent should arrange for pick-up by another person **authorized to do so**. If you will be late picking up your child, we request that you inform the camp as soon as possible.

Any person arriving late to pick up a child from camp will be charged a late fee. There is a five-minute grace period. A late fee of \$5.00 for each minute after your designated pick up time will be issued for each participant picked up after their scheduled ending time. Excessive late pickups will result in termination of the participant or camper.

Children will not be allowed to enter camp for additional sessions or for any other Recreation Department programs until late charges are paid to the Town of Somers. Late fees will be accepted at the camp sites only by the Camp Directors.

### **Injury, First Aid, Illness, and Medical Administration**

Somers Recreation Department staff members are the designated first responders to any injury. These staff members (with the possible exception of late hires) are certified in First Aid and CPR and can provide emergency care if needed. If the injury or illness is beyond common occurrence injuries (scrapes, bumps, bruises, overheating) and proves to be a more serious condition, we will treat to the best of our ability on site and contact parent/guardians as well as any necessary medical services and/or 911 immediately. In the event of a medical emergency, the camp staff will first attempt to contact the child's parents/guardians. If unsuccessful we will continue to try emergency contacts until we are able to reach someone. Please inform your Emergency Contacts of their responsibilities and be sure that they are readily available to receive and respond to such a call.

If your child is sick, please keep him/her home. Please report any communicable diseases promptly, i.e. COVID-19, Chicken Pox, Head Lice, Pink Eye, etc. to the Camp Director. Refunds or credits are not given for missed camp days. If your child becomes sick during the camp day, a parent/guardian will be contacted immediately and asked to come up pick up the camper as soon as possible.

Any camper not feeling well will be taken out of the Camp Room, away from other campers and wait to be picked up by their parent.

***If a child has a temperature or any signs of a runny nose, coughing or chills they will not be admitted to camp.***

***Somers Recreation Department staff WILL NOT administer medications, prescribed or otherwise, to any participant registered in our program.***

All participants are responsible for taking their own medications. If a child cannot self-administer medicine, a guardian will need to come in to administer the medication. Staff can keep all medications in safekeeping, remind children to take medication, and supervise self-administration. **Parents must fill**

**out the Camper Medication Authorization Form in order for campers to take any medication at camp.** This includes all inhalers. All medications must be presented in their original prescription containers and given directly to the Camp Director. Medications should NOT be kept in camper backpacks or other belongings. Please remember to retrieve the medication at the end of the day or session depending on your home needs.

### **Lunch and Snack**

All half-day campers must bring their own nut-free snack, drink and water bottle to camp daily. Please label all lunch bags, boxes, juice, and water containers.

All full-day campers must bring their own nut-free snack & lunch, drink and water bottle to camp daily. Please label all lunch bags, boxes, juice, and water containers.

***All campers' food must be brought from home, stored individually, and labeled clearly. Refrigeration will not be available for any lunches or snacks.***

### **Electronics & Fidget Spinners & Trading/Playing Cards**

Please do not send your child with electronics (i.e. DS, cell phones, iPods, MP3, electronic games or radios) as these are all **banned** from camp. **Please note that fidget spinners and trading/playing cards are also banned from camp.** We want kids to have a break from electronics and experience a true camp experience! The Somers Recreation Department is not responsible for any lost, stolen, or damaged property. This includes cell phones. If you need to be in contact with your child during the day, please call the Recreation Department staff members at the numbers provided on the first page of this handbook. ***Any item brought to camp that is deemed inappropriate, or is used in an inappropriate manner, will be held by the camp director and returned to the parent/guardian at the close of the camp day.***



**Personal Items**

We encourage parents/guardians to mark all personal items with your child's name in case it becomes lost. We are NOT responsible for lost items, so please encourage campers to leave valuables (like electronics and jewelry) at home. We reserve the right to take away any personal item we feel will be unsafe or harmful to another camper, the group, or to the public. The item will be returned to the parent/guardian at the end of the day.

**Lost and Found**

A lost and found area will be designated and announced to all campers.

**Cancellation, Delay, or Early Dismissal**

If camp is delayed or cancelled due to severe weather, power supply damage, or other unforeseen circumstances, you will be notified by email and it will be posted on the Somers Recreation Department website ([somers.recdesk.com](http://somers.recdesk.com)) & Somers Recreation Department Facebook Page. If camp must be dismissed early for any reason, all families will be notified.

**Ticks**

Please note that we bring our Small Fry Campers outdoors and our camp staff will be diligent in monitoring and checking campers for ticks. However, we recommend that each afternoon or evening after camp, families conduct an at home "tick-check" to be sure that all campers are tick free. If a camper is discovered to have a tick throughout the course of the day, our camp staff will remove the tick and parents will be notified.

# Somers Small Fry Camp 2022 Parent Handbook

I, \_\_\_\_\_ have read  
and understand all of the information provided to me in  
this 2022 Small Fry Camp Parent Handbook.

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Date: \_\_\_\_\_