



# Teen Travel Camp Handbook 2022

**July 5<sup>th</sup> - August 5<sup>th</sup>**

**(Session 1: July 5<sup>th</sup> – July 22<sup>nd</sup> & Session 2: July 25<sup>th</sup> – August 5<sup>th</sup>)**





*Teen Travel Camp*  
244 Heathcote Road  
Scarsdale, New York 10583  
914-722-1160  
Fax: 914-722-1166  
[www.scarsdale.com/campcentral](http://www.scarsdale.com/campcentral)

**2022**

Dear Parents,

The Scarsdale Recreation Department welcomes you and your teen to the Scarsdale Teen Travel Camp. We have planned a variety of events, trips, and activities and our trained staff is ready to help your child have a safe, rewarding, and memorable summer. Patrick Schepis will be the Camp Director for the 2022 season.

We will use the Scarsdale Middle School parking lot on Mamaroneck Road as our home base and this is where drop-off and pickup will take place every day. We ask that parents follow the traffic directions from the staff so that everything runs smoothly.

This handbook includes policies and procedures that we encourage you to pay careful attention to. They are designed to be adaptable to different activities at different sites and facilities throughout the session. As an example, there are procedures which allow campers to safely separate into smaller groups (with one or more counselors) and later regroup. We will strictly adhere to and enforce our policies and procedures as safety and the well-being of campers and staff is paramount.

Enclosed is a parent & child contract, permission slip, medical history, waivers for certain trips, medication authorization, and a detailed itinerary. The medication authorization applies only if your child requires medication during camp hours. **All forms, for both session one and session two, are required and must be returned to the Recreation Department (244 Heathcote Rd) by \_\_\_\_\_.**

Please refer to the itinerary for each trip because drop-off times and the “What you need to know and bring” vary.

We look forward to having your child with us this summer and we are committed to providing a safe, fun-filled camp experience.

Sincerely,  
Scarsdale Parks, Recreation & Conservation

# Camp Objectives

Our principal goal is to provide a safe, healthy, stimulating, enjoyable, and memorable summer camp experience. This objective parallels the Recreation Department's overall mission to:

- Provide a comprehensive range of high quality leisure services for residents of all ages and ethnic and economic backgrounds.
- Provide aesthetically pleasing, safe, and well-maintained recreational facilities.
- Improve quality of life through creative and constructive use of leisure time.
- Provide experiences and activities which development one's growth and maturity.
- Make a positive contribution to the physical and mental health of the community.
- Enrich the cultural and creative life of the community and to supplement the formal education process for all ages.
- Protect and conserve the environment.

## Policies and Procedures

### **Dates and times**

Session one runs from **Tuesday, July 5<sup>th</sup> through Friday, July 22<sup>nd</sup>** and session two is **Monday, July 25<sup>th</sup> through Friday, August 5<sup>th</sup>**. The duration of each day varies and is determined by the length of the trip (information TBA; a detailed itinerary will be emailed to each registrant and posted on the website in May).

### **Medical**

All campers are required by the NYS Department of Health to have their complete immunization record on file.

If your child needs to take medication during camp hours, the *Medication Authorization* **must** be completed and signed by the child's parent/guardian **and** the child's physician, and filed with the Village of Scarsdale. The Medication Authorization is enclosed in your packet and may also be downloaded from Camp Central in the Parks & Recreation section at <https://scarsdale.com/220/Camp-Central>. All medication **MUST** be kept with the Camp Director.

### **Drop-off and pickup**

Daily drop-off and pickup will take place in the Scarsdale Middle School parking lot on Mamaroneck Rd.

Our departure and estimated return times vary by trip so please plan accordingly (information TBA; a detailed itinerary will be emailed to each registrant and posted on the website in May).

### **Walking home from camp**

If your teen will be walking home from camp, we require advance written notice from a parent.

### **Other transportation**

We require a written note from you, the parent, whenever your child is to leave camp with a friend, neighbor, relative, or someone other than the person usually picking them up.

If your child will be carpooling, please provide a note that we can keep on file. This note must contain the applicable dates and the person(s) picking up your child. Whenever carpooling arrangements change, we require a new note.

### **Attendance and punctuality**

We will take attendance at the departure times specified in the itinerary. **THE BUS WILL NOT WAIT FOR LATE CAMPERS!**

### **Clothing**

Please send your teen with an extra change of clothing each day in case of bad weather or getting wet on water trips. Wet clothes make for a very cold ride in an airconditioned bus!

The general attire of our campers and counselors conveys a general impression to the public. As such, clothing should be casual, of good taste, and suitable for each trip. Campers should be comfortable and dressed appropriately for the weather. Sneakers are required for safety but campers may bring slippers to change into at water parks. Please do not allow your teen to wear torn or revealing clothing.

At the beginning of the session, campers will be provided with three shirts. These shirts ***must be worn on all trips*** and may not be altered in any way. A camper might not be permitted on a trip if their shirt is altered and you will be charged for replacements.

### **Pocket money and lunch**

During some trips there will be opportunities to shop and buy food (refer to the itinerary for which trips require cash for lunch or possible souvenirs). Lunch is typically \$10-20. Any cash will be the responsibility of the camper.

Other trips require campers to bring their own food. Food should be non-perishable as we will have coolers but no refrigerators.

**Glass containers are not permitted.**

### **Rainy Days**

If a trip is cancelled due to weather, we will follow a rainy day schedule of indoor activities such as bowling, going to the movies, etc. We may not always be able to reschedule cancelled trips.

Pickup on rainy days will always be at 3pm. Please call the Recreation Department at 722-1160 for questions regarding pickup.

### **Swimming**

On your child's first day, we will test their swimming ability. If your child doesn't take this swimming test, they cannot go in the pool or go on water trips.

### **Supervision**

On some trips, campers will be permitted to break into smaller groups with one or more counselors, and there will be pre-arranged times to check back in. We often use a "buddy system" to have campers account for one another; this buddy system will always be in effect whenever campers are swimming.

### **Personal property**

Electronic devices may be brought to camp however cellphones may only be used in case of emergency or when permitted by the camp director. If you need to contact your child, please call the camp director (number to be provided at a later date).

The Recreation Department is not responsible for the loss or damage of personal property.

### **Behavior**

Everyone will be expected to follow local laws and any policies and safety instructions of the sites we visit. In addition, we will not tolerate horseplay, rowdy behavior, abusive language, smoking, the use of drugs or alcohol, shoplifting, or any other inappropriate behavior. Campers are responsible for their own behavior and are expected to respect the rights and property of others.

A camper who is not adhering to this policy may be sent home early and/or barred from subsequent trips. No refunds will be granted in these circumstances.

Please specifically review this policy with your child. Our behavior reflects on the camp and the Village of Scarsdale as a whole.

### **Insurance**

The Village of Scarsdale does not carry insurance to cover hospitalization or medical expenses for injury resulting from participation or spectating of any recreation program. Campers participate at their own risk.

# Scarsdale Teen Travel Camp Parent & Child Contract

I have read the program handbook and understand it fully.

I have addressed any questions with the program supervisor.

I have read the **Behavior** section of the handbook and have discussed it with my child. ***We are both aware of the consequences for misbehavior.***

I understand that the staff will be committed to making the Scarsdale Teen Travel Camp a safe and positive experience for all participants.

I understand that \_\_\_\_\_ is to  
Print Camper's Name

participate in all trip activities unless medical reasons prohibit him/her from doing so.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Camper

\_\_\_\_\_  
Date

\*\*Return this form along with the other required forms.