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BREEZEMONT

— DAY CAMP —

PARENT HANDBOOK 2018

1. CAMP FORMS

2

2. TRANSPORTATION

3-4

3. GROUPING

5

4. HEALTH AND SAFETY

6-8

5. PROGRAM

9

6. SWIMMING

10-11

7. MENU & BIRTHDAYS

12

8. STAFF

13

9. VISITING DAYS & POLICIES

14

10. MISCELLANEOUS

15-16

11. CAMP DATES - 2018 SEASON

17



1 CAMP FORMS

All forms can be found online via our Parent Dashboard. Visit www.breezemontdaycamp.com and click on 'Parent Dashboard'. If you cannot log-in, please call the office for assistance. Our parent handbook can also be found under enrolled families on our website.

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CAMPER INFORMATION FORM: Please complete on the Parent Dashboard by **MAY 1st**. This form is required for grouping and to help us learn more about your child.

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MEDICAL FORM: A CAMPER MAY NOT ATTEND CAMP WITHOUT A CURRENT MEDICAL FORM ON FILE, SIGNED BY A PARENT (OR GUARDIAN) AND DOCTOR. This form is invaluable should a medical emergency arise. The medical form is a PDF file you must **download and print**. Follow the instructions of the medical form and **please submit all parts by May 1st**.

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CAMPER CLOTHING: Your child will receive their **complimentary camp t-shirt on their first day of camp**.

To purchase Breezemont clothing items, please visit our website: Clothing tab under enrolled families. Or <https://squareup.com/store/breezemont>



2 TRANSPORTATION

- ◆ Our main goal is that the ride to and from camp is safe and pleasant for everyone.
- ◆ Campers are driven to camp by professional drivers employed by both We Transport, Inc and Byram Hills. Camp will reach out to you in June with your bus information and your bus captain will reach out to set a time to meet you and your camper prior to the start of camp.
- ◆ The 'trial run' takes place several days before camp begins. You will be notified by your bus captain by phone or email, so that the driver and Bus Captain will have an opportunity to meet you and your child prior to the start of camp. If you will not be home at the designated time, a Breezemont bag and card giving an estimated time of pick-up and drop off will be left in your mailbox or by your door. If you are not contacted by your Bus Captain at least 3 days prior to the first day, please contact the office.
- ◆ On the **first day of camp**, please have campers ready and waiting 10-15 minutes earlier than usual, leaving time for first day jitters and adjustments for the bus route.
- ◆ In the morning and in the afternoon when the bus arrives, the Bus Captain will get off the vehicle to greet your child(ren). The camp day begins the minute your child steps onto the bus. The Bus Captain will make every effort to make the ride as fun as possible!
- ◆ The trip home begins at **4:20**. If there is a delay, we will text you as soon as we are aware of the situation. We expect that an adult will be at home when your camper arrives. The bus captain will get out of the vehicle to greet you. Please try to be at home at least ten minutes before the scheduled drop-off time, since ride times may vary depending on daily attendance.
- ◆ Abbreviated campers that qualify for Abbreviated transportation will automatically be put on bus runs. The buses depart at 2:30. If you prefer to pick up your child at this time please contact the office. (Please complete the transportation form on the Parent Dashboard)



2 TRANSPORTATION

Late Arrival

- ◆ All campers arriving late must be brought to the main office for check-in. Campers will then be taken to their group.
- ◆ All campers must be signed in and signed out, if they do not use camp transportation.
- ◆ Our transportation director is Joanne Peterson. She can be contacted at 914-367-1936
Joanne@breezemont.com

