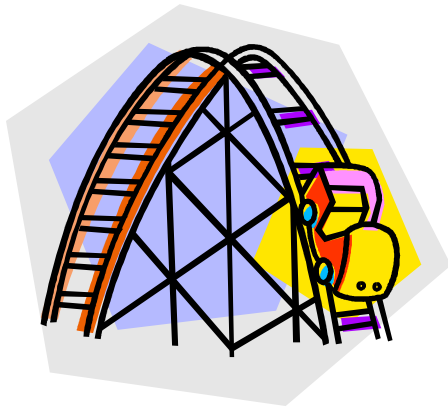


FALMOUTH COMMUNITY PROGRAMS



Day & Senior Camp 2011
Entering Grades 1-8

Summer 2011

Dear Parent or Guardian,

Hello! On behalf of the Falmouth Community Programs Day Camp Staff, we would like to welcome you and your child to camp. If you are new to camp this year, we look forward to meeting you and getting to know your child. If you are returning from last year, it is great to have you back.

While having fun is a top priority, your child's safety is of primary importance to us. As parents you can assist us by making sure your child wears sneakers each day (*no sandals, crocs or flip-flops, please!*) and sending along a water bottle. We also **strongly recommend** that you apply an adequate layer of sunscreen each day, especially on Field Trip days, and send an extra bottle with your child to camp.

Several tips to make life simple for all:

1. Cooperation with our Behavior Policy (see attached) by both parents and campers is expected.
2. Please put your child's name on **ALL** possessions she/he brings to camp, including water bottles.
3. Lunches may be brought in a personal-sized cooler and will be stored in group rooms.
4. We discourage campers from bringing money, CD/MP3 players, laptops and handheld games to camp, unless we note otherwise in our weekly letters.

To ensure camper safety during pick-up and drop-off, we ask that you remember the following:

Camp begins at 9:00 am; you may drop off your child any time between 8:50 and 9:00 am. Camp ends at 3:00 pm. Please be prompt. Please drop off children between 8:50 and 9:00 at the front of the high school. Pick-up is in the same spot beginning at 3:00 pm with cars lining up and filing through. Campers are not allowed to proceed to their cars until we have opened your door and called them over.

For the safety of all campers, please do not park or get out of your car unless you need to speak with one of us. If that is the case, please park in the lot across from our entrance and walk over to see us.

We also ask that you complete the attached form entitled "**Transportation Information**" and send it to camp with your child on their first day of camp. It is important that we know to whom your child may be released.

To make planning easier for you, we have attached a calendar of Special Events/Field Trips, as well as the daily schedule. On field trip days no staff will be present at camp for your group, as all staff will be involved in the field trip supervision.

If you have any questions or suggestions, please feel free to let us know. You can contact us through Kate Harris at Falmouth Community Programs at 781-5253 X5307, or you can stop by camp. **We look forward to a great summer!**

Sincerely,

Haley Norton
Day Camp Coordinator

Tom Green
Senior Camp Coordinator

CAMP DAILY SCHEDULE: MONDAY THROUGH FRIDAY

9:00	-	9:10	Assembly/Announcements/Announce electives
9:15	-	11:50	Groups on own (snack time optional)
12:00	-	12:30	Lunch
12:30	-	12:40	Cleanup
12:40			Assembly/Announce electives
12:45	-	1:30	Electives
1:30	-	2:45	Groups on own (snack optional)
2:50			PM Assembly, announcements, pass out notices

Field trip days are Wednesday for Senior Camp and Fridays for Day Camp

The above schedule is for a general idea of camp format and does not include any special events, presentations, or field trips

Senior Camp Summer Field Trip (Wednesdays) Schedule:

Session 1:

June 29– Portland SeaDogs Game
July 6 - Crescent Beach/Sea Kayaking

Session 3:

July 27 – Water Country**
August 3 - Sebago Lake State Park

Session 2:

July 13 – Monkey Trunks Ropes Course
July 20– Funtown/Splashtown

Session 4:

August 9 - White Water Rafting**
August 10 - Funtown/Splashtown
August 11 - Portland SeaDogs Game

****Campers will be departing early and returning late for this field trip.**
*Please refer to your campers' weekly letter for any updates or cancellations.***

Day Camp Summer Field Trip (Fridays) Schedule:

