



Welcome to KNOX SUMMER ADVENTURES!

At ***Knox Summer Adventures***, we stress the importance of safety by creating a structured, fun environment. Our campers sense that they are part of an orderly, safe environment and this helps them develop a feeling of security and puts them at ease. By choosing our camp for your child, you have put your trust in us and we value that trust. That trust serves as the basis of a partnership between home and camp. Together we can make that partnership work.

In order for campers to derive the most from the many experiences camp has to offer, we ask parents to discuss the following points before the start of camp:

~ We ask all campers to take pride in our camp environment and surroundings. The Knox School campus has many historic buildings and pristine waterfronts. Please respect, appreciate and enjoy them.

~ Campers are expected to stay with their groups. Older campers may be allowed, at their counselor's discretion, to visit the bathroom ***with a buddy. No camper should ever be wandering the campus alone.***

~ Campers are expected to attend all activities that have been scheduled. We offer a well-rounded camp program that includes everything from field sports, the arts, water activities, music and science. Not every child will love every activity, but camp is a wonderful opportunity to expose them to new interests. Our staff is trained to encourage campers to try all activities; however they are never forced to do something that makes them unhappy. We understand that you may expect your child to participate in certain activities. Therefore, if a child refuses to join in on a regular basis, a phone call home may be necessary to be sure that you are aware of the situation.

~ We expect our campers to treat each other, as well as the staff, with respect and kindness. We teach tolerance and acceptance, as well as respect, responsibility, integrity and courage. Our staff is trained to instruct campers positively in public and give constructive criticism in private. We do not tolerate aggressive or disruptive behavior, as every camper's safety is our primary concern. We reserve the right to dismiss any camper who ***continually*** refuses to adhere to our values.



CAMP POLICIES AND PROCEDURES

Drop off Procedures 8:50– 9:05 AM

When you arrive on campus a staff member will direct you where to go. Your child will be taken out of the car and escorted to his/her group where the counselor will be waiting to greet him/her. Please be sure your camp parent vehicle ID is clearly visible in the window. **Please do not exit your car.**

Late Arrival (after attendance)

For the safety of your child, please sign in with the security guard at the front gate. You will then be directed to escort your child/children to the camp office where you will sign him or her in the attendance roster book. Your camper(s) will be escorted to his/her group by a Knox Summer Adventures staff member only. Please understand that for security reasons, parents are not permitted to walk freely on campus.

Pick up Procedures 3:15– 3:45 PM

Please arrive on campus no earlier than 3:15 with your ID clearly visible in the window. Campers will be assembled under the dismissal tent and will be escorted to your car when the proper security checks have been verified. **Again, please do not exit your car.** If you do not have your ID sticker in the window, we will ask you to pull over to verify your identity so we may determine if you are authorized to pick up the camper(s).

Extended Care 7:00-9:00 AM & 3:45 – 6:00 PM

~ Before 8:50 AM and after 3:45 PM, campers will need to be signed in and/or out of our extended care program. Please park your car and enter through the gymnasium to pick up and/or drop off. You will be billed \$13 per child for AM, \$18 per child for PM or \$26 for AM/PM on a weekly basis throughout the summer.

~ ***Extended care does not need to be pre-arranged,*** however, it is a good idea for the camper to be informed ahead of time. Please call the camp office and we will pass the information along to the counselor and camper.

~ Any campers remaining after 3:45 pm will be signed into extended care and you will be billed the following week.

