



Where Friendships  
Are Made!



# 2019 PARENT HANDBOOK

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**Camp Location: 121 Wolf Hill Road, Melville, New York 11747**

**Mailing Address: P.O. Box 725, Plainview, New York 11803**

**Office: (631) 692-6222 | Fax: (631) 367-1509 | [www.campwdaycamp.com](http://www.campwdaycamp.com)**



## A Note from Evan

The summer of 2019 is finally here. There are many new and exciting activities at Camp W. Remote Control Cars, Camp Lounge, Water Village, Inter-camp baseball, gardening, the Lego Room, Lip Sync and every Wednesday we now serve pasta for lunch. Even though we have some new activities the goal has not changed at all, provide campers with a safe environment with action packed activities and be around fellow campers and staff that truly care about each other. I look forward to a spectacular summer for the entire Camp W Family.

## 2019 Camp Dates

<b>Week 1</b>	<b>July 1st - July 5<sup>th</sup></b>
<b>Week 2</b>	<b>July 8<sup>th</sup> - July 12<sup>th</sup></b>
<b>Week 3</b>	<b>July 15<sup>th</sup> - July 19<sup>th</sup></b>
<b>Week 4</b>	<b>July 22<sup>nd</sup> - July 26<sup>th</sup></b>
<b>Week 5</b>	<b>July 29<sup>th</sup> - August 2<sup>nd</sup></b>
<b>Week 6</b>	<b>August 5<sup>th</sup> - August 9<sup>th</sup></b>
<b>Week 7</b>	<b>August 12<sup>th</sup> - August 16<sup>th</sup></b>
<b>Week 8</b>	<b>August 19<sup>th</sup> - August 23<sup>rd</sup></b>



## Camp Song Lyrics by Cayla Werner

### Sung by Everyone

Our Colors are Red & Blue  
 We like to show them off too,  
 Whatever you like to do,  
 Do it at Camp W!

Come on down to Camp W,  
 Come and learn a new skill or two,  
 We've got sports and arts & crafts for you,  
 Where Friendships are made!

Now we are all a team here,  
 All of us together,  
 Let me hear you scream this,  
 Hip Hip Hooray!

Come on down to Camp W,  
 Come and learn a new skill or two,  
 We've got sports and arts & crafts for you,  
 Where Friendships are made!

### Who's Who at Camp W

Cheryl	Office Manager	(631) 692-6222	cheryl@campwdaycamp.com
Stefanie	Division Head Pre K- 1 <sup>st</sup> Grade	(516) 937-8386	stefanie@campwdaycamp.com
Sean	Division Head 2 <sup>nd</sup> grade- 4 <sup>th</sup> grade	(516) 782 6619	sean@campwdaycamp.com
Kevin	Division Head 5 <sup>th</sup> Grade- C.I.T.	(929) 888-3888	kevin@campwdaycamp.com
Kelly	Activities Coordinator	(631) 219-6391	kelly@campwdaycamp.com
Patrice	Camp Nurse	(631) 692-6223	patrice@campwdaycamp.com
Evan	Owner and Director	(201) 232-5705	evan@campwdaycamp.com



## Camp Forms

All camp forms are found on our website under Parent Resources

- Medical Form
- Medical Authorization Form
- Medical Release Form
- Parent Survey
- Camp W Notes
- Bus Release Form

*\*Campers may not attend camp without a current Medical Form and immunizations on file\**

## Health and Nurse Information

**Nurse Phone Number: 631-692-6223**

If your child is sick, please do not bring your child to camp, as it may spread an illness to other campers. If your child is brought to the nurse and they are too sick to stay in camp or have a fever, it is expected that arrangements are to be made by the parent to immediately pick up their child.

**Diarrhea or Vomiting:** Children must remain home for 24 hours after the last bout of diarrhea or vomiting.

**Fever:** Your child must be fever free for 24 hours before he/she may return to camp.

If your child is seen by our camp nurse, you will receive a note and if needed a phone call with details regarding the situation of their visit. A log of all visits to the nurse are documented.

