Little Explorer’s

Preschool Camp

PARENT HANDBOOK

2021

Township of Long Hill

DEPARTMENT OF PARKS & RECREATION

RECREATION@LONGHILLNJ.GOV

*Fifty years from now it will not matter what kind of car you drove, what kind of house you lived in, how much you had in your bank account or what your clothes looked like. But the world may be a little better place because you were important in the life of a child.* ***Unknown***

**WELCOME**

Thank you for enrolling your child in Little Explorer’s Preschool Camp offered through Long Hill Township Recreation. The purpose of this camp is to provide children ages 3-5 with age appropriate activities including stories, games, arts & crafts, song and movement. Each 5 day camp session will encourage your child’s development through an exciting hands-on theme. We are here to allow the children to engage in organized activities with their peers under the supervision of the Little Explorer’s Staff. This program helps contribute to the overall development of a well rounded child.

**STAFF CONTACT INFORMATION**

Site Supervisor/Teacher – Kelli Geary 973.216.2948, kelligeary17@hotmail.com

Assistant Supervisor/Teacher — Robyn Geary

Parks & Recreation Director: Lisa Scanlon

908-647-8000 X 219 (office)

908-343-7437 (cell)

recreation@longhillnj.gov

**DATES**

The Summer Recreation Program is open to residents and non-residents ages 3 (by 7/1 and must be potty trained) through 5 (entering Kindergarten in the Fall 2021).

July 6 – July 9 (no class July 5), **Week 1**: "Stomping With Dinosaurs"

July 12– July 16, **Week 2**: “Community Helpers”

July 19 – July 23, **Week 3**: “Under the Sea”

July 26 – July 30, **Week 4**: “Down on the Farm”

**FEES**

 $135 Per Week ($108 Week 1)

**LOCATION**

The camp is held at All Saint’s Church in Millington, in the upstairs room of the Parish House. We will use the outside parking lot, playground and lawn for special activities.

**HOURS**

Little Explorer’s Camp hours are 8:15 AM – 10:15 AM, Monday through Friday. Please do not bring your children prior to 8:15 AM, as no one will be available to supervise them. Prompt pick-up at 10:15 AM is expected.

**DROP-OFF AND PICK-UP PROCEDURES**

We ask that proper consideration be taken to ensure that a safe and timely drop-off and pick-up procedure occurs each day camp is in session. Each camper must be signed in and signed out of camp every day he/she is in attendance. Children will not be released until a family member or designated person is present.

A camper will not be permitted to leave with anyone besides the adults specifically stated on the registration form. If neither a parent nor designated person is signing your child out--you must notify the site supervisor in writing, with the name of the person designated on that day. If a camper is being picked up by someone else, the Site Supervisor’s signature is needed on the sign out sheet. If someone unfamiliar to the staff is picking up your child (with your written permission), they should be prepared with a photo ID for identification purposes.

\* The parent must submit a letter to the site supervisor when they are dropping off their child that morning that someone else is picking-up the child. Make sure the parent’s contact # is included in the note/letter.

**COVID-19 POLICIES & PROCEDURES:**

Each week, parents will be sent a link to a google sheet to complete for COVID-19 screening. You will have to complete this by the Friday preceding the next camp week each week. When you arrive daily, your screener will meet you at the car and ask if anything has changed for any of your campers since completing the form. Campers’ temperatures will be taken with an infrared touchless thermometer. If a camper has a fever of 100.4 degrees Fahrenheit or above, they will not be admitted to camp. (Hard copy is also available on website if you can't access this google link.)

The pre-camp screening questions will include:

• Within the last 10 days, has your child been diagnosed with COVID-19, had a

test confirming they have the virus, or been advised to self-isolate or quarantine

by their doctor or a public health official?

• Has your child had any one or more of the following symptoms today or within

the past 24 hours, which is not new or not explained by another reason?

• Fever or chills

• Cough

• Shortness of breath or difficulty breathing

• Fatigue

• Muscle or body aches

• Headache

• New loss of taste or smell

• Sore throat

• Congestion or runny nose

• Nausea or vomiting

• Diarrhea

In the past 14 days, has your child had close contact\* with an individual

diagnosed with COVID-19?