Pick Up

- ◆ Please notify us VIA TEXT (914-768-4886) in advance if you plan to pick up your camper early. **ALL CAMPERS BEING PICKED UP MUST BE SIGNED OUT.** We will have your camper waiting for you. ** Please note that all transportation changes must be made through our Texting system.
- ◆ Campers can be scheduled for an early pickup. **If possible, please pick up at the end of a period (10:20 11:05, 11:50, 12:35, 1:20, 2:05, and 3pm (afternoon snack))** This way your camper can complete their activity. The last pick up during the regular camp day is snack time (3:00pm).
- ◆ End of the day pick up time is between 4:15-4:30, after 4:30 campers will be brought to after care. For the safety of the campers we ask that you help us by adhering to the designated pick up times. Occasionally, due to busy life, these pick-up times will not work for you. When this happens, we'll do everything we can to work with you and have your camper ready for pick-up.
- ◆ You may pick up your camper after all the buses have left camp (after 4:20 pm).
- ◆ **ANYONE PICKING UP A CAMPER MUST SHOW PROPER IDENTIFICATION (government issued ID).** Parents may add authorized pick ups on the parent dashboard.
- ◆ **EXTENDED HOURS:** If you need to drop off your child at camp early, or need them to stay late, Breezemont offers extended hours. You may drop off your child as early as 7:30 am, and/or pick him or her up as late as 6:30 pm. There is no additional charge for this service. Please contact the office for more information.



3 GROUPING

- ◆ Campers are grouped by their age and grade they are entering in September. You may request friends to be with your camper by completing the camper information form, located on the Parent Dashboard. We do not accept negative requests. You can request up to three campers for your child, and we will do our best to honor at least one of them.
- ◆ You will be notified of your child’s group by e-mail before camp begins.
- ◆ Birthday cut-offs for age grouping (3 and 4 year old) is December 15th.

Groups and Ages:

BEARS (BOYS & GIRLS):	Entering 3’s preschool program
BRONCOS (BOYS & GIRLS):	Entering 4’s preschool program
BUTTERFLIES (GIRLS):	Entering kindergarten
BRAVES (BOYS):	Entering kindergarten
ROBINS (GIRLS):	Entering 1st grade
CUBS (BOYS):	Entering 1st grade
SPARROWS (GIRLS):	Entering 2nd grade
COUGARS (BOYS):	Entering 2nd grade
LARKS (GIRLS):	Entering 3rd grade
ARCHERS (BOYS):	Entering 3rd grade
FLAMINGOS (GIRLS):	Entering 4th grade
EAGLES (BOYS):	Entering 4th grade
WRENS (GIRLS):	Entering 5th and 6th grades
FALCONS (BOYS):	Entering 5th grade
HAWKS (BOYS):	Entering 6th grade
RAPTORS (BOYS):	Entering 7th grade
DOVES (GIRLS):	Entering 7th and 8th grades
HUNTERS (BOYS):	Entering 8th grade



4 HEALTH & SAFETY

- ◆ If your child is sick, please do not send him or her to camp, as it may spread an illness throughout the camp. The nurse has no facilities to keep a sick camper in the health center all day. We will expect you to take the child home as soon as possible. A sick camper should go home in a parent's car. In the event a camper becomes sick we will email the parents of their Division.
- 1 **Conjunctivitis/Eye Infections:** Please do not bring your child to camp if the whites of the eyes are "pink" or if they have a yellow discharge. Children cannot return to camp until the eyes are clear and they no longer have discharge from the eye.
- 2 **Fever:** If your child is running a fever over 100.4 degrees, your child should stay home until the fever has lapsed for 24 hours.
- 3 **Bronchitis:** Children diagnosed with Bronchitis cannot return to camp without a note from a doctor.
- 4 **Diarrhea or Vomiting:** Children must remain home 24 hours after their last bout of vomiting or diarrhea.
- 5 **Chicken Pox:** Children cannot return to camp without a doctor's note.
- 6 **Severe cold:** While we know that colds and allergies can linger, we request that children with severe colds or allergies be kept home. This includes a constant cough, sneezing, or runny nose with "green or yellow mucous."
- 7 **Strep Throat:** Children can return to camp 24 hours after their first dose of medication.
- 8 **Head Lice:** When a child or children have been identified with Head Lice a notice will be sent out to all families with guidelines for identifying and treating Head Lice. We will also examine the entire group in the event that a case is identified. Children cannot return until they are "nit free."
- ◆ The healthcare form is part of your child's camp registration requirement. Because health and safety issues are of primary importance, we ask that you take a few minutes to review and answer the questions. It is extremely important to have the **completed** healthcare form returned to the camp office by **May 1st, 2018**. This deadline is established because the nurse has to review each camper's health care form, and needs adequate time to contact both parents and pediatricians when any health issue is indicated. Because of liability issues, no child will be allowed to attend camp without a completed and signed (by parent **and** physician) health care form.