## Camp Security

Camp W has five staff members acting as security guards while camp is in session. One security guard is positioned to greet you when you enter the parking lot. One security guard is stationed by the oval entrance. One staff member is positioned by the woods near the gate. Our retired police officer is stationed by the entrance to camp. He will ask you to sign in before you can enter camp. The last member of our security team is positioned on the fields by the woods to ensure nobody sneaks on to the camp grounds. Walkie Talkies and cell phones are carried by our entire security team.



## Camp Hours

Early Care	7:30 AM - 8:30 AM
Camp Hours	8:50 AM - 3:30 PM
Late Care	3:30 PM - 6:00 PM

## Lost & Found

Our Lost & Found table is located in the cafeteria. Every day items that are found are put on the table and Evan announces the items during closing ceremonies. Please put your child's name on everything that they bring to camp. Feel free to call the camp or write a note if your child does lose something at camp. We will do our best to find the item.

## Rainy Days

Camp W has many activities that are scheduled inside so the rain does not interfere with our programs. When sports cannot be played outside due to rain, we utilize the gym and cafeteria as a substitute for the fields.

## Lunch at Camp

Monday and Tuesday, campers not enrolled in our hot lunch program should bring their own lunch bag and it will be refrigerated upon arrival. Please make sure your child's name and group name are on the lunch bag. Do not send glass containers to camp. Campers who are signed up for our hot lunch program, will have their lunches delivered by Suburban Eats at 11:45 a.m. Wednesday all campers are provided with a pasta lunch (butter or marinara), Thursday all campers are given pizza and Friday is a complimentary BBQ (hamburgers and hot dogs). All complimentary lunches are served with juice, Oreos and chips.



## Choice Periods

As campers get older they want a little bit of independence. Choice Periods provide our campers with that independence. Campers in Middle Camp (grades 2-4) will have two Choice Periods every day. Campers in Upper Camp (grades 5-9) will get three choice periods. Choice Periods are changed every two weeks for the first 6 weeks of camp. Campers starting Week 1 will email their choices from our website (under Activities- click Choice Periods and click the submit button). Starting Week 2, campers will make their selection at camp with their counselor. Week 7 & 8, there are no Choice Periods due to special daily activities and Color War. The last week of camp the entire camp goes on day trips every day.

## Daily Schedule

Opening Ceremonies	9:00 - 9:10
Period 1	9:15 - 10:35
Period 2	10:40 - 11:15
Period 3	11:20 - 12:00
Period 4 (Lunch)	12:05 - 12:25
Period 5	12:30 - 1:05
Period 6	1:10 - 1:45
Snack	1:50 - 1:55
Period 7	2:00 - 2:35
Period 8	2:40 - 3:15
Closing Ceremonies	3:20 - 3:30

## Birthdays at Camp W

Everybody loves to celebrate their birthday. The Camp W Family will make you feel extra special on your big day.

- 1) A birthday gift from Camp W
- 2) A big Hip Hip Hooray in front of the whole camp
- 3) Your picture with the Camp Crown on your head for Facebook



## Camp Calendar for 2019

The camp calendar for 2019 is located on our website under Activities. The calendar is also mailed to you in May. Daily special activities are listed on the calendar. We also send home weekly reminders about upcoming events.

## Group Performance Skits

One very special weekly activity that quickly has become a tradition at Camp W is Group Performance Skits. Each week groups are given a theme (comedy skit, group dance, advertisement for camp, cheer/song, Lip Sync) groups practice during the week and then on Friday afternoon from 2:20 p.m. until 3:20 p.m. each group performs. Three staff members act as judges and decide who is awarded 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place. Campers participation is optional, however all campers are eager to be involved.

## Transportation

There are two options for campers to arrive at Camp W. You may drive your child to camp. Regular drop off is between 8:40 a.m.-8:50 a.m. Our Oval Staff will be there to greet your child and safely take them out of the car for convenient curbside drop off. Campers who are driven to camp that do not participate in Early or Late Care will receive \$50 a week discount for doing their own driving. If your child takes the bus, the bus counselor and bus driver will stop by your house on Tuesday, June 25<sup>th</sup> between 4:00 p.m. - 6:00 p.m. At that time you will be given an estimated pick up and drop off time.