Session 1:

July 1- Peaks Island
July 8 - Wasamki Springs

Session 3:

July 29 – Crescent Beach State Park
August 5 - TBD

Session 2:

July 15 – Sebago Lake State Park
July 22– Dundee Park

Session 4:

August 10 - Funtown (Wednesday)
August 11—Circus Smirkus (Thursday)

All field trips are subject to change depending on weather and circumstances

DAY CAMP/SENIOR CAMP BEHAVIOR POLICY

An important aspect of Falmouth Community Programs desire for a safe camp experience revolves around the behavior expected of campers. Campers are required to follow all camp and group rules, which will be introduced on their first day. Serious infractions of rules, which endanger group participants and/or disrupt group activities, will result in implementation of the following:

1. I will use polite language when talking with others.
2. I will keep my hands and feet to myself.
3. I will follow directions given to me by a counselor the first time asked.
4. I will stay with my group unless asked by a counselor to do differently.

A behavior rubric has been developed to outline the specific consequences that will be imposed by camp administrators in the event of misbehavior. This purpose of the rubric is to ensure fair and consistent discipline in all cases and for all campers. The camp administrators reserve the right to adjust consequences on a case by case basis for children who chronically misbehave.

Please call Kate Harris at 781-5253 if you have any questions or concerns regarding this policy.

I have read and understand the Falmouth Community Programs Day Camp **Behavior Policy**. I am aware that failure on the part of my child to meet his/her responsibilities as a camper may result in suspension or expulsion from the program without refund or credit.

Signature of Parent/Guardian

Date

Signature of Camper

Date

**Falmouth Community Programs
Camp Behavioral Rubric**

Behavior	1st Offense	2nd Offense	3rd Offense	4th Offense
Disruptive Behavior Includes interrupting, failing to follow directions, inappropriate language or noises, or other behaviors that interfere with the functioning of a group	- up to 5 minute time out - process with offender why behavior was inappropriate	- sees coordinator to process behavior - misses game time with group	- sees coordinator - calls parent to report own behavior - coordinator may require parent to come in for a meeting	- coordinator and parents meet to develop behavior plan
Verbal Abuse Includes teasing, name calling putdowns, gossiping and rumors, or other behaviors which harm the feelings of others	- up to 5 minute time out - process with offender why behavior was inappropriate	- sees coordinator to process behavior - misses game time with group - calls parent to report own behavior	- sees coordinator - calls parent to report own behavior - parent required to come in for a meeting with director and coordinator	- parent and coordinator meet to develop behavior plan and to discuss camper's continued attendance at camp
Physical Aggression Includes pushing, shoving and slapping	-time out process -call parents to report own behavior	-meet with coordinator -misses game time with group -call parents to report own behavior	-meet with coordinator -call parents to report - parent required to come in for a meeting with director and coordinator	
Severe Physical Aggression Includes hitting, shoving, kicking, biting, or other harmful physical behavior	- sees coordinator - eliminated from next game (stays with coordinator if possible) - calls parent to report own behavior	- calls parent to report own behavior - removed from camp for the remainder of the day	- calls parent to report own behavior - removed from camp for remainder of day - meet with parents to discuss camper's continued attendance	
Serious Harassment Includes sexual harassment or civil rights violations	- sees coordinator - eliminated from next game - calls parent to report own behavior	- calls parent to report own behavior - removed from camp for the rest of the day	- calls parent to report own behavior - meet with parents to discuss camper's continued attendance	



TRANSPORTATION AUTHORIZATION

Please read, complete and return this form the first day of camp. We must know to whom we may release your child or we must have permission to allow your child to leave the program site on her/his own.

Child(ren)'s Names: _____

Please Print

The above mentioned child(ren) may be released to the following
(please include the names of parents/guardians):

****IMPORTANT****

We will release your child only to those persons whose names appear on this form unless we have written permission to do otherwise! Exceptions will only be made with the permission of the FCP office at 781-5253!!!!!!!

_____ The above mentioned child(ren) have permission to leave the program on her/his own at the scheduled release time.

If you are authorized to pick up other children, please transport children to and from camp in vehicles with sufficient restraining devices for all children in the car.

Please keep in mind that it is your responsibility to know when programs end and be there on time to pick up your child.

Signature of Parent/Guardian

Date