4 HEALTH & SAFETY

- ◆ If your camper's history indicates the use of daily medication for special situations (allergy, asthma, dietary, etc.), or any health problem that may present the need for special planning or prevention, you will receive a phone call from the nurse. The nurse will be available to meet parents and children before camp begins. Please take the opportunity to schedule a visit if needed. Bring any medication that will be kept at camp with you. New York State Health laws require that all medications to be dispensed at camp should be kept in their pharmacy-labeled containers. All children on medication must have signed consent from a parent/legal guardian **AND** physician with explicit instructions for times given and dosages of medication.
- ◆ The camp infirmary stocks common over-the-counter medications, which will only be dispensed according to the information provided on your camper's health care form.
- ◆ In the event of any emergency situation (i.e a natural disaster, power outage, etc.), Breezemont uses an emergency contact service to inform parents. Should an evacuation be necessary, all campers and staff may relocate to the nearby Hillside Church, and parents will be notified.
- ◆ If your child is seen by the nurse, you will receive a phone call with details regarding the care given, and further instructions, if needed. A log of all interactions with the nurse is kept in the camp health center.
- ◆ Allergies related to food and insect stings are taken very seriously at Breezemont. Please be sure that essential information is noted on part one of the online health form, and on the camper information form. If there are known allergies, please indicate the type of allergy, and what specific reaction(s) can occur. **Make sure to indicate on the health care form if your child requires an Epinephrine autoinjector.**
- ◆ The safety of children is always our main concern. In the unlikely event of a significant release of radiation in the local area, we keep a stock of potassium iodide (KI) pills. This tiny pill can be easily taken with water or apple sauce, and is proven protection against thyroid cancer. Although we are outside the area for which the Nuclear Regulatory Commission has mandated, we believe it is crucial to be prepared as best we can.



5 PROGRAM

The Breezemont program includes a variety of sports, arts, specialty and aquatics activities, specifically designed to be age-appropriate for each group of campers. Campers are divided into three major groups:

◆ Junior Camp for 3 year olds, 4 year olds and entering Kindergarten

Campers in Junior Camp enjoy two sports, two arts/specialties, one instructional swim plus one free swim, quiet time and lunch each day. Activity Specialists focus on building skills and introducing campers to new games, concepts and experiences.

The **aBREEZE**iated program is an optional program for three and four year olds (not entering kindergarten). Daily instructional and recreational swim, as well as lunch, are provided. The AM transportation is provided by the camp, PM transportation is provided for select towns. **Pick-up is at 2:30 pm at the Gazebo in front of the office.**

◆ Upper Camp for entering 1st, 2nd 3rd & 4th graders

Campers in Upper Camp enjoy two sports (team & field sports), two arts/specialties, one instructional swim plus one free swim, one select period (camper choice) and lunch each day. Activity Specialists focus on improving existing skills and building experience through play, instruction and projects.

Campers in Upper Camp have the option to participate in Super Select. Campers who choose the Super Select option in any given week, have 2 extra periods run by coaching professionals in their Select activity that week. Super Select is offered weeks 2, 3, 4, 5, & 6. It is optional.

◆ Varsity Camp for entering 5th, 6th, 7th & 8th graders

Campers in Varsity camp enjoy four group activities (sports, arts, specialties), one swim, two select periods (camper choice) and lunch each day. Activity Specialists focus on skill development and direction, social skills and teamwork. Campers in grades 7th and 8th have the opportunity to receive their American Red Cross JR lifeguard certification and or Babysitting Certification, and several trips.

