



WESTBOROUGH COMMUNITY EDUCATION

SUMMER DAY CAMP PROGRAM

PARENT HANDBOOK

SUMMER 2020

Westborough High School
90 West Main Street
Westborough, MA 01581
Summer Day Camp Office Phone: 508-425-1589
Main Office Phone: 508-836-7765
WCEP@westboroughk12.org

Revised June 2020

Westborough Community Education runs under the auspices of the Westborough Public Schools and all revenue generated from programs run by Community Education is given to support the Westborough School District's general fund. Westborough Community Education is a self-supporting department and offers Before and After School Care, Youth and Adult Enrichment Programs, and Summer Programs for our community members.

GENERAL CAMP INFORMATION

Summer Camp Office

Westborough High School - Room C116
90 West Main Street
Westborough, MA 01581
Mon - Fri, 8:00am - 4:00pm
Office Phone: 508-425-1589
Office Fax: 508-836-7767
Email: WCEP@westboroughk12.org

Program Contacts

Luara El-Dine, *Camp Manager*
Office phone: 508-425-1589
Email: wcep@westboroughk12.org

Brian Bacon, *Director*
Office phone: 508-836-7765 or 508-836-7766
Email: baconb@westboroughk12.org

Dawn Carlo, *Assistant Director*
Office: 508-836-7765 or 508-836-7766
Email: carlod@westboroughk12.org

Jillian Finnigan, *Enrichment Manager*
Office: 508-836-7765 or 508-836-7766
Email: finniganj@westboroughk12.org

Summer Day Camp Locations

All summer camp activities are offered at the Westborough High School campus unless otherwise noted with program descriptions.

2020 Summer Day Camp Dates

Week 1: Cancelled

Week 2: Cancelled

Week 3: July 6th – July 10th

Week 4: July 13th – July 17th

Week 5: July 20nd – July 24th

Week 6: July 27st – July 31st

Week 7: August 3rd – August 7th

Week 8: August 10th - August 14th

Summer Program Hours

Camp Drop-Off: 8:45 AM – 9:15 AM
Camp Day: 9:15 AM – 3:45 PM
Camp Pick-Up: 3:30 PM – 4:00 PM

Licensing

Our summer programs are licensed by the Westborough Board of Health. All policies and procedures for the Summer Day Camp are on file with the Board of Health and are available upon request. Parents of campers have the right to review discipline, health care, background check policies, and grievance procedures upon request of the Summer Day Camp staff. This camp must comply with the regulations of the Massachusetts Department of Public Health (140.190c) and be licensed by the local board of health. Additionally, we are recognized by the Commonwealth of Massachusetts Division of Unemployment Assistance as a Seasonal Employer for our summer programs.

Grade

The grade listed for each summer program is the one your child will be entering in the Fall of 2020.

Camp Groups

BENNY Unit (Max enrollment: 18)

Benny Unit welcomes our Kindergarten through Second Grade campers to summer camp! Campers' weekly schedule involves a variety of activities including arts and crafts, active games, team building activities, scavenger hunts, water games, and recreational programs. Ratio (campers to staff) 5:1.

ALSO Unit (Max enrollment: 54)

The Also Unit is for campers entering third through seventh grade. Designed for our oldest campers who are looking to expand their camp experience to include adventure-based, highly active, mind-stimulating activities, arts and crafts, active group games, and more. Ratio (campers to staff) 5:1.

CIT and Jr. Staff Program

The CIT and Jr. Staff program is canceled for the 2020 summer. These programs involve hands-on training for teens, moving throughout different camp groups, and learning the ins-and-outs of being a camp counselor. Given the guidelines set forth by the state, we could not adequately run these programs and give teens the proper CIT/Jr. Staff experience.

Field Trips

Due to COVID-19, all bus and walking field trips have been canceled for 2020 Summer Camp. Weekly special guests have also been canceled.

Sample Daily Schedule

8:45 - 9:15: Drop-Off	12:45 - 1:15: Lunch
9:15 - 9:50: Art Activity	1:20 - 1:50: Group Games
9:55 - 10:40: Group Games	1:55 - 2:40: Science Fun
10:45 - 11:00: Snack	2:45 - 3:30: Group Games
11:05 - 11:50: Science Fun	3:30 - 4:00: Pick-Up
11:55 - 12:40: Art Activity	

What to Bring to Camp

- **Lunch/Snacks/Water Bottle**

Each camper is to come to camp with lunch, two snacks, and a water bottle (please no glass containers). Lunches and snacks will not and cannot be refrigerated or heated in a microwave – please plan accordingly. We also ask that if possible to avoid sending nut products for lunch as we have some participants who have a high allergy to the proximity to nuts.