[For the morning, we ask for you to wait with your child at the end of your driveway. Our buses are not allowed to pull into your driveway so please be at curbside.] We ask that parents not detain the bus by talking with the bus counselor or even the driver. As little as two minutes at a stop will delay the arrival of the bus by a half hour. If you have any questions or concerns, please call the camp office.



## Early Care/Late Care

Early Care is offered from 7:30 a.m. until 8:30 a.m. Campers may arrive at camp anytime from 7:30 a.m. – 8:30 a.m. Parents must sign them in at the camp office. Campers then have the option of playing a sport on the fields or doing an art project under the tent. Several staff are assigned to Early Care to supervise and interact with the campers. Campers may not be dropped off prior to 7:30 a.m.

Late Care is offered from 3:30 p.m. until 6:00 p.m. Campers may bring a Late Care snack from home to have at 3:30 p.m. Campers will then get time in the game room, art room and Camp Lounge. When arriving to pick up your child, security will use the walkie talkies to call the Late Care staff and they will bring your child to the security table to meet you. Campers must be picked up by 6:00 p.m. The cost for Early/Late Care is \$35 a week, regardless if you utilize the morning, afternoon, both or only one day a week.

## Office Information

The office is the central location for Camp. When you pick up your child for early dismissal and when you drop off your child after 8:50 a.m. you must report to the office. Cheryl, the Office Manager and Patrice the Camp Nurse are in the office to assist you in any way. Evan is at camp by 6:30 a.m. and stays at camp until 6:30 p.m.

## Camp Policies

**Bullying Policy** - Camp W will NOT tolerate any bullying at camp. Campers should feel safe at all times and bullying has no place at camp. If your child ever feels that someone is bullying them, please contact camp immediately. Staff spends time during Orientation training discussing signs of bullying and how to handle it. While we make every effort to establish communication with parents before taking any major disciplining steps, it is important to note that fighting, bullying, harassing or displaying destructive behavior are grounds for immediate suspension and possible dismissal from camp.

**Late Arrival to Camp** - Any camper who arrives to camp after 8:50 a.m. will be considered late. All campers who arrive after 8:50 a.m. will need to have their parent/guardian sign them in at the office. The parking lot will be closed from 8:50 a.m. - 9:15 a.m. due to loading buses for swim. If your



child is late (after 8:50 a.m.) they will not be able to go swimming. Parents must park in the oval lot and walk their kids down to the office.

**Early Dismissal from Camp** - If you need to pick up your child early please write a note or send an email to [info@campwdaycamp.com](mailto:info@campwdaycamp.com) requesting the time you would like your child ready for pick up. We will have your child waiting for you in the office to sign them out.

**Sunscreen** - If you would like sunscreen applied to your child during camp hours, please write a note and your child's counselors will make sure it is applied. Please email you child's division head as well. We request sprayable sunscreen and face sticks.

**Notes** - All camp notes should be written on Camp W Note paper. We would like written instructions on everything. Camp Notes are on our website and also available in the camp office.

**Visiting Day** - Visiting day is scheduled for Thursday, August 8<sup>th</sup> from 9:30 a.m. - 11:30 a.m. **The rain date for Visiting Day is Friday, August 9<sup>th</sup>.**

**Electronics** - Please Do NOT send your child with electronic devices. Camp is a place to socialize, play and have fun and NOT play on a cell phone, tablet or IPAD. Camp W has a strict policy on electronic devices, so please adhere to this policy. If you need to contact your child, call the camp office at (631) 692-6222.

**Camp W tax Id is 46-1679381.** Please keep this for your records and you can earn tax credit when doing your returns.

**Camper Orientation** is Sunday, June 30<sup>th</sup> from 12:30 p.m. - 1:30 p.m. This is the day your child will meet his/her counselors and other campers in their group. They will pick up their camp bags and T-shirts. Campers will also be given a camp tour by their counselor.

Returning campers have the option of coming to camp on Saturday, June 29<sup>th</sup> to pick up their camp bag and camp shirts between 10:00 a.m. and 3:00 p.m. in the cafeteria. No tours will be available on Saturday, June 29<sup>th</sup>. Please email the camp office [info@campwdaycamp.com](mailto:info@campwdaycamp.com) if you will be choosing this option.