Early Pick-Up

Please notify the camp office if you need to pick up your child by before/by 12:00 noon, unless it is an emergency. We need some time to locate them and escort them to security at the front gate to meet you. All early pick-ups **MUST** take place before 2:30 pm. For the safety of the campers – **NO CARS WILL BE ALLOWED ON CAMPUS BETWEEN 2:30 pm and 3:15 pm.**



CAMP POLICIES AND PROCEDURES (continued)

Attendance

Because we offer a flexible schedule, planning the groups and activities can be complicated. Any schedule changes after May 15 will be subject to a \$30 change fee, and is based on availability. All change requests must be submitted in writing. We offer credit for the following season if camp is missed ***due to illness or injury, with a doctor's note only***. Make-up days are not permitted for incidental missed days or bad weather. Please call the camp office at 631-686-1640, or email Camp_info@knoxschool.org, to let us know if your child is going to be absent. ***Added days will be billed at the current rate at the time of addition (All rates can be found on the website).***

What to pack for your children

Please send your child to camp wearing his/her bathing suit under his/her clothes and already "sun blocked" each morning. We will reapply, but this will ensure that he/she starts the day protected.

Please pack the following in a back pack or tote bag, with all items labeled.

- ~ Extra bathing suit
- ~ 1 towel
- ~ Water shoes (If they are wearing Texas or another shoe that can go from water to running activities, there is no need for water shoes)
- ~ Sun block (We provide, but if you have a favorite brand or type, please pack it)
- ~ Change of clothes
- ~ Water bottle (We will refill it throughout the day)
- ~ Rain jacket (If rain is in the forecast, please provide)

Lost and Found

We cannot be held responsible for lost personal items, but our counselors try hard to ensure that all belongings are cared for properly. It is helpful to label all items. All found items will be placed on a table near the camp office where the camper can look for them. Parents are welcome to visit the lost and found at the end of the camp day. We discourage campers from bringing money or valuables to camp. The use of electronic items such as iPod's, cameras, cell phones and hand held games is prohibited throughout the camp day. **We will not be responsible for the loss or damage of such items.**

Medical Information

The **New York State Board of Health** requires that all campers have current immunizations. This form must be completely filled out and signed by your physician. **Campers may not attend camp without this form.** Physical exams are valid for 12 months.



CAMP POLICIES AND PROCEDURES (continued)

Medical Information (continued)

We have an RN on staff every day in our Infirmary. All injuries/illnesses are brought to her attention and it will be at her discretion whether or not to call home. Please be sure to submit the *Emergency Contact Form* before your child starts camp to give us every possible way to contact you if deemed necessary.

If your child will need to take medication during the camp day, you will need to see the nurse before he/she starts camp to drop off the medication and the prescription authorization form. Please call the camp office to set up an appointment with the nurse. She will also be present at the ***New Parent Orientation on June 20 at 6:30 PM. and the Travel Camp Orientation on June 21 at 6:30 PM.***

Lunch

Lunch will be served every day and is included in your tuition price. The menu will be posted on our website weekly. There will be a hot dish offered, which will change by day and alternate foods will also be offered every day including, sandwiches (turkey or cheese), bagels, cereal, fruit salad bar and drinks. A healthy snack will be provided and at dismissal each camper will receive an ice pop. The foods we provide are peanut free due to the number of children with allergies. Please do not send food in with your child. Lunch is another opportunity for children to try new things and we will be sure that every camper eats something.

Water Activities

~Every camper will get a ½ hour swim lesson provided by our Red Cross trained Water Safety Instructors. They will be evaluated when they first arrive at camp and given lessons accordingly. At the end of their stay with us, they will be re-evaluated and their swim level sent home to you.

~Every camper will also have a free swim period each day at the beach. They will be bussed to Long Beach with their group. This is a time to cool off and play. Water shoes are required to protect campers' feet from rocks and shells. In accordance with New York State Law, we provide our own lifeguards and counselors in addition to the Town lifeguards that are already stationed at the beach.

~All groups except Tadpoles will kayak on our waterfront. They will be scheduled 2 or 3 times per week (depending on their age) on a rotating basis. We encourage all campers to kayak, as it is a wonderful opportunity to participate in an activity that they may not ordinarily be exposed to, but we will not force them. Each camper must wear a PFD (personal flotation device) at all times and water shoes. There is an ACA trained Kayak Instructor, a Red Cross trained Water Front lifeguard as well as counselors present at all times.

Website

Please utilize our website, www.knoxschool.org before and during camp to see your child's schedule, our lunch menu and any other important information you feel you may need.