SPECIAL EVENTS

◆ All campers participate in a special event each week. We use special event days to give campers an exciting mid-week addition to their camp experience. These events range from theatre style performances, like magicians or music groups, to camp-wide events, like carnival and Olympics. Families can see these events on our Spirit Calendar, under the enrolled families tab on our website.

◆ Theme Days and Dress-up Days

On Tuesdays campers participate in a variety of theme days that may involve dressing in costumes or silly attire. We encourage campers to be creative and dressing up participation is not required.



6 SWIMMING

- ◆ Waterfront staff counsellors possess current Water Safety Instructor and/or Lifeguard Training certificates. Skills sheets are kept on each child's progress. We follow the American Red Cross swim program, and campers are grouped according to their individual swimming ability.
- ◆ If a camper is consistently reluctant to participate in the swimming program, and resists all reasonable efforts from the instructor, parents will be notified.
- ◆ Each child's swimming ability is evaluated at the start of the camp season. The child is then placed in the appropriate free swim and instructional group. Records from the previous year are studied and used to help determine the proper instructional classification for returning campers. Red Cross swim certificates earned from other facilities will be honored and used for instructional swim placement.
- ◆ Instructional group sizes vary depending upon each camper's age and proficiency level. Campers needing extra help will receive individual attention whenever possible, and for a limited amount of time. When campers successfully complete a Red Cross swimming level, they will be moved up within their group to begin the next Red Cross level. Please remember that children progress at different rates. Campers sometimes get upset when they see their friends progressing more rapidly than they are. It is imperative that both instructors and parents do not compare one child's skill level with that of another child. Our goal is to have all children achieve their maximum potential, but children have different talents and abilities, and possession of these abilities does not make one child better than another.
- ◆ Our main objective is to make your child "water-safe." Instruction takes place in varying depths of water, in direct relation to the skill being taught. Generally, the children are instructed in shallow water. Having instruction in deep water does not promote better or more rapid learning.



6 SWIMMING

- ◆ Breezemont has six total pools. Three pools, with graduating depths from three to five feet, and one pool with depths from two to three feet, and two pools from three to eight feet. Each water depth is designated with float lines and deck markings. Swim periods range from 40-45 minutes. All campers swim with a “buddy,” and are supervised by one of their counsellors. Lifeguards are **always** on duty during free swim and instructional swim.
- ◆ All campers take a swim test that consists of 6 widths of any stroke without stopping and treading water for 45 seconds without stopping. It is a pass or fail test. This testing is completely separate from instructional grouping, which is based upon skill level proficiency. The highest standards must be observed at waterfront activities. Your child’s **safety** is our **primary** concern.
- ◆ The Breezemont waterfront staff works in conjunction with the individual group counsellors to teach the campers the basics of swimming and water-related activities. We are always available to answer any questions concerning a child’s swimming progress throughout the summer. It is our goal to see each child receive the very best instruction available, while enjoying a safe and happy summer.



7 MENU & BIRTHDAYS

◆ **CAMPERS WITH FOOD ALLERGIES:** We have a dedicated member of staff who will be managing all camper allergies. Please contact the office if you have any questions or concerns.

We do not serve peanut or tree-nut products or products that list peanuts or tree-nuts as ingredients at all in our dining hall. We also check for cross contact warnings on all products. However, not all of our suppliers label in this way, and manufacturers may change their labels without notice. Therefore, we are unable to guarantee avoidance of cross-contact.

Please Contact Deb via Email at allergy@breezemont.com

- ◆ The lunch menu is available on our website. Our menu is planned by a nutritionist to include healthy, tasty, and interesting varieties of kid-friendly food. A salad bar, pasta, fresh fruit, soy-nut butter and jelly, and other alternatives are available. A hot and cold lunch are offered daily in addition to a morning and afternoon snack.
- ◆ We do our best to accommodate special dietary needs whenever possible. Please contact the office with specific requests or concerns.
- ◆ Once a week each group will have a cook-out day where they will be served hamburgers, hot dogs, veggie burgers, followed by some juicy watermelon, as well as a Pizza Day. Campers will be given alternatives in case they are unable to eat scheduled food on the menu.

