



CRESSKILL RECREATION SUMMER FUN 2024

SAFETY PLAN & OPERATING MANUAL



OFFICE HOURS:

MONDAY - THURSDAY, 9 AM - 7 PM
FRIDAY, 9 AM - 4 PM
SATURDAY, 9 AM - 12 PM

RECREATION PHONE NUMBER:

(201) 816-8065

DIRECTOR JASON MITCHELL EMAIL:

JMITCHELL@CRESSKILLBORO.ORG

ADMINISTRATIVE ASSISTANT TO THE PARKS & REC DEPARTMENT GINA GIARDINI EMAIL:

GGLYNN@CRESSKILLBORO.ORG

PROGRAM SUPERVISOR MAUREEN ALVAREZ EMAIL:

MALVAREZ@CRESSKILLBORO.ORG

SUMMER FUN DATES:

JUNE 24TH, 2024 - AUGUST 2ND, 2024
(NO CAMP: THURSDAY, JULY 4TH & FRIDAY, JULY 5TH)
4TH OF JULY CELEBRATION: THURSDAY, JULY 4TH 2024
(RAIN DATE: FRIDAY, JULY 5TH 2024)

SUMMER FUN REGISTRATION BEGINS:

WEDNESDAY, APRIL 24TH AT 12:00 PM

COMMUNITY CENTER LOCATION:

100 3RD ST
CRESSKILL, NJ 07626

SOCIAL MEDIA:

  @CRESSKILLRECREATION



DIRECTOR OF PARKS AND RECREATION
JASON R. MITCHELL

BOROUGH OF CRESSKILL

CRESSKILL RECREATION

67 UNION AVENUE
CRESSKILL, NEW JERSEY 07626
PHONE: (201) 816-8065
FAX: (201) 816-8067

Cresskill Parks and Recreation 2024 Camp Manual

Cresskill Community Center
100 Third Street
Cresskill, NJ 07626

Dear Parents/Guardians:

Cresskill Parks and Recreation Department (CPRD) would like to take this opportunity to introduce our "Safety Plan and Operating Manual" for Summer Fun 2024. We hope this letter reaches you and your family happy and healthy. Our goal is to provide a safe, constructive, and fun environment for the children and staff participating in camps. We continue to try and navigate the camp structure while meeting the demands of our residents.

Utilizing the success of our camps in the past and during the pandemic, we are releasing "The CPRD Camp Standard Operating Procedure" (S.O.P.), which will outline what you may expect from our daily operation of camp. Maintaining safety within our community and, at the same time, by following all necessary guidelines is of paramount importance to everyone and can still be achieved with this program offering. We hope you find this information to be useful. For this program to be successful, and still meet the guidelines set forth by the NJDOH/CDC we need the complete support and cooperation of each staff member, camper, and of course ALL parents and/or guardians.

Our camp program registration will open Wednesday, April 24th at 12:00 pm and will continue to provide campers with a full schedule of age and skill-appropriate activities that make summer camp so much fun! The program affords each camper a wide variety of fun, educational, and recreational opportunities, including supervised play activities, arts & crafts and nature courses, indoor and outdoor games, swimming, music, and dance to name a few. Movies, contests, and special theme days are also planned. In addition to our regular daily camp schedule of activities, Cresskill "Summer Fun" likes to switch things up each week for some extra excitement. Each week we plan to bring a new "Wacky Wednesday" and "Pod Competitions" to bring the fun to a whole new level. We will be continuing with camp trips, attached will be trips that are confirmed, only those registered for camp will be allowed to register for trips. Also, for planning purposes during the early part of May we will release additional MINI-CAMPS which will be offered during August, following "Summer Fun."

Also, we are looking to add "food service," for all days including trip days. This information will be coming as soon as it is finalized. You will only be able to order for weeks you are registered for camp. A finalized list of trips will also be released at the same time as the food service schedule comes out. Lastly, to meet the demands of our residents we will be offering weekly options, as well as full camp at a reduced cost. As well as any modifications we are allowed to incorporate we feel will help to enhance the overall camp experience.

We look forward to a "special" summer, where we hope your child will make many new friends, learn new games, and make a lifetime of memories!! We hope the attached plan goes beyond the NJDOH/CDC recommendations will be helpful when considering and discussing offerings for this Summer and beyond. Do not hesitate to reach out to us with any questions you may have. Thank you for your consideration! Until then, please stay safe and remain healthy.

