

Little Cubs Camp Adventure Camp Teen Scene Camp



Get ready to learn, play, create, and go places. We are very excited to introduce you to our weekly summer day camp programs. Our primary goal is to provide a safe and fun environment for all our participants. Together, we unplug, play, swim, keep active, make friends, and expand our abilities; we become more confident, resilient, and independent. **These are basic/regular rules and policies for CECS Rec Camp, an additional Covid-19 Handbook will also accompany the new guidelines set forth by the CDC for all campers and staff.**

Administrators

Camp Director: Kelly Phinney

Little Cubs Camp Coordinators: Jennifer Murphy, Ellen Berg, Jenny Allen, and Martha Pulsifer

Adventure Camp: CECS Summer Staff

Teen Scene: CECS Summer Staff

Rules and Disciplinary Policy

The enclosed policy must be carefully read and understood by both you and your camper.

Facilities

During camp hours, our staff will be responsible for keeping the following areas safe and secure. Campers are limited to designated areas and are not permitted in any space without their counselor. Campers who breach these boundaries will be disciplined according to our Rules & Disciplinary Policy. Areas included for our use are the Cape Care playground, tennis courts, Capano, & Moulton Field, Multipurpose field, Pond Cove & Middle School area/fields, & the Community Center and pool if it becomes available to groups.

Communication

Any additional information or changes in our daily schedule will be emailed to you and posted on our website at www.capecommunityservices.org. If you need to speak to your camper or have a change in your camper's daily schedule please call appropriate # :

Adventure Camp (Grade 1-5) call 207-899-6423

Teen Scene Camp (Grade 6-9) call 207-899-6423

Little Cubs Camp (age 3 to Kindergarten) 207-799-2868

Any and all other camp related questions, payments, cancellations, etc. may be directed to Community Services at 799-2868. Summer Hours are June 22 – August 28, 7:30 am - 3:30 pm.

Medications

A Medication Distribution form must be completed for any prescription and nonprescription medication(s) we need to administer to your child during camp hours. Medications should be clearly labeled in its original container, inside a ziplock bag, with the child's name on it, and left at the camp desk with a camp administrator.

Emergency Procedures

Staff and counselors are CPR certified, equipped with walkie talkie and first aid kit to treat any minor accident. Parents will be contacted immediately if a doctor's attention is required. If immediate medical care is necessary, an ambulance will be called first and then the parents. If the parents are unable to accompany the child to the nearest emergency room, they will be accompanied by a staff person.

Late Fees

Pick-up from camp is promptly at 3:00 pm. Please call us if you know you are running more than 10 minutes late. After 3:15 pm a late fee will be charged, unless your child is registered for after care.

15 minutes \$25 late fee.

16 - 30 minutes \$30 late fee.

Over 31 minutes \$40 late fee.

Snack Bar (Adventure & Teen Scene Camps Only)

Unfortunately, there will be no snack bar this summer due to CDC guidelines.

Drop Off & Pick Up

See the Covid-19 packet for specific instructions on drop off and pick up of campers.

Dismissal Procedures *Updated*

- If you plan to pick up your child before 3:00 pm, please send a written note or email to kelly.phinney@capeelizabeth.org for Adventure and Teen Scene Campers. Call 207-899-6423 when you arrive and we will bring your child to you, please remain in your vehicle. Little Cubs parents should check with the CECS office 207-799-2868.
- At 3:00 pm we will dismiss by group areas, please see the Covid-19 packet for specific areas.

- Campers in Grades 1 - 6 who are attending After Care will be dismissed to After Care staff.
- Kids walking or riding bikes are then dismissed.
- Little Cubs campers will be parent pick-up in front of Cape Elizabeth Community.

Theme Day

Staff, counselors, and campers all participate in theme days! They are what make camp special -- they encourage a 6camp spirit, generate excitement, and offer campers something to look forward to. Variations in the schedule appear on the chart below.

Week	2020			
	Date	Little Cubs Theme's	Theme Day Wednesdays	No camp days
1	6/22-6/26	Ocean Exploration	Retro Camp t-shirts (Old one)	
2	6/29-7/2*	A Bug's Life	Red/White/Blue Day	no Camp 7/3
3	7/6-7/10	At the Farm	Super Hero Day	
4	7/13-7/17	Backyard Garden	Sports Day	
5	7/20-7/24	Maine Authors	Hawiiian Day	
6	7/27-7/30*	Out in Space	Color Day (TBA)	No Camp 7/31
7	8/3-8P/7	Days of Dinosaurs	Penny Carnival	

*means this is a 4 day week, no camp on Friday July 3 and July 31.