Children must bring a labeled water bottle to camp each day. Campers will not be able to use on-site water fountains. To avoid contamination, water fountains will strictly be used by staff to refill water bottles who will be in proper PPE.

- **A bagged lunch**
- **Face coverings**
- **Sunscreen/bug spray**
- **Change of clothes**
- **Bathing suit and towel**

What to Wear

Your child should dress appropriately for active indoor and outdoor activities, crafts, and games. Comfortable, casual, play clothes, and closed-toe shoes are ideal. We recommend bringing sunscreen, insect repellent, and a change of clothing each day. The summer staff will assist participants with the application of SPRAY-ON sunscreen and insect repellent only if the parent has signed the Sunscreen and Insect Repellent Permission located on the registration forms. Please mark all personal items with your child's name. We will not be responsible for missing items. Tuesdays and Thursdays are our scheduled "water days", however, campers are advised to bring a bathing suit every day.

Toys from Home

It is not recommended that children bring toys and/or electronics from home to the Summer Day Camp. Westborough Community Education is not responsible for any toys and/or electronics from home that may be lost or broken during program time.

Cell Phones / Electronics

The use of cell phones and electronic devices are not allowed during regular camp hours.

Financial Assistance

If financial hardship exists, financial assistance may be requested by contacting the District Billing Coordinator, Cheryl Bertone at bertonec@westboroughk12.org. This information will be kept confidential. **If you need financial assistance in order to attend camp, please do not register until you have applied for assistance and you have received confirmation that you are eligible for assistance.**

Tax Deduction

Tuition paid to the Westborough Community Education Program for child care purposes is tax-

deductible. The Town of Westborough Tax Identification Number is 046 001 355. Please list “Town of Westborough” as the provider.

Notice of Non-Discrimination

The Westborough Public Schools do not discriminate on the basis of age, race, color, sex, religion, national origin, gender identity, sexual orientation, disability or any other class protected by law.

CAMP RATES AND REGISTRATION INFORMATION

Summer Day Camp Rates

Weekly Rate: \$260.00* per week

*Camp tuition was increased for the 2020 summer to help defray the cost of implementing new safety procedures required under Massachusetts guidelines, including PPE, individual supplies for campers, and sanitizing and cleaning supplies.

Sibling Discount

The sibling(s) of a camper, who is attending the same full-week camp as the camper, will receive a discount on camp tuition for that week. The discounted rate is reflected during registration.

Registration Information

Register Online: <https://parentportal.kidscarecenter.com/secure2/westborough.aspx>

Camper Personal Information

During the registration process, please provide specific information regarding your child in order for us to enhance your child’s camp experience. This information is kept confidential and will only be shared with staff directly involved with camp.

Registration Deadlines & Payments

Registration forms must be completed and returned along with a \$50 non-refundable fee per camp week. The balance for each week must be paid one week prior to the start of each week. Registration for our Summer Day Camp is ongoing; however, no child will be permitted to attend camp unless tuition has been paid in full. Please pay via your Kids Car Parent Portal (<https://parentportal.kidscarecenter.com/secure2/westborough.aspx>) or by check. Please make checks payable to “WCEP.” Please note: We strongly encourage parents to register their child at least 2 weeks in advance of their desired start date in order to ensure availability. If you are registering multiple children, please complete one registration for each child.

Registration Fee

Any family that did not pay a registration fee to Westborough Community Education for the 2019-2020 school year is required to pay a \$25 registration fee for camp. The Non-Westborough Residents’ registration fee is \$35.

Refund Policy

Due to the fact that Westborough Community Education is self-sufficient and the number of participants determines whether a program will run, no refunds are available for any summer enrichment program unless it is canceled. No credit will be issued for missed days. For Summer

Camp, a full refund, minus the \$50 non-refundable deposit per week, will be granted provided written notification is received 7 days in advance of the session date. Refund requests must be submitted in writing to Brian Bacon, Director of Community Education (baconb@westboroughk12.org)

CAMP COMMUNICATIONS

Communication

Our main form of communicating important program news and information with families is through email. When registering for any Community Education program, please provide an email address that you frequently check.

