



2021

PARENT HANDBOOK

A guide to your child's
success at camp.



Channel 3 Kids Camp
73 Times Farm Road
Andover, CT 06232
www.channel3kidscamp.org

Welcome to the Channel 3 Kids Camp!

Channel 3 Kids Camp
consists of 150 wooded
acres spanning both
Andover & Coventry, CT.



American Camp Association Accreditation

Channel 3 Kids Camp is proud to be accredited by the American Camp Association. An ACA Accreditation means that your child's camp cares enough to undergo a thorough review of its operation (up to 300 standards) — from staff qualifications and training to emergency management. American Camp Association standards reflect the most up-to-date, research-based standards in camp operation.



Dear Parents,

First and foremost, we hope that you and your loved ones are safe and healthy. We have received questions from parents about if and how COVID-19 will affect Channel 3 Kids Camp. We know this pandemic has been stressful to many and recognize that socializing and interacting with peers can be a healthy way for children to cope with stress and connect with others, particularly after spending quite a bit of time at home. After careful thought and planning, we are excited to let you know that we plan to resume camp while following State & CDC considerations to protect campers, families, and our community.

The health and safety of our campers and staff remain our highest priority. Below, you will find a summary of actions we are taking to help ensure we are lowering COVID-19 risk as much as possible. We are:

- We will require a negative COVID-19 test to be provided to us no more than three days before the campers arrive at camp.
- We are intensifying cleaning and disinfection practices within our facilities by increasing the frequency of cleaning and disinfecting frequently touched surfaces like door handles and faucets. We will also clean and disinfect shared objects (e.g., art supplies, sports equipment, toys, and games) and ensure the safe and correct use and storage of disinfectants.
- We will keep campers in small groups of no more than 20 and space them out, especially during meal times, and encouraging social distancing whenever possible.
- We will limit the number of shared items between campers and staff by providing individual supplies to each camper whenever possible. In instances when campers must share items, we will thoroughly clean and disinfect after each use.
- We will promote healthy hygiene practices by teaching campers the importance of washing their hands with soap and water for at least 20 seconds and will provide constant encouragement of this practice. Hand sanitizer with at least 60% alcohol will be available to campers when easy access to soap and water is not available. We will encourage children to use a tissue or the inside of their elbow to cover coughs and sneezes. We will post signs about these healthy habits around our camp facility.
- We will require staff and campers to wear a cloth face covering as feasible and when physical distancing is difficult. As a reminder, cloth face coverings should not be placed on children who have trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the cover without assistance.
- If a child does get sick at camp, we have identified an area where they can rest, be watched after, and safely isolate themselves from others. We will communicate with parents or caretakers directly and, if necessary, require to be picked up from camp immediately.

We ask that you help us protect the health of campers this summer. Anyone who is sick or was sick with COVID-19 or recently in contact with someone with COVID-19 in the last 14 days— including staff, campers, and families— should not come to camp. Be on the lookout for symptoms of COVID-19, which include fever, cough, shortness of breath, chills, muscle pain, sore throat, and loss of taste or smell. Call your doctor if you think you or a family member is sick.

If you have a specific question about this plan or COVID-19, please contact Dave Meizels, Executive Director, at (860) 742-2267 x 106 or by email d.meizels@channel3kidscamp.org for more information.

We look forward to seeing you.

Thank you and stay healthy,
Channel 3 Kids Camp Staff



Did you know?

Please review this important information about camp.

FEES

If you have an **outstanding balance**, payments must be made **prior to your child attending camp**. Please connect with Deb Walters at (860)742-2267 x107 with any questions.

HELLO & GOODBYE

Overnight camp runs Sunday - Friday. Drop off on Sunday is **no earlier** than 2:00 pm. Pickup on Friday is **no later** than 10:00 AM. If your child is taking one of our buses, **detailed information will be sent out 1 week prior to their confirmed session.** If you need to make any changes to your child's transportation, please connect with Deb at d.walters@channel3kidscamp.org.