Best Always,
Cresskill Parks and Recreation Staff

TABLE OF CONTENTS

| | |
|---|--------------|
| GENERAL INFORMATION | 4-8 |
| MISSION STATEMENT | 4 |
| DISCLAIMER | 4 |
| GOALS | 4 |
| CONTACT INFORMATION | 4 |
| AGE REQUIREMENTS | 4 |
| TIME AND PLACE | 4-5 |
| COST | 5-6 |
| REFUND/CANCELLATION POLICY | 6 |
| CLOTHING/ATTIRE | 6 |
| POOL DAYS (SWIM LESSONS) | 6 |
| VALUABLES (TOYS AND ELECTRONICS) | 6-7 |
| CHECK-IN & SIGN-OUT POLICIES | 7 |
| LATE PICK-UP POLICY | 7 |
| CRESSKILL RECREATION STAFF | 8 |
| | |
| COVID PROTOCOLS (IF NEEDED) | 9-12 |
| SCREENING AND ADMITTANCE | 9 |
| STAYING HOME WHEN APPROPRIATE | 9 |
| GROUP SIZES AND SOCIAL DISTANCING | 9 |
| ACTIVITIES | 9 |
| VISITORS | 10 |
| PROMOTING HEALTHY HYGIENE PRACTICES | 10 |
| ENHANCED CLEANING AND SANITATION PROCEDURES | 11 |
| FOOD SERVICE | 11 |
| DAILY LUNCH & SNACKS (SAFETY PROTOCOLS) | 12 |
| WATER BOTTLES | 12 |
| SUNSCREEN | 12 |
| | |
| SYMPTOM MANAGEMENT PLAN (IF NEEDED) | 12-14 |
| RESPONSE PROCEDURES FOR COVID-19 SYMPTOMS OR EXPOSURE | 12 |
| MEDICAL STAFF & NURSE/EMT STATION | 13 |
| ILLNESS | 13-14 |
| MEDICAL EMERGENCIES | 14 |
| | |
| CAMP REGISTRATION LINKS | 15-16 |
| BOYS | 15 |
| GIRLS | 16 |
| | |
| CAMP CALENDAR | 17 |

CRESSKILL SUMMER FUN - GENERAL INFORMATION

MISSION STATEMENT

The goal of the Borough of Cresskill Parks and Recreation Department is to offer high quality, relevant and affordable programs and services to the residents of the Borough of Cresskill. We provide a variety of leisure services that are under constant review, with a focus on evolving offerings to keep pace with local demand and changing trends. We offer classes for all ages, sports and other programs to promote physical health, mental well-being, and entertainment. Our commitment is to excellence in our programming, presented with superior customer service.

DISCLAIMER

"Participation and utilization of any and all Public Facilities includes the possibility of exposure to and illness from infectious diseases including but not limited to MRSA, influenza and COVID-19. Medical guidelines and personal discipline may reduce the risk of exposure to the illness, the person or parent of a minor utilizing the facilities will in good faith comply with all CDC, and Governor Murphy's Executive Orders as published."

GOALS

- Provide a SAFE environment for all campers and staff. (Safety first, last, and always)
- Plan exciting activities for all campers to participate in.
- Teach sportsmanship, teamwork, and leadership along with other core values.
- Help campers build self-esteem within every activity.
- Have fun!

CONTACT INFORMATION

If you have any questions/concerns or need to contact your child during camp hours call the Borough of Cresskill Parks and Recreation Department at **201-816-8065** or e-mail: jmitchell@cresskillboro.com.

AGE REQUIREMENTS

Camp is designed for children ranging from ages **5** to **14** years old (children must have completed Kindergarten, or be entering first grade prior to start of the 2024 school year). Camp is for campers entering Grades **1** through **8** in September 2024.

TIME AND PLACE

The Borough of Cresskill Parks and Recreation Camp Program will be offered for **6** consecutive weeks, 5 days per week, from **June 24th - August 2nd**. Camp hours are Monday through Thursday from 9:00am - 3:00pm, and Friday from 9:00am - 1:00pm. **Please note Fridays will be EARLY dismissal at 1:00pm.** Also, for planning purposes we will be having our "Cresskill 4th of July Celebration," which will be held on **Thursday, July 4th** with a rain-date of Friday, July 5th. **Please note that camp will be CLOSED on Thursday, July 4th and Friday, July 5th.**

Camp will take place at the **Cresskill Community Center (100 Third Street, Cresskill, NJ)**. Another adjustment to help with the morning check-in process we will start taking campers at **8:45am**, and we will also allow campers to be picked up starting at **2:45pm**. We have allocated drop off times of **8:45am through 9:15am** depending on those who need to get to work and would like to get their campers here. Pick-ups will begin at **2:45pm** and continue until **3:15pm**,

without late fees. After that late policy begins, and fees can/and will be assessed (again we realize situations occur just not repeated). Starting at 9:00am campers will head to opening activity. We will always keep a counselor for anyone who comes until 9:15am.

COST

The tuition is **\$900** for residents for one child for the entire 6 weeks of camp, a breakdown of \$150 per week, \$30 per day, or \$5 an hour per camper. The cost of registration for the summer camp program HAS risen drastically over the last two years. In previous years, we did our best to keep the cost down even with the state minimum wage rising for seasonal employees. With the minimum wage rising again this year and price increases across the board, we MUST raise fees for tuition. We will also offer a weekly tuition rate for a fee of **\$225 per week per camper**, and **\$200** for the week fo July 4th (due to shortened week).