Emergency Contacts

Please be sure those that you list as your Emergency Contacts are aware you've listed them and are willing participants. If neither parent can be reached, we will be contacting the Emergency Contacts that you list on your child's registration form.

Photo and Video Permissions

We love to showcase what happens during our programs and occasionally take photos/videos of participants and their work to share in print and online promotions, including but not limited to future program catalogs, marketing materials, and social media. Please indicate your approval of this during the registration process.

Facebook.com/WestboroughCommunityEd

Twitter.com/WBoroughCommEd

GROUPING/SUPERVISION

Grouping and Supervision

Groups maintain a child-to-staff ratio that will not exceed 10:1, with most of the day running at 5:1.

Social Distancing

In order to maintain social distancing requirements to prevent the spread of COVID-19, campers and staff will be required to maintain 6 feet apart when outdoors. When this is not possible, masks will be required to be worn. The same staff members will be assigned to the same group of campers for the entire week of camp. Group activities will take place outside as much as possible. Group contact logs will be documented in order to track which areas groups are utilizing and any instances of contact with staff or campers from another group in order to facilitate contact tracing if needed due to exposure.

Staff Qualifications

All Summer Day Camp staff members have significant experience working with children. All staff members undergo a criminal background check (CORI), a sexual offender registry check (SORI), and a national fingerprint-based criminal background check before the start of camp. Our camp staff is trained in basic first aid and CPR. Westborough Community Education Program is proud of our staff's dedication to providing campers with the best possible summer camp experience.

DROP-OFF & PICK-UP PROCEDURES

Identification

NO child will be released to anyone without a photo ID. Campers will only be released to individuals listed as authorized pick-ups in their child files. If a person other than a parent is picking up their child, the parent must provide a written note with the person's name and contact number to the Community Education Summer Camp Office. The person picking up must be prepared to show a valid picture ID.

Summer Day Camp Drop-Off

Please enter the Westborough High School campus via the side entrance off of West Main Street and follow signs to Summer Day Camp Drop-Off and Pick-Up. Campers should be dropped off by the picnic tables in front of the high school cafeteria (across from the tennis courts) between 8:45am and 9:15am. There will be a single point of entry for our Summer Camp. Parents/guardians will **NOT** be permitted in the building during camp hours.

We will establish a rolling drop-off/pick-up. Parents/guardians and campers will be asked to wait in their cars and will be required to wear face-coverings during drop-off and pick-up times. Campers will stay in the vehicle until a camp staff has cleared them for camp.

All staff, families, and campers will need to self-screen at home prior to coming to the program each day. Self-screening will include checking for COVID-19 symptoms including fever, cough, shortness of breath, gastrointestinal symptoms, the new loss of taste/smell, muscle aches, or any other symptoms that feel like a cold. Anyone with a fever of 100.0°F or above or any other signs of illness will not be permitted to enter our camp.

Parents/Guardians will be required to submit a signed health questionnaire, daily, that they have completed an at-home self-screen check on themselves and family members each day, and list any possible exposure to COVID-19 prior to their child(ren) joining their camp group. Parents/guardians who decline to complete the screening questionnaire will **NOT** be permitted to enter the program space.

Staff (wearing proper PPE) will also take a visual inspection of campers before they are permitted to enter the Summer Camp. This will be written on their health questionnaire submitted by parents.

If your child will not be coming on a scheduled date or will be arriving later than normal, please call the Summer Camp Office at 508-425-1589 to let us know.

Summer Day Camp Pick-Up

Campers are to be picked up in the same location between 3:30 pm and 4:00 pm (please be prepared to show a valid photo ID). Parents/guardians will be asked to wait in their cars and will be required to wear a face-covering when picking up a child. If you wish to speak to a staff member, please park in the parking lot next to the tennis courts and wait for a staff member to assist you. A staff member will speak to you as soon as they are free.

Early Pick-Up

Parents/guardians will **NOT** be allowed in the building during camp hours. If you need to pick your child up early, please provide a note to the staff at Drop-Off, call the Summer Camp Office at 508-425-1589, or send an email to WCEP@westboroughk12.org. When you arrive to pick up your child, you **MUST** remain in your car and call the Summer Camp Office at 508-425-1589. A staff member will escort your child to your vehicle. Please be prepared to show a valid photo ID. Please note that it may take a few minutes for your child to gather their belongings and be escorted to your vehicle. If possible, please refrain from picking-up early unless absolutely necessary. The end of the day is a very busy time for us.

