



Town of Fairfax
PARKS & RECREATION

Summer Camp 2023

Family Handbook

Welcome!

We are very excited to welcome your kids to camp and provide a memorable, safe, and exciting summer experience for them!

We are currently hiring full and part time summer camp staff! If you are interested, or know someone who might be, please email recreation@fairfax-vt.gov

Camp Counselors: More information coming soon!

We've been hard at work making sure we will be providing a top-notch experience for all campers!

In this document you'll find some information about how we're running camp, and what's expected of our campers to make a safe and fun summer happen!

Hours

Camp runs from 8AM until 5PM each weekday – it is expected that all campers arrive between 8AM and 9AM, and are picked up before or at 5PM. There are no extended day hours at this time.

Locations

It is our goal and hope to be outside this summer as much as possible, but there will be times due to high heat or bad weather that require us to move to either of our secondary (indoor) locations.

Outdoor (Main) Location

Fairfax Community Park & Bike Path

76 Hunt Street, Fairfax, Vermont

Indoor (First) Location

BFA Fairfax School

75 Hunt Street, Fairfax, Vermont

Indoor (Second) Location

Fairfax Community Center

1210 Main Street, Fairfax, Vermont

If at any point throughout a day we need to move to our secondary location, all parents/guardians of children in camp that day will receive a text message or phone call regarding the change in pick-up location.

If we determine the day needs to begin at (or be located at for the entire day) either of our secondary locations, we will attempt to reach all parents one hour before drop-off begins with modified drop-off instructions.

Drop-off and Pick-up

On a normal day when we are located at the Fairfax Community Park, the access road gate will be opened from 8AM – 9AM for parents to drive directly down into the park and drop-off at the cul-de-sac area.

From 3PM – 5PM, the gate will be open again to allow for easy and swift pick-up.

If you need to pick-up your child before 3PM, or drop them off later than 9AM, please let the camp staff know.

Transportation

All transportation of children while at camp will occur via foot only. This includes trips to the playground at BFA Fairfax, the hiking trails in the school woods, and between our primary and secondary locations.

When leaving our primary location for the day for short trips, camp staff will leave a note about where we have gone and what time we will return, as well as be reachable via the camp director's cell phone.

What to bring each day

- Two healthy snacks and a lunch (nut and peanut free, please!)
- Water Bottle
- Towel
- Swimsuit
- Extra socks
- Sunscreen (preferably a spray)
- Comfortable play clothes
- Closed toe athletic shoes or sports sandals
- A positive attitude!

All items should be clearly labeled with the campers names, and ideally contained in a backpack.

The Fairfax Parks & Recreation Department is not responsible for any lost or stolen items.

If your family needs financial assistance to purchase items needed for your child's week at camp, please email us at recreation@fairfax-vt.gov

What does a typical day look like?

While each day varies when it comes to activities, we have a general guideline and time frame of how most days will happen. Theme time activities are designed around each week's theme to be educational and exciting for all age-ranges we serve. Our weekly curriculum is designed collaboratively with our camp staff and may be enriched by outside organizations and vetted volunteers – these may include entertainment, special lessons, special art activities, and more.

8am – 9am	Arrival and supervised free-play time
9am – 9:30am	Snack Break
9:30am– 11am	Theme time! Learning, making, and having fun together
11am– 12pm	Physical activity time – outdoor games and fun lead by staff
12pm – 1pm	Lunch and free-play time
1pm – 2pm	More time for activities
2pm – 4pm	Time to head for the river for wading and playing, including time for changing and snacks
4pm – 5pm	Wind-down and free-play time with some cleanup for the day – Departure

Health and Safety Protocols

We follow guidelines laid out by the CDC and Vermont Department of Health. Please keep in mind that if guidelines change over the summer, we may adjust our protocols as well.

Sick Child

We trust that families will be aware of their child’s health, and that sick children will not be sent to camp. If your child has any of the following symptoms, please keep them home:

- Showing symptoms of Covid-19 (shortness of breath, difficulty breathing, chills, repeated shaking, muscle or body aches, sore throat, new loss of taste or smell)
- Fever over 100.4
- Flu
- Vomiting or diarrhea
- Persistent cough

- Rash
- Eye infection
- Lice

If a child begins to feel ill while at camp, a camp staff member may check your child's temperature (via a no touch thermometer). If found symptomatic, your family will be contacted to arrange a quick pick-up.

Hygiene

Campers will wash hands upon arrival at camp, before and after using the bathroom, before and after eating and throughout the day as deemed necessary. Hand sanitizer stations will be available throughout camp.

Cancellation

Cancellations due to a participant being sick will be examined on a case-by-case basis and the Fairfax Parks & Recreation Department will determine if a full or partial refund can be made.

Camp Environment and Safety

The Fairfax Parks & Recreation Department, our summer camp staff, and our partners pride ourselves on ensuring a safe and comfortable environment for all participants in our summer programs.

This summer we will be doing all that we can to ensure our camp community is respectful to each other, camp staff, and our surroundings. Any child or staff member who repeatedly displays behaviors that are disrespectful, hurtful, or unsafe towards our camp community may be asked to leave the program. We expect that our camp families will work with us to the best of their ability to help their campers understand the importance of being kind, thoughtful, and respectful to all around them.

Whenever possible, campers will be involved in the development of rules that help keep everyone safe, feeling respected, and happy.

Our rules will be visibly posted at camp and be modified as needed. Camp staff will be consistent in verbal warnings and further action when rules are broken.

While most instances of rule breaking will be handled with preventative conversations, and group discussions - more severe instances that endanger campers or staff physically or emotionally may be met with removal from an ongoing activity, temporary suspension from the program, or program expulsion.

Any disciplinary actions taken, from simple discussions to more severe punishment (removal from an activity) will be communicated to the relevant camp families privately.

Similarly, if your camper reports an issue to you that occurred at camp that may have not been reported to camp staff, we encourage you to speak to a camp staff member or Fairfax Parks & Recreation department member to report it.

How to reach us

Before your camper's first camp week, you will be given the camp directors cell phone number. This number can be called, or texted, at any time starting one hour prior to camp until 5 PM. This number may be used to reach out to you in the event of an emergency or change in drop-off or pick-up location.

You can also reach out to administrative staff by calling the Fairfax Parks & Recreation office number: (802)849-6111 ext. 20

Or by sending an email to recreation@fairfax-vt.gov

We do our best to respond to questions, concerns, and any other correspondence as quickly as possible.