**Thomaston Summer Playground**

**Parent and Camper**

**2025 Handbook**

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Director: Sara Martz

Assistant Director: Kylie Decker

Thomaston Recreation Director: [janiki@thomastonct.org](mailto:janiki@thomastonct.org)

(860)283-6927

**CAMPERS AND PARENTS**

Welcome to the Town of Thomaston 2025 Summer Playground! We are glad you have chosen to enjoy your summer with us! This handbook is for both parents and campers to review. It is our hope to create a healthy, safe and fun environment for the campers to try new things, learn, be creative, active, and make long lasting friendships. This handbook was developed to be a valuable reference for both parents and campers, regarding the program and expectations of our campers. Please take time to review the entire handbook. If you have any questions or comments, do not hesitate to contact Thomaston Recreation Director.

**Program**

**Location**

Thomaston High School Cafeteria

**Hours**

Monday – Friday: 8:00AM – 3:30pm

**Dates**

June 30th, 2025 – August 1st (5 Weeks)

**(\*No Camp July 4th)**

**Activities**

All camp activities are age appropriate. The campers are placed into their respective age groups and provided with activities geared for their developmental learning. \*\*Please provide your child with a plain white t-shirt for tie dying! If your child is signed up for multiple weeks, please bring other articles of clothing to be tie dyed. **We Wear Tie Dye colored shirts on our weekly bus trips!**

**\*\*ON FRIDAY WE WILL BE ORDERING CHEESE PIZZA. PLEASE LET THE RECREATION DIRECTOR AWARE OF ANY ALLERGIES! IF YOU DO NOT WANT YOUR CHILD TO HAVE PIZZA THAT DAY OR THEY DO NOT WANT CHEESE, PLEASE REMEMBER TO PACK A LUNCH \*\***

**Schedule of a Typical Camp Day**

**8:00 AM:**  Campers ARRIVE! Parents: please make sure to remain in your vehicle as your child is being checked in. Each morning, we will review the schedule of activities for the day as a group and remind campers of important activities during the week.

**8:20 AM:** Split into age appropriate groups and start activities for the day.

**8:30 AM:** Coloring, reading and other craft activities in the THS Café.

**9:00 AM:** Playground time/ THS Gym or Café on rainy days.

**10:00 AM:** Morning Snack time in café or outside in the courtyard.

**10:30 AM:** Organized Athletic Event in Gym/Blacktop/Field/Nature Center.

**12:00 PM:** LUNCH! Please pack a healthy, low sugar and balanced lunch for your campers. No soda or carbonated beverages. Do not send food or drinks in a glass container. Lunches will not be refrigerated; therefore, we ask that you send lunches which do not contain mayonnaise or other food items that will spoil if not kept cold.

\*Keeping lunches and drinks the day before and/or inserting a cold pack in the lunch container will help preserve the food. Camp staff is not responsible for food preparations or pre-heating meals.

**12:30 PM:** PLAY TIME on the Field/Gym/Blacktop/ or Nature Center.

**2:00 PM**: Afternoon Snack

**2:15 PM:** Fun Afternoon Activities!

**3:00 PM:** Clean up Time! All campers and staff clean up our camp site from all the fun activities we have enjoyed and get ready to be picked up!

**3:30 PM:**  PICK UP! Campers will only be released to their parents or guardian, unless it is an authorized adult on the campers’ emergency form. **(Photo ID Required)**

**Reporting Lateness/Absences**

Please make every effort to notify the camp prior to 9:00AM. We do not refund or credit fees for illness, absences, or vacations. Late arrivals will not be permitted when a field trip is scheduled, as all campers and counselors will be away from the camp site for the day.

\*\*Every effort should be made to be on time for pick up. A late fee may be charged if tardiness becomes a problem, and persistent late pick-up may result in dismissal from the program at the discretion of the Camp Directors and Town Recreation Director.

**Clothing and Miscellaneous**

Summer Playground is primarily conducted as an outdoor program and campers should dress appropriately. Halter or tube tops, short shorts, and skirts are not allowed attire. Sunhats are not required but highly recommended.

Wear comfortable clothes that may get dirty and possibly wet.

\*Pack a spare outfit in the camper’s bag, just in case.

Please come to camp each morning wearing your sunblock (spf 50 is advised). We will be reminding campers to reapply after lunch. Camp Directors and Counselors will assist younger campers with SPRAY sunscreen application, as needed. Spray Sunscreen is recommended, for ease of application.

\*ALL CAMPERS SHOULD BRING A CLEAN, REFILLABLE WATER BOTTLE WITH THEIR NAME ON IT TO CAMP EVERY DAY. Staying properly hydrated will allow us to have more fun all day, every day.

**Shoes**

Shoes should be comfortable for all day, active wear, and must be close-toed and closed heeled. The show must fully protect the camper’s feet.

The only exception to this policy is the wearing of sandals, flip flops or Crocs during a water activity on the camp site. If a camper does not have appropriate footwear, they will not be allowed to participate in camp activities.

**Medical Information**

The camp directors and all counselors have received first aid training. Camp staff is not permitted to dispense medication unless authorization has been arranged with the camp director. If a camper becomes ill during camp hours, you will need to pick your camper up immediately or arrange to have them picked up. Campers not well enough to participate in ALL activities will have to be picked up as well.