Late Pick-Up

If a child is not picked up by 4:00 pm, the Summer Camp Staff will attempt to reach a parent. If unsuccessful, the staff will call emergency contacts to pick up the child. A late fee of \$15.00 will be assessed at 4:01 PM for each child. An additional \$15.00 will be assessed for each subsequent 15 minutes that a parent is late for each child. If arrangements to pick up your child(ren) have not been made by 4:30 PM, the Director may contact the Westborough Police. If a parent is habitually late and abuses this policy, we reserve the right to suspend or terminate services. If that is the case, no refunds will be provided.

Contingency Plans

- *A camper who fails to arrive in the morning:* a staff member will call the camper's parents/guardians or emergency contact to check on the camper.
- *An unregistered child arriving at camp:* the child will be escorted to the camp office and the parent/guardian will be called. The child will remain in the camp office until a parent is reached.

CLEANING POLICIES AND PROCEDURES

Cleaning, Sanitizing, and Disinfectant Products

All cleaning, sanitizing, and disinfectant products will be kept out of reach of children and stored in a secured location (separate from food sources) when not being used. All products that are used for cleaning, sanitizing, and disinfecting will be EPA registered for use against COVID-19.

When EPA-approved disinfectants are not available, a bleach solution will be used ($\frac{1}{3}$ cup household bleach added to 1 gallon of water). All bleach and water solutions will be mixed each morning to ensure their ability to safely sanitize or disinfect. When preparing a bleach/water solution, bleach will be added to the water to avoid bleach splashes. Cleaning solutions will not be mixed in close proximity to children.

When using any cleaning products, the camp staff will use proper, single-use, disposable PPE. Staff will first clean the surface with a soap and water solution, followed by disinfecting with diluted bleach solution with at least 70% alcohol, or an EPA-approved disinfectant for use against COVID-19. Staff will let surfaces and equipment air dry after sanitizing or disinfecting.

Staff will follow the manufacturer's instructions for application and proper ventilation and ensure the product is not expired. All sanitizing and disinfecting solutions will be labeled properly to identify the contents. Staff will be required to hand wash or sanitize after handling cleaning solutions.

Staff will follow a cleaning schedule for the group and common area cleanings. Staff will pay extra attention to frequently touched surfaces and objects, including but not limited to, doorknobs, bathrooms, tabletops, sinks, banisters. Staff will thoroughly clean any item that is shared between campers. Staff will keep track of cleaned areas in a cleaning log.

Staff and campers will be directed to not wear clothing again to camp until after it has been laundered at the warmest temperature.

HEALTHY HYGIENE AND PERSONAL PROTECTIVE EQUIPMENT (PPE)

Handwashing

Handwashing stations with soap, water, and disposable paper towels will be available throughout the camp. These handwashing stations will be cleaned according to our established cleaning schedule. Signage depicting proper handwashing instructions and hygiene will be placed around camp to educate campers and staff on healthy hand hygiene practices.

Staff and campers will be expected to wash hands with soap and water (for at least 20 seconds) during these key times:

- Entering and exiting a program space
- Going inside after outdoor activities
- Before and after eating
- After sneezing, coughing, or nose blowing
- Before handling food
- After touching or cleaning surfaces that may be contaminated
- After using shared equipment (toys, etc.)
- Before and after medication administration
- After contact with facemask or cloth face covering
- After assisting campers with handwashing (staff)
- Before and after changes of gloves (staff)

Staff will teach, model, and reinforce proper handwashing techniques. Staff will assist children with handwashing and monitor hand washing for the group. Staff will carry hand sanitizer (with at least 70% alcohol) for their groups for times when hand washing is not available. Hand sanitizer will be stored away from campers and only used under the supervision of staff.

We encourage families to establish hygiene protocols at home and reinforce the importance of washing hands. We ask that parents/guardians wash their own hands and assist in washing the hands of their children before dropping off, prior to coming for pick-up, and when they get home.

PPE

Staff, parents/guardians, and campers are required to wear face coverings during drop-off and pick-up times.

Campers and staff are required to wear face coverings whenever 6 feet of social distancing is not possible when outdoors.

Campers and staff are required to wear face coverings when inside the building and during

transition times. Parents/guardians are asked to contact the Westborough Community Education Office if they have questions about this policy.

