MAKE THIS SUMMER EXTRAORDINARY

IDS | The Independent Day School

FEARLESS SUMMER

Family Information Packet
Dear Campers and Families,

This Family Information Packet contains pertinent information that will be helpful in preparing your child for his/her summer experience. Please take time to review the information with your child.

If you have any questions or need additional information, we will be happy to assist you. Please call 860.347.1221  Ext. 1221 or email herzoga@independentdayschool.org.

On behalf of all of the summer staff, we are thrilled to be a part of your Summer at IDS!

Sincerely,

Amanda Herzog
IDS+ Program Manager
SUMMER AT IDS:
June 25, 2018 - August 3, 2018
The Independent Day School is committed to the children and families of this community. Our camp staff are chosen carefully and trained to provide campers with a fun, supportive atmosphere where everyone can learn new skills, make friends, and most importantly, develop self-confidence. Attending camp is an experience that children will never forget, and we want their time spent with us to be positive. The goal of summer camp is to help participants grow in all aspects of their lives. By using a natural camp site and providing challenging activities in both small and large group settings, summer camp gives children an experience that will last a lifetime. Our camp supports positive physical, intellectual, social and emotional development of our campers. Daily activities are specifically designed to enhance their competence, connections, character, confidence and contribution to our community. Our summer camp programs are licensed by the State Office of Early Childhood.

FACILITY:
Camp is held on the 33-acre campus of The Independent Day School, located at 115 Laurel Brook Road, Middlefield. The indoor and outdoor facilities offer a variety of amenities, which include playscapes, picnic table area, indoor gymnasium, a large pond, hiking trails. and more.

THE STAFF:
Our program is only as good as the people who staff it! Many of our directors and counselors are school employees and college students who are experienced young professionals in their field. Each member of our team brings their energy, knowledge, and unique passion along with their goal to make a difference in the life of each camper every day. Our goal is to serve as professional role models and help each child gain skills and enhance his/her self-esteem. Camp counselors are trained to highlight teachable moments and emphasize accomplishments and successes in all campers. All staff are required to receive a minimum of 12-16 hours of training before camp begins, including CPR & First Aid.

IDS DAY CAMP:
Camp is for children entering grades PreK3–8th in the Fall 2018. Day camp operates from 8:30AM – 4:30PM Monday through Friday. Extended care is available from 7:30AM – 8:30AM & 4:30PM – 5:30PM. There is NO camp on July 4, 2018.

Typical Day at Summer Camp...
Throughout the day, campers will participate in a variety of activities. Every morning, all campers and counselors come together to get the camp energy going. During morning greeting, the camp director and assistant director welcome everyone by engaging them in energizing morning movers and talking about the exciting agenda for the day. The camp day ends with a brief reflection on all the fun that was had and a review of the following day’s agenda!

In our efforts to create the best possible experience for campers, weekly themes and daily activities are planned. Throughout the summer, counselors and CITs collaborate to plan and facilitate camp-wide activities, where campers experience food, crafts, and games from around the world!
GROUP SCHEDULES:

ALL NEW
Summer Explorers
Ages: PreK3 – K

DAILY CAMP SCHEDULE (8:30 a.m. – 4:30 p.m.)
8:30 – 9:00  Morning Meeting & Greeting
9:00 – 9:45  Morning Activity
9:45 – 10:30  Centers/Outdoor Play
10:30 – 11:00  Snack/Bathroom
11:00 – 11:30  Music & Movement
11:30 – 12:00  Lunch
12:00 – 12:30  Story Time
12:30 – 2:00  Rest & Relax
2:00 – 2:15  Bathroom/Clean-Up
2:15 – 3:00  Visual Art Project
3:00 – 3:45  Centers/Outdoor Play
3:45 – 4:15  Afternoon Activity
4:15 – 4:30  Goodbye Meeting & Prepare for Dismissal

ALL NEW
Summer Academy
Ages: Rising 1st – 8th Grade

DAILY CAMP SCHEDULE (8:30 a.m. – 4:30 p.m.)
8:30 – 8:45  Morning Meeting & Greeting
8:45 – 9:00  Orientation & Counselor Trivia
9:00 – 10:00  Sports Activity/Creative Arts
10:00 – 10:15  Snack/Bathroom
10:15 – 11:15  Cooperative Games & Activities
11:15 – 12:00  Weekly Theme Activity #1
12:00 – 12:30  Lunch
12:30 – 12:45  Bathroom/Clean-Up
12:45 – 2:00  Games/Free Play Option
2:00 – 2:45  Weekly Theme Activity #2
2:45 – 3:45  STEM/Team Building Activity
3:45 – 4:15  Outdoor Adventures
4:15 – 4:30  Goodbye Meeting & Prepare for Dismissal
SUMMER EXPLORERS:
Summer Explorers is our specially designed camp for children 3 years old through entering kindergarten. Under the guidance and care of our Camp Director, staff give campers a special and unique summer experience. Our program recognizes the social, emotional, and developmental skill level of pre-school children. It provides a warm, nurturing atmosphere where our youngest campers are encouraged to expand their horizons while feeling safe and cared for. Summer Explorers runs daily Monday - Friday for Ages PreK3 – K (for children who will turn 3 years old before 12/31/17 through entering Kindergarten; campers must be fully potty-trained).