## What to Wear to camp

Your child must be in a Camp W T-shirt every day. Campers must wear sneakers regardless of whether they are participating in sports or not. Campers not wearing sneakers will not be permitted in camp due to safety concerns.

## Swimming Program

Swimming is the first activity in the morning so campers who participate in the optional instructional swim program should wear their bathing suits to camp. Instructional swim groups will vary in size depending on age of the camper and their ability determined by a WSI Red Cross Swim Instructor. When Campers successfully complete a Red Cross swimming level they will be moved up to the next level. Since Campers progress at different rates, it is possible that certain campers will move up while others do not for several more weeks. The programs goal is to have all campers reach their full potential, regardless how long it takes them. The most important aspect of the swim program is to make sure your child is water safe. Before a camper is put in a swim group they will be tested to evaluate their swim ability. Our off site swim program takes place at 575 Vanderbilt Parkway in Dix Hills. Campers with their counselors are bussed right after opening ceremonies. The ride from camp to the pool is 8 minutes.

Campers must arrive before 8:50 a.m. if they are going swimming. This policy is put in place to have accountability of all campers leaving Camp grounds. If a camper is late, they will remain at camp and stay with our non-swimmers.

## Weekly Phone Calls

Your child's counselor will call you every Monday between 2:30 p.m.- 3:15 p.m. while your child is attending Camp W. The purpose of the phone call is to provide feedback on what your child is doing at Camp W. The counselor will also remind you of upcoming activities. If the counselor is unable to reach you, then they will try you again Tuesday morning between 9:30 a.m.-10:00 a.m. If you have more than one child attending camp, you will only be called by the youngest child's counselor. If you ever need to speak with your child's counselor, just contact the office or your child's Division Head.



## Programs

Camp W has three divisions. Each Camp Division is designed specifically for the age groups involved. As your child moves on to the next division he/she will participate in a moving up ceremony.

### Kiddie Camp Program

Campers in Pre-k through 1<sup>st</sup> grade are placed in our Kiddie Camp. They will be in a group with a counselor and two assistant counselors. A morning snack is provided every day at 10:30 a.m. as well as an afternoon snack at 1:50 p.m. Campers will be entertained three times per week by professional camp entertainment, including magicians, jugglers, puppet shows etc. Each group has their own quiet play area to enjoy called the Kiddie Corner. Stefanie Losonci is the Division Head for Kiddie Camp she can be reached at 516-937-8386. She will always be available to answer any questions you may have.

### Middle Camp Program

Campers going into 2<sup>nd</sup> through 4<sup>th</sup> grade are considered our Middle Campers. Groups have a counselor and at least one assistant. Campers get to choose two choice activities in the afternoon as part of our Choice Program. Wednesday, July 17<sup>th</sup> is our Late Night for Middle Campers. Campers will stay at camp for dinner and a special evening activity. They will be picked up at 7:00 p.m. Sean Feldman is the Middle Camp Division Head. He can be reached at 516-782-6619. Feel free to contact him at any time.

### Upper Camp Program

Campers going into 5<sup>th</sup> grade through 8<sup>th</sup> grade are considered our Upper Campers. Groups have a counselor and at least one assistant. Campers get three choice activities to choose from in the afternoon as part of our Choice Program. Their whole afternoon is their choice. Kevin Lau is the Upper Camp Division Head. He can be reached at 929-888-3888. Friday, August 2<sup>nd</sup> is our Camp Sleepover for Upper Camp. Campers will sleepover and be picked up Saturday morning between 8:30 a.m. - 9:00 a.m. Our Senior Boy and Senior Girl Campers will go on day trips every Wednesday from 12:30 p.m. - 3:00 p.m.



## Spirit Days

Every Tuesday campers have the option of dressing up for a certain theme. Campers and staff will participate in a parade with pictures and video taken of those who wish to participate. Just a reminder to label all items that your child brings to camp.

