

**SHALOM  
CAMP  
SUMMER  
2023**

**JUNE 26TH- AUGUST 18TH**



**PARENTS' HANDBOOK**

Dear Parents,

Welcome to Shalom Camp 2023! We are so excited summer is coming and cannot wait to welcome you all on the first day of camp! Below you will find the Shalom Camp Handbook. Please read through this handbook in its entirety so you can be informed about all camp information and regulations. Feel free to contact us if you have any questions or concerns. When camp starts, we will be sending daily updates, information, and pictures via Whatsapp both from your teachers and the camp office. Calendars of activities will be emailed a week before camp starts.

We have planned a wonderful program that is both fun and educational and are looking forward to a fantastic summer for the children. We have dedicated each week to a special theme correlated with lots of fun and experimental activities.

As you may be aware, we are a licensed camp under the regulations of the State of New York. We are proud to be working with a licensed, experienced staff and caring counselors. They will make your children feel loved and safe in our warm, friendly environment and our state- of- the- art playground.

Sincerely,

Shalom Camp Director



*Follow us on Instagram for photos and videos! @shalomcamp130*



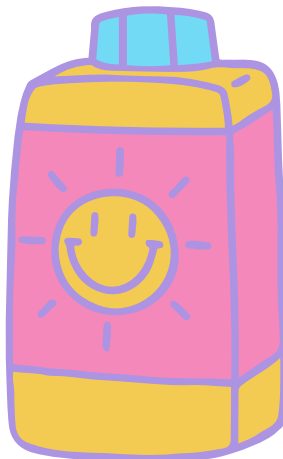
*Scan our code to visit our new website!*

# SUPPLY LIST

Please label and send in:

- Box of tissues
- One box of wipes
- One box of powder free latex gloves
- A shoe box containing the following items:
  - A complete change of clothing (underwear, pants, shirts, socks, a light sweater)
  - A towel, a bathing suit & water shoes (no Crocs)
  - Sunscreen
  - One crib sheet
  - A photo of your child
  - One Smock
  - 8 large gallon size Ziplock bags
- Diapers (if necessary)

Please make sure **ALL** items are labeled, especially clothing & towels.



# SCHEDULE

## TODDLERS

Monday June 26th- Friday August 18th

9:00 - 2:00

Extension is available upon request.

## NURSERY & PRE-K

Monday June 26th – Friday August 18th

Mommies should accompany their children to the classroom on their first day, to meet the teachers and bring in all the listed supplies.

## DAILY SCHEDULE

- Please apply sun block on your children before they come to camp **each morning**.
- All children should bring in a backpack to be able to return their towel and bathing suit home every day to be washed.
- Our goal is to take the children outside every day to participate in different kinds of water activities. On very hot days, we use our discretion to keep the children safe and healthy.

## LICENSING

Shalom Summer Camp is licensed by New York State, and we are required to follow all of their policies and guidelines including Age Requirements, Class Size, Health, Safety, Staffing, Nutrition, and Building Regulations.

## SAFETY

Safety is our top priority! Everything we do in the parking lot serves to protect our very young and vulnerable children and we need your full cooperation please!

- The lane closest to the building is designated by NY State as a dedicated Fire Lane. It is never to be used by parents.
- Please follow the directional signs and arrows in the parking lot at all times.
- The speed limit in the parking lot is 10mph.
- For everyone's safety, please refrain from speaking on your cell phone during arrival or dismissal.
- Park only in the designated parking spots.
- Never leave younger children alone in the car.