Families will be required to provide their own supply of face coverings for their campers. If supplying a reusable and washable face covering, they must be washed daily. Campers' masks should be clearly marked with the child's name on it.

HEALTH CARE POLICIES AND PROCEDURES - COVID-19 RESPONSE PLAN

Health Records

In order to participate in our Summer Day Camp, each camper must have a health record, including immunizations, on file with Westborough Community Education. A copy of these records must be obtained from your child's physician and given to the Community Ed office two weeks prior to your child starting camp. The health record must be from within the past 18 months.

Medication Administration Policy

Medication prescribed for campers shall be kept in original containers bearing the pharmacy label, which shows the date of filing, the pharmacy name and address, the filling pharmacist's initials, the serial number of the prescription, the name of the patient, the name of the prescribing practitioner, the name of the prescribed medication, directions for the use, the cautionary statements if any, contained in such prescription or required by law, and if tablets or capsules, the number in the container. All medication must be accompanied by a physician's note and a parent/guardian's note authorizing administration and **must** be turned into the Camp Health Supervisor before the start of camp. Medication shall be administered by the Westborough Community Education Program Director, the Camp Health Supervisor, or by a licensed health care professional authorized to administer prescription medication.

Epi-pen or Inhaler

If a camper has a known allergy or pre-existing medical condition for which an Epi-pen or inhaler has been prescribed and they have a prescription for such, the parent/guardian may give permission for the child to self-medicate. The parent/guardian must supply written notification from the child's physician indicating that their child will be carrying said medication and will be self-medicating. This notification **must** be turned into the Camp Health Supervisor before the start of camp.

Healthcare Consultant: Judy Noonan, RN

Emergency Telephone Numbers

Fire	911
Police	911
Rescue/Ambulance	911
Poison Prevention Center	800-682-9211

Hospital(s) Utilized for Emergencies:

UMASS Medical Center 55 Lake Ave.	MetroWest Medical Center 115 Lincoln St.
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Worcester, MA 01655
508-334-1000

Framingham, MA 01702
508-383-1000

Emergency Procedures

In the event of an emergency, an ambulance will be called to the scene. EMTs will take care of the camper or staff member and transport the person to the hospital if deemed necessary. The Camp Manager will accompany the camper or staff member to the hospital. The Camp Health Supervisor will notify the parent by telephone as soon as possible.

Emergency procedures if parents/guardians cannot be contacted: If the parents/guardians cannot be contacted, their emergency contact person will be contacted immediately. The Camp Manager will remain with the injured/ill person until the parent/guardian/emergency contact person arrives.

Sunscreen, Lip Balm, and Exposure to the Sun

Campers will be expected to provide their own sunscreen and lip balm for daily personal use. Parents are asked to apply sunscreen prior to bringing their children to camp each day. The summer staff will assist participants with the application of SPRAY-ON sunscreen and insect repellent only if the parent has signed the Sunscreen and Insect Repellent Permission located on the registration forms. Campers will be outside for approximately half the camp day.

Mildly Ill Camper

Ill campers will be sent home.

Medical Policies and Procedures

Procedures for Utilizing First Aid Equipment

- Location of First Aid Kits:
 - Each Head Counselor carries a first aid kit and a first aid kit is kept in the camp office and in all activity rooms.
- Location of First Aid Manual: Camp office.
- First Aid is administered by: The Camp Health Supervisor
- First Aid Kit is maintained by: The Camp Health Supervisor
- Contents of First Aid Kit:
 1. Bandages
 2. Antiseptic wipes
 3. First aid nonstick pads
 4. Healthcare gloves
 5. Instant cold packs
 6. First aid tape
 7. Scissors & tweezers
 8. First aid guide

Plan for Injury Prevention and Management

- If a staff member notes a hazardous or potentially dangerous situation, the situation is reported to the Camp Health Supervisor and the Camp Manager. Appropriate actions are taken. The Camp Manager surveys the campgrounds each day. If a facility concern is noted, arrangements are made to repair, remove or at least isolate the problem area.

Procedure for reporting a serious injury, in-patient hospitalization, death of a camper or staff person to the Department of Public Health

- In the event of a serious injury, contagious illness (necessitating hospitalization), or death of a camper or staff, the Camp Manager will notify the Department of Public Health.

Procedure for informing parents when first aid is administered to their child

- After the camper has been attended to properly, parents will be notified promptly of any significant injury or illness.