Registration will open from **Wednesday, April 24th at 12:00 pm** to the **Friday prior to each camp week at 11:59 pm**. Please understand we will be limited with our total number of campers based off of CDC and NJ Health guidelines, if you wait to register, we cannot **GUARANTEE** a camp spot over **300** per week at this time. We will be utilizing a wait list, if we are able to add additional campers.

• REGISTRATION BREAKDOWN (COST TOTALS PER CAMPER):

- o Tuition Entire 6 weeks = **\$900.00**
- o Week 1 (June 24th - June 28th) = **\$225.00**
- o Week 2 (July 1st - July 3rd) = **\$200.00 (NO Camp 7/4 & 7/5 = Discounted Rate)**
- o Week 3 (July 8th - July 12th) = **\$225.00**
- o Week 4 (July 15th - July 19th) = **\$225.00**
- o Week 5 (July 22nd - July 26th) = **\$225.00**
- o Week 6 (July 29th - August 2nd) = **\$225.00**

*** IF REGISTERING FOR THE ENTIRE 6 WEEK PROGRAM PLEASE SELECT EACH WEEK WHEN REGISTERING ON COMMUNITY PASS AND THE REDUCED RATE WILL TOTAL WHEN YOU GO TO CHECKOUT.**

You can register on-line by clicking **below or utilizing the links on pages 15 & 16:**

<https://register.capturepoint.com/reg/index.cfm> or at <https://cresskillboro.com/departments/recreation>

Camp tuition may be paid by **credit card (Discover, AMEX, MasterCard and Visa)**. Payment plans are offered upon registration, after an initial deposit is paid. Payment plans can be adapted to suit your individual needs. Please call **201-816-8065** or e-mail: jmitchell@cresskillboro.org to inquire about setting up a possible payment plan. Payment in FULL is required at least **7** days prior to your child's camp start date. If **you have not paid** in full **by drop off the Monday of your child's first week** of camp **your child will not be allowed to attend** and your security deposit will not be refunded or transferred to a different week. **NO EXCEPTIONS!**

Each camper will receive with their tuition a **camp shirt and drawstring backpack**. All items will be distributed the first day of camp (**shirts may be within the first week**). **Shirts MUST be worn for all trips. If the shirt is not worn, camper will be provided another shirt for a fee of \$10.** Upon registering, in the forthcoming months, we will be sending parents/guardians additional paperwork called the "APPENDIX", which will be referenced in this document. This document will contain any additional paperwork, documentation, and information required and necessary for Cresskill Summer Fun. This documentation will only be necessary and required if your camper will

be participating in camp this summer, thus the reason we are waiting to send. We will also send updates as we get them on any changes or modifications to the camp guidelines and procedures in general.

REFUND/CANCELLATION POLICY

The Borough of Cresskill Parks and Recreation Department will honor refund requests up to **1 WEEK PRIOR to camp STARTING**. All camp fees are fully refundable if requested by **June 17th by 11:59pm. Starting June 18th, the Borough of Cresskill Parks and Recreation Department will NOT issue refunds** except under extreme circumstances and agreed upon by Mayor and Council. **Refunds will not be given for any day a child is absent from the program/missed trip.** If a camper misses camp due to being quarantined or potential exposure to an infected individual, or camp is forced to close, families would receive a credit towards the 2024 camp season for days missed or refunds would be **pro-rated**, based upon the time of the closure and number of dates attended. **All refunds are subject to updated refund policy: 20% administrative fee will be charged for cancellation. If you've made a payment with a credit card and request a refund, we can now credit the amount back to your card or provide it as a credit to your account.**

CLOTHING/ATTIRE

Please dress your child in comfortable play clothes with closed-toe tennis shoes/sneakers. **NO** flip flops or sandals. For a detailed checklist of what to bring to camp please check forthcoming **APPENDIX**. We can't stress enough, the importance of **SUNSCREEN** and **HYDRATION**. Please send plenty of water and sunscreen **DAILY**. Encourage your child daily to drink plenty of water. The camp staff will allow your child to drink water anytime he/she needs to. Water Fountains on the premises will be used **ONLY** to refill water bottles (**no mouths will be allowed to touch**).

