

Twinsburg Youth Summer Camp Parent Handbook 2023

Camp Supervisor- Lara Mentzer
Asst. Supervisors - Spencer Genos, Ryan Lecaros
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Website: bit.ly/TwinsburgSummerCamp

2023 Sessions

Session 1: June 5 - June 9
Field Trip: Cleveland Metroparks Zoo - 6/7

Session 2: June 12 - June 16
Field Trip: Great Lakes Science Center - 6/14

Session 3: June 19 - June 23
In house activity: Penny Carnival - 6/21

Session 4: June 26 - June 30
Field Trip: Play CLE - 6/28
Pizza Party - 6/30

Mid-Summer Break, No Camp: July 3 - July 7

Session 5: July 10- July 14
Field Trip: Pioneer Waterland – 7/12

Session 6: July 17 - July 21
Field Trip: Movie “Elemental”- 7/19
Talent Show: 7/21

Session 7: July 24 - July 28
Field Trip: Clay’s Waterpark - 7/26
Superstars: 7/28

Session 8: July 31 - August 4
Field Trip: Swings N Things 8/4 (Friday)

Session 9: August 7 - 11
Field Trip: Roseland Lane Bowling – 8/9
Picnic: 8/11

General Camp Information

- 1. Registration** – Registration can be done for residents online starting April 10th for TFC annual members, April 17th for City of Twinsburg residents, and for district residents starting May 1st. The registration deadline for each session of camp is noon on Friday prior to the session. If you need to cancel a session, a credit can be issued for a pre-registered week of camp by noon the Monday before the session starts. No refunds given, only credit to your Parks & Recreation account will be given.
- 2. Transportation** – There will be no busing to or from summer camp this summer. All transportation will have to be provided by parents and or guardians. Please see Departure/Dismissal procedure below.
- 3. Staff**— We only hire leaders that love being outdoors, playing games and enjoy being around kids. Many of them have plans to work with kids in the future. They are all ages 16 and older. They are all certified in First Aid and CPR.
- 4. What To Bring To Camp-** **Your camper will need a packed lunch everyday. We will not offer concession stand lunches this summer.** We advise a water bottle and sunscreen, with your child's name on it, to use throughout the day. As a reminder there should be no outside toys, phones, or electronics from home brought to camp.
- 5. Morning Care** – Morning care will be provided for children that need to be dropped off early. Morning care will be from 7:00 am to 9:00 am. This is an additional cost on top of regular camp. You must be signed up for camp that week in order to attend morning care. From 7:00am-8:00am, your child can be dropped off inside the building. After 8:00 am, they will be outside in the park.
- 6. Arrival-** If you are not utilizing morning care, please drop your child off **no earlier than** 8:45am. Children are required to leave their lunches in the designated age group bins that will stay located in the building until lunch time. The children will then meet with their group and begin their day.
- 7. Daily Happenings**— Children are placed into three age groups and those groups are 6-7 year olds, 8-9 year olds, and 10-12 year olds. Each group will have planned activities to fill the day. These activities are both indoor and outdoor and include a field trip, swimming, and arts and crafts once a week. As a reminder throughout the day, the campers will be expected to participate in structured activities.
- 8. Field Trips**—There will be one field trip a week, usually on Wednesdays, unless otherwise noted. A schedule of trips is available on the website as well as the beginning of this packet. Campers **MUST** pack their lunch on field trip days in a disposable bag. Your child will be in a group of 6-8 children with one leader and sometimes a volunteer. Campers should not bring money on field trips. **Children should wear their provided camp T-shirt on field trip days in order for us to stay organized.**
- 9. Swim Days**— We will go swimming every Thursday. ***We will be at the outdoor water park. PLEASE SEND YOUR CHILD IN OR WITH HIS/HER SWIMSUIT!*** Lifeguards will be on duty and leaders will be in the water with them. Your child does not have to swim and will be supervised in the pool area if they choose not to. If you feel your child's swimming ability is weak, please put a note on their Camp Information form. **Campers will not be allowed to purchase anything from the concession stand while we are at the pool.**
- 10. New this summer! Sylvan will be providing an organized activity indoors every Tuesday, taking the place of Arts & Crafts.**
- 11. Lunch**— All campers will need to pack their own lunch every day. Lunch bins will be kept inside the building but will not be in a refrigerated area. Lunches must be placed in bins and not carried around during the day. There will be no access to a microwave so please pack accordingly.

