

Camp Compo

Parent Information Packet

Westport Parks and Recreation Department: (203)341-5152

Program Manager: Cyndi Palaia

Session Dates and Hours:

SESSION 1	June 27 – July 1	Monday - Friday
SESSION 2	July 5 – July 8	Tuesday – Friday: No camp on July 4
SESSION 3	July 11 – 15	Monday - Friday
SESSION 4	July 18 – 22	Monday - Friday
SESSION 5	July 25 – 29	Monday - Friday
SESSION 6	August 1 – 5	Monday – Friday
SESSION 7	August 8 – 12	Monday – Friday

Camp Location:

Compo Beach – 60 Compo Beach Road, Westport, CT

Health and Emergency Portal:

Again, this year we are using our online e-Pact Health and Emergency Network Portal. We are partnering with e-Pact Network to securely collect and manage critical emergency information. e-Pact replaces the need to fill out multiple paper forms and ensures that we have the most up-to-date and accurate contact and medical information in case of any emergency.

Please visit the following links to set up your account:

Sign Up: [ePACT - your emergency network | Sign Up \(epactnetwork.com\)](https://epactnetwork.com/sign-up)

Log-in: [ePACT - Log In \(epactnetwork.com\)](https://epactnetwork.com/log-in)

We will always have access to the camper information throughout the summer. Please make sure you provide all of emergency contacts, phone numbers, and authorized adults to pick-up your child.

Please note, parents and responsible parties are required to check out their child at the end of the day. No child will be allowed to leave camp without the signature of the authorized adult.

Should you need to pick up your child early from camp, please let the director know by sending an email to campcompo@gmail.com.

Arrival and Dismissal:

On the first day of camp, please park near the skate park and walk your child over to the camp building. Our counselors and directors will be there to greet the children. Please do not park in the marina parking lot. *After the first day of camp*, all children will be dropped off in the circle near the camp building between **8:45 a.m. - 9 a.m.** Please do not drop off your child at the main entrance to Compo Beach or along Compo Beach Road. You may enter the beach without a Westport Parks and Recreation vehicle parking emblem for immediate drop off and pick up only.

- Camp begins at 9 a.m. each day. Parents who consistently bring their children late to camp are a disruption to the camp program and it will not be allowed. If your child is not at camp daily by 9 a.m., they will be withdrawn from the program WITH NO REFUND.
- The camp day ends at 3 p.m. Please do not come prior to 3 p.m. to pick up your child unless you have made prior arrangements with the Camp Director. Picking children up prior to 3 p.m. for reasons involving enrollment in other programs is not allowed. **NO** parent is allowed to enter the Camp Compo grounds unsupervised. We take these measures for the safety and security of your child and to make sure your child gets the most out of their camp experience.
- Children must be checked in and out daily. Please make sure that your child has checked with director / senior staff /counselor each day.
- Please complete our emergency health screening through our health and emergency portal ePact. You may need to create an account from the email sent to you or update your account from a prior year. Please complete the information prior to the start of camp. You will need include the names and phone numbers of **all authorized people** to pick up your child. Your child will not be allowed to be checked out to someone unless they are listed as an emergency contact or authorized pickup.
- If your child is sick or has other reasons for not attending camp on a particular day, please call the camp office to inform the staff of their absence. The office number is (203) 604-5039.

Trips & Camp T-Shirts

Some camp sessions will go on a field trip. To attend the trip all participants must ride the bus and be at camp on time. Each participant going on a field trip will be provided a Camp Compo T-shirt. Camp T-shirts must be worn on all trips. Any child who plans on attending a trip but is not wearing their camp T-shirt **will not** be permitted to go. T-shirts help our counselors and staff locates children in large crowds

- If the child does not wish to attend the field trip, AND A STATEMENT IS ON FILE TO THIS EFFECT FROM THE PARENT, he/she must stay at home. There will not be accommodations made for them at camp.

For field trips each camper should bring:

- Lunch and drinks in a plastic or paper bag as advised. All items need to be disposable. **NO COOLERS.**
- Any extra money for souvenirs, food, etc. is optional and should be given to the child's assigned counselor in an envelope clearly marked with the child's name.
- Waiver / Release form if necessary.
- We ask the child to:
 - Stay in their group
 - Respect their staff and each other
 - Keep track of their belongings
 - Wear their camp t-shirt

Inclement Weather:

- Camp Compo is an outdoor camp with NO INDOOR FACILITIES.
- If there exists the possibility that rain may occur at camp, please keep yourself informed by calling the **cancellation line at (203) 341-5074 or follow us on Instagram - @westportparksandrec_ct or "like us" on Facebook.**
- Someone will need to be available to pick up your child immediately should camp need to be canceled due to inclement weather. It is expected that each camper will be picked up within thirty minutes of the cancellation announcement/email.
- **YOU MUST** provide the Director in writing with information **regarding pre-arranged Rainy-Day Carpools.**
- Announcements for cancellations before camp begins will be made by 7:30 a.m. **PLEASE DO NOT CALL THE PARKS AND RECREATION OFFICE OR THE CAMP OFFICE.**

What to Bring to Camp?