• Things to Remember (Label ALL Items with Camper Name):

- o Wear play clothes
- o Sneakers (**no sandals or flip flops**)
- o Sunscreen - Name labeled (**spray preferred**)
- o PPE Mask - Name labeled
 - » **PPE Mask will be left up to each parent/legal guardian, we will require all campers to keep at least one in their bag at all times, but only will be required to wear if deemed a mandate by government authority**
- o Water bottle - Name labeled
- o Packed lunch and drink (**no refrigeration & lunch provided on select days only**)
- o Backpacks - Name labeled (**which will be provided starting on first day of camp**)
 - » **In Backpacks: PPE mask (if wanted), hand sanitizer, lunch, & own water bottle**

POOL DAYS (SWIM LESSONS)

Pool days are only for campers in Grades 3- 8. Grades 1st & 2nd will have their own itineraries on Friday. **Currently**, we will be permitted during camp to have our **Friday "Pool Days,"** at the Cresskill Municipal Pool (CMP). If your camper has swim lessons on additional days, please make sure to take the camper directly to swim lessons, and they will be able to participate in Summer Fun following the conclusion of lessons. **Our camp will not be responsible for swim lessons or the transportation of campers to and from the Cresskill Municipal Pool. Depending on swim lesson participants this may be something we will modify as we get closer to camp.**

VALUABLES (TOYS AND ELECTRONICS)

Electronic toys, games, computers and cell phones (iPhone, iPads, iPods, laptops, Switch, etc.) will **NOT** be permitted during camp. Personal equipment such as cell phones, iPod/iPad, hand

held electronic games should **NOT** be brought to camp. We are not responsible for lost, stolen, or damaged electronic items. If your child would like to bring a game to share with the group, please contact the Camp Director to see about making the appropriate arrangements.

CHECK-IN & SIGN-OUT POLICIES

- Check-In policy described in greater detail later in manual. Section **“Screening and Admittance.”**
- Please notify the Camp Director, Assistant Director, or Director of Parks and Recreation if your child will not be attending camp on any day that he/she is registered or if he/she will be arriving late or leaving early. **Notice should be given in writing preferably the day before the absence or early dismissal occurs.** Attendance is taken daily and it is very important for camp staff to know if a child is attending, especially in the current climate. We will check after several misses without notice if a camper is missing, so to avoid phone calls checking on status, please submit emails when a camper will not be attending.
- The staff will only release a child to walk home if parent/guardian filled out and completed Camper Information Sheet (**APPENDIX**) or a note is required from the parent if a child is allowed to walk home, or walk to the pool at any given part of the day (**APPENDIX**). **If there is NO parental permission in writing in advance, the child will not be released on their own or we will not be able to release your child to an unauthorized person.**
- If your child is going to leave camp and ride with someone other than a parent or person specifically noted on the **Authorized Pick Up Form** you will need to add that person to the **Authorized Pick Up Form** or provide notice in writing to the on-site staff.
- If the sign-out staff does not recognize you, a photo I.D. will be required before a child is released into your custody.
- Any changes to the pick-up list must be made in person or by writing. Changes will not be allowed by telephone; this includes additions and deletions.
- If you would like someone not listed on the registration form to pick-up your child, you must make the changes electronically, in writing by stating who will be picking him/her up and a contact telephone number.
- **These policies have been established for your child's safety. Please be sure to let us know when someone not listed on the Camper Information Sheet will be signing out your child.**

LATE PICK-UP POLICY

If your child is not picked up by your scheduled end of camp time the following procedure will be followed.

- **First time late** - a verbal warning will be given and the parent/guardian will have to sign the **Parent Communication Log** indicating they understand the policy and will be charged accordingly in the event their child is picked up late again. If a guardian picks a child up, the parent will be notified.

Subsequent Late Pick-ups (starting at 3:20pm)

- o Up to 10 minutes late - **\$10 fee**
- o Up to 20 minutes late - **\$20 fee**
- o Up to 30 minutes late - **\$30 fee**
- o More than 30 minutes late - **\$30 additional for each half hour thereafter.**

All late pickup fees must be paid in full prior to your child returning to camp the following day and are per child, per family. If you are a multiple time offender the fees double. Fees will be added to your Community Pass account and MUST be paid before returning to camp.

CRESSKILL RECREATION STAFF

We are a recreation camp, and your children will be supervised by high school, and college students who are not certified. There will be supervisors who will oversee the counselors and the daily activities at the different grade levels. These supervisors are divided into groups, but will be supervising the same groups **DAILY**. The supervisors will be experienced and provide leadership and guidance to the counselors who report to them.

Each staff member, employed by the Borough of Cresskill, has been successfully screened, selected, and thoroughly trained. Potential counselors (**18 years and older**) are background checked for the purpose of obtaining criminal history records through the New Jersey Criminal Justice System. Once selected, all counselors are required to do training and on-line courses pre-selected by our administrative staff and insurance provider. Included in the training this year will be "added" courses dealing with the current climate. **The counselor to camper ratio in a "regular" summer camp experience is 10:1 maximum per group/pod.** We will be utilizing the following guidelines for setting up groups/pods:

During camp each staff member will have their own **backpack (drawstring backpack with NAME)**, which will contain all proper **PPE; masks, gloves, tissues, water bottle, hand sanitizer, first aid equipment, and binder/writing tool (schedules, important documents, group/pod information & daily attendance records).**

Supervisor - Typically a teacher, or parent, and/or a college student entering at least their third-year that oversees the care of our youngest campers and management of staff within a pod and will travel and supervise them throughout the day.