MEDS

If your child will be bringing **prescription or over-the-counter (OTC) medication(s) to camp**, they must be in their **original packaging or containers.** The medication(s) & the **Authorization for the Administration of Medication Form** must **match exactly** in order for your child to stay at camp. If there have been any **changes** to your child's medication(s) after they have been confirmed, a **new authorization form** must be completed and signed by your child's doctor. Please submit the new form to Deb Walters prior to your child's arrival at camp.

MAIL

Campers love to receive mail during their stay. Please send "snail mail" **BEFORE** your child arrives at camp to ensure they receive it while they are here. Letters may be addressed to **Channel 3 Kids Camp Attn: (Camper's name and session #) 73 Times Farm Road, Andover, CT 06232.** Please do not send food or candy.

BEHAVIOR

Our goal is to provide a **complete, safe, and enjoyable** camping experience **for all children.** The camp believes that **no child has the right** to diminish the camp experience for another child or jeopardize anyone's safety. If a child's behavior is **not within the expectations of the camp**, we will attempt to work with him or her to modify that behavior. If modification opportunities fail, we will call you to help us find solutions to the camper's behavior. Modification efforts may include a camper care plan.



BEHAVIOR cont.

If this attempt fails, **the camper will not be able to remain at camp** and you will have to pick your child up immediately. In cases of **severe behavior**, if the camp administration deems the child to be potentially harmful to self or others, **the camper will have to be picked up immediately**. If your child has a behavior care plan, please provide this information in advance of the camp session for a smooth transition.

HOME- SICKNESS

Homesickness **can be a real issue** for children. Apprehension about going away from home, worrying & missing parents, and a general fear of the unknown are all **common feelings for children**.

Whatever session choice you make, be sure your child knows that you expect him or her **to attend and participate** for the entire session. Let them know you will be glad to see them after the session. If you tell your child that you will pick them up if they feel homesick, chances are good they will become homesick during the session. Please keep in mind that all our staff has been trained to help children work through their homesickness. As phone calls often worsen homesickness, we do not allow children to use the phone. If any severe problems do arise, we will call you immediately and discuss with you what you feel the best options are for your child.

LOST & FOUND

We understand what your child brings to camp is important to them. Our staff works hard to support campers in keeping their belongings together, but there are times things become lost or misplaced. You can help us help your camper by **making sure all items brought to camp are labeled with their full name**. The camp can not be responsible for any camper's personal belongings. Items left behind are **held for a maximum of 2 weeks** after which we will donate them to a local charitable organization.

PACKING

As part of your child's welcome package, we include a detailed packing list of what to bring to camp. The items listed are chosen to help your child have the most comfortable experience during their stay. Please do not pack food, electronics, or money. Food attracts critters, electronics distract campers, and nothing is for sale at camp. We pride ourselves on our rustic, outdoor facility and ask that campers do not pack anything that cannot become stained or dirty.



PACKING CONT.

We also suggest campers **do not pack anything of great personal value to them**. As mentioned previously, **the camp can not be responsible for lost or misplaced items**.

TECHNOLOGY POLICY

Please do not send technology (including cell phones) with your camper unless it is documented by a medical professional to be used as a support tool. There is no Wifi in the woods and cell phones and other electronics are expensive and can become lost or stolen. More importantly, **their usage can interfere with and even sabotage a child's overall experience at camp.** A camper who spends time immersed in technology or communications may do so at the expense of getting to know their camp community. **Summer camp offers a great opportunity to learn about and navigate social situations while not being constantly connected to and immersed within a digital/virtual world. Campers are expected to participate in all camp activities and we will not allow technology to diminish their experience.**

Should we find your child with one of these items, we will hold onto it and return the device to them on departure day.