- Your completed emergency form and health record **MUST** be completed for your child prior to the first day of the session using ePact Health and Emergency Network. We must have a local emergency phone number **OTHER THAN THE PARENT**. A cell phone for each parent / guardian in addition to a home and work number for each child is required. Please make sure to add any authorized person for pick up on the emergency form.
- As per Westport BOE and local officials, the use of masks is optional. Some participants may choose to continue wearing a mask, and we ask for all to be respectful of their right to do so.
- Attire for EACH day should be a t-shirt, shorts/pants, and sneakers with socks. **Open toes shoes, "Crocs," sandals, flip-flops, tevas, and "Heelys" etc.** are not allowed and should not be worn as they are not safe. **No sneakers, no activity.** If the weather seems to be cool, a sweatshirt or jacket would also be appropriate.
- A water bottle that can be refilled throughout the day with the camper's name on it.
- We will be providing water activities daily. Your child MAY choose to wear a bathing suit under their clothing, or he/she can change in the bathroom. Remember to send a large towel daily. Please make sure that bathing suits fit properly.
- Please pack everything your child needs for camp in a backpack or gym bag with the child's name on it.
- Snacks, lunch, and plenty of drinks for the entire day are required. We highly suggest packing all food and drink items in a cooler /lunchbox with a cold pack that the child can place with his/her belongings. Again, a small "Playmate" cooler or zippered lunch box only.
- Sunscreen and a hat to protect child from the sun are very important. We ask that you apply sunscreen to your child before they head off to camp and then our staff will help them reapply the lotion throughout the day. If you have special concerns, please speak with the child's counselor, and explain to your child that the camp will be reapplying sunscreen throughout the day.
- If your child will be riding a bicycle or bus to and from camp, you must send a written statement granting this permission and stating that you will not hold the Town of Westport, its' employees, or agents responsible in case of accident or injury. This must be given to the child's counselor on the first day of the session.

Medications, Allergies and Nut Allergy Policy

It is very important that the staff know of any allergies your child might have and if they are allergic to any food, paint, animals, insects, etc. Please provide this information in your E-Pact Health Screening Account. If you have inhalers, Epi-Pens, or the like, please see the Director on the first day. Please make sure the child's name is clearly written on the prescription box and all medications.

Nut Allergy Policy

To ensure the safety of all of our participants and those who have a severe nut allergy the following policy will be in effect:

- Every child within the grade level and assigned group of the "identified allergic person" will be nut free. Thus meaning, all snacks and lunches will be **NUT FREE** and **NOT** contain any nut products. Parents of these children will be informed of the situation and will be given nut free options for snacks and lunches.
- Children will not be allowed to share their snacks or lunch with anyone within their group or grade.
- Any child within that group who has a peanut product will have it thrown away.
- Any staff or camper who has been in contact with a nut product will wash thoroughly before resuming contact with the allergic person.

Any individual in the school displaying symptoms consistent with COVID-19 will be evaluated and isolated with a staff member, utilizing a predetermined isolation area. The student or staff member will be dismissed with guidance as necessary exclusion/isolation/testing procedures. Contact tracing will be implemented.

The safety and well-being of our children is always our primary goal. Thank you for your co-operation and understanding. Should you have any questions, please contact Cyndi Palaia, Program Manager at cpalaia@westportct.gov.

Rules of the Program

To make this program more enjoyable for everyone, we are asking that you please review the rules of the program with your child. Thank you.

1. NO SWEARING OR NAME CALLING
2. DO NOT GO ANYWHERE WITHOUT YOUR COUNSELOR
3. NO FIGHTING OR PICKING ON OTHER PARTICIPANTS
4. NO LITTERING
5. NO GOING THROUGH ANYONE'S BELONGINGS
6. NOT TAKING OFF SHOES OR SHIRTS (Exception: water days)
7. PLACE ANY EQUIPMENT AND SUPPLIES BACK IN ITS APPROPRIATE PLACE WHEN FINISHED
8. NEVER LEAVE THE SITE
9. NO GUESTS ARE ALLOWED
10. GOLDEN RULE: HAVE A GREAT TIME!

Consequences for Misbehavior

<u>First Offense:</u>	Verbal warning by counselor. Parents, Camp Director, and Program Manager are notified.
<u>Second Offense:</u>	Verbal warning by the Camp Director, participant receives first discipline slip for parent to sign and return. Program Manager is notified.
<u>Third Offense:</u>	Participant receives second discipline slip for parent to sign and return. Program Manager is notified. The child will be removed from the next day of camp.
<u>Fourth Offense:</u>	Participant receives third discipline slip and is removed from the program. No refunds will be granted.

Important Phone Numbers and Information:

CAMP OFFICE PHONE NUMBER: (203) 604-5039 ****please do not call Saugatuck School directly***

CAMP EMAIL: campcompo@gmail.com

CAMP CELL PHONE: (203) 604-5039

FOLLOW US ON INSTAGRAM - @WESTPORTPARKSANDREC_CT

LIKE US ON FACEBOOK – Westport Parks and Recreation

DAILY CAMPER CHECKLIST

- Lunch
- Towel
- Hat
- Water shoes
- Backpack with child's name on it
- Snacks
- Sunscreen
- Sneakers with socks
- Numerous drinks
- Bathing Suit

Please make sure your name is on EVERYTHING!