Head Counselor - Typically a high school graduate and/or counselor who has been involved with program for at least 2 camp seasons, who will oversee the care of campers and management of the general counselors within a pod and travels with them throughout the day.

General Counselor - Typically a high-school aged adult that assists with the care of campers within a pod and travels with them throughout the day.

C.I.T. (Counselor in Training) - Designed to offer qualified young people, starting at 14 years old, an opportunity to prepare for positions as camp counselors. C.I.T.s are responsible for assisting the camp counselors and are expected to abide by the same code of conduct as our camp counselors.

Medical Staff/EMT & Medical Station - Any camper or staff member that needs to see the Medical Staff/EMT this summer will go to the "Medical Area." Based on the camper's or staff member's needs, they will be directed to either stay in the Medical Area or to the Quarantine Tent. At the Medical Area, a temperature check and assessment of symptoms will be performed by a medical professional.

CRESSKILL SUMMER FUN - COVID PROTOCOLS (IF NEEDED)

SCREENING AND ADMITTANCE

Parents and/or Guardians need to understand that if they are sending their child to a camp day, they are attesting that their child is not ill, nor has come into contact with anyone infected with COVID-19 in the previous 10-14 days, and camper does not have a fever of 100.4 or above.

STAYING HOME WHEN APPROPRIATE

Educate staff, campers, and their families about when they should stay home and when they can return to camp.

GROUP SIZES AND SOCIAL DISTANCING

Children shall be grouped into a group/pod of no more than **35 campers per week for attendance**. Groups/pods shall include the same group of children each day, to the greatest extent possible, and, also to the greatest extent possible, the same staff shall be assigned to care for each group, each day. Combining or mixing groups **SHALL** be **PERMITTED**. **We will refer to these uniquely organized groups as "pods."**

Outdoor play time on shared playgrounds shall be staggered to prevent mixing between groups of different ages. Simultaneous use of outdoor play spaces is permissible if same grade between pod. **Children and staff must wash their hands upon returning from outdoor play.** Close person to person contact (hugging, wrestling, games involving touching or tagging) shall be strictly **limited**.

Meals and snacks shall be provided in gymnasium, classroom, or area where groups are regularly situated to avoid congregating in large groups. If meals must be provided in a lunchroom, we will ensure to, stagger mealtimes, arrange areas to ensure that there is at least six feet of space between pods, and clean tables and areas between lunch shifts. Family style meals are **prohibited**. When handling do not touch food contact surfaces and ready to eat food without gloves, or utensils.

ACTIVITIES

TRIPS AND ALL TRIP INFORMATION WE HAVE CURRENTLY FINALIZED WILL BE PROVIDED IN THIS DOCUMENT (MORE WILL BE ADDED LATER).

Sharing of supplies, food, toys and other high touch items (art supplies, school supplies, equipment etc.) must be strictly **limited**. Children's belongings shall be sent home each day for washing (**in their backpack**).

Activity Period Checklist

- √ All campers and staff members wash/sanitize hands when they arrive and depart **each** activity period.
- √ **Cleaning, sanitizing, and disinfection** will be completed on all equipment after **use** and supplied before being used by another group.
- √ **One** group will be scheduled at each station/activity. Can share with other "pods".
- √ Commonly touched **surfaces, switches, sink knobs, tables, benches or handles**, etc. will be wiped down before and after each program session.
- √ **Educate** campers and staff on sports etiquette regarding **social distancing** and **hygiene (i.e., no spitting, high-fives, handshakes, etc.)**
- √ Increase **breaks** and **hydration** activities.

VISITORS

Visitors shall **NOT** be **PERMITTED** to enter the facility during **OPERATING HOURS**, with the exception of emergency or law enforcement personnel in their official capacity, Department of Children and Families personnel for child protection or child care licensing purposes, and persons providing emergency repair services within the facility that cannot be reasonably delayed until the facility is closed. All others, including persons providing non-emergency maintenance or repair services, prospective customers, prospective employees, **entertainers or speakers**, and third-party therapists or service providers may be required to visit the facility during operating hours. **Subject to the same screening process as staff and campers.**

Unless precluded by emergency circumstances or authorized prior to arrival, visitors to the facility shall be subject to the same screening procedures as children and staff, and shall be denied admission on the same basis unless the facility is legally precluded from denying access (e.g. a law enforcement agent with an appropriate warrant).

To the greatest extent feasible, unless the purpose of the authorized outside visitor is to observe the care provided to children (e.g. a DCF licensing inspector), all reasonable efforts should be made to minimize visitor contact with children and staff.

