



Wells Rec Junior Leadership Orientation Packet



Important Dates & Times

- * 1st day of camp: Tuesday, June 20
- * Daily Spaces Still Open!
- * Last day of camp: Thursday, August 10
- * Camp Closed: Tuesday, July 4
- * Regular Camp: 9:00am-3:30pm

Wells Rec Discount Passes

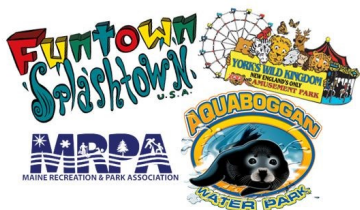
Passes available for purchase at the Rec Office. Cash or Check only.

Funtown/Splashtown
\$XX (Save \$10)

York's Wild Kingdom-Zoo
\$XX (Save \$4.75)

Aquaboggan
\$XX (Save \$7)

Tickets are for persons 48 inches or taller for best savings. No black-out dates.



WELCOME!

We have a very exciting summer ahead! Junior Leadership is very different from regular Summer Day Camp, so please take a moment to review all the

information included here.

If you have any additional questions or concerns please email me at tleblanc@wellstown.org or Program Coordinator Natalie Gould at

ngould@wellstown.org or call us at 207-646-5826.

Thank You,

Tina LeBlanc - Director

Field Trips & Attendance

A calendar of field trips will be posted on our website (www.wellsrec.org).

Trips are subject to change. Additional activities may be added that are not listed such as stopping at a park for games or a beach for a swim.

Some trips are weather and condition permitting. Junior Leadership staff reserves the right to use rain dates,

postpone or cancel trips. Alternative arrangements will be made in place of a postponed or cancelled trip.

Most days we will be leaving camp at 9:00 or shortly after and returning to camp by 3:15, unless otherwise noted. If we are running late the Rec office will be notified and they will notify parents.

Attendance: If your child will miss a day of camp that they

are scheduled to attend or will be late to camp, please notify Junior Leadership staff or call the Rec Office.

We are off-site every day so it is important to **be on time!** Unless otherwise noted, campers should arrive at the Rec no later than 9:00am so we can take attendance, load up the vans and be on our way. We often have scheduled appointments and can't wait for late arrivals.

Keeping Everyone Informed

We realize summer is very busy for everyone and schedules may change quickly. We will do our best to keep all parents informed through email announcements, and text messages.

To make this system work, you must also **update your child's online account with Emergency Contact info (Someone OTHER THAN yourself), additional pick-up**

persons, medical information and mobile carrier (for text message notifications).

Please make sure that anyone dropping off or picking up your children has been informed as well. Keeping everyone up to date will alleviate confusion. If you have any questions please call the office from 8am-4pm.

Like us on Facebook & on Instagram for additional notices and updates.

Important Phone Numbers

Wells Rec Office

207-646-5826

8:00 am-4:00 pm

Before/After Care

207-XXX-XXXX

Call or Text

Junior Leadership Cell

207-251-8211

Call or Text

Office Staff

Tina LeBlanc Director
 Marilyn Wallace Asst. Director
 Natalie Gould Admin & Programmer
 Jennifer Frasier Program Coordinator
 Steve Jellison Maintenance

Camp Supervisor

Camp Coordinators

K-1 Coordinator
 2-3 Coordinator
 4-6 Coordinator

Jr. Leadership

Coordinator
 Counselor
 Counselor

Sign In/Out Supervisor

Emmy Morgrage

What Should Your Child Bring to Camp?

- ◆ **Camp T-shirts are REQUIRED EVERY DAY!** Junior Leadership is on off-site field trips every day. Two Camp T-shirts will be provided per child. You may purchase an extra shirt for \$10.00.
- ◆ **Sneakers are REQUIRED EVERY DAY!** Crocs, sandals and flip flops are not appropriate footwear for camp activities. If an activity allows (such as a beach day), you may change into sandals or other footwear.
- ◆ Please pack a **lunch and snacks** in a cooler so it will last throughout the day. There are times that lunch can be purchased on our field trips but this is not always the case.
- ◆ Bring a **reusable water bottle** everyday. It's hot and we are always active. It's important to stay hydrated! A reusable water bottle that can be refilled is necessary!
- ◆ Bring a **bathing suit and towel every day.** Some days we may have some extra time in our schedule and might stop somewhere for a quick swim. Girls must have either one piece bathing suits or a tankini (it must cover the belly – no bikinis).
- ◆ Children should wear **comfortable clothes** that reflect the weather for that day. Please pack a sweatshirt on cool or cloudy days.
- ◆ **Pocket money is not recommended** but some places we go may have concessions, a gift shop or vending machines. *Campers are responsible for their own money.*
- ◆ **All medications** should be dropped off with the Before or

After Care Supervisor or with the Director in the office with written instructions on dosage and time and not kept with a child unless medically necessary.

