

FREEHOLD TOWNSHIP PARKS & RECREATION 2025 SUMMER CAMP PARENT'S MANUAL

Welcome to Freehold Township Parks and Recreation's 2024 Summer Camp!
This year's program will run from June 30 through August 15.

All camp and group information will be sent via email.

Please update your spam filter to allow emails from noreply@recdesk.net.
Information will also be available at the Michael J. Tighe Park Recreation Office.
Rec can be contacted at FTREC@twp.freehold.nj.us

Emails will be answered by noon the following day.
Log on to Freehold Township's website: www.freeholdtownshiprec.com for
camp information, group updates, and the weekly Camp Chaos newsletter.

Be sure to check out Recreation's Facebook page –
<https://www.facebook.com/freeholdtownship.recreation>
for picture highlights of camp activities!

Freehold Township Recreation's Summer Camp Office
may be reached at 732 – 294 - 2190
Monday through Friday, 8:30 a.m. - 4:00 p.m.
The office closes daily for lunch from Noon – 1:00 p.m.

After Care Pick up– Emergency Phone Number: **848 - 207 – 1597**
Nurse Emergency Phone Number: 848 – 207 - 1597

CAMP ADMINISTRATION

Jessica Corsentino, Camp Administrator
Ben DiBiase, Camp Administrator

CIT DIRECTORS

Grace Ganz, CIT Director
Mary Hicks, CIT Director

T-SHIRT PICK UP INFORMATION

Camp T-shirts will be available for pickup
Wednesday, June 18
from 6:00 p.m. to 8:30 p.m. at
Michael J. Tighe Park Recreation Office
65 Georgia Road, Freehold.

T-shirts not picked up will be distributed the first week of camp.

IMPORTANT CAMP DATES TO REMEMBER

- ◆ Friday, July 4th – No Camp. Happy 4th of July!!
- ◆ Tuesday, July 8th – Freedom Fest – Red, White and Blue!
- ◆ Wednesday, July 9th – Wacky Water Wednesday/Fire Trucks
- ◆ Tuesday, July 15th – College Game Day
- ◆ Wednesday, July 16th – Olympic Day
- ◆ Tuesday, July 22nd – Crazy Sock and Bucket Hat Day
- ◆ Wednesday, July 23rd – Bike Rally – Grades 2 – 4
- ◆ Thursday, July 24th – Bike Rally – Grades 5 – 8
- ◆ Tuesday, July 29th – 25th Anniversary Party
- ◆ Wednesday, July 30th – 25th Anniversary Party
- ◆ Thursday July 31st – Name that Tune with DJ Jeff
- ◆ Friday, August 1st - Camper Talent Show
- ◆ Tuesday, August 5th – Color Wars (Grades Kiddie thru 3rd)
- ◆ Wednesday, August 6th – Color Wars (Grades 4th – 8th)
- ◆ Thursday, August 14th – Fire Trucks
- ◆ Friday, August 15th – Last Day of Camp

GENERAL CAMP INFORMATION

- ◆ The goal of Freehold Township Parks and Recreation Summer Camp program is to provide campers with a safe, healthy, and energetic environment.
- ◆ Campers will be grouped by grade and the school that they will attend in September. Children enrolled in Kiddie Camp programs must be potty trained to be eligible for the summer program.
- ◆ In planning the daily program, the staff of each group will offer campers multiple activity choices per timeslot; giving children the option of which activity to participate in. Active participation in all activities will be encouraged.
- ◆ Michael J. Tighe Park is a smoke-free park. Smoking of any nature is prohibited.
- ◆ **Please do not bring your dog to camp for drop-off or pick up.**

PAVILION ASSIGNMENTS

- ◆ Kiddie Camp – Splash Pad Pavilion
- ◆ Kindergarten – Splash Pad Pavilion
- ◆ Grade 1 – Old Glory Pavilion (Ballfield 1)
- ◆ Grade 2 – Pyramid Pavilion (Adjacent to Stage)
- ◆ Grade 3 – Great Lawn Pavilion
- ◆ Grade 4 – Liberty Pavilion (adjacent to sand volleyball courts)
- ◆ Grade 5 – T-ball Pavilion
- ◆ Grade 6 – AC Pavilion – (BoP, back pavilion)
- ◆ Grade 7 – Hayley Pavilion (BoP, right over the bridge)
- ◆ Grade 8 – Hayley Pavilion (BoP, right over the bridge)

RAIN DAYS/RAINSITES

The decision to use rain-sites will be made the night before the rain day. Information will be emailed to parents and staff via a Rec Alert.