SPECIAL CONSIDERATIONS FOR YOUNGER CAMPERS: EXPLORERS (PREK3-K):
- Children should keep an extra set of labeled clothes in their backpacks.
- Communication with the staff is very important, so please let them know if there is anything happening in your child’s life that may interfere with him/her having a happy day.
- For the afternoon, he/she should bring a bag with a blanket, favorite quiet toy or anything that helps during rest time. Rest time is a family decision and, in the event, you’d like your child to have recreation time instead, please inform the instructors on that day.

REGISTRATION INFORMATION:
Registration is available online at our website (https://www.independentschool.org/day-camp). Registration requires a 20% deposit. All balances must be paid in full 2 weeks prior to the start of the camp week(s) your child is attending. All costs associated with camp, with the exception of extended care, are covered in the weekly fee. Registration deadline is 4:30PM on the Wednesday before the camp week starts. No registration paperwork will be accepted on-site at camp.

Reminder invoices for the balance due will be emailed to families two weeks before each camp session.

EXTENDED CARE:
Extended Care is available at an additional cost and is open to all campers. Games, sports, arts & crafts, and other activities will be available for children. Extended Care AM opens at 7:30 AM. Extended Care PM closes at 5:30 PM.

CANCELLATION / REFUNDS:
If prior to the start of camp, a participant cancels their registration due to an illness or injury, they will receive a refund or credit for fees paid, upon receipt of a doctor’s note. No other refunds will be given.

INCLEMENT WEATHER:
In the unlikely event that camp must be cancelled due to inclement weather or other situations, families will be notified by email and a notice will be posted on the IDS website.

AUTHORIZED RELEASES:
- Camp staff will release your child only to authorized persons identified on the child’s authorized pick-up form. Staff members will ask for identification. Please have your photo ID ready.
- In the event an unauthorized person needs to pick your child up, parents must provide written notification at drop off that day.
- If an emergency or unexpected need should arise for an unauthorized person to pick up your child, please contact the Camp Office 860.347.5958 x1221. Please leave a number where you can be reached and wait for the Camp Director to call you back to confirm your request.
• A picture ID will be required before your child will be released.
• No child will be released to any individuals without proper ID.

LATE PICK UP:
Families will be charged $1 per minute if they pick up their children after their scheduled pickup time. Repeated late pickups may result in dismissal from camp.

HEALTH:
There will be at least one First Aid/CPR-trained person on grounds at all times. Please note the following:

• **No child will be admitted without a medical form.** Current Health Forms of present IDS students will be copied from the office. Physical forms are valid for three years. Campers need a new form filled out each year.

• If your child has any allergies, please be sure to include all allergies on your medical form and to fill out, sign and return the medication authorization form. If your child has an EpiPen, please be sure that it is brought to camp along with the necessary documentation.

CONCUSSION INFORMATION: Training, Signs & Symptoms
• Per Connecticut Statute, we must inform you of the signs and symptoms of a concussion. Please utilize this link for more information:

• Statement about Concussions: A concussion is a type of traumatic brain injury caused by a bump, hit, or blow to the head that can have a serious effect on a young, developing brain. A concussion can happen at home, school, play, or at camp. With some camp related activities, accidental physical contact may occur. If a child bumps their head, our Health Officer will evaluate him/her and parents will be notified to follow next steps for treatment.

MEDICATION:
If your child requires prescription or over the counter medication during the camp day, please request an Authorized Medication Form from the Summer Camp Director or Assistant Director. Each form must be completely filled out including signature and date and must be signed by the child's doctor. Medication will not be permitted at camp without proper documentation. All forms can be found online on our website at: [https://www.independentdayschool.org/summer-programs](https://www.independentdayschool.org/summer-programs)

Medications will only be administered under the following guidelines:
• Prescription medication must be in its original container with the child's name, address, and dosage instructions listed.
• Medications must be given directly to the Camp Director by the parent/guardian upon the child's arrival at the program.
• Medication is not to be left with the child (in backpacks/bags, etc.) This includes all prescription and non-prescription medications, including but not limited to inhalers, epi-pens, and topical medications such as bug spray and sunscreen.