### Week 7

Monday, August 12<sup>th</sup> and Tuesday, August 13<sup>th</sup> are special event days at Camp W. We bring in many special activities like laser tag, bungee jumping and many other phenomenal special activities for our campers. Wednesday, August 14<sup>th</sup> is Water Olympic Day. Campers will have waterslides, water ball dodgeball and many other water related activities. Thursday, August 15<sup>th</sup> and Friday, August 16<sup>th</sup> is Camp Color War. Campers are put on either the red team or the blue team. Two days of competitive fun will take over the camp. Week 7 there are no choice periods and groups do not follow their regular schedule.

### Week 8

The last week of camp starts on Monday, August 19<sup>th</sup> and ends Friday, August 23<sup>rd</sup>. Campers will be going on day trips every day. Adventureland and Dave & Busters are a few of the places we will be visiting on the last week of camp. All staff, including camp security and campers go on these trips. Only our office staff will remain at camp. We will send home reminders as week 8 approaches.

### Last Day of Camp-\* August 23, 2019

Last day of camp is August 23<sup>rd</sup>. There will be **No Transportation home and No Late Care** in the afternoon on the last day of camp. Please make sure you pick up your child or children by 3:30.



## CIT Program

Campers who are entering 9<sup>th</sup> and 10<sup>th</sup> grade who have previously been a camper at Camp W or someone who has a sibling at Camp W may participate in the CIT Program. Campers in this program will pay \$1,500. In the morning they will volunteer with a group or be assigned an activity, and at lunch time the CIT's will turn into campers and participate in Choice Periods. CIT's will meet with Evan during the summer to receive feedback and learn about responsibilities and expectations of an assistant counselor. All campers who are eligible for the program, must attend a mandatory meeting Saturday, June 21 at 2:00pm. Please contact Evan if you have any questions.

## Staff

Our staff is comprised of school teachers, parents, college students and high school students. Staff participate in Staff Orientations prior to the start of Camp. During these training sessions we discuss different techniques and strategies to deal with children. Criminal and Sex Offender background checks are done on every Staff member.

## Gratuities

Gratuities are never expected however it is appreciated. Staff are certainly very thankful when they receive a tip. The following is just a guideline.

Positon	2 Weeks	4 Weeks	6 Weeks	8 Weeks
Counselor/Assistant	\$25.00	\$50.00	\$75.00	\$100.00
Bus Driver/Counselor	\$25.00	\$50.00	\$75.00	\$100.00



## 2019 Grouping

\*\*Subject to Change based on Enrollment\*\*

You will meet your child's counselors at Camper Orientation on Sunday, June 30<sup>th</sup>

### Kiddie Camp Program

Group Name	Grade	Gender
Wallabies	Pre-K	Coed
Winnies	K	Girls
Wildcats	K	Boys
Waterlilies	1	Girls
Wolverines	1	Boys

### Middle Camp Program

Willows	2 <sup>nd</sup> Grade	Girls
Warriors	2 <sup>nd</sup> Grade	Boys
Wildflowers	3 <sup>rd</sup> Grade	Girls
Wizards	3 <sup>rd</sup> Grade	Boys
Wonder Girls	4 <sup>th</sup> Grade	Girls
Wolfpack	4 <sup>th</sup> Grade	Boys

### Upper Camp Program

Jr. Girls	5 <sup>th</sup>	Girls
Jr. Boys	5 <sup>th</sup>	Boys
Sr. Girls A	6 <sup>th</sup> /7 <sup>th</sup> /8 <sup>th</sup>	Girls
Sr. Girls B	6 <sup>th</sup> /7 <sup>th</sup> /8 <sup>th</sup>	Girls
Sr. Boys A	6 <sup>th</sup> /7 <sup>th</sup> /8 <sup>th</sup>	Boys
Sr. Boys B	6 <sup>th</sup> /7 <sup>th</sup> /8 <sup>th</sup>	Boys





**WHERE FRIENDSHIPS ARE MADE!**

**CAMP LOCATION:  
121 WOLF HILL ROAD  
MELVILLE, NY 11747**

**MAILING ADDRESS:  
P.O. BOX 725  
PLAINVIEW, NY 11803**

**OFFICE: (631) 692-6222  
NURSE: (631) 692-6223  
FAX: (631) 367-1509**

**INFO@CAMPWDAYCAMP.COM  
WWW.CAMPWDAYCAMP.COM**

