

Waterbury Recreation Summer Camp 2024 Family Handbook

Summary

Program Dates and Hours

- Monday-Friday, 8am-5pm
- June 24th – August 16th , no camp July 4th

Drop off and Pick Up times:

- Drop off: 8:00am – 9:00am
- Pick up: 4:00pm – 5:00pm
- Notify Recreation staff at least 48hrs in advance of alternate drop off/pick up times
- Late pick up: a fee of **\$2/minute for each minute after 5pm** will be charged to your account.

Payment

- April 26th 4pm: 50% of invoice balance due
- May 24th 4pm: second 50% (payment in full) due

Absentee Policy

- Please notify Recreation staff if your child will be absent.
- No refunds for absenteeism.

Discipline Policy

Good Behavior Meters

- Good behavior meters will track good behavior; bad behavior will result in lost progress.

Incident Reports (Formerly Missed Opportunities (MOs))

- Bullying, unsafe, or violent behavior will result in an incident report and the child will be sent home. Parent/guardians must pick up child within 30 mins.
- 2 incident reports in 1 week = child must take 1 full week off of camp.
- 5 total incident reports = child will not be allowed back to camp.

Lunch, Snack, & Water

- Children should be sent with a hearty lunch and plenty of snacks and a water bottle.
- Free breakfast/lunch available: must request on registration questionnaire.

Personal Property

- Waterbury Recreation is not responsible for lost, stolen, or damaged personal property.
- Electronics and toys from home should be left at home or will be kept in backpacks.
- Weapons, drugs, tobacco products and alcohol are not permitted at Waterbury Recreation programs or properties.

Weather Appropriate Clothing

- Send your child with weather appropriate clothing and an extra change of clothes.
- Appropriate footwear: gym shoes/closed toe shoes with socks; sandals with heel strap.

Child Abuse and Neglect

- Waterbury Recreation recognizes its legal responsibility for reporting suspected cases of child abuse to the properly constituted state, county, or local authorities.
- Staff are all mandated reporters.
- See full Handbook for more details.

Family Involvement

- Waterbury Recreation believes that it's best to work as a team in partnership with families to meet the needs of each student. We encourage families to take an active role in their student's experience.

Concerns

- Concerns should be brought to the Program Coordinator or Recreation Director.

Illness – General

- Please do not send your child to camp if they are sick.
- Students should be symptom-free for 24 hours before returning to the program.

Injury & Accident Response

- Any severe injuries or accidents will be reported to caregivers immediately.
- Staff are trained in CPR/First Aid and will address any issues that arise.
- In case of serious injuries, 911 will be called.

Weather Policy, Closings and Cancellations

- Camp will be cancelled if weather is deemed too unsafe for travel conditions.
- Camp may close due to a major outbreak of a serious illness or infection at camp.

Important Contacts

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Director of Recreation

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Recreation Program Coordinator

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