



CHAMPION DAY CAMP



Champion Day Camp is a camp where great summer memories and friends are made. **Please read through this handbook before your child begins camp.** You will find all the important information about our camp program.

If you have any additional questions, please give us a call at (845) 356-5005.

NAME	POSITION	NAME	POSITION
Sasha Bunchuk	Owner	Marissa Romoff	Assistant Director
Judy Bunchuk	Owner	Ron Wolf	Assistant Director
Rita Saladucha	Owner	Leslie Majansky	Office Manager
Greg Pinkham	Director	Tammy Jones	Aquatics Director
Lew Weinberg	Director – All Sports	Rich Shapiro	Transportation
Jamie Pinkham	Assistant Director	Ann Cunillera	Medical Director



New York State
Department of Health
Inspected & Permitted

Please note: For families who declare a child care deduction for day camp on their taxes, our Tax I.D. number is 13-3392145. We can provide a letter at the end of the summer if you need one.



Carefully designed programs to help kids grow, have fun and make friends!

1. Your child should attend camp with:

- comfortable clothing (shorts, t-shirt, socks, sneakers)
- **Sneakers are required footwear.** Sandals or open-toe footwear do not provide protection for various camp activities.
- a camp bag with a change of clothes, 2 bathing suits & flip flops for the pool if they choose (We provide towels for all campers on a daily basis)
- **If there is inclement weather,** a sweat shirt, rain poncho and long pants are recommended, along with a set of comfortable clothing
- Kiddie Corral Campers should have an extra set of labeled clothes left at camp. This can be brought in the first day of their camp session

2. Please apply sunscreen, before your child arrives at camp. You may send in additional sunscreen (please label) for additional applications during the day or we provide sunscreen at various locations throughout the property. A hat, labeled with your child's name, is also recommended for protection from the sun.

3. We provide all the equipment for every activity except for baseball mitts. If your child would like to bring a favorite skateboard, tennis racquet, etc. please label them w/ your child's name. They are to be only used during the scheduled activity period.

4. Updates are sent home in backpacks or check out our Summer Information Blog at www.championsummer.com

5. Kiddie Corral & All-Activity campers will be given their camp T-Shirt & backpacks on their first day of camp.

All-Sports Campers will receive a certificate for their shirt & hat. Orders will be placed at EmbroidMe. Please have your child's correct size, name spelling & preferred # ready when ordering.

6. Food: A buffet lunch with salad bar, afternoon snack (various snacks, fruit, water and juice boxes) and end of the day refreshment (ice cream or popsicles) is provided every day. Lunch menu will be mailed and is available on the camp website.

7. Extensions: If you would like to extend your child's stay at camp you should contact the office. If space is available we will be happy to oblige. Please call us the Wednesday of the week prior to the extension, **especially if transportation is involved.**

8. You are welcome to visit whenever you would like to observe your child. Our Gate Attendant will check you in and give you a visitor badge. We encourage you to stay for no more than an hour during the following hours, 9:30-11:30 AM and 1:00 - 3:00 PM.

STAFF

Our Champion staff is selected for their enthusiastic, caring and dedicated natures. They make the campers' summers. We train our staff through an online orientation and staff orientation meetings prior to the camp season. We have a great percentage of returning staff who help new staff understand the Champion Camp tradition.

Our Staff accepts gratuities. We will send home a suggested tipping guideline before the end of your camper's session.

SWIMMING

Our pools are different sizes and depths to meet the needs of all of our camper's swimming abilities.

- All our lifeguards are American Red Cross Certified
- All campers are tested during their first day in camp to determine their swim level.
- Kiddie Corral & All-Activity Campers have swim instruction every morning.
- Our youngest All-Sports Group has swim instruction and any other All-Sports Camper can have swim instruction at the request of the parent every morning.
- Campers must pass the deep water test to swim in deep water. Deep Water Bracelets and Shallow Water Bracelets are worn by all campers based on their ability.
- Please only excuse your child from swim instruction for medical reasons and encourage your child to participate in all aquatic activities.

COMMUNICATION

We are always available to address any questions or concerns that you might have regarding your child.