If a parent/guardian requires a meeting with camp personnel, it will need to be scheduled following camp operating hours or at an off-site location. Please reachout to the office via call or email (**information located in GENERAL INFORMATION**) to arrange any meetings or inquiries for camp operations.

PROMOTING HEALTHY HYGIENE PRACTICES

Camps shall teach and reinforce washing hands and covering coughs and sneezes among children and staff. Respiratory etiquette for coughing, sneezing and nose blowing should be **encouraged** at all times. We will encourage staff and campers to cover coughs and sneezes with a tissue. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. If a tissue is not readily available, we will encourage staff and campers to cover coughs and sneezes with the sleeve of their shirt or the inside of their arm (at the elbow). We will go over this in more detail during orientation with our counselors and during the first few days of camp.

Camps shall have adequate supplies to support healthy hygiene behaviors, including **soap, hand sanitizer with at least 60 percent alcohol** (for staff and older children who can safely use hand sanitizer), and **tissues**.

Children and staff shall practice frequent **hand washing with soap and water for at least 20 seconds**, and shall be required to wash their hands upon **arriving at the facility, prior to entering any classroom, before any meals or snacks**, after **outside** time, after going to the **bathroom**, and prior to leaving for home. **Children will be monitored to ensure proper technique.**

Camps shall set up hand hygiene stations at the entrance to the facility so that children can clean their hands before entering. **In situations where hand washing is not readily available, hand sanitizer with at least 60 percent alcohol can be used.**

- **Signs and Messages:** Post **signs** in highly visible locations (**e.g., camp entrances, dining areas, restrooms**) that promote everyday protective measures and describe how to stop the spread of germs such as by properly washing hands and properly cover mouth when sneezing.

ENHANCED CLEANING AND SANITATION PROCEDURES

Toys and items that are not easily cleaned or disinfected (e.g., soft or plush toys) shall **NOT** be utilized in the camp, though such items brought from home may be utilized if they are not shared, and returned home with the child each day for washing. Machine washable cloth toys should be used by one child at a time or not used at all. **Toys that children have placed in their mouths or are contaminated by body secretion or excretion shall be set aside until they are cleaned by hand by a person wearing gloves.** Clean with water and detergent, rinse, sanitize with an EPA-registered disinfectant and air-dry or clean in a mechanical dishwasher.

On a **daily** basis, **campers shall clean and then disinfect surfaces and objects that are touched often.** This includes **restrooms, water coolers/fountains, desks, counter tops, doorknobs, computer keyboards, hands- on learning items, faucet handles, phones and toys.** Disinfecting methods shall utilize Environmental Protection Agency approved disinfectants for use against the transmission of diseases. Camps shall ensure that HVAC systems continue to be **maintained and operational.** To the extent practicable, windows should be opened frequently to allow fresh air flow, and HVAC systems should be adjusted to allow for more fresh air to enter the facility.

FOOD SERVICE

Food & Beverage service will be offered Monday through Thursdays. More information with specifics will follow after registration. We will have a Snack location called the "Market" and vending machine options at our location, which will be available for campers to purchase snacks and drinks from.

CAMPERS MAY NEED TO PROVIDE THEIR OWN LUNCH ON TRIP DAYS! *Exception if the trip offers lunch. The "Market" will be open during set hours and each camp group will have a scheduled time at "Market," to make their purchases and selections **daily.** Beverages will be available for purchase from "Market" and vending machines. Vending machines will be utilized when "Market" is not operational. Campers will need to bring their own lunch and snacks with them to camp each day when food is not provided, with all such food items being in a sealed lunch bag marked with the Camper's **name** and **date.** They will be able to hold their lunches in their individually marked drawstring backpacks. Lunch drop-offs will also be available for campers and staff. **Calendar will be sent following registration with details for "food service".**

Allergy Awareness-

We are NOT a nut-free campus - peanut and tree nut products are offered and permitted. We will need to continue to meet the needs of campers with additional allergies but may allow campers to bring lunches, which contain nuts. Any allergies need to be documented during REGISTRATION, so our administration can make the necessary arrangements.

DAILY LUNCH & SNACKS (SAFETY PROTOCOLS) * MORE INFO TO COME

- **MEALS BROUGHT FROM HOME**

- We will be offering Food & Beverage service this year. A "Snack/Market" location will be available for campers to purchase **snack** and **drinks** from during an assigned staggered time.

- **HAND WASHING & SANITIZING**

- All campers and counselors will wash their hands prior to eating at hand washing stations that will be pre-assigned at each camp location.
- Campers and counselors will use hand sanitizer after washing their hands.

- **INDOOR/OUTDOOR LUNCH SEATING**

- We have multiple indoor/outdoor lunch pavilions set up to reduce the number of campers that eat in any area together.
- Staggered lunch times will limit the number of groups/pods that eat during any period.