- 12. Early Pickup-** This is anytime during the camp day up until 2:30. If you are picking your child up early, you **MUST** go to the camp office and sign them out with a camp supervisor. **When picking up your child early, parents must enter through the community center and go to the camp office. If your child is being picked up early or going home with someone else, you must send an email.** This allows us to get your child ready ahead of time. Early pick up is available **ONLY** until 2:30. After 2:30 you must wait in the parent pickup line.
- 13. Departure/Dismissal** —Kids will be separated into their groups by parent pickup or afternoon recreation. Attendance will be taken to ensure the children are where they are supposed to be. We will be staggering the pick up times based on last name. Last names beginning A through F have a dismissal time of 3:00; last names G through N starts at 3:15; and last names O through Z starts at 3:30. Our staff will be there to direct you to where you should pull up in front of the community center to wait for your child(ren). Each family will receive a parent pick-up car tag with your child(ren)'s last name on it. This will be your pick up tag the entire summer. It lets our staff know who belongs in that car. Parents will be charged for every 15 minutes they are late past their assigned pick-up time.
- 14. Afternoon Recreation**—Afternoon Recreation lasts until 6:00pm. When picking up your child please bring your parent pick-up tag every day. If someone else is picking up your child please notify the office prior to the end of the day. Children must be picked up any time before 6:00 pm. Parents will be charged for every 15 minutes they are late. There will be no swimming at afternoon rec this summer.
- 15. Safety**-The Twinsburg Youth Summer Camp continues to implement safety regulations throughout the summer. For safety reasons, as mentioned above, parents are not permitted to enter the park during camp hours. If you need to pick up your child, drop something off for your child, or have any need to enter the park, please stop by the Camp Supervisors' office located inside the Community Center. We will then find your child, gather their belongings and bring them down to the Community Center. Thank you in advance for your cooperation!
- 16. Additional Needs-** If your child has any developmental disabilities that we should be aware of, please let the supervisors know so we know how to best help your child at camp. In addition, if your child has any medical needs that we should be aware of please let us know. (ie. needing epi-pen/ medicine on them at all times).
- 17. Other Notes:** Please make sure your child has sunscreen on before coming to camp. The leaders are not allowed to apply sunscreen lotion to the campers. Also, please write your child's name on **ALL** belongings; this way if an item gets lost, it can easily get returned to your child. We do not allow the children to bring any toys to camp at the risk of them getting lost. We are not responsible for any toys that get lost, stolen, or broken. The less they bring to camp, the less they will lose!!
- 18. Rules of camp-**
- No swearing
 - No picking up sticks, rocks, or anything that can cause harm to other children, volunteers or leaders.
 - No hitting, kicking, spitting, or pushing other campers, leaders, or volunteers.
 - Campers must stay with the group at all times unless accompanied by a volunteer or leader.
 - The woods are off limits to all campers unless they are under the direct supervision of the leaders. Going beyond the boundaries that the leaders set is also off limits.
 - Money brought to camp for afternoon rec needs to be packed away until the end of the day. There will be no exchanging or sharing of money.
 - No toys brought from home. They will be asked to be put away. If we still see them, they will be taken and can be picked up in the office at the end of the camp day.
 - No taking other campers, volunteers, or leaders' property.

19. Consequences/Discipline - The Breakdown of the rules stated above with the corresponding “cards”:

- **Yellow cards** are a warning. These violations relate to behavior and do not endanger the safety of themselves or others:
 - Swearing and/or name-calling
 - Taking other campers, volunteers, or leaders’ property
 - Repeatedly disobeying leaders’ instructions

- **Red Cards** are violations that endanger the safety and well-being of the child, other children, or the staff. The first red card results in a 1 day suspension. The second red card is a 3 day suspension and a third red card is expulsion from camp for the remainder of the summer. **There are no refunds if suspended or expelled.**
 - Not staying with the group
 - Going beyond camp limits
 - Hitting, kicking, biting, spitting, pushing another camper, leader or volunteer
 - Bringing weapons of any kind to camp

- At the discretion of the supervisors, we take everything on a case by case basis and will determine the course of action. **Refunds will not be given for suspensions or expulsions.**
- We will call you if a red card is given. In addition to the call we will send home a card that will need to be signed and returned. What will be included on the given ‘card’ will be a written explanation of the incident discussed.
- As stated above If multiple red cards are given to the child, camp supervisors will determine if a suspension or expulsion is necessary. We have a zero tolerance policy for bullying, threatening, or violent behavior toward any camper or staff.

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning Care	7:00 - 9:00am	7:00 - 9:00am	7:00 - 9:00am	7:00 - 9:00am	7:00 - 9:00am
Regular Camp 9:00-3:00	Normal Camp day. Lots of activities and having fun!!	Normal Camp and Arts & Crafts Day!	Field Trip Day!	Swimming day!	Normal Camp day/ Activity Day
Afternoon Rec 3:00 - 6:00	@Camp	@ Camp	@ Camp	@ Camp	@ Camp