- Directors and Assistant Directors are available to speak with you prior to the camp season. They will also be available to return calls during the camp season.
- Champion Mail envelopes will be mailed to all camp families. These envelopes can be given to your child's counselor or bus counselor and the office will route the message to the appropriate staff member.
- All calls during the camp day are usually returned after 4:30 because we are observing and overseeing the camp program.

- Updates are sent home for your child's progress in swim and camp group activities.
- Photos are uploaded daily and can be viewed by going to the camp website and clicking on "Summer Photos"
- Newsletters & Updates are sent home in backpacks or check out our Summer Blog at www.championdaycamp.typepad.com/summer.
- **This year, our 4th of July Family Day will take place on July 5th from 11:00 AM - 2:00 PM.** ALL of our families (even if your child is not in camp this week) and their immediate families are invited to camp for a BBQ to meet our staff, climb the Tower, take a swim, play tennis, etc. The day is for the entire family and no bus transportation is available. Please RSVP if you will be attending our Family Day.

MEDICAL PROCEDURES

Your child must have a completed medical form by their first day of camp as required by the NY State Board of Health. Every camper is covered by Champion Camper Medical Insurance. It is a secondary policy for coverage of payments only after usage of parent's primary policy.

State law mandates that any medication, over the counter or prescribed, epi-pens or inhalers, etc. will be administered by our camp nurse, **ONLY** if we have a letter signed by **your doctor** giving the nurse permission to give the medication. This green "Medication Administration" Form must be on record at the camp.

You will receive a PHONE CALL from the Medical office when your child is running a fever, exhibits any significant type of illness (infection or sore throat, etc.) gets a significant bruise, or anything that requires more than a band-aid.

*As of the summer of 2005 all children have been required to have proof of Chicken Pox inoculation or a note from your doctor stating that the child has had Chicken Pox, as well as Hib inoculations. This is a NY State Department of Health regulation.

CAMP RULES

We pride ourselves on a safe, fun-filled environment. We ask that you review the following rules with your child before they start their camp session.

- There is absolutely no need for your child to bring money or expensive valuables to camp. **NO HANDHELD ELECTRONIC DEVICES** i.e. iPods,

Walkmen, Nintendo DS, PSP, Cameras, Cell Phones, etc. are prohibited during the camp day.

- We reserve the right to confiscate any item brought to camp which we feels is unnecessary, harmful or inappropriate.
- All cell phones, cameras, etc. will be taken by the office until the end of the camp day.
- We ask that all campers take pride in their camp environment, stay with their groups & participate in all camp activities.
- **If you need to reach your child or your child needs to reach you, there are phones available in the office. We will relay a message or will put you in direct contact.**

PERMISSION TO PARTICIPATE

By signing the Champion Day Camp registration form you give your child permission to participate in all camp activities. Camp activities could result in injury and you acknowledge that possibility. If you wish your child not to participate in any activity, please notify us in writing prior to your child's stay in camp.

Please note: it is not our policy to force your child to participate in any activity but we do encourage them to try each activity at least once before passing judgment.

INCLEMENT WEATHER

Camp is in session rain or shine. Please be sure to send at least one bathing suit even if it is raining. In the summer the weather often clears up early in the day and can get oppressively hot. We suggest that you send a complete change of clothing, raincoat, jacket or sweatshirt. Be sure your child's name is in ALL extra clothing.

SNACKS/PEANUTS

We are a PEANUT AWARE camp. No snacks containing peanuts or that have been processed in a factory that contains peanuts are allowed to be sent with your child. If you have questions, please call the camp for a list of acceptable snacks.

BEHAVIOR POLICY

When a camper's behavior is not acceptable:

- a. Their counselor will first attempt to diffuse the situation in a one on one conversation, not a confrontation.
- b. No one may ever strike a child. Food and snack is never taken away as a punishment.

- c. The director or assistant director is brought in when a counselor can not resolve the situation.
- d. A parent will be called if the situation is not resolved.

We record incidents and have a "three strikes" policy.

- a. A camper will be written up if behavior does not improve. **Once is usually enough to resolve any situation.**
- b. The second time a camper is written up, we will call the parent and advise that the next time the child misbehaves they must spend one full day out of camp. This policy will only be used when a camper is totally out of control and disrupts the group one too many times. **There will be no refund or make-up for the day.**
- c. The third time a camper is written up; Champion Day Camp reserves the right to dismiss any camper who acts in an inappropriate or detrimental manner. **There will be no refund or make-up for the day(s).**

When a camper has intentionally damaged someone's property or the camp's property - they will get written up. If property is damaged, you may be asked to reimburse the other camper or the camp.