Plan for infection control and monitoring

- Any camper with fever, vomiting, diarrhea, contagious skin lesions or pink eye will be placed in an isolated location while waiting to be sent home. Parents will be called to pick-up the camper. The camper will not be allowed to return to camp until the condition is resolved.

Procedure for the clean-up of body fluids

- All counselors follow Universal Precautions, which are explained to them during Orientation. The maintenance department is asked to clean-up incidents involving body fluids.

Procedure for if a child becomes symptomatic for Covid-19 while at Camp:

1. Immediately separate the child from the rest of the group to a predetermined isolation area. The child will be supervised at all times by the Healthcare Supervisor who will be using appropriate PPE. The child will be given a face mask to wear (if not already wearing one) in order to protect others from possible infection.
2. The child's parent/guardian will be immediately contacted and the child's family should consult their primary healthcare provider to determine if testing or other medical care is needed.
3. Areas used by the symptomatic child in the previous 48 hours will be closed off for use by everyone for the remainder of the day, to the extent possible. Staff will wait 24 hours before cleaning and disinfecting that area in order to minimize the potential for exposure to respiratory droplets.
4. Group and movement lists will be gathered in case of positive COVID-19 results.
5. We will remind other staff and families to regularly monitor themselves and their children for COVID-19 symptoms and to stay home if they have a fever or any other symptoms.

Procedure for if a staff member becomes symptomatic for COVID-19 while at Camp:

1. The Staff Member should inform the Healthcare Supervisor and Camp Manager and then return home to self-isolate.
2. They should contact their healthcare provider to determine if any testing or other medical care is needed.
3. Areas used by the symptomatic staff member in the previous 48 hours will be closed off for use by everyone for the remainder of the day, to the extent possible. Staff will wait 24 hours before cleaning and disinfecting that area in order to minimize the potential for exposure to respiratory droplets.
4. Group and movement lists will be gathered in case of positive COVID-19 results.

5. We will remind other staff and families to regularly monitor themselves and their children for COVID-19 symptoms and to stay home if they have a fever or any other symptoms.

BEHAVIOR MANAGEMENT

Behavior Expectations

All summer program participants are expected to behave in a respectful, kind and safe manner while attending any program offered by the Westborough Community Education Program. The Director reserves the right to dismiss any participant when that participant's behavior interferes with the rights and safety of others. Inappropriate conduct on the part of a parent/guardian may be grounds for dismissal of the family from a program. All participants must be toilet trained.

Serious Infractions

Incidents of bullying, teasing, harassment, fighting, and assault will not be tolerated and will be dealt with severely. Parents will be contacted, and the camper will receive consequences ranging from dismissal from camp to in-camp or out-of-camp suspension.

Disciplinary Actions

Depending on the severity of misbehavior, the following disciplinary actions will be taken:

1. The Counselor will give a verbal warning and redirect the camper back to the activity.
2. The camper will be asked to step to the side and will be informed that they are not following camp rules and expectations and that they will face consequences if their behavior does not improve.
3. The camper will sit-out during an activity for five or ten minutes, or for the entire activity period depending upon the severity of the incident.
4. The camper will be escorted to the camp office with the purpose of having to explain his/her actions to the administrative staff. In addition, the camper will fill out or dictate a *Think-About-It* Form, which will be placed in the camper's file. After completing the *Think-About-It* Form, the camper will return to his/her group. The camper's parent/guardian will receive a copy of the *Think-About-It Form* at Pick-Up.
5. The camper will fill out or dictate a second *Think-About-It* Form, which will be placed in the camper's file. A member of the administrative staff will speak with the camper's parent/guardian about the behavior/ incident and be informed that, if the behavior is repeated, the camper will be suspended for the following camp day.
6. The camper is escorted to the camp office and the parent/guardian is called to pick-up the camper. The camper is suspended for the day.
7. The camper is escorted to the camp office and the parent/guardian is called to pick-up the camper. The camper is suspended for the remainder of the week.
8. The camper is escorted to the camp office and the parent/guardian is called to pick-up the camper. The camper is dismissed for the remainder of the Summer Day Camp.

Forbidden Disciplinary Actions

- Corporal punishment, including spanking, is prohibited.
- No camper shall be subjected to crude or severe punishment, humiliation, or verbal abuse.
- No camper shall be denied food or shelter as a form of punishment.
- No child shall be punished for soiling, wetting or not using the toilet.