GROUP PLACEMENT:
At summer camp, children are placed in groups according to the age of the participant. Summer camp is a great place to meet new friends!
**BEHAVIOR MANAGEMENT:**
At The Independent Day School, we strive to create an atmosphere of cooperation and respect. We anticipate that all campers will meet these expectations. However, if inappropriate behavior is exhibited beyond a reasonable degree, we will contact the child’s parents. We shall work with the parents to try to bring about consistent improvement in behavior. This procedure is meant to ensure a fun and safe environment for all campers.

Our staff are trained to provide fair and consistent discipline and guidance based on an understanding of the individual needs and level of development of each child. Care will be taken to ensure that all rules and limits are clearly explained to the children frequently. We want every child to understand the rules and trust the staff to keep them safe. Developmentally appropriate methods of behavior management will be used in dealing with unacceptable behavior. These techniques include distraction, redirection, gentle reminders, offering acceptable choices, natural consequences, and when absolutely necessary, time away from the situation to relax and renew self-control.

To ensure the safety of all campers, please review these simple rules with your child.

Please note that as per State of CT Public Health Code, section 19-13-B-27, **no camper shall be permitted to throw rocks or engage in any equally dangerous behavior.**

Children acting in an unsafe manner will be immediately stopped and reprimanded, and a meeting may be held involving the child, parents, and the camp director. Repeated behavior which threatens the physical and/or emotional safety of the child, other children, or staff (i.e. hitting, biting, verbal assault, kicking, throwing objects, pushing, and temper tantrums) will result in suspension, with possible termination of the child from the summer camp program. No refunds will be given for any suspension or termination.

**PLAYGROUND RULES:**
**While using the playground remember…**
- only one person down the slide at a time, always going bottom down, feet first.
- to sit when using the swings; no standing on or lying across swings.
- to walk on the climbing structure; no running is allowed.
- that rough play is not permitted.
- that all rocks and sticks must be kept on the ground.
- specific rules for the GaGa pit are posted and located just outside the structure.

**LUNCH & SNACKS:**
Lunches, drinks, and snacks are to be brought from home every day. Please make sure your child’s name is written on all containers. All children will have a set lunch time to sit and eat with their group. Snacks are recommended and should be non-refrigerated items such as crackers or granola bars. Please pack your child with a large re-fillable water bottle. We are not able to refrigerate, cook, or heat up lunches. Please do not pack any foods that contain peanuts or tree nuts.

The summer camp and all facilities are Peanut & Nut Free!
WHAT TO BRING & WHAT NOT TO BRING TO CAMP:
Please make sure your child’s name is on everything he/she brings to camp!
Items that should be brought to camp:
• Bathing suit
• Towel
• Hat
• Refillable water bottle
• Sunscreen (spray sunscreen preferred)
• Healthy Lunch (with name on it)
• Insect repellent (spray only)
Children must wear sneakers daily. Please ensure that you child has proper clothing and footwear and is dressed appropriate for the daily weather conditions. If he/she does not have appropriate footwear, they may not be able to participate in all activities.
• Weather-appropriate clothes
• Sunscreen and insect repellent/spray must be applied prior to arriving to camp. Staff will have the children reapply during the day if they have brought extra to camp.
Items that should NOT be brought to camp:
• Toys from home
• Cell phones
• Electronics (portable gaming devices, music players, etc.)
• Trading Cards (Pokémon, etc.)
• Candy/gum
• Glass bottles
• Pocket knives or weapons of any kind
Camp staff will confiscate items not allowed at camp and will return them to a parent/guardian at the end of the day. The Independent Day School is not responsible for any lost or stolen items at camp.

LOST AND FOUND:
We will do our best to return marked items, but we cannot guarantee the return of unidentified articles. All unclaimed items will be kept for three (3) days after the last day of each week. All unclaimed items will be donated. Your child’s name should be on everything that he or she brings to our program. Please contact the Director or Assistant Director and alert them to any items that are missing.

PHOTO PERMISSION:
Staff may take photographs and video throughout the camp days. The Independent Day School may use and publish photos and videos unless parents request otherwise in writing to the Camp Director.

LIABILITY:
The Independent Day School is unable to assume responsibility for injuries/accidents occurring at programs or on school facilities.

TICK INFORMATION:
Many tick species can be found in Connecticut. Please visit https://www.cdc.gov/lyme/ for information on reducing your child’s chances of tick bites. For prevention tips and information, please visit https://www.cdc.gov/lyme/prev/on_people.html.
EMERGENCY NUMBERS:

IDS+ PROGRAM MANAGER: Amanda Herzog, 860.347.5958 x1221
CAMP OFFICE: 860.347.5958 x1221
CAMP DIRECTOR: Missy Burmeister
ASSISTANT DIRECTOR/HEALTH OFFICER: Hayley Gomez
CAMP DOCTOR: Dr. Michael Kalinowski
FIRE: 911 or 860.349.7124
POISON CONTROL: 1.800.222.1222
HEAD OF SCHOOL: Dr. Marijke Kehrhahn, 860.347.7235