Adventure Camp and Teen Scene camp will be held on Middle School and Pond Cove campus but locations will be modified. More information can be found in the Covid-19 packet.

Camper Checklist

- Sunscreen (apply before and during). Don't worry counselors will remind you to re-apply. Additional sun protective gear ie. hat, sunglasses, chapstick, etc. might be a good idea.
- Closed toed shoes are a must preferably sneakers.
- Backpack, bag or sac pack to keep all your stuff in. Check lost and found frequently. You may not even realize it's lost until it's found. Labeling all your stuff helps.
- Each camper will need to bring a clipboard, crayons, and pencils in their backpack.
- Morning snack, lunch and drink packed in an insulated cooler with an ice pack. You're going to be busy all day and get seriously hungry so pack a lot of good healthy food.
- Large water bottle, preferably insulated and with a carrying strap so you can lug it around with you and refill it throughout the day at a watering station. No glass bottles 😊

Bathing suit & towel and a plastic bag to store when wet. One piece bathing suits (tankinis covering waist) girls. Shoulder length hair should be covered with a swim cap. Goggles are fun and optional.

Don't forget to take your wet stuff out when you get home and let it dry for tomorrow.

Extra change of clothing just in case. Keep them dry in a plastic bag. A ziplock bag will keep clothes extra dry.

Camp shirts will not be available this year.

Appropriate clothing. No skirts or 'short' shorts. Cover your shoulders and your bellies. You will be active and outside unless it's pouring buckets or a real scorcher. You will get dirty and possibly wet.

Adventure Campers should leave all of their electronics at home. Teen Scene campers will be allowed to have cell phones with limited use during snack and lunch.

Parent Tips for a Successful Week

Label everything your child brings with them to camp... bags, towels, lunch box, sunscreen, water bottle. They are forgetful little people and our staggeringly large lost & found should be checked by them and you regularly.

Please support our effort to keep kids unplugged by not allowing them to bring ANY electronics with them to camp. If you need to reach your child, call the camp desk and we will have them call you back after they are located. Teen Scene campers will be allowed to use cell phones at snack time and lunch times Only.

Pack them a healthy morning & afternoon snack and a nutritious lunch and a drink. They are going to be active from 8:30 am - 3:00 pm and they get hungry at both snack and lunchtime. Insulated lunch boxes with an ice pack work best for keeping their food and drink cool.

Lather them up with sunscreen before they arrive. Counselors will remind them to reapply. *(pack sunscreen)

In addition to these policies and procedures we have added a Covid-19 information packet that all parents need to review and sign the waiver at the end.

Thanks to all of you that have registered for CECS Summer Programs, we are excited to offer camp this summer but will need all campers, staff and parents adhering to the new guidelines due to Covid-19.

CECS Summer Camps 2020

Rules & Disciplinary Policy

Please read and review with your child and return completed form prior to attending camp.

RESPECT - Treat yourself, fellow campers, counselors, staff, equipment, supplies, facilities, property and personal belongings with respect.

COMMUNICATION - To ensure your safety and the safety of others, listen carefully to staff and counselor directions, remain with your group at all times, and seek permission to leave your group at any time and for any reason.

RESPONSIBILITY - Campers are expected to conduct themselves in a well behaving manner. The use of inappropriate language, possession of a dangerous object, weapon or illegal substance will not be tolerated and should be immediately reported to counselor or staff.

Offenses include: endangering another person's well being, swearing or verbal abuse, leaving campus boundaries, stealing or destruction of property, possession or under the influence of an illegal substance.

Stealing, Property Destruction and Illegal Substances are considered Third/Fourth Offenses.

Offense Consequences:

- First Offense - Verbal Warning and Counselor Meeting
- Second Offense - Written Notice and Parent/Guardian Notification
- Third Offense - Dismissal (for the day) and Parent/Guardian Pick-up
- Fourth Offense - Camper Suspension (for remainder of summer without tuition reimbursement) The above consequences are general guidelines and will be administered at the discretion of the administration.

Special circumstances may be considered and applied to individual cases.