



Warren Township *Recreation Department*



2019 Little Kids Camp

Registration Begins For:

Warren Township Residents: April 1, 9am

Watchung Boro/Green Brook Residents: May 6, 11am

<u>Ages:</u>	Children ages 4 and 5 years old
<u>Dates:</u>	August 5-9
<u>Time:</u>	9:00am-1:00pm
<u>Place:</u>	Held at the Municipal Pavilion off Bardy Rd. (The program is outdoors all day)
<u>Cost:</u>	\$85
<u>Deadline:</u>	July 31, 9am or when the program is full
<u>Closings:</u>	Program closes if it rains or is over 95 degrees; Sorry no refunds

About our staff:

This program will be directed by our certified teacher, plus sports teacher and arts n craft coordinator. Several high school counselors in training will assist them. Camper ratio is 5-1 depending upon registration. Adult staff is fingerprinted and have CPR training. Staff is required to attend a full day of training before camp each year.

About our activities:

Activities include arts and crafts, group games, board games, playground play, water fun, story time with the librarian and much more. Children move to a different activity every half hour.

2019 FAQ Little Kids Camp

Registration Instructions

1. **Warren Residents** have the opportunity to register before Watchung and Green Brook residents. Must show proof of residence on the first day. (driver license or bill)
2. **NEW with Warren Residents and Community Pass:** This year participants with Warren addresses have to be verified by the Recreation Office. If the account is not verified with the Warren address, it will not let you register. If you already have an account with us, your account has been verified. If you do not have an account with us, we suggest you create an account before the registration period begins that way your account can be verified ahead of time. Any questions about this process please call the Recreation Office.
3. **Registration deadline: July 31st by 9am** or when full. No applications will be accepted after this time.
4. For 4 and 5 year olds going into pre k or kindergarten in Sept. (**Note:** Please indicate which grade your child will be entering in September and age day of camp.)
5. If your child has, an individualized need due to a disability and may require a reasonable accommodation in accordance with the Americans with Disabilities Act to successfully participate, please note it on the registration form. The Recreation Staff in conjunction with the staff at Somerset County Park Commission Therapeutic Recreation Department will contact you for additional information. **3-weeks'** notice is needed to evaluate the town's ability to offer a reasonable accommodation. Any later may result in us not being able to accommodate your child in our camp.
6. To pay by credit card (Visa or MasterCard), please go to <http://register.communitypass.net/warrentwp> or click on the icon REGISTER on the township recreation website.
7. By mail fill in all requested information online or use UNIVERSAL form. Mail in with a check.
8. To pay by check, make checks payable to "Warren Township Recreation" and mail check with your registration form and Parent Release Form to "Recreation Department," 46 Mountain Blvd, Warren, NJ 07059
9. You will be notified of our schedule and activities in advance.
10. Must mail the Parent Release form, and Administration of Prescription Drug form (if needed) by July 29.
11. **You may not register at camp; you must register online.**

The Little Kids Camp is just like the playground program where you can drop in anytime during 9am-1pm, Monday-Friday for the week of July 30-Aug 3 under the pavilion located behind the Municipal complex. The cost is \$85 for the week.

Children decide what they want to do; we provide the activities. Children can enjoy games, sports, arts, crafts, water days, Story time with the librarian, and playing with their friends. We will provide the water and games on hot days. Children will be in groups of 10-12. Please let us know if they want to be with certain friends. We try to keep a 5:1 ratio of children to staff. It is not necessary to call the Recreation office if your child misses camp.

Daily and Weekly Schedule

The schedules will be emailed to you and placed on the web before the program begins.

Staff

The Director and Coordinators are certified teachers or are going to be teachers and have many years of summer camp experience. Our counselors are high school seniors or college students, ages 17-20. Counselors in Training are 2nd – 4th year high school students. All staff undergoes a full day of training prior to the start of camp, and many have worked with us for years. For the safety of your children, we require background checks on all adult staff. We follow State Health Mandated Regulations. CPR/AED/First Aid-certified EMT is on staff. The Little Kids Camp will have some of the same staff.

Camp Attire and Needs

Preferred camp attire is sneakers, hat for outside, sunglasses, and sun protection. No flip-flops. Send your child with a water bottle and a towel, and have him/her wear a bathing suit under their clothes on Wednesday. Children may bring backpacks. No radios, CD players, gaming devices, etc. are permitted. Cell phones should **not** be turned on during camp, unless the parent and Director have a talk. Pack a lunch and a snack. No refrigeration is available. Water is available. The ice cream or ice truck will come on Fridays at noon. Send your child in with \$2-\$3 in an envelope with his/her name on it and labeled “Ice Cream” at the beginning of the day, if you want them to have ice cream. A price list will be provided before camp begins.