It will begin with Morning Care and end with After-Care. Staff is to report directly to their assigned site and follow normal morning guidelines. The Administrative staff will be on-site and will handle all camper, staff, and parent communication.

- ◆ **Senior Center – all morning and aftercare campers, regardless of grade**
- ◆ **Senior Center – Grades Kiddie & Kindergarten**
- Other rain sites will be announced prior to the start of camp.**

CAMPER DRESS CODE

- ◆ Campers must be dressed for “active” participation.
- ◆ Shorts should be of a reasonable length. “Short” shorts should not be worn.
- ◆ Campers must wear clothing that totally covers the torso. Shirts must have two sleeves or armholes. Tube tops and midriff shirts are not permitted. Halter, strapless, and backless tops may not be worn.
- ◆ Apparel with bias, offensive, or profane messages will not be permitted. Items depicting or implying racial hatred, stereotyping, or prejudice will not be tolerated.
- ◆ **Sneakers must be worn. No Heely shoes, CROCS, sandals or flip-flops.** Pool shoes may be packed for the Splash Pads.

CAMPER T-SHIRTS

- ◆ Each camper will receive a camper T-shirt.
- ◆ Campers are to wear their camp T-shirt or USA/Freedom Fest shirt on Olympic Day.

WHAT TO BRING TO CAMP:

Please be sure to label all your child’s belongings with their name and camp grade/group color (example: Jane Smith/ 2nd Grade AND Color)

- ◆ Backpack without wheels
- ◆ Lunch –The camper’s name, grade and group should be printed on his/her **re-usable** lunch bag/container. No glass bottles!
- ◆ **A re-usable water bottle marked with the camper’s name**
- ◆ Bathing suit and towel
- ◆ Sunscreen – with a minimum, broad-spectrum SPF #30

WHAT NOT TO BRING TO CAMP:

Toys, electronic devices, FIDGET SPINNERS/CUBES, should not be brought to camp. The Township of Freehold assumes no responsibility for any lost or stolen equipment. Cell phones are to be turned off and must remain in a camper's backpack during the day. Use will result in the cell phone being held in the Recreation Office until the end of the day.

LUNCH/VENDING

- ◆ Lunchtime will be held from 11:45 a.m. – 12:15 p.m. camp-wide. Lunch must be brought from home in a re-usable container. Be sure to send your child with a beverage and snack! Counselors will collect lunches from campers upon their arrival at camp. Lunches will then be refrigerated.
- ◆ Lunch Bags – Campers are to use re-usable, plastic lunch bags and re-usable sandwich/snack containers. Lunch bags should not be family picnic size or hard coolers.
- ◆ Please print child's name, grade and group on your child's plastic lunch bag.
- ◆ Do not send any glass bottles or jars with your child's lunch. Juice boxes or bottles of water are recommended.
- ◆ An afternoon snack time is scheduled daily. FTR recommends a non-perishable snack be put in a child's backpack for the afternoon snack. Those opting to use vending or the icee truck will be able to do this at snack time.
- ◆ Vending and icees are not available on rainy days.

FIRST AID/MEDICATIONS

- ◆ Medication – Parents must complete an “Authorization for the Administration of Medications by Camp Personnel” for all medications. A doctor's signature is required for this form which is located on the Township's website. All medications must be clearly marked with the child's name, grade and group color, and placed in a plastic bag along with a 3 ½ x 5 size picture of the child. This should be given to the Camp Nurse in the First Aid trailer located behind the Activity Center.
- ◆ The nurse is on site from 9:00 a.m. to 3:00 p.m. daily.

MEDICAL INJURIES

The Township of Freehold does not cover the medical expenses for any injuries resulting from participation in a recreation activity. As part of the registration process, all parents and participants sign a hold harmless agreement. This signed form is on file with the Recreation Office.