MENU

During the summer, our kitchen staff **serves over 3,000 meals a week**, working hard to accommodate a wide variety of food allergies and medically necessary dietary restrictions. Our **menus are based on USDA guidelines**, ensuring that each meal meets current Government nutritional standards. Because kids can be "picky eaters" we always offer a basic alternative to every meal. As much as we wish we could accommodate all campers' meal preferences, our **priority must be accommodating campers with food allergies and medically or religiously necessary diets.**

We post all summer menus online. You can locate them by visiting our website www.channel3kidscamp.org. If you have any questions regarding the menus or would like to discuss your campers' dietary needs, please contact our Food Service Director Matthew Bonneau at m.bonneau@channel3kidscamp.org or (860) 742-2267 x103. Bon Appetit!



Bunk Requests

Channel 3 Kids Camp **does not accept requests to bunk with friends.** If there is a **unique circumstance** that you feel **we should take into consideration**, we are happy to work within our parameters to accommodate your child's needs.

Connect with us

Thank you for taking the time to read through this information. It is important to us that you are aware and understand these policies before your child arrives at camp. We strive for excellence in providing both you, and your child, the tools needed for a successful camp week! Should you have any questions before, during, or while your child is here at camp, below are the numbers you need to know.

Program Administrator - Melissa Shea (860) 742-2267 x109
(Year-round) Questions regarding camp programming.

Organization Support Manager - Deb Walters (860) 742-2267 x107
(Year-round) Questions regarding camp registration, fees, and payments.

Summer Program Office - (860) 742-2267 x101
(June 20 -August 20) Call this number if you have questions regarding your child while they are here at camp.

Lower Health Lodge - (860) 742-2267 x125
(June 20 - August 20) Call this number if you need to speak to one of our Nursing staff.

Ashley's Place Nurse - (860) 742-2267 x126
(June 20 - August 20) Call this number if you need to speak with the nurse in Ashley's Place.

Executive Director - Dave Meizels (860) 742-2267 x106
(Year-Round) d.meizels@channel3kidscamp.org

Thank you for choosing Channel 3 Kids Camp!



Please review this camper agreement with your child. Talk with them about the expectations listed below and the consequences for not upholding these standards. Have them sign and date it. Next, find a spot on the fridge to display this agreement and revisit it with your child as you both prepare for their camp stay.



CAMPER AGREEMENT

I AGREE TO PARTICIPATE IN CAMP ACTIVITIES AND TO COOPERATE FULLY WITH MY COUNSELOR AND OTHER STAFF MEMBERS WHO ARE RESPONSIBLE FOR MY HEALTH AND SAFETY WHILE I AM AT CAMP. I

FURTHER AGREE THAT I WILL RESPECT ALL OTHER CAMPERS AND ALL CAMP PROPERTY. I UNDERSTAND THAT I CAN BE SENT HOME FROM CAMP (AND NOT ALLOWED BACK THE FOLLOWING YEAR) IF I CAUSE PROBLEMS TO STAFF OR OTHER CAMPERS (**FOR EXAMPLE: FIGHTING, BAD LANGUAGE, DISRESPECT TO OTHERS, OR DAMAGE TO CAMP PROPERTY**). I ALSO AGREE TO WEAR THE BRACELETS THROUGHOUT MY ENTIRE STAY THAT ARE GIVEN TO ME IN ORDER TO SIGNIFY MY SAFETY.



Signed _____

Camper Name

Bus Schedule for Overnight Camp



Channel 3 Kids Camp has been providing transportation to and from camp for over 60 years! With bus stops located around the state, we make it convenient for families to send their children to camp.

Bridgeport

Blackham School
425 Thorne St.

New Haven

Fair Haven M.S.
164 Grand Ave.

Windsor

Bureau of Ed. Services
for the Blind
184 Windsor Ave.

Willimantic

Windham High
355 High St.

Hartford

SAND School
1750 Main St.

Manchester

Ocean St. Job Lot
205 Spencer St.

New Britain

Gaffney E. S.
322 Slater Rd.

