

2022

**Putnam Valley
Day Camp**

**Important
Information**



**140 Brookfalls Road
Putnam Valley, New York 10579**

Putnam Valley Day Camp

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Welcome!

Thank you for choosing Putnam Valley Day Camp!

We have developed an exciting program that will provide your child with a rewarding experience this summer. We offer many rotations with fantastic activities and fun-filled special events planned.

The information in this booklet is designed to provide you with a better understanding of the camp and its policies and procedures. It was developed based upon questions we have received from parents and guardians in the past. Please take a few minutes to familiarize yourself with this valuable information.

The camp staff is committed to assisting you and your camper. If you have any questions or comments, please contact us. We are always happy to hear from you!

Goal:

To provide a safe, respectful and fun environment for all campers.

Camper's Rights:

Putnam Valley Parks & Recreation will not discriminate based on ability, gender, race, sexual orientation, or religious affiliation.

Staff:

We carefully select our staff for their interest and commitment to working with children. Staff members attend a comprehensive training workshop prior to camp to ensure a safe, fun camp experience for everyone.

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Camp Permit & Inspection Certificate:

Our camp operates in accordance with New York State Health Department Regulations. The camp is inspected at least twice each session by the Putnam County Department of Health. Inspection records are available for review at the Putnam Valley Parks & Recreation Office or at the Putnam County Department of Health Office, 4 Geneva Road, Brewster, New York, 10509.

Income Tax Child Care Credit:

Camp tuition fees are eligible for income tax child care credit for working parents. Our Federal ID Number is 146002391.

Security Code:

For the protection of your camper, you have provided a 4-digit PIN code number on your camper's registration form. Please be sure to give this number to anyone who will be picking up your camper. If the person picking up your camper does **not** know the PIN code, your camper will not be released. Please understand that this procedure is to ensure the safety of your camper.

Camper Drop-Off & Pick-Up Procedure:

We meet at the Putnam Valley Middle School Parking Lot and then bus the campers to and from the camp site. During on-line registration parents will choose a time to drop off and pick up their children. If you are running late to drop off in the am please call the day camp phone number to schedule a drop off at 845-260-2807.

Camper Drop-Off & Pick-Up Continued:

If someone other than a camper's parent or guardian will be picking them up, please notify our Camp Director's of the change. The camp reserves the right to request photo identification from the person picking-up. Please understand this procedure is for the camper's safety. To arrange for an early pick-up, please call the camp phone number (845) 260-2807.

Event Schedule:

We will send reminders via mass email and on our Facebook page. Be sure to check for announcements daily.

Clothing:

Campers will be participating in a variety of physical activities rain or shine. With this in mind, please dress your camper appropriately. Campers must wear sneakers, as they will be doing a lot of walking! Sandals, flip-flops, and/or Crocs are not permitted at camp for safety reasons.

Campers need to bring a swimsuit and towel daily.

Please label all camper's clothing. We make every attempt to keep track of all belongings, however if your camper is missing something, please check with your camper's counselor. Any belongings not identified by the end of camp will be available for pick-up at the Parks & Recreation office for only 1 week.

Food Service:

We do not provide lunch. Campers must bring their lunch in a waterproof labeled container. Lunches will be refrigerated and all left-over's will be discarded. Glass and other breakables are not permitted for safety reasons. Campers will occasionally be given ice pops for special events. Please do not send in candy, and especially gum. Gum is not permitted at camp. Microwaving is not available, so please consider this when preparing your camper's lunch. We will provide a individually bagged snack at camp during camp snack time.

Medical Unit:

Our Health Staff is comprised of a Health Director (Emergency Medical Technician), as well as a number of CPR/First Aid certified personnel. Any medications (prescription or over-the-counter) that will be taken at camp require prior parent/guardian and physician authorization forms. Medications must be given to the Health Director in its original container with camper's name, prescribed dosage and administration instructions. Medications will be stored in a locked cabinet in the Medical Unit. Physician approved Asthma Inhalers and Epi-Pens may remain with the camper if necessary. All medication will be self-administered under the supervision of our Health Staff. Please communicate any changes to your campers medication immediately. Physicals & Immunization records are required for admission into our Day Camp. If your child has received the COVID-19 vaccine, please provide us with a copy.

Illness:

If a camper arrives at camp ill or becomes ill during the camp day, a parent/guardian will be notified for pick-up. If the parent/guardian is not available, the emergency contact will be notified to pick-up the camper. Please understand, this is for the safety of all campers.

Sun Safety:

Please send campers to camp with waterproof sun screen already applied (at least SPF-30) as well as a bottle of sunscreen. Campers will be reminded to reapply sunscreen liberally throughout the day. A staff person will assist a child with application if necessary. Please label sunscreen with child's name.

Things Not to Bring to Camp:

For the safety of your camper and their belongings, the following items are not permitted in camp: candy, gum, valuables, trading cards, sports equipment, cell phones, hand-held computer systems, I-Pods, any audio-visual electronic equipment, jewelry, knives, firearms, fireworks, matches, lighters, cigarettes (or other tobacco produce), X-rated or inappropriate magazines, alcoholic beverages, illegal drugs or any other dangerous or illegal items. Any prohibited items brought to camp will be confiscated and returned to the parent/guardian.

The camp is not responsible for any items lost at camp.

Substance Abuse/Misuse & Zero Tolerance Policy:

Camper possession or use of any tobacco products, alcoholic beverages or illegal drugs at camp is strictly prohibited. Camper possession or misuse of any prescription or over-the-counter medications while at camp is in violation of the medication policy and is strictly prohibited. Violation of these rules will subject the camper to immediate dismissal. There will be no refund of tuition. We ask parents to discuss this policy with their camper before they come to camp.



Behavior:

The enjoyment and safety of all campers is the primary concern of the staff. We ask that you explain to your camper that the same behavior that is expected during school, is expected of the campers at camp. Parents/guardians will be notified of any behavior problems by the Camp Director or Senior Counselor. Enrollment at the camp is a privilege which may be removed, if a camper's behavior warrants suspension or expulsion. We reserve the right to deny entry to or remove any camper from any activity due to behavior problems or to avoid creating a staffing hardship situation, which is beyond reasonable expectations.

Activities:

We make every effort to provide a safe environment for our campers. Campers have the responsibility as a voluntary participant, to abide by all rules, to listen to and follow all instructions given by the camp staff as well as using their own common sense and exercise reasonable personal care and alertness. Many activities at camp involve a known and reasonable risk. However, as with any type of high-energy physical activity, there is always the possibility of the unforeseen. In the event of an accident or injury, preceded by a camper failing to obey a rule, procedure, instruction or specific directive, then the parent/guardian hereby indemnifies the camp for that and any such purposeful action. The Town of Putnam Valley does not provide accident insurance.



Putnam Valley Parks & Recreation Staff

Director Frank DiMarco
Clerk Theresa Orlando
Children's Center Director Annie Spinelli
Children's Center Asst. Dir. Toniann Cortina

Phone: (845) 526-3292 Fax: (845) 306-2114

Day Camp: (845)-260-2807

**Enroll your child and register for camp at:
[HTTPS://REG.PVPR.COM](https://reg.pvpr.com)**

Visit us on our website:
www.pvpr.com

Important Dates

Day Camp Dates:
June 27h to August 19, 2022
NO CAMP JULY 4th 2022

Parent Orientation:
Will be virtual More to come