HEAD LICE POLICY

At any time during the summer the camp Nurse/EMT may inspect any camper for head lice. If nits or lice are identified during inspection the following procedures will be implemented:

The campers will be removed from the group and activities.

The parent or guardian will be called to come to the camp to pick up the camper. It will be the responsibility of the parent or guardian to transport the camper home within an hour of the call to the parent.

A verbal instruction as well as written instructions will be given to the parent and camper (depending on the age of the camper) before the camper leaves the park. It is the parents

responsibility to follow these instructions and rid the camper of lice so that the camper may return to camp. These instructions will include treatment as well as management of the camper's environment and prevention.

After treatment has been completed and all nits have been removed from the head, the campers may return to Freehold Township Park and Recreation Summer Camp. The camp nurse will then inspect the camper for lice and nits, and after clearance, the camper will be permitted to return to their group and resume normal camp activities.

There is no specific exclusion time from camp for head lice. Some parents are able to accomplish the treatment in one day. It should not take more than a few days.

LOST AND FOUND

- ◆ Lost and Found is located in the Tighe Park Activity Center.
- ◆ Please help us help you! Label all belongings with your child's name and grade/group! We will do our best to return any lost items labeled with a child's name!
- ◆ Parents may look for lost belongings after 3:00 p.m.
- ◆ Lost and Found is cleaned out and all items are removed from Tighe Park property by **10:00 a.m.** on Tuesday mornings. If something has been lost, do not delay in looking for it!

PROCEDURES FOR MORNING DROP-OFF

DESIGNATED PARKING LOT ASSIGNMENTS AND AREAS FOR PICK-UP/DROP-OFF. ha

Staff assigned to morning drop-off duty will arrive by 8:15 a.m. All other staff will arrive by 8:30 a.m. Campers may check-in from 8:40 – 9:00 a.m.

Campers in Grades Kiddie – 2: Parking Lot 2 – Parent must accompany child to group. Counselors will meet parents/campers in front of Activity Center.

Campers in Grades 3 & 4; Parking Lot 1* – A designated parent car drop-off will be available. Parents are to drive into the lot and circle through to the marked area. Parents will not need to exit their cars for drop-off. Campers may exit the car from the right passenger side. Staff from each group will meet the campers, check them in and accompany them to their group. **PLEASE NOTE: Parking Lot 1 exit is RIGHT TURN ONLY. SHOULD BE LAST DROPOFF SPOT.**

Campers in Grades 5 - 8: Back of the Park Lot 4** Grass picnic area. A designated parent car drop-off will be available. Parents are to drive into the lot and funnel into the marked area. Parents will not need to exit their cars for drop-off. Campers may exit the car from the right passenger side. Staff from each group will meet the campers, check them in and accompany them to their group.

Parents are to drop-off/pick-up their Kiddie Camp thru 4th Grade siblings at the access point for their youngest child. For instance, there are 2 children in a family – one in 2nd grade, one in 4th grade. Both

campers are dropped-off/picked-up in front of the Activity Center. Staff will bring older children to their respective areas for the camp day and for end of day pick-up.

MORNING CARE DROP OFF

- ◆ Freehold Township Recreation's Summer Camp Morning Care program begins at 7:00 a.m. Do not leave your child unattended in the park.
- ◆ Parents MUST ESCORT their child into the Tighe Park Activity Center and sign their child in with the counselor on duty.
- ◆ Breakfast snacks will not be provided and may be brought from home.

DAY CAMP – 9:00 a.m. – 3:00 p.m.

- ◆ Parents must park their vehicles and pick up their campers from their groups' designated area/parking lot between 2:45 and 3:00 p.m. A parent or a person designated on the camper pick-up list must show a valid Photo ID. A child will not be released to a parent signaling from a car.