- **ASSIGNED LUNCH AREAS**

- Assigned areas will allow for adequate social-distancing between groups/pods.
- Each group/pod will have dedicated location for the summer, which will be sanitized before and after their lunch time.
- Each group/pod will be appropriately spaced from other groups with the same staggered lunchtime.

WATER BOTTLES

At camp, a good portion of the day will be spent outside. Frequent water breaks are incorporated into the day to make sure all campers are properly hydrated. All campers **MUST** bring their own water bottle with their **NAME** on it. It will have a pocket on their drawstring backpacks, and should be brought to camp **DAILY**. Please make sure any and all bottled drinks are labeled with their **NAME DAILY**.

SUNSCREEN

We ask that campers arrive at camp with sunscreen applied, campers should bring a bottle of sunscreen with them to reapply throughout the **day (spray is the preferred option, when feasible)**. Sunscreen should be clearly labeled with your child's name. Please make sure your child understands how to properly reapply sunscreen, and if will require assistance it will need to be SPRAY lotion. Medical Staff/ EMT/ or Supervisors are the only people permitted to apply sunscreen. **No cream lotions can be applied to campers.**

CRESSKILL SUMMER FUN - SYMPTOM MANAGEMENT PLAN (IF NEEDED)

RESPONSE PROCEDURES FOR COVID-19 SYMPTOMS OR EXPOSURE

Any confirmed or suspected exposure to COVID-19 occurring in a child care facility must immediately be reported to both the local department of health or OEM and the Director of Parks and Recreation. If a case of COVID-19 is reported, all staff and players who came in contact with that person will be notified. Due to privacy issues and HIPAA laws, the identity of that person will remain anonymous. **(SUBJECT TO CHANGE AT ANY TIME, SO PLEASE CALL OUR OFFICE IF ANY OF THESE ITEMS PERTAIN TO YOU TO GET CORRECT NEXT STEPS TO TAKE)**

If you Test Positive for COVID-19 (ISOLATE)

- Everyone, regardless of vaccination status:

- o Stay home for 5 days.
 - o If you have no symptoms or your symptoms are resolving after 5 days, you can leave your house.
 - o Continue to wear your mask around others for 5 additional days.
 - » **If you have a fever, continue to stay home until your fever resolves**
- If you: have been boosted **OR** Completed the primary series Pfizer or Moderna vaccine within the last 6 months **OR** Completed the primary series of J&J vaccine within the last 2 months
 - o Wear a mask around others for 10 days.
 - o Test on day 5, if possible.
 - » **If you develop symptoms get a test and stay home**

MEDICAL STAFF & MEDICAL /EMT STATION

Any camper or staff member that needs to see the medical staff this summer will first go to the "Medical Area." Based on the camper's or staff member's needs, they will be directed to either the Medical Area or Quarantine Location. At the Medical Area, a temperature check and assessment of symptoms will be performed by a medical professional (EMT on site).

Medical Area - All minor injuries such as bumps, bruises, cuts, and scrapes that may occur during the camp day will be treated at the Medical Station. Any campers that require daily medication or assistance with health aides should report here.

Quarantine Tent - Persons with possible COVID-19 symptoms requiring medical attention to be further assessed by the medical staff/ EMT.

Procedures:

1. Camper and staff members will be evaluated by camp location's medical staff.
2. Medical staff will have available PPE in good supply for discretionary use.
3. Medical staff will immediately notify Camp Director and call caregivers to share that a camper has visited the Medical Area and discuss next steps as necessary.

ILLNESS

If your child becomes ill during the program, a parent or guardian will be notified and will be asked to pick-up the child.

The following procedures are in place regarding contagious conditions:

- **Fever:** Camper is excluded from camp when unable to participate in camp activities and when oral temperature is above 101 degrees F. Camper may return to camp when fever-free for 24 hours without the use of fever reducing medication.
- **Vomiting:** Camper should be excluded from camp when vomiting occurs more than 2 times in a 24-hour period, or when there is vomiting with a fever and the camper looks or acts ill.
- **Diarrhea:** A camper with frequent loose stools, especially if the camper is unable to control those bowel movements, should be evaluated by a physician as the condition may lead to dehydration.
- **Chickenpox:** Camper is excluded from camp until all blisters have formed scabs.
- **Scabies:** Camper is excluded from camp until one treatment with prescription medication is completed.
- **Pink Eye:** Camper is excluded from camp until treated with a prescription antibiotic for 24 hours.