## ARRIVAL

- Young children thrive on consistency. To facilitate their adjustment to school we urge you to bring your children on time, so they begin their day together with their classmates. It can be very hard for a child to enter a classroom after activities are under way, and late arrivals are disruptive to the whole class. **Please time your arrivals between 9:00 and 9:20.**
- Teachers will be at the school entrance from 9:00 – 9:20 to welcome the children. At 9:20 they go to the classrooms.
- Please line up in your cars; children will be removed from one car at a time, and brought into the building.
- We ask your help in unbuckling all of the children in your carpool.
- Please do not bring your children to school early. Teachers use this time for meetings, to set up classrooms, and prepare for the day's activities.
- All children should arrive by 9:20. If, upon occasion, you should arrive later than that, you must park, bring your child to the security desk, and wait for a teacher to pick him or her up.

## **DISMISSAL**

You are expected to pick up your children promptly, according to the following schedules:

- Toddlers: Monday- Friday 9:00 - 2:00
- Nursery & Pre-K: Monday –Thursday 9:00 - 3:00, Friday 9:00 - 2:00
- Toddlers, Nursery & Pre-K will all be dismissed from the main entrance.
- Line up in your car and children will be brought out and put in the car.
- It is your responsibility to buckle up all the children in your car. **Under no circumstances can a teacher buckle a child into your car.**
- Parents are not allowed in the lobby during dismissal. If you want to pick up children instead of waiting in the carpool line, you must wait outside of the entrance of the building and your child/children will be brought out to you.
- Children often worry and become upset when classmates leave, and their parent hasn't come. With concern for their feelings, and in consideration of teachers' other obligations, we urge you to be on time.

## **CHANGES IN DISMISSAL ROUTINE**

Your child's safety and protection is our utmost concern. Please inform teachers **in writing** if your child's usual dismissal procedure will be changed (play date, change in carpool, pickup by an alternative person, etc.)

- In the morning, please send a note or message signifying the change in routine.
- We will not dismiss your child to an alternate person without prior notice.
- The designated pick-up person must sign the child out.
- For play dates we need signed notes from both parents. We can not accept children's oral requests.
- If you need to pick up your child early, you must sign your child out.

## **EMERGENCY PLAN**

We have a comprehensive Emergency Plan with contingency procedures for accidents, fire, intruders, disaster and medical emergencies. Teachers are familiar with these procedures, and every classroom is equipped with an emergency evacuation bag and supplies.

Shelter-in-Place Drills:

As a safety precaution, we practice fire and shelter-in-place drills throughout the summer.

## **FOOD**

We hope to give all of our youngsters a good start toward a lifetime of healthy eating habits. Great thought is given to providing nutrition and balance in all the snacks and lunches children have in school.

## **KASHRUT**

Please be sure that all foods sent in to school are kosher.

- No home-baked items, even from strictly kosher homes, can be brought into school for distribution to other children.

## **SNACKS & LUNCHES**

Snack time is an enjoyable part of the day, and a way to encourage nutritious eating that can become a lifelong pattern. .

- Periodically, you will receive a note requesting enough fruit for the class for a week.
- We have a daily hot lunch program for all classes

## **ALLERGIES**

- We have a significant number of young children who suffer from allergies to peanuts or nuts. Exposure to even the slightest scent of these foods can have severe consequences for them.

Therefore, we prioritize the safety and well-being of our students as a PEANUT-AWARE SCHOOL. As part of our commitment, we refrain from serving peanut butter or any nut-related products within the school premises. We kindly request your cooperation in maintaining this allergy-free environment.

- When occasions like holidays or birthdays arise and you wish to send in food for the celebrations, we ask that you choose to purchase from reputable stores known for their diligence in preventing cross-contamination with allergenic products.
- To safeguard the health of our students, we kindly request that you refrain from sending any food or snacks that have the potential to contain peanuts, peanut butter, or any kind of nuts. This includes items such as Bamba, peanut butter sandwiches, peanut butter sandwich cookies, as well as cakes, cookies, and candies that may contain peanuts or other nuts. Your understanding and support in adhering to these guidelines are greatly appreciated.

## **BIRTHDAYS**

We are delighted to celebrate children's birthdays in camp.

Please contact your child's teachers one week in advance to make arrangements, so that each child will feel special on his or her day. The teachers can schedule the time, and advise you about food for the party.