Camper Birthday

- ◆ If your child has a birthday during the summer, we have a special birthday celebration for him or her.
- ◆ During our morning Flagpole, Birthday Campers will have our Breezemont Birthday Cheer sung to them in the grove by the entire camp.
- ◆ During afternoon snack time, your child and their group will have a chipwich birthday party. The Birthday Camper will get to take a photo in our Giant Birthday Chair.
- ◆ If your child has any allergies, we will accommodate their specific needs for the birthday celebration.



8

STAFF

- ◆ BREEZEMONT has an extremely high return rate for staff. New counsellors are often recommended by former counsellors or returning staff, and most of them have day and/or overnight camp experience.
- ◆ All counsellors have experience working with children, and our group leaders are teachers and educators.
- ◆ During our pre-camp staff orientation program, counsellors are thoroughly familiarized with the [Breezemont](#) philosophy. Counsellors understand that we are a relaxed, flexible camp, with realistic goals of achievement for each camper.
- ◆ Before staff orientation begins, counsellors also must complete online courses, in preparation for the regular staff training.
- ◆ We perform criminal, sex offender, county background checks, and social security verifications on all staff. We also require two yearly reference checks for returning staff, and three reference checks for new staff.

GRATUITIES

- ◆ A gratuity is a thank you for a job well done. [It is not expected, but it is very much appreciated.](#) Please consider the following guidelines for a full season at camp:

GROUP LEADER/DIVISION LEADER/TEAM LEADER	\$50-100
GROUP COUNSELLORS	\$25-50
ACTIVITY SPECIALIST:	\$25-50
WATERFRONT COUNSELLOR:	\$20-30
BUS CAPTAIN:	\$25-50
BUS DRIVER:	\$25-50

If you choose to give gratuities, please use individual envelopes marked with the name of the staff member, your child's name, and your child's group name. Give the envelopes to your Bus Captain, and he or she will bring them to the office. If your camper does not ride a bus, feel free to drop them off at the gazebo or main office. The office staff will handle the distribution at the end of week 7/8.



9 VISITING DAYS & POLICIES

- ◆ Please call the office to schedule your visit to camp during the season. Visiting Hours are 9:35am until lunch and after lunch to 2:50pm. Visits cannot be scheduled during Week 1 and Week 8.
- ◆ Please schedule a visit at least 48hrs in advance. Due to the complicated and varied nature of our program, we must control access to camp and can not have visitors arrive unannounced.

When visiting camp there a few things to keep in mind:

- ◆ ALWAYS sign in and out at the office. We ask that you leave your identification and we will give you a visitors pass. (This is for the safety and welfare of all of our campers.)
- ◆ After checking in you will receive your child's schedule and a map of camp.
- ◆ Visits can be scheduled once per camper, per summer.
- ◆ Please remember to notify the office if you will be taking your camper home with you after a visit.
- ◆ At the end of your visit, please sign out and return your visitors pass at the office.
- ◆ Smoking, alcohol and firearms are not permitted on camp.
- ◆ Please do not bring any pets, food or gifts when visiting your camper.
- ◆ Breezemont is a cell phone free environment. Please use your phone (very sparingly) when you are at camp. Please make sure locational services are off when taking photos at camp.
- ◆ Please remember that visiting is for viewing, please do not participate in the activities or enter the pool deck.

NEW Breezemont Pick-Up Policy

- ◆ When you arrive at Breezemont you will be met by either Tony or Clark. You must show them your driving license as they walk you over to the office entrance.
- ◆ At the office you will have your drivers license scanned and saved in our database.
- ◆ When your child arrives at the office, you or your approved pick up will check out at the office by using the family PIN# (in the dashboard, approved pickups also have the PIN)
- ◆ Once you have your camper please see Clark or Tony again as you leave to ensure that your camper has been checked out in our system.