BULLYING

Bullying of any kind will not be tolerated at camp!!!

The above behavior policy holds for bullying except in excessive bullying situations. Excessive situations will be handled on a case by case situation. If you feel like your child is being bullied or cyber bullied during the camp season please let us know immediately.

To ensure that we maintain a safe environment for each camper, our leadership will address all incidents of bullying seriously and train our staff during orientation to recognize and deal effectively with such behavior.

See our Bullying Policy and Behavior Agreement.

ABSENCES

If your child will be absent, please call the camp office at **(845) 356-5005** so that we can notify their counselors. If you do not call, we will mark your child absent and call you within 24 hours.

Champion campers may not substitute, change or make up days missed from their regularly scheduled sessions at camp. **Kiddie Corral Campers** attending a 3 or 4 day program must choose their days and attend camp only on those days. There will be no makeup days for illness or vacation.

FOR CAMPERS WHO ARE BEING DROPPED OFF & PICKED UP

Camper Drop-off

- **Drop-off for All Day Campers** - at the camp is between 8:30 and 9:00 AM
- **Drop-off for Mini Day Campers** – between 10:50 and 11:00 AM at the Kiddie Corral section.

Arrivals: When you arrive at Champion, you will be directed where to drive and drop-off your child. There is no need for you to get out of your vehicle, a TLC or staff member will greet your child at your car. Always drive with caution when on camp grounds.

If you need to speak with the office or another member of our staff, please ask where to park and report to the office with questions. From there, we will radio the appropriate person for you to speak with if they are available.

Mini Day Arrival: Our Gate Attendant will direct you through the “horse-shoe” driveway to the Kiddie Corral section.

Late Arrivals: If you arrive after 9:05 AM our Gate Attendant will arrange for a staff member to escort your child to their group.

Please try to arrive on time for all programs; the flow of the day is important for you child and for the group.

Camper Pick-up

Campers may not be picked up between 3:00 and 4:00 PM. If your child must be picked up early, please be here before 2:45 PM to sign your child out in the camp office.

- **Kiddie Corral & All Activity Campers (except O, PR, and TLCs)** from 4 to 4:30 at Champion
- **All Sports Academy, the Senior Boys (Group O) and Girls groups (Group PR), and TLCs** at The Hillcrest School between 4 to 4:30
- **More than one child in camp:** if there is a camper on the All Activity Day Camp group C – N, then the all children will be picked up at Champion unless other arrangements are made.

Dismissal will commence after our buses have left promptly at 4 pm.

For your child's safety, at the end of the day campers will be released only to those authorized by the child's parent or legal guardian on the application form or holding the I.D. sign – **NO EXCEPTIONS**. If your child is to be picked-up by someone who is not listed on the application, a signed note identifying the authorized person **must** accompany the child to camp. If no note is sent, parent or legal guardian will be called and child will remain in camp, until that person is reached, for verification of the pick-up person.

At Camp Pick-up - Kiddie Corral and All Activity Campers (except groups O, PR, and TLCs) plus siblings whose brother or sister fall in the above camp program

- Please have child's name plus any carpool children's name on your pick-up card
- Drive slowly down the driveway & you will be directed by our staff
- Please do not get out of your vehicle
- Your child will be escorted to your car and seat belted in
- For safety reason, **please do not make a left turn** out of the camp property

Hillcrest Elementary Pick-up - The All Sports Academy & All Activity Groups O, PR, and TLCs will be brought by bus to the Hillcrest School. They will be there by 4:00 PM.

- Please have child's name plus any carpool children's name on your pick-up card
- Drive slowly down the driveway & you will be directed by our staff
- Please do not get out of your vehicle

Early & After Camp Care

- You do not need reserve a spot for your child.
- This is available to any camper family as needed.
- Early Birds begin at 7:00 AM and end at 8:30 AM
- Late Birds begins at 4:30 PM and end at 6:00 PM
- Counselors will be paid directly at the rate of \$2.25 per 15 minute block used.
- All Early Birds and Late Birds will be dropped-off and picked-up at camp.
- There is an \$8 charge for every 15 minutes after 6 PM.

