




Dear Camp Families,

Thank you so much for deciding to participate in The City of Canandaigua Summer Camp Program, where **Kindness Matters!** We are excited to provide you with the latest updates and information about our upcoming adventure! In order to have the most up-to-date information,

the QR code on the top right corner of this letter will also bring you to the updated calendar, field trip details, phone numbers, document center, and more!

1> Camp Dates & Schedule:

 **Start Dates:** The first day of camp is June 26th. Our last day of day camp is August 4th. There is NO CAMP on Tuesday, July 4th!

 **Camp Hours:** 9:00 am – 3:00 pm, The After Camp Club: 3:00 pm – 5:30 pm

Mark your calendars and ensure that your child arrives punctually each day. Please wait for staff to be available before dropping off your camper. Our staff will often be preparing for the day and having morning meetings so we will not have staff available to attend to your children before 9:00am. Pick up is promptly at 3:00 pm. Please do not be late to pick up your campers. If a reoccurring issue arises, the camp director may have to discuss continued attendance.

We have an exciting schedule of activities planned to keep them engaged and entertained throughout the day and having late arrivals or early dismissals can cause disruption. However, if there is a need for late arrivals, please communicate to your leader ahead of time, if possible!

A detailed description of field trips can be found later in this packet, and the online parent packet at the QR code website. If interested in volunteering for a field trip, volunteer forms can be found online and need to be submitted 2 weeks prior to the trip!

2> Transportation: 

Transportation to and from the camp facilities is the responsibility of the caregiver. All offsite trips will be using Canandaigua School District transportation services. When picking up your camper(s), let staff know you are leaving and present your PICK-UP AUTHORIZATION TAG. If someone tries to pick up a camper without a pick-up authorization tag, the authorized guardian may be contacted to seek approval. An authorized guardian may show ID to get additional pick-up authorization tags. For many reasons, it is important that campers arrive and are picked up on time. Please ensure that anyone picking up a camper has the correct authorization tags ahead of time.

Elementary camp drop-off and pick-up will be tentatively at the North Pearl (lollipop) entrance/Elementary playground.

3> What to Pack:

Be careful about sending beloved personal items to camp. The City of Canandaigua staff is not responsible for any personal items lost or damaged at camp. Do not send any sharp or unsafe objects to camp. Here is a checklist of essential items that your child should bring each day:

Lunch & Snacks: Pack a healthy and nutritious lunch for your camper. Snacks with lots of sugar produce a crash effect that is amplified in the heat and high levels of activity. We do not have refrigerators or microwaves, so please send lunches picnic style. Children are NOT allowed to share any of their lunch or snacks from home with friends. Any outside treats must be given to the leader for proper distribution!



Water Bottle: It's important to stay hydrated! Send a refillable water bottle with your child's name clearly marked. Consider sending a water bottle that is easy to carry and does not get easily crushed.



Sunscreen: ALL campers will apply sunscreen in front of staff upon arrival to ensure full coverage for everyone. The camp will supply an off-brand spray sunscreen for all campers unless a specific sunscreen is sent and marked with your camper's name. Lotion bars are a great suggestion for campers to apply with more independence and less mess. All registration forms had a box to authorize assistance with sunscreen for campers. Please be aware that staff will be allowed to help apply sunscreen to your child if you have marked YES on this form.



Swimwear and Towel: It is not a bad idea to send a towel and a change of clothes or a swimsuit daily, as there is always the option of water activities to stay cool! Be aware of the days we will be at the beach or planning messy activities!

Comfortable clothing and shoes: Dress your child in weather-appropriate clothing and comfortable shoes for outdoor activities. On days that we visit Onanda Park, we have the option for a water hike. Campers typically like to have water-friendly/an extra pair of shoes if they participate in the water hike and for the pebbles at the swim beach area.

4> Health and Safety:

The health and safety of our campers are our top priorities. Please keep your camper home if they are experiencing a fever or vomiting until they are cleared for 24 hours. Any other combination of symptoms including coughing, wheezing, headaches, diarrhea, nausea, etc. may require a doctor's clearance to return to camp, especially if possible COVID exposure has occurred.

Per the NYS Department of Health, all campers must provide their most recent immunization records PRIOR to attending camp. If you are unsure if you still need this document, you can check RecDesk or call Heather.

If your camper requires prescription medication or epipen during camp, please download the appropriate forms and obtain a doctor's signature PRIOR to attending camp. Campers must be able to self-medicate and keep their medication in its original container inside their lunch pale, which will be under counselor supervision until reminded to self-administer.

Our staff will not allow bullying or other disciplinary problems for the safety of all the children attending. Any actions taken by staff will be directly related to consequences related to a camper's choices. Any bullying will be dealt with swiftly and in a serious manner. In more serious cases, parents may be called and other actions may be necessary. Any advance payments will be refunded if the child does not return to camp, minus a \$10 administrative fee.

5> Communication:

We believe in maintaining open lines of communication with our camp families. Should you have any questions, concerns, or updates, please don't hesitate to reach out to Heather or your site leader via text, phone, or email. The contact information can be found on another sheet in this packet and the online parent packet. We're here to assist you and ensure a seamless camp experience.

On your camper's application, you agreed to photographs being taken and used for social media marketing. If you are NOT ok with photos of your camper being public, please notify the Recreation Supervisor immediately.

6> Important Dates:

Friday, June 23rd: Pop-up Camp & Parent Meet & Greet (4:30 pm-6:00 pm at all park locations)

Mondays July 5, 12, 19, 26, & 31: Kershaw Park days (Parents will drop off & pick up at Kershaw Park playground. Pick up will begin at 2:30 pm)

Wednesdays June 28, July 5, 12, 19, 26, & Aug 2: Field Trip days (Buses will leave campsites at 9:30 am sharp!)

Fridays June 30, July 7, 14, 21, 28 & Aug 4: All together days (Parents will drop off & pick up at the scheduled site)

7> **Camp Staff:**

Our experienced and enthusiastic staff members are working to be all geared up to provide a safe and enjoyable experience for your child. They have undergone thorough background checks and are certified in first aid and CPR. We are confident in their ability to create an enriching environment for your little ones. You can learn more about them in the "About your City Camp Staff" page in the online parent packet.

You may also see counselors in staff apparel that are known to be a "Counselor in Training" (CIT), or who are employed by the Ontario County Workforce Development Program and are under a strict set of rules. These may prevent them from being alone with children, or they may still be building the confidence to talk to parents about upcoming camp information or a camper's behavior. Although they undergo much of the same screenings and training, they may be still working toward full employment opportunities with a coach and are not counted toward the ratios that are submitted to the Department of Health. We feel as though offering growth opportunities is important, but please note that we may not offer the same demands, and therefore the level of skill may be apparently different. This does not mean that we are not fully staffed well within ratios with the City's qualified employees.

Not only does the day camp director send her kids to the camp, but she is also a Certified Therapeutic Recreation Specialist (CTRS), meaning this is a full investment for her. Our program isn't *just* a daycare, but play is important and activities are purposeful. The connections and meaning are thought through every single day.

A CTRS is a professional in the recreation field that has the knowledge, skill, and ability that is well recognized as being essential for the standard of practice in the profession.

On behalf of all our camp staff, we look forward to welcoming your campers to our day camp and creating lasting memories. Thank you for entrusting us with their care. Let's make this summer an unforgettable one!

Warm regards,

Heather Pogue, CTRS

Recreation Supervisor, Day Camp Director

City of Canandaigua

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