\*Close contact is defined as within 6 feet of an infected person for a cumulative

total of 15 minutes or more over a 24 hour period.

If a parent answers “Yes” to any one or more of the above questions, we will not

be able to admit their child/camper into camp. (See “Returning to Camp” below.)

If campers are sick, or you think they may be sick with COVID-19 or any other illness, PLEASE STAY HOME. Please report the illness to the staff.

If a camper or staff member tests positive for COVID-19 or has symptoms, please isolate at home and call the Parks & Recreation Director to report this.

Also, if your camper or staff member tests positive for COVID-19 within the 14 days after their last day at camp, please contact the Parks & Recreation Director to report this.

If any camper is feeling ill or has any of the above symptoms noted while at camp, our staff will isolate the camper(s) and or staff until they can be picked up

from camp.

If the camp has an exposure to COVID-19, parents and staff will be notified via email advising of next steps and possible suspension of camp for a group of campers or entire camp. Our local health department will be notified in this case.

We will follow the reporting guidelines established by the CDC and the NJDOH. We will work with our local health department to follow all procedures while maintaining confidentiality.

**Returning to Camp:**

Campers and staff with symptoms of COVID-19 or tested positive for COVID-19 can return to camp when all of the following questions can be answered "YES":

\*Has it been at least 10 days since symptoms first appeared?

\*Has person been fever-free for 3 days (72 hours) without the use of fever

reducing medication?

\*Has it been 3 days (72 hours) since symptoms improved?

OR the answer to all of the following questions is TRUE:

\*Fever-free without the use of fever reducing medications.

\*Improvement of respiratory symptoms (ie., cough, shortness of breath)

\*Two negative COVID-19 tests collected more than 24 hours apart.

Campers and staff without symptoms and who tested positive for COVID-19, can return to camp when the answer to both of the following questions is YES:

\*Have at least 10 days passed since your first positive test?

\*Have been without any subsequent illness and remain without symptoms?

OR the answer to the following is TRUE:

\*Two negative COVID-19 tests collected > 24 hours apart.

Note: Fully vaccinated asymptomatic people can refrain from quarantine, but should continue to monitor symptoms for 14 days following exposure.

**PPE/MASKS**

Throughout the camp, campers will see posters and signage about handwashing, cough etiquette, symptoms of COVID-19, how to stop the spread of germs, and

masking/physical distancing. Our staff will reinforce these behaviors throughout their time in camp. We will keep our campers in their "cohorts" throughout the day, and social distancing guidelines will be followed. Within cohorts, campers will be kept at least 3 feet apart.

Indoors--Campers and Staff will wear face masks at all times except when not

practicable such as when drinking.

Campers and staff will not be required to wear masks outdoors while

maintaining social distancing guidelines.

**CLEANING**

The custodial staff will be keeping the facility cleaned per their normal schedule.

While we are in session at camp, all staff are provided with disinfecting wipes, paper towels and disinfectant, and hand sanitizer. Frequently touched surfaces will be wiped down routinely. Any shared equipment will be cleaned by staff in between uses.

**MEDICATION POLICY**

Please **do not** send any medication (prescription or over-the-counter) with your child. The counselors/supervisors are not allowed to administer any medication. The only permissible medication is an epi-pen or inhaler with prior staff approval and appropriate paperwork submitted including a doctor’s note. All epi-pens and inhalers along with the paperwork must be given to the Site Supervisor. All epi-pens & inhalers will be kept in the upstairs room of the Parish Hall. This will also be the central location for the Medical Log Book, First Aid Kit(s), and all information pertaining to the campers.

**CAMP RULES**

Please review the following information with your child. The general rules that all campers are expected to adhere to are as follows:

• All accidents and injuries must be reported to your teacher/counselor who will report the incident to the Site Supervisor for documentation.

• No child may enter or leave the Little Explorer’s Camp without being signed in or out by a parent unless special permission has been obtained in writing.

• Counselors cannot administer any medications.

• Children must not touch thermostats or anything belonging to All Saint’s Church.

• All Summer Recreation equipment should be used properly and returned undamaged.

• Children will be supervised in the restroom by a Counselor or a Teacher.

***Adherence to these rules is imperative to ensure we have a fun and safe summer and to continue our excellent relationship with All Saints Church and their staff.***