We urge you **NOT** to allow your camper to wear jewelry or bring valuable items to camp. (i.e., video games, iPods, etc.)

EXTENSIONS: Extensions are subject to availability in the camper's group and bus route.

COMMUNICATION

Feel free to contact us any time via e-mail or phone. We will keep you fully updated at all times via phone, e-mail, our weekly newsletter, and our website at breezemont.com. Group leaders will contact you prior to camp via e-mail or phone.

DAILY CAMP PHOTOS

Breezemont has counsellors dedicated to taking photos. At the end of each camp day, we will post these photos on our website. Prints are available to purchase. You may access these photos via the parent dashboard or by clicking the summer photos link on the top of the website. The password, for friends and family is [bzmt2018](#)

BREEZEMONT DAY CAMP CHARITY:

◆ **PROJECT MORRY** (<http://www.projectmorry.org/>): Project Morry is a nationally recognized, youth development organization that empowers youth from at-risk, economically challenged communities to envision a positive future. Each child benefits from a network of support, and gains increased social skills, enhanced self-esteem, positive core values, and a greater sense of personal responsibility.

Breezemont will be having our own charity day on August 3rd . We have a fun afternoon of events, where we will raise money for Project Morry.

DAY 1 - Make sure to send the following items to keep in the cubby:

- ◆ **sunscreen**
- ◆ **a rain jacket**
- ◆ **a sweatshirt**
- ◆ **a complete extra set of clothing (shirt, shorts, underwear, and socks)**
- ◆ **water shoes and a pair of athletic sneakers**
- ◆ **hat (to be used for sunny or rainy days)**

PLEASE CLEARLY LABEL ALL ITEMS SENT TO CAMP WITH YOUR CHILD'S FIRST AND LAST NAME.

- ◆ All sports equipment is provided; campers do not need to bring their own.
- ◆ **CAMERAS:** To protect against an invasion of privacy, we have a **no camera policy** for our campers.

◆ **CELL PHONE POLICY** We have always taken the safety and well being of our campers, your child(ren), very seriously. With more children using the internet, cell phones and other technologies at younger ages, we appeal to you as parents to partner with us to ensure that your child(ren) continue to have the safest, most wholesome, electronics-free, experience with us at camp as possible.

Breezemont has a “No cell-phone / smartphone / iAnything ” policy at camp. However, if you feel that your child absolutely needs a cell phone while riding on a camp vehicle, we are asking that you take note of our procedure below:

As campers arrive each morning, all cell phones will be collected by their Group Leaders/Team Leaders and held in the office until departure time.

We appreciate you working with us to keep the Breezemont experience safe, healthy and positive.



OPEN HOUSE: June 9th from 11:00 am - 3:00 pm. Meet your child's counsellors, learn more about the daily program, and take a tour of camp. Children are welcome! Light refreshments will be served.

PICTURE DAY: *Wednesday July 11th*. Individual photos and a group photo are taken free of charge, and sent to you in September.

WEEK ONE: JUNE 25TH - JUNE 29TH

WEEK TWO: JULY 2ND - JULY 6TH (NO CAMP ON THE 4TH OF JULY)

WEEK THREE: JULY 9TH - JULY 13TH

WEEK FOUR: JULY 16TH - JULY 20TH

WEEK FIVE: JULY 23RD - JULY 27TH

WEEK SIX: JULY 30TH - AUGUST 3RD

WEEK SEVEN: AUGUST 6TH - AUGUST 10TH

WEEK EIGHT: AUGUST 13TH - AUGUST 17TH

CAMPFIRE NIGHTS: Open to family and friends of current Breezemont campers. Held on Thursdays from 6:30-8:30pm (during weeks 2-7). Activities include swimming, basketball, and tennis. We provide a light BBQ dinner, followed by a campfire with songs and s'mores.