If you are planning to distribute a goody bag, we suggest that you keep it simple and show a sample to the teacher before the birthday party.

## **HEALTH**

New York State is zealous in safeguarding the health of its young children. It requires:

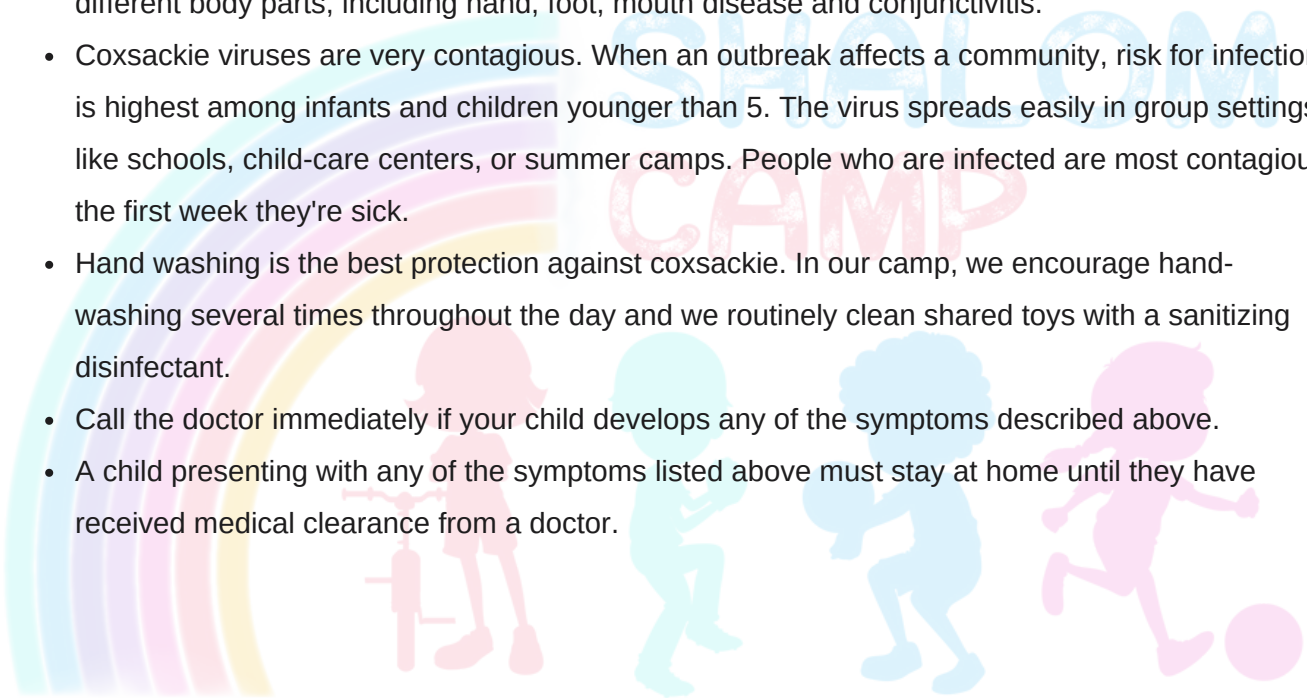
- A medical form completed by a physician, to be on file in the school office before a child enters school.
- All immunizations must be current and all children must be VACCINATED.
- A review of medical records every six months. Parents are expected to provide up-to-date immunization information in order for children to attend classes.
- We do not dispense medications.
- We can provide care for well children only.
- If a child becomes ill in camp, we will call you to take him or her home.
- If your child is diagnosed with a communicable disease, please let us know so that we can notify other parents.
- In case of fever or vomiting a child will be sent home. They must be symptom free for a full 24 hours before returning to camp.
- Children must also remain home for 24 hours after treatment for the following conditions have been initiated:
  - Ear Infection, strep throat/scarlet fever, ringworm, pink eye (purulent conjunctivitis) and 2 loose stool (within 24 hours)
  - Children attending school, or returning from an absence should be well enough to participate in all indoor and outdoor activities.
  - In the best interests of all the children in the school, the director reserves the final judgment whether a child may participate in a day's activities.