When visiting camp

Please sign in with the Director at the sign-in table. Show proof of residency (license, utility bill, tax bill etc) on the first day. Please do not stay with your child or eat lunch with your child. It would be better for your child and the staff. (You may observe from a distance anytime).

Drop off procedure

Camp begins at 9am. Please do not drop your child off early. Park your car, walk your child to the Pavilion, and sign-in your child. If the weather is bad, camp will be closed. There is no refund for this. For information on closings, you may either call the director’s cell phone 908-482-0443 no earlier than 7:30am or check the Recreation office answer machine at 908-753-8000 ext 270. In the mornings, you will receive an email blast. Parents may drop off and pick up their child anytime between the hours allowed. They must sign-in and out each day.

Pick up procedure & Late Fee Policy

Camp pick up window is from 1:00pm-1:15pm. Park your car and come into the Pavilion to sign-out your child. Look for your child’s group coordinator. Please pick up your child on time, as we have to pay coordinators overtime to supervise your child. This late fee includes not only your own children but also those of whom you are picking up in addition. The first time you are late you will be given a warning. Any time after the first warning, you will be charged \$1 for every minute that has passed after the pickup window. This charge will be per child. You will then receive a slip stating how much will be charged on your Community Pass Account. If you have, any questions about the charge contact the Recreation Director **NOT** the Camp Director. Failure to pay the charges can result in dismissal from camp.

Weather Issues

If the weather gets bad during the day (i.e. it is pouring, going to storm or extreme temperature), you are expected to pick-up your child. Children will be waiting in the Pavilion. We will call or email any parent who has not picked up their child when we make the decision to close. Please try to use good judgment. If the weather is severe, any children left will be brought to the police station for pick up.

Procedure to contact camp

- Camp Director – You may reach the Program Director at 908-482-0443.

- Camp Emergency Phone – If you can't reach the Director call the Recreation Office at 908-753-8000 ext 270 or 271.

Medical needs

Camp will not be able to administer drugs to your child, nor will we hold any medicine. Please administer medicine to your child either before and/or after the camp. If your child must carry **epi-pens** or inhalers, please notify our camp Director. If your child should get hurt, you will receive a medical report copy. The Coordinators are CPR/First Aid-certified. Administration of Prescription Drug Authorization and Medical Treatment forms need to be signed and mailed to the Recreation Department by July 28. All forms are available online at www.warrennj.org/recreation and then go to FORMS.

Immunizations

According to N.J.A.C. 8:57-4, we must have the parent's signature that your child has received his/her immunizations against diphtheria, tetanus, polio, measles, pertussis, mumps & rubella.

Conduct

The idea of camp is to have fun and be safe. Any behavior problems will be dealt with at the camp first, and parents will be contacted if the problem continues. The parent must come in with the child to meet with the Director. If the problem persists, the child will be asked to leave the camp. Please sign the Discipline Policy, which is also available online at www.warrennj.org/recreation to FORMS, and return it to the Recreation Department by July 28.

Complaints/Comments/Compliments

If a parent has a concern or complaint, please contact the **Program Director** at **908-482-0443** directly. Please do not go to a counselor. If you are not satisfied, please contact the **Recreation Director** at **908-753-8000 x270** or email at **recreation@warrennj.org**

FORMS NEEDED

For these forms go to www.warrennj.org/recreation to recreation to FORMS

1. Parent Release form
2. Administration of Prescription Drug Form, if applicable (ex if an epi-pen is needed)
3. Read Discipline policy online
4. Letter if someone else is picking up your child

LITTLE KIDS CAMP Daily Schedule

2019

Time	MONKEYS	ELEPHANTS	LIONS
9:00-9:30	Check In/Free Play		
9:30-10:00	Playground	Painting/Chalk Art/Bead/ Play Dough	Sidewalk Chalk/Sandbox
10:00-10:30	Games under the Pavilion/Snack		
10:30-11:00	Sports and Games or water play		
11:00-11:30	Painting/Chalk Art/Bead/ Play Dough	Sidewalk Chalk/Sandbox	Playground
11:30-12:00	LUNCH		
12:00-12:30	Sidewalk Chalk/Sandbox	Playground	Painting/Chalk Art/Bead/ Play Dough
12:30-1:00	Closing Ceremony		