FOR CAMPERS WHO ARE RIDING ON THE BUS

Our Transportation Director or Bus Counselor will call before your child's start date to give you an approximate time of pick-up. All busses are expected to be at camp before 9:00 AM.

Afternoon: All Busses leave promptly at 4:00 PM.

REMINDER: Campers may not be picked up between 3:00 and 4:00 PM. If your child must be picked up early, please be here before 2:45 PM and be sure to sign your child out in the camp office. It is important that we know if your child will be picked up early so that we can notify the bus counselor in a timely manner.

PLEASE REVIEW THESE SAFETY RULES WITH YOUR CHILD IF THEY WILL BE RIDING ON THE BUS.

1. All Campers must always listen to the driver and the bus counselor.
2. All Campers must be seated and must be wearing seat belts.
3. No one should ever put their head or arms out of the window or throw anything out of the window.
4. Campers should keep their voices down so the driver may concentrate on the road.
5. Please be on time.
6. Do not provide your child with snacks for the bus ride that contain peanuts or peanut butter.
7. Walk up and down steps of the van or bus carefully.
8. When arriving at camp in the morning, wait for the bus counselor or camp counselor to escort you to the proper location.
9. When on the bus to go home please listen for your name when attendance is taken and fasten your seat belt.
10. No child will be left at home unless we see someone at the door to take them in. If no one is home, they will go with the driver and be brought back to camp, unless prior arrangements have been made.
11. You will receive the phone number for your Bus Counselor & Bus Company, as well as times for pick-up and drop-off, shortly before your camp session begins.
12. If your child will be absent or not riding on the bus, please call the **Bus Company and/or your Bus Counselor** as early as possible.

At no time, should a parent or relative get on a bus either in the morning or afternoon.

Bullying and Behavior Policy

It is our vision at Champion Day Camp to provide a welcoming atmosphere and a sense of home for all of our campers through our dedication to quality programming, outstanding service and inclusion. The Spirit of Champion Day Camp fosters relationships, builds character and creates memories that will last a lifetime.

In order to ensure that everyone has this positive experience, we want all of our camp families to understand that the physical and emotional safety of each of our campers is our number one priority.

We encourage you to go over the following with your children prior to the beginning of camp.

1. Arrive and remain at camp with a positive attitude, open to meeting new people and trying new activities.
2. Work with counselors and camp group towards creating an environment that is safe and welcoming for everyone.
3. Doing intentional harm or bullying another camper, either physically or emotionally is grounds for dismissal from camp.
4. Counselors are always ready to listen and assist if there is a problem. But can only do so if campers are willing to share any concerns that they have with them.
5. Remaining with camp group or elective group is required.
6. The use of excessive, deliberate, profane language will not be accepted.
7. **CELL PHONES WILL BE LEFT AT HOME.** Aside from the fact that cell phones are expensive and can get lost or stolen, if there is an emergency the camp staff will be happy to allow campers to use the office phone and will pass on any urgent messages from home.
8. There will be respect for the property and personal space of other campers.
9. Cameras (cell phones, digital, etc.) or any video recording devices are NOT permitted at camp.
10. We believe that it is possible to spend time at camp "electronics free" and request that any video games, music systems or other digital media be left at home. (Unless on bus.)

Bullying comes in many forms. **At Champion Day Camp, bullying is inexcusable and is grounds for immediate dismissal from camp.** During staff training and throughout the summer, we work with our staff to identify and stop any incidents that may occur. We understand that boys and girls bully in different manners and that the physical bullying that boys sometimes use (pushing, hitting, kicking) often pales in comparison to the emotional bullying and exclusion that girls use (teasing, gossiping, taunting). We know the best way to reduce bullying is to create a positive atmosphere from the start!

Our policy is not in reaction to a problem at camp, but rather a proactive approach to offering a wonderful experience to each of our campers.

We encourage you to let us know about particular concerns that you have regarding bullying at camp or any camp related emails, instant messages or other incidences. We know that with excellent staff training and follow through, solid communication regarding our expectations to campers, and a strong partnership with parents that we can be successful in managing this issue.