## **SUMMER VIRUSES**

Coxsackie viruses are part of the family of viruses that live in the human digestive tract. They can spread from person to person, and can live for several days.

- Coxsackie can produce a wide variety of symptoms. About half of all kids infected with the virus have no symptoms. Others suddenly develop high fever, headache, and muscle aches, and some also develop a sore throat, blisters, abdominal discomfort, or nausea. A child with an infection may simply feel hot but have no other symptoms. In most kids, the fever lasts about 3 days, and then disappears. These viruses can also cause several different symptoms that affect different body parts, including hand, foot, mouth disease and conjunctivitis.
- Coxsackie viruses are very contagious. When an outbreak affects a community, risk for infection is highest among infants and children younger than 5. The virus spreads easily in group settings like schools, child-care centers, or summer camps. People who are infected are most contagious the first week they're sick.
- Hand washing is the best protection against coxsackie. In our camp, we encourage hand-washing several times throughout the day and we routinely clean shared toys with a sanitizing disinfectant.
- Call the doctor immediately if your child develops any of the symptoms described above.
- A child presenting with any of the symptoms listed above must stay at home until they have received medical clearance from a doctor.



## **GUIDELINES FOR EXCLUSION OF SICK CHILDREN**

There are instances when a child's illness, or their reaction to it, requires more care than our staff can provide, or it poses a risk to the health and safety of others. In accordance with the standards set by the state of New York, the following guidelines for exclusion and referral to a healthcare professional apply:

- Fever:
  - Oral temperature above 101 degrees Fahrenheit
  - Rectal temperature above 102 degrees Fahrenheit
  - Axillary (armpit) temperature above 100 degrees Fahrenheit Fever accompanied by any of the following symptoms requires exclusion:
- Persistent Diarrhea:
  - Three or more stools in a 24-hour period, when it represents an increase compared to the child's normal pattern
  - Increased stool water
  - Diarrhea accompanied by blood in the stool
- Undiagnosed Rash (excluding diaper rash).
- Vomiting:
  - Two or more episodes within the previous 24-hour period
  - Vomiting accompanied by symptoms of dehydration or other signs of illness
- Signs and Symptoms of Possible Illness:
  - Lethargy
  - Uncontrolled coughing
  - Persistent abdominal pain
  - Discolored urine
  - Refusal to eat or drink
  - Irritability
  - Persistent crying
  - Difficulty breathing
  - Wheezing
  - Unusual behavior

## **TOILET TRAINING**

If a potty-trained child has a bowel movement in their clothes, parents will be requested to come in and change their child. If a child consistently has accidents (bowel movements or urine) more than twice in a week, we kindly ask that you provide your child with a pull-up or diaper for the safety of all campers. It is not recommended to begin or continue toilet training during camp as children are constantly on the move both inside the building and outside.