- ◆ **Bug Spray & Sun Block** should be applied prior to camp. Campers should bring their own Sun Block to re-apply.
- ◆ **Face Masks** are optional. If a camper (or family) chooses to wear a face mask this choice will be respected.
- ◆ **Do Not Bring:** Any sort of electronics. They may get lost, stolen, get sand in them, stuck in van seats, get wet, etc. Campers won't have time to use them anyways. Please see also see Camper Cell Phone Policy.
- ◆ A bag or backpack to keep your belongings together.



Sign In & Sign Out Procedures

There will be a Sign In/Out Supervisor located between the restrooms and 1st base dugout to check the campers in and out of camp.

The Junior Leadership program runs from 9am-3:30pm. Extended Care hours are available from 7:30am-5:30pm but there is an additional fee and registration is required.

If your child will be allowed to bike or walk to camp, written permission must be given by the parent/guardian.

Parent/Guardians will be provided a membership card for each child to scan at check in and out. (Similar to gym membership or CLYNK). Each card will have a wallet size and key chain size card to be shared with anyone who will be dropping off or picking up your child (ren). You will also have a digital version available on your Wells Rec account to share digitally with others who will be picking up/dropping off.

Please be sure to list everyone you think will be picking up your child in your Wells Rec Account as we will only be releasing to the people on your list. This is extremely important. You will be able to add to your list by bringing a note to the Sign In/Out Supervisor or by calling the office.



LATE DROP OFF & EARLY PICK UP

Junior Leadership will be off site on Field Trips every day. We typically leave shortly after 9:00am and return by 3:15pm

If you need to drop off your child late or pick your child up early, specific arrangements must be made with the Junior Leadership Coordinator in advance.

Please understand that this is not always feasible.

Camper Code of Conduct



Campers are expected to behave appropriately and promote a safe, fun and healthy environment through productive participation. The staff will use a positive approach to discipline. Participants who remain disruptive after consultation with the parents, may be dismissed from the program. Please review the Code of Conduct with your child so that he/she fully understands these expectations.

As a Junior Leadership camper, I agree to the following code of conduct:

Respect:

- ◆ I will respect camp property, off-site facilities, and all bus/van transportation. I will respect personal property of campers and staff and not take anything that doesn't belong to me.
- ◆ I will respect the camp staff and follow instructions. I will stay with my group or camp counselors.
- ◆ I will show respect to other

participants, and treat them with courtesy and consideration. I will show respect for everyone and communicate in an appropriate manner, which means I must not use foul language or gestures, harsh words or tone of voice at camp.

Behavior

- ◆ I will be a good camp friend and not fight or instigate a fight. I will not hurt anyone with unkind words or actions. I understand that pushing, kicking, hitting or fighting are not acceptable and will not be tolerated. I will refrain from deliberately causing bodily harm to other participants or staff.
- ◆ I will conduct myself responsibly. I will refrain from taking part in or leading any bullying, including cyber bullying, harassment, name calling, unwanted teasing, gossiping, unkind behaviors, or exclusion of others from camp

activities.

- ◆ I will refrain from discussing inappropriate subject matter (i.e. sex, alcohol, drugs).
- ◆ I will remember that physical displays of affection or of a romantic nature are not camp appropriate under any circumstances.

Valuables

- ◆ I will not bring cell phones or other electronic devices that could take away from the camp experience. I understand if cell phones are brought to camp, they must remain off and stored away. Phones should not be used for any reason during camp, unless permission is granted by a staff member. I understand camp is for learning and participating – not for use of electronics!
- ◆ I understand I may be asked to delete any and all PHOTOGRAPHS/VIDEOS taken while at camp if an

electronic device is found being used. This is for the safety of all of our campers!

- ◆ I will not bring expensive jewelry, trading cards, comics or other valuables to camp. If a camper brings valuables, Wells Rec is not responsible for lost or stolen items.

Rules

- ◆ I know and will follow the rules of the camp. I will be fully responsible for my actions and understand that irresponsible behavior will result in disciplinary action, including potential dismissal from camp. I will always have the opportunity to meet with the Recreation Director or other camp staff to tell my side of any incident that is being reported to the camp office.
- ◆ I will have fun, learn, grow, make new friends and have a great time at camp.

