

Outdoor Adventure Days

Parents Information Packet



What does one find at Outdoor Adventure Days?

New Friends
Sports & Games
Arts & Crafts
Swimming

Mission Statement

It is the intent and purpose of the Biddeford Recreation Department to provide supplemental educational, recreational, cultural and social opportunities for members of the community.



**Parent packet must be completed and
emailed cubcare@biddefordmaine.org no
later than Wednesday, July 1st.**

Required Forms Prior To Starting Outdoor Adventure Days

- Acknowledgement of Packet
- Program Waiver
- Pick up List
- Camper Information/Emergency Contact

Outdoor Adventures Cell Phone: 207-205-5305

Outdoor Adventure Days Email:

Cubcare@biddefordmaine.org

Thank you!!

Frequently Asked Questions:

What should my child bring each day?

- ❖ Sneakers
- ❖ **LOTS** of water
- ❖ A hat
- ❖ Change of clothes (warm and cool) in backpack
- ❖ Towel and bathing suit **each** day
- ❖ **LOTS** of energy for many fun filled days!

Are there things that my child should NOT bring?

- ❖ Medications
- ❖ Any weapons or things that could be used as weapons
- ❖ Electronic games & Tablets
- ❖ Water/Squirt guns
- ❖ Valuables

Personal Bins:

Each participant will have their own-labelled bin kept at camp. In this bin, they would have their own set of markers, colored pencils, crayons, pencils, glue sticks, scissors, water bottle etc. Children would only be permitted to use the items in their personal bins for crafts to limit potential exposure.

Do I have to register for the whole summer?

This year due to the circumstances – we are requiring that you sign your child or children up for the entire 8 week program.

Can camp staff distribute medication?

NO we are not allowed to distribute any medications. If the participant has medication and the camp director/ nurse is given a time frame for the child to take their medication the child can be supervised while they take it. The participant must be able to handle taking the medication on their own.

What if my child/children have an assigned Education Technician and or Support Staff in a school setting?

Please be advised that if your child has an education technician and or any other school staff person other than the classroom teacher assigned to your child in any type of school setting including but not limited to classrooms, gym, recess, after school activities, assemblies, and or field trips, and/or your child is placed in a specialty designed

classroom setup other than a regular classroom for other than strictly educational purposes, this department will require that your child have one-on-one care for camp at the participants expense. The one-on-one care adult that would be assigned to your child must be approved by this department prior to participation.

How do I get in touch with the program in event of emergency?

If there is, an issue and you need to reach program you can call the director cell number listed above or email cubcare@biddefordmaine.org.

What happens on rainy days?

For rainy days or extreme heat days, we would run the program out of the community center, utilizing the gym and rooms downstairs. We would notify parents the morning of via email blast & text blast that drop off and pick up would need to be at the community center, as we are trying to limit group transportation as much as possible.

May I send my child to program with his/her cell phone?

Biddeford Recreation is not responsible for phones lost or stolen. Participants **MAY NOT** take pictures with their cell phones of other children or staff. There will be a zero tolerance policy for participants using social media, viewing inappropriate material, cyberbullying, using the cell phone to call out without asking a staff member or anything deemed not appropriate by a staff member during the program.

What will drop-off and pick-up procedures be?

- Upon arrival at all locations, parents remain in their vehicles and staff will come to the cars to meet the participants.
- Staff must do a temperature and PPE check during drop off. Using the CDC guidelines, any child with a temperature of over 100 degrees will not be able to attend camp until a doctors not is provided.
- Staff will meet with the children at drop off and look for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.
- Designated Staff member will walk children to the bathroom/hand washing station upon arrival

What are the late fees?

After 1:00 pm there will be a \$1.00 for every minute that your child(ren) is late being picked up. The late fee can be paid at time of pick up or added your recreation account. Please do your best to try to be on time as our counselors have their own families waiting for them too.

What will the daily schedule look like?

Daily Schedule:

- 8:00 AM – 8:45 AM - Drop Off - Temperature screening, symptom check.
- 8:45 AM – Morning Circle. Discuss what the day will hold.
- 9:00 – 10:00 AM – Block one (swimming, arts & crafts, or sports & games)
- 10:00 – 11:00 AM – Block two (swimming, arts & crafts, or sports & games)
- 11:00 – 12:00 PM – Block three (swimming, arts & crafts, or sports & games)
- 12:00 – 12:30 PM – Lunch
- 12:30 – 1:00 PM – Parent Pick Up

What is the cost of sending my child to Outdoor Adventure Days and when is payment due?

Program fees support the entire program, so in order for us to provide this service to your family, as a result, it is important for payment be made on schedule. Rates can be found on www.Biddefordrec.com.

Questions or comments please feel free to call the Recreation Department 283-0841.

Biddeford Recreation Department Outdoor Adventure Rules

Behaviors

1. Children must remain under the supervision of a counselor at all times.
2. Participants must always remain with their designated group.
3. Children are not allowed to leave program without permission at any time.
4. All behavior should be appropriate or disciplinary action will be taken. Swearing or aggressive behavior will not be tolerated. Respect should be given to each other, counselors, adults, patrons on the beach, and in the park. **WE HAVE A ZERO TOLERANCE POLICY FOR VIOLENCE, ABUSIVE BEHAVIOR AND BULLYING!**

Consequences:

First Offense (Verbal Warning) - Written notice from the director to parent or guardian regarding the problem/incident at the time of pick-up.