Norwich

Big Lots
43 Town St.

Waterbury

Wallace M. S.
3465 East Main St

New London

Bob's Discount Fur.
389 N. Fortage Rd.

Own Transport By Car

Sunday drop-off no earlier than 2:00 P.M.
Friday pick-up no later than 10:00 A.M.

73 Times Farm Rd.
Andover, CT 06232

You will receive an email confirming your child's transportation and scheduled departure and pick-up time 1 week before their camp session. Campers must be at the bus stop 30 minutes before their scheduled departure time. **Please note: there must be a minimum of 10 campers for each stop in order for us to send a bus.**

Overnight Packing List

This list was created as a guide to help you prepare your child for a successful camp experience. All clothing and belongings should be clearly marked with the campers's name. Please note that **Channel 3 Kids Camp will not be held responsible for lost or damaged items.**



Channel 3 Kids Camp will no longer provide bedding (blankets, sheets or pillows) for campers. **Please ensure you pack a pillow & sleeping bag or pillow, twin sized sheets & blanket for you child.**

Clothing

- 5 pairs of shorts
- 5-6 shirts
- 1-2 sweatshirts/fleeces/sweaters
- 2 long sleeve shirts
- 1 pair of jeans/long pants
- 3 pairs of pajamas
- 1-2 bathing suits (no 2 pieces)
- 1-2 pairs of sneakers
- 7 pairs of underwear
- 7 pairs of socks
- 1 raincoat or poncho
- 1 light jacket
- 1 pair of old sneakers for river wading
- 1 pair of shower shoes

Equipment

- 2 towels (shower/pool)
- Laundry bag (for dirty clothes)
- 1 Water bottle (w/name)
- 1 hat or visor
- 1 flashlight/headlight
- Insect repellent & sunscreen

Toiletries

- 1-2 wash cloths
- Deodorant
- Toothbrush & toothpaste
- Shampoo/conditioner
- Body soap
- Comb/brush
- Additional personal toiletries as needed.



DO NOT PACK

Money or valuables, food or snacks, ANY ELECTRONICS, weapons, cameras

Day Camp Information Sheet

Channel 3 Kids Camp 73 Times Farm Road | Andover, CT 06232



We look forward to having your camper here at camp! We would like to share some information with you that will help facilitate a smooth transition into camp and help us ensure your child has the best experience possible.

- Follow the signs for Day Camp check-in. Please be aware that when driving onto camp the posted **C3KC speed limit is 10 MPH**. Times Farm's posted speed limit is 25 MPH.
- **Parents must sign their child in and out every day.**
- Drop-off is **no earlier** than 7:30 AM and pick-up is **no later** than 5:30 PM.
- We offer a light cereal breakfast at 8:30 am. **You will need to provide a nut free lunch.**
- If dropping off after 9:00 AM or picking up prior to 4:00 PM, please let the **Day Camp Administrator know a day in advance.**

*** Please note: In the event that you need to pick up your child without notice, please know it could take up to 20 mins for your child to be released to you.***

What to Pack & Not Pack

All clothing and belongings should be clearly marked with your camper's name.

Channel 3 Kids Camp can not be responsible for lost or damaged items.

Please Pack

- Backpack
- Lunch (nut free)
- Light jacket or sweatshirt
- Rain Coat & rain boots (if rain)
- Water Bottle (please label with your child's name.)
- Bug spray/Sunscreen
- Hat and/or sunglasses
- Extra set of clothes
- Bathing Suit & Towel(no bikinis)

Do not Pack

- Money or Electronic devices
- Toys, games, cards or anything personal or of sentimental value
- Food - we provide a light breakfast and snack. Unless your camper is a picky eater, there is no need to pack additional food other than a nut free lunch.

Should you need to connect with us while your child is at camp, please call our program office at (860)742-2267 x101 and leave a message.

Thank you for choosing Channel 3 Kids Camp!