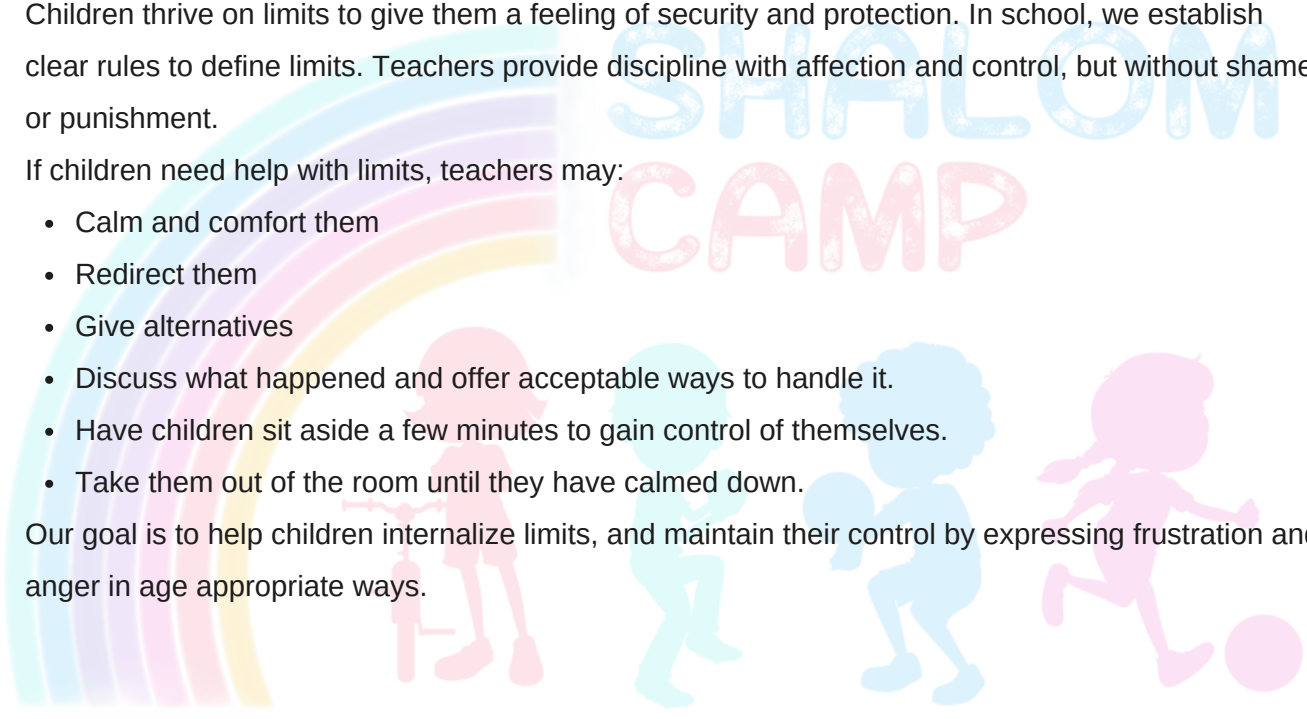
## **DISCIPLINE POLICY**

Children thrive on limits to give them a feeling of security and protection. In school, we establish clear rules to define limits. Teachers provide discipline with affection and control, but without shame or punishment.

If children need help with limits, teachers may:

- Calm and comfort them
- Redirect them
- Give alternatives
- Discuss what happened and offer acceptable ways to handle it.
- Have children sit aside a few minutes to gain control of themselves.
- Take them out of the room until they have calmed down.

Our goal is to help children internalize limits, and maintain their control by expressing frustration and anger in age appropriate ways.



## **CHILD ABUSE POLICY**

We have legal responsibilities as mandatory reports of child abuse, and will report any suspected acts of child abuse or maltreatment by either staff or parents.

## **PRE K TRIPS**

Every Tuesday our Pre-K campers are going on a fun filled trip with a bus! Buses will leave promptly at 9:30, no exclusions.

They should bring:

- Camp T-Shirt (no children will be allowed to go on trips without a camp t-shirt)
- Booster seat labeled with your child's name (**this only applies to Pre-K children who are under 4 years old**).
- Sneakers with socks

Snacks and water will be provided by camp and we will be back on site for lunch. We will have First Aid supplies with us at all times. There will be a responsible trip leader on all trips and two volunteer moms.

**In order to join the trips, all campers must have a signed waiver form and a permission slip by the deadline assigned for each trip.**

## **TIPPING PROCEDURE FOR TEACHERS AND COUNSELORS:**

Teachers: \$65

Teacher's assistant: \$55

Counselors: \$45

Junior counselor (JC) : \$30

You may adjust the amount according to the number of weeks your child is in camp.