Cell Phone Policy



Wells Rec understands that many children have cell phones, but cell phones can become a distraction and can potentially be a safety hazard. Because of this campers will not be allowed to use cell phones during camp programs. If a camper is seen using a cell phone, it will be confiscated and returned at the end of the day.

Campers may use their phones on van rides. *Van use is a privilege* and this privilege may be taken away if it is abused. Cyberbullying will not be tolerated.

It is the camper's responsibility to keep their phone safe. Staff will not be

responsible for any camper's items. It is not recommended that cell phones be brought on any water trips.

Junior Leadership staff will also carry a cell phone for emergency use. We recommend that parents/guardians contact the Wells Rec office first and the office will contact the Junior Leadership staff. Also know that the Junior Leadership staff may be driving or facilitating a program and may not be able to take phone calls or return text messages while in an activity or while on the road, but we will get back to you as soon as we are able.

Waivers

Many of the places we visit on field trips require waivers to be signed by a parent or guardian. Field Trips that require waivers are marked on the calendar. **W**

It is very important that waivers are signed so that your child can participate in the activity of the day!

Some waivers must be completed online, others are a paper form.

Emails will be sent with links to online waivers and attachments for paper forms. Additional copies of paper waivers will be available at the Sign In/Sign Out desk.

Waivers must be completed the week prior to the field trip. For example: If there is a Field Trip waiver needed during Week 2 of camp, this waiver must be completed by Friday of Week 1.



COVID-19 and other illnesses

COVID-19:

All activities will adhere to all current CDC & State of Maine guidelines. This includes all guidelines pertaining to masking and social distancing.

Other Illnesses

If your child is sick the morning of camp or if your child is showing any symptoms of **Pertussis, Conjunctivitis, Impetigo, Lice, Chicken Pox, Flu** or

other illness please keep your child home until the symptoms have been clear for 24 hours. This will help reduce possible infections in camp. Please call the office to let us know.

Special Needs, Medications & Allergies

Please notify the Director, Tina LeBlanc, in writing of any **special needs** (i.e. ADD/ADHD, behavior challenges, etc.), **allergies** (i.e. food, nuts, bug spray, or sun block) or **medications** (i.e. inhaler, EpiPen, daily meds, etc.) your

child might have. Any pertinent information would be greatly appreciated. This will help prevent problems before they occur. It will also help us with planning special events and fun surprises!

This should be updated in your Wells Rec Account prior to camp.



Health Concerns

Sun Block: The sun is a major factor in our everyday life at summer camp. Junior Leadership participants are reminded to apply Sunscreen before we leave in the morning, at lunchtime and again in the afternoon. Campers should bring their own sun block. Camp will have SunX30 sunscreen lotion and Coppertone Sport spray

available. We recommend purchasing a long sleeve sun shirt if your child is highly prone to sun burns.

Insects: Maine summers bring ticks, yellow jackets, wasps, and mosquitoes. We have hired Mainely Ticks to treat the fields for insects, however the woods and many of the places we visit are

not treated. Camp will be using **Cutter Advance Sport** for Bug Repellent.

Poison Ivy: It is to be expected that there is poison ivy in the woods in Maine. Staff and children are made aware of what it looks like and how to avoid it.

Rainy Days

Mother Nature doesn't always cooperate with our summer plans. Rainy days are dreaded by all but it's bound to happen a few times throughout the summer!

Junior Leadership will have drop off & pick up at **the Rec Park in the Pavilion** on rainy days (unless otherwise specified) for campers

participating in regular camp hours. Campers attending **Extended Camp afternoons** will be picked up at **Wells Elementary School** after 3:45pm.

Junior Leadership will still go on a field trip even if it rains. The destination may be changed to another venue. Alternative

arrangements will be made in place of a postponed or cancelled trip.

If we are able to reschedule a canceled field trip, registration for the new date will be required.



Lost and Found

Lost and found items will be out by the picnic table everyday and can be picked up during Before/After Care. At the end of the summer unclaimed items will be donated. We are not responsible for items that are not claimed or taken.

Please mark all of your child's belongings with their name.

This belongs to:
Suzy Camper

Daily Checklist

- Camp T-shirt
- Sneakers
- Lunch & Snacks
- Reusable Water bottle
- Bathing suit & Towel
- Hat
- Sun block on before camp
- Light sweatshirt or jacket
- Change of clothes
- Plastic bag for wet clothes
- Backpack for belongings

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Four Seasons of Fun!