Second Offense (Written Warning) - Parent or guardian will be notified by the director and receive a written warning for his/her behavior.

Third Offense (Short Suspension) – A small suspension from the program; no refunds will be given.

After the participant returns from the 3rd Offense and is written up for his/her behavior the child will be suspended for the remainder of the program. No refunds will be given.

***Note: Director reserves the right to advance the consequences depending on the severity of the action or behavior. Especially those incidents that involve the inability to stay with one's group or may cause physical harm.**

Breakfast & Lunch

Breakfast and Lunch will be provided by the school department.

Swimming

1. Participants must remain under the supervision of their counselors. Counselors will be in or around the water's edge at all times. In addition, lifeguards will be on duty at all times during the program.
2. Running, throwing sand or rocks, or horseplay is not allowed.
3. Due to COVID- 19 children will need to maintain the socially distance requirement while swimming.

Riding on the Bus

1. Children must sit at all times while riding the bus.
2. They must keep all body parts inside the bus at all times.
3. They must follow the same rules for the bus as they do during school.
4. No eating will be allowed on the bus.
5. Bus privileges will be revoked if the above rules are not followed.
6. The participant will remain in their assigned seat.

Sick Policy

If a child is sick and cannot participate in the program activities the following steps are to take place.

1. Parent or guardian is notified and must arrange for the child to be picked up from the program as quickly as possible.
2. Child may return when he/she can participate in program activities. In cases of contagious or severe sickness, Biddeford Recreation may require a note from the participants doctor to return to the program.

If a temperature or other symptoms of COVID-19 are shown, children will be required to be picked up within 30 - 45 minutes of the call made to a parent or guardian. To return to camp, the camper will need to be symptom free for 72 hours, or have a doctor's note authorizing them to return to camp.

Travel Plans:

If children/families are traveling outside of Maine we require families to inform us of your travel plans to that we are able to respond appropriately. Beginning July 1, children and families coming to summer care from outside of Maine, New Hampshire or Vermont are required to either quarantine for 14 days or have tested negative for COVID-19 no later than 72 hours before they arrive in Maine, as required by State mandate. Prior to July 1, all out-of-state visitors to Maine must quarantine for 14 days.

High Risk Children:

If you are concerned that your child may be at high risk, we ask that you speak with your child's healthcare provider to determine if Summer Care is right for them. Some conditions that may place your child in a higher risk group include asthma, diabetes, or being immunocompromised, among others.

Lice & Bed Bug Policy:

If a child is found to have lice or bed bugs at the program, the following steps are to take place.

1. Parent or guardian will receive notification and must arrange for their child to be picked up from the program as soon as possible.
2. Child may return when a note from the child's doctor or nurse clears the program.
3. All program families will receive a notification sent home that day informing parents that lice or bed bugs has been found at the program.

Discipline Policy:

Behavior issues which warrant progressive disciplinary action may include, but are not limited to: endangering another person's well being, swearing or verbal abuse to staff or other participants, stealing or destruction of property, disrespect staff or other participants, inappropriate behavior on the bus, at the waterfront, and breaking any of the general program rules.

Sunscreen Notice:

Parents would be responsible for sun screening their children before drop off. We would request that parents bring in one spray sunscreen to be kept in their child's personal bin at the program, in the event of a sun advisory. Staff would wear gloves and spray sunscreen on the kids only if needed on a particularly hot day.

Program Shirts:

Each participant will be given a Biddeford Recreation shirt that must be worn on days they attend Outdoor Adventure Days.

Program Refund Policy:

*A \$25 fee will be deducted from refund per child if cancelled before the 8-week program starts. *75% refund of prorated weeks of program left if cancelled after attending the second day of the program. The date of the last day the participant will be considered in program will be when the department is notified by the parent/guardian that they would like to take their child out of the program and be granted a refund. *No refund will be given if canceling after 50% of the program is completed.

Issues & Omissions

Any issues or omissions not covered in the Parent Handbook are at the discretion of the Youth & Family Services Program Coordinator.

American With Disabilities Act

In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, the City of Biddeford invites you to identify any physical or mental disability or behavior that would preclude you from fully participating in the Biddeford Recreation programs. The City is committed to these requirements of the Act mentioned above. In this regard, the City, to the extent required by law, will provide reasonable accommodations to participants who require them in order for them to participate in the program. Individuals with disabilities are not required to self-identify at any time. The City is only required to provide reasonable accommodations for known disabilities. The City is not required to search medical files in order to determine the existence of a disability. If your child needs reasonable accommodations in order for them to participate in the program, you must contact the office 2 weeks before the start of the program.

****The Biddeford Recreation Department strives to provide opportunities for campers of all abilities. All campers must be able to participate safely in our programs. We do not provide one-on-one supervision, and retain the right to not enroll or remove a student from our program if he or she is not able to participate safely.****