- **Impetigo:** Camper is excluded from camp for 24 hours or the crusting lesion are no longer present. They may return to camp when topical, oral or other systemic antibiotics are started or if the sores can be covered and kept dry.
- **Strep and Staph Infections:** Camper is excluded from camp until treated with a prescription antibiotic for 24 hours.
- **Ringworm:** Camper is excluded from camp until the parent/guardian provides the box top of the anti fungal medicine with the camper when they return to camp. For ringworm of the nails or scalp, parent/guardian must send a doctor's notes verifying treatment. Camper may return once treatment begins.
- **MRSA:** Camper is excluded from camp until a prescription antibiotic is started or a doctor's note is provided stating that antibiotic treatment is not necessary. Lesion(s) must be covered with a bandage/dressing that is sealed (taped) on all four sides while at camp.
- **Bed Bugs:** Camper is excluded from camp until treatment is completed and proof of treatment (prescription or box top from over-the-counter treatment) is provided to the Camp Director.
- **Coronavirus (COVID-19):** Camper is excluded from camp and unable to participate in camp activities when oral temperature is above 101 degrees F. After an individual is diagnosed, they will be asked to isolate themselves at home until 5 days after they first developed symptoms AND 72 hours (3 days) after their fever has ended without the use of fever-reducing medications and symptoms have significantly improved (whichever period is longer). **May require written note from authorized doctor prior to being able to return to camp.**

MEDICAL EMERGENCIES

If your child is injured and requires more than basic First Aid, the following steps will be taken: Staff will notify nearest Camp Director and inform them of the situation

- Staff will call 911
- Staff will notify parent/guardian
- If parent/guardian is not available, the emergency contact listed on the registration form will be contacted
- If no one on the registration form can be contacted or if it is imperative the child be immediately transported for care, a Recreation staff member will accompany the child
- Paramedics will take the injured child to the nearest hospital
- The Recreation staff will continuously call the parent/guardian/emergency contact until someone is reached

BOYS REGISTRATION LINKS

BOYS GRADE 1:

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

BOYS GRADE 2:

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

BOYS GRADE 3:

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

BOYS GRADE 4:

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

BOYS GRADE 5:

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

SR. BOYS (GRADES 6, 7, & 8):

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

GIRLS REGISTRATION LINKS

GIRLS GRADE 1:

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

GIRLS GRADE 2:

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

GIRLS GRADE 3:

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

GIRLS GRADE 4:

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

GIRLS GRADE 5:

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

SR. GIRLS (GRADES 6, 7, & 8):

- [WEEK 1: June 24th - June 28th](#)
- [WEEK 2: July 1st - July 3rd](#)
- [WEEK 3: July 8th - July 12th](#)
- [WEEK 4: July 15th - July 19th](#)
- [WEEK 5: July 22nd - July 26th](#)
- [WEEK 6: July 29th - August 2nd](#)

SUMMER FUN CAMP CALENDAR 2024

JUNE 24TH - AUGUST 2ND

| SUN | MON | TUE | WED | THU | FRI | SAT |
|--|--|------------------------------------|---|--|---|-----|
| 23 | 24 SUMMER CAMP BEGINS | 25 | 26  | 27 | 28 GRADES 3-8 POOL DAY SPECIAL <i>Event</i> GRADES 1" & 2" | 29 |
| SUMMER FUN CAMP WEEK 1 | | | | | | |
| 30 | 1  MONTVALE LANES GRADES 1-8 | 2 | 3 Tie Dye Day | 4 4 th of JULY ***** TOWN CELEBRATION NO CAMP! | 5 NO CAMP! 4TH OF JULY CELEBRATION RAIN DATE | 6 |
| SUMMER FUN CAMP WEEK 2 | | | | | | |
| 7 | 8 | 9 TOP GOLF GRADES 4-8 | 10 Crazy Hair Day | 11  URBAN AIR GRADES 4-8 POWERHOUSE STUDIOS GRADES 1-3 | 12 GRADES 3-8 POOL DAY SPECIAL <i>Event</i> GRADES 1" & 2" | 13 |
| SUMMER FUN CAMP WEEK 3 | | | | | | |
| 14  HOME RUN DERBY | 15 | 16 | 17 PAJAMA DAY | 18  Fun Plex Grades 4-8 | 19 GRADES 3-8 POOL DAY SPECIAL <i>Event</i> GRADES 1" & 2" | 20 |
| SUMMER FUN CAMP WEEK 4 | | | | | | |
| 21 | 22  Dave & Busters Grades 1-8 | 23 | 24 HALLOWEEN DAY | 25 GRADES 4-8  DREAMWORKS WATER PARK | 26 GRADES 3-8 POOL DAY SPECIAL <i>Event</i> GRADES 1" & 2" | 27 |
| SUMMER FUN CAMP WEEK 5 | | | | | | |
| 28 | 29  PIRATES ADVENTURE GRADES 1-3 | 30 | 31 JERSEY DAY | 1 | 2 GRADES 3-8 POOL DAY SPECIAL <i>Event</i> GRADES 1" & 2" SUMMER CAMP ENDS | 3 |
| SUMMER FUN CAMP WEEK 6 | | | | | | |

SUBJECT TO CHANGE OR MODIFY BASED OFF OF REGISTRATION NUMBERS