**Please Keep A Camper Home With Any Of The Following Symptoms:**

* Vomiting
* Diarrhea
* Fever within the last 24hrs (Campers may return to camp after they have been fever free for at least 24hrs, without medication)
* Rash, any not associated with heat or allergic reaction to medicine
* Drainage from the eye, redness of eyelid lining, swelling and/or discharge or pus
* Unusual appearance/behavior, such as being unusually tired, pale, lack of appetite, difficult to wake, confused, irritable
* Sore throat, especially with fever and/or swollen glands
* Head lice and/or scabies
* Also, if your child has tested positive \*Covid-19 within 5 days and/or is named as a close contact to a positive \*Covid-19 case within 5 days of contact.

\*Please contact our District Covid Liaison: [daniki@thomastonschools.org](mailto:daniki@thomastonschools.org)

**First Aid/Emergencies**

Safety rules are enforces at all times in order to provide a safe camp experience. Counselors and/or the coordinators may administer first aid for minor accidents. Should an accident or injury of a more serious nature occur, Thomaston Volunteer Ambulance Corps will be called. If a medical transport is necessary, a parent or guardian of the camper will be notified immediately. Any follow up medical care is the responsibility of the parent/guardian. The coordinators have each camper’s emergency medical and contact information on site for immediate access, including access on field trips.

**Field Trips**

Campers will not be permitted to purchase food or drinks while on field trips. Please be sure to provide two snacks, a lunch (non-refrigerated and no preparation required).

**School Bus Rules:**

* Remain seated at all times.
* Wear seatbelts if one is provided.
* No object or body part is to be out the window at any time.
* No Littering on the bus.
* Feet to be kept out of the middle isle.
* No eating or Drinking on the bus.
* No vandalizing the bus.
* Respect and Listen to the bus driver and all counselors

**Swimming and Water Activities**

Campers will have many opportunities for water play at the camp site, as weather permits. Appropriate swimwear should be brought to camp daily, with a towel, and sunscreen. Spray sunscreen, SPF 50, is recommended. For water activities, campers are encouraged to bring sandals, water shoes, or Crocs.

**Daily Camper Needs:**

* Refillable Water Bottle – with a secured top to stay closed.
* Healthy Snacks (2) and LUNCH
* Swimwear & Clean towel
* Plastic Bag (for wet clothes)
* Sunscreen (SPF 50 Spray is recommended )
* Bug Spray
* Hat (Recommended)
* Backpack
* Comfortable close-toed/ close-heeled shoes.
* Good/Positive Attitude!

**Campers Should NOT BRING:**

* Cell phones
* Electronic Devices of any kind
* Toys/Dolls/Stuffed Animals
* Toy Guns (Including Water guns)
* Weapons (Play or real)
* Knives of any kind
* Pokemon or other trading cards

\*\*Thomaston Summer Playground staff will not be held responsible for any items that are lost, stolen, or broken while at camp. Please do not bring any items of value to the camp. The staff is not able to hold or keep track of any personal items for the campers.

**Contacting Your Child**

If you need to contact your child during the camp hours, please email [janiki@thomastonct.org](mailto:janiki@thomastonct.org) or call Thomaston Recreation at (860)283-6927 (Email is preferred). The Recreation Director will contact the Summer Playground staff as soon as possible. Please keep any calls to your child at a minimum and only if truly necessary.

**Discipline and Expectations**

Thomaston Summer Playground regards discipline as positive correction to encourage acceptable behavior. Discipline will be handled with kindness, consistency, and understanding. It is hoped that by promoting respect for each other, themselves, and the summer playground camp site. While conveying expectations clearly, there will be minimal need for disciplinary measures. Should it become necessary to correct and/or resolve any disruptive or dangerous behavior, the following steps will be followed in progression, starting with the action appropriate to the severity of the disruption:

* Counselors will Observe and Listen to campers’ interactions in order to try and prevent conflict by anticipating any unacceptable behavior.
* Redirection of the camper to another activity.
* Talk to the camper individually.
* Time Out/ Break – Removal from specific activity for a short period of time
* Discuss the situation with the camper.
* If a camper is deemed a chronic behavior problem by the Director and Counselors, the parents are advised by way of a discipline report that must be signed by the parent/guardian.
* Three discipline reports results in a conference with the Camp Director and/or Recreation Director.
* Suspension from the program is the next step before a final decision of dismissal is considered. Fess will not be refunded or credited for suspensions or dismissal from the program.
* The Director and/or Recreation Director reserve the right to amend, revoke, waive, or make any individual adjustments to these rules for just cause.

**Parents, Please Discuss with your Child:**

* Responsibility for their clothing, snacks, lunch, backpacks, etc.
* Respect for other campers, counselors, bus staff, and camp equipment.
* Inappropriate language will not be tolerated.
* No hitting, tripping, pushing, tackling, kicking, fighting or wrestling.
* Campers may not leave the camp site without being signed out by an authorized adult.
* All Campers are expected to assist in picking up after their games/activities/bus trips/ and after lunch and snack.

**Camper/Parent Information**

Please inform Summer Playground staff or Recreation Director of any changes to contact information (address, phone numbers, and email) for the camper and/or parents, or adults authorized to pick up your child. If the campers’ emergency numbers change, it is important that we are notified immediately to ensure proper notification of parents in case of an emergency.

**Questions**

If you have any additional questions, concerns, suggestions or ideas, please do not hesitate to contact the Recreation Director directly at [janiki@thomastonct.org](mailto:janiki@thomastonct.org), (860)283-6927, or speak to one of the Camp Directors or Counselors at the camp site.

We look forward to a fun and safe summer!