LATE ARRIVAL/EARLY DISMISSALS

- ◆ If a child arrives after 9:15 a.m., they are considered a late arrival and must be signed in at the Main Office.
- ◆ Early pick-up must be completed no later than 2:20 p.m. After 2:20 p.m. campers will walk with their groups to their respective pick-up areas. If a child is to be picked up before 2:20 p.m., the parent must go to the Main Office to sign out their child. The camper will be escorted to the Main Office by a counselor. ** During the day, groups are in the middle of activities located in various places throughout the park. Pick up will take additional time. If your child has an appointment, please allow extra time for pick up. Please do not call the office and request that the child be brought to the office ahead of time.
- ◆ Parents who choose to pick their child up at a rain-site must present a Photo ID to the group's Head or Senior Counselor ONLY, who will check the "pick-up authorization form" and verify that the individual has been designated by the parent for camper pick up. Parents must remain in the Senior Center/school foyer. Parents are not to enter the Senior Center's Main Room or walk through the schools.

DISMISSAL

- ◆ Head or Senior Counselors of each group who will check the "pick-up authorization form" and verify that the individual has been designated by the parent for camper pick up. The individual picking the camper up must present a photo ID (driver's license) to the Head or Senior Counselor. If the individual's name does not appear on the pick-up authorization form, the individual will be sent to the Main Office where a parent will be called to verify the pickup. No child will be released to any adult who is not listed on the Pick-Up Authorization Form and who cannot be verified by the parent for pick up. Handwritten notes will not be accepted. Once verified, the child will be signed out.

- ◆ In addition to the 3 medical emergency contact names listed on the camper medical form, a maximum of 5 additional names are permitted on the pick-up authorization form. No changes, including additional names, to the form will be made once the form is submitted with the camper package.
- ◆ You must drop-off and pick-up your child from a counselor. Please park your car in the designated area and walk to the group to pick up your child. A child will not be released to a parent signaling from a car.
- ◆ Any camper arriving before 8:30 a.m. will be checked into Morning Care. Cost is \$ 15.00 (cash or check only) per hour, payable at drop-off. Charge is computed by the hour with no discounted rate for fractions of hours.
- ◆ Any camper remaining on site after 3:15 p.m. will be brought to the Activity Center by the Head or Senior Counselor and signed in to After Care. The daily rate for After Care is \$15.00 (cash or check only) per hour, due at pick up. Charge is computed by the hour starting at 3:15 p.m. with no discounted rate for fractions of hours.

AFTER CARE PICK UP – Emergency Phone Number: 848 - 207 – 1597

- ◆ Counselors will escort all After-Care campers to the Splash Pad at 2:45 p.m. where they will be signed into After Care. Parents should pack an additional afternoon snack for any child attending after care.
- ◆ Parents must go to the Sami Center pavilion, present their Photo ID, and sign out their child. The counselor manning the sign-out table will then contact the child’s counselor that the parent has arrived. The parent may then pick up their child from their respective group.
- ◆ The After-Care program ends at 6:00 p.m. sharp. PLEASE make sure your child has been picked up by this time. Staff will not be on site after 6:10 p.m. Any child remaining will be brought to the Police Station.

CAMP DISCIPLINE POLICY

Campers are expected to adhere to Freehold Township's Code of Conduct, signed at the time of registration. Repeated violations of the camp/group rules or disruption of group activities that lead to reprimand or suspension will result in a conference between Administration, Head Staff, the parent, and camper with the final consequence being determined by the Superintendent of Parks and Recreation and Code of Conduct Committee.

It is difficult to give rules for every circumstance. The severity and intention of the act will be considered when Administration determines the consequence which may include removal from the program. The following examples of misconduct are considered serious violations and will lead to reprimand, suspension, or termination.

- ◆ Defacement or destruction of property, either belonging to another camper, counselor, the park, or off-site facility
- ◆ Sexual misconduct
- ◆ The presence of illegal substances, including alcohol and tobacco products.

- ◆ Fighting
- ◆ Stealing
- ◆ Use of racial or ethnic slurs
- ◆ Leaving a group unescorted
- ◆ Bullying/verbal harassment (threatening, ridiculing other campers or counselors)
- ◆ Repeated profanity
- ◆ Continued and severe disruptions of the camp routine
- ◆ Tampering with park AED equipment.

Consequences:

- ◆ The incident will be documented in writing with a copy forwarded to the Camp Administrators.
- ◆ An incident report will be sent home with a phone call to a parent by a Head Counselor or Administrator.
- ◆ Fighting, regardless of who starts it, and racial slurs will result in a one-day suspension.
- ◆ In the event of termination from the camp program, there is no refund on program fees.