



"Camp Harbor kids explore to learn, discover to grow, and create friendships and memories to last a lifetime."

GENERAL INFORMATION

What to Wear

We suggest that campers arrive wearing their bathing suits under their shirts and shorts. Remember: camp is fun and sometimes a bit messy. Please send your child to camp in old clothes. On especially sunny days, a hat with a visor is recommended. Campers must wear sneakers and socks while at camp. Wearing sandals, Crocs, water shoes, etc. will exclude your child from many activities and a call will be made to request a parent bring in appropriate footwear. Sandals/Crocs/water shoes may be worn to and from the pool ONLY. All campers should arrive with their sunblock already applied, we will reapply as needed throughout the day! Please, label everything!

What to Bring

- Campers should pack extra sunblock, a hat, a bag containing a second bathing suit, towel, water shoes, a water bottle, a plastic bag for wet items, and lunch with a cold pack, if not participating in the optional lunch program (except on Fridays when the entire camp is given pizza!).
- All campers will have a locker or cubby in which to store their belongings. PreK and Kindergarten campers should bring an extra set of clothes in a labeled shoebox or ziplock to leave at camp for the weeks they will be here (just in case!). *Campers must be three years old before camp starts, and independent in the bathroom.*
- ***Not Allowed at Camp: ALL electronics** (including cell phones, cameras, tablets, gaming systems), toys, playing cards, or anything valuable. Assume that things brought to camp could be seen anywhere from the middle of the soccer field to the bottom of the pool. Inappropriate items will be taken from the campers and kept in the front office until the end of the camp day and only released to a parent/guardian. Campers will be asked to leave their cell phones secured in their lockers/cubbies with their belongings.

Food

Campers may bring their own lunch (please include a cold pack) or participate in our optional food program through Sequa Deli. Lunch must be pre-selected for the summer and prepaid through our online ordering system [EZ School Apps Parent Log In](#).

Ice cream can be ordered through this app as well, however, campers may purchase ice cream (\$1.00) at lunch. Please plan to bring a water bottle - we have several filtered water stations. All campers and workshop participants will be given a daily mid-morning snack supplied by the camp. An afternoon freeze pop will be given to all campers upon dismissal. Each Friday, campers will enjoy a complimentary pizza lunch. Feel free to pack additional snacks for snack/lunch on pizza day. Campers may bring their own lunch on Friday if they do not wish to participate in the pizza lunch.

Camp Nurse & Medication

There is a registered nurse at camp. A **Health History Form** is **REQUIRED** to attend alongside copies of immunizations. *This is done via the parent portal at the time of registration.* All medicines must be given directly to our nurse in a labeled ziplock. Please drop this off at the front office. Please do not drop any medicine to the counselors upon arrival. Please note that in order for the camp nurse to distribute any medication (including over-the-counter medication), a written **Physicians Order Form** from a doctor, as well as written parental consent must be on file in the camp health office. This can be uploaded to your parent portal upon registration, and printable forms can be found on our website and is a printable form.

***Parents are asked to notify the nurse if their child has been exposed to any communicable disease during the most recent two weeks before coming to camp**.*

Workshops

Students enrolled in the morning Workshop Program should arrive 5 minutes before their workshop is scheduled to begin and join other participants in the dining room. Our workshop coordinator will check students in and make sure that they get to their workshop on time. Parents interested in speaking with workshop teachers should please send in a note with their child. The teacher will gladly call you at a convenient time or arrange a time to meet. Please do not engage teachers in conversation before or after class. At the end of their workshop, morning workshop students will be escorted to their camp groups. Afternoon workshop students will meet their parents in the dining room and be checked out by the workshop coordinator. The workshop teachers spend time preparing a wonderful program for the students enrolled in their classes. Changes to a schedule are disruptive for both the students and the teachers. Please do not request a change in your child's

workshop schedule unless absolutely necessary. Change requests must be in writing and must be received at least one week before the scheduled start of a workshop.

Payments

Please do not send any payments in with your camper. Please do not submit payments at drop off to counselors, CIT's, or Lead Teachers. **ALL** payments can be made through the parent portal. Checks and Cash must be mailed or dropped off directly to the front office. Please call the Camp Office if you need assistance.

Make Up Days/Swap Days/Refunds

Parents are reminded that Camp Harbor **does not** offer make-up days. If your child will be out with an extended illness like chicken pox or some sort of surgery, please notify the Camp Office as soon as possible. A doctor's note is required. For the typical sickness that leads to missing camp, ***we do not provide make-up days, swapped days, or refunds.***

Before Care

Before Care starts at 7:30 a.m. and runs until 8:45 a.m. free of charge. Campers will be dismissed to their groups starting at 8:45. Drop off for Before Care is at the main entrance using the dining room door. Please sign your child in on the clipboard.

Arrival

Pre-k-3rd Grade will be dropped off at the front entrance.

4th-8th Grade & CIT's will be dropped off at the back field off Thompson Hill Road. If you have siblings assigned to the front entrance drop off you may have them dropped off together in the front.

Campers will be dismissed to their groups starting at 8:45 a.m. Regular Camp drop off starts at 8:30 a.m. and Camp begins at 9:00 a.m. ALL arrivals after 9:00 a.m. must be signed in at the front office. If you are late to the back field drop off (grades 4th-8th) please bring your child to the front entrance to be signed in.

Dismissal

Parents are requested to adhere closely to the dismissal times & protocols. Early or late arrivals for pick up may interfere with the dismissal of another camp group. If you have more than one child attending camp and their dismissal times are different, please arrange to pick up both children together (we dismiss the older sibling according to the youngest schedule). Please contact campoffice@campharbor.org or call us with any dismissal changes.

The pickup windows are as follows:

3:15-3:30 p.m. Pre-K

3:30-3:45p.m. Kindergarten/1st

3:15-3:45 p.m. 2nd/3rd Grade

3:30-4:00 p.m. 4th-8th & CIT'S (Back field off Thompson Hill Road)

If you need to pick up your child early, please let the office know ahead of time so that your child will be ready for you when you arrive. You will be asked to sign out your child. If you are running late for pickup, please call the camp office, and your children will join the aftercare program, which is available every day until 6:00 p.m. (Except the very last day of camp). If someone other than the child's parent or guardian is to pick up a child at the end of the day, a signed note must be on file in the office. If the person picking up your child is unfamiliar to the group teacher, a description must accompany the signed note and the person should be prepared to show identification. For the safety of your child, please keep the group teachers and office informed of any change in the normal routine, and of any special circumstances. Such information is confidential.

**Please refer to our Arrival/Dismissals Procedure Form.*

*This is also sent after registration is completed**

Aftercare

Our Aftercare program is available each day until 6:00 p.m. If your child will be attending the after camp program on a regular basis, please fill out our aftercare registration form and submit it to the front office or email to campoffice@campharbor.org. This can be found on our website under 'Camp Harbor Forms'. We will make sure that they are enrolled and dismissed accordingly. If a need for the aftercare arises unexpectedly during the day, please give us a call. We will notify our staff and your children of the change in plans.. All campers must be picked up promptly by 6:00 p.m. The cost for attending the program is \$15.00/hour per child and will be billed to you weekly through your parent portal.

Please refer to the Camp Fees form for set prices

On Campus Private Swim Lessons

Enjoy a one-on-one private swim lesson with one of our Camp Lifeguards! Pending the availability of our Aquatics Staff, our Lifeguards offer on campus private swim lessons for a half hour. A Contact list will be sent closer to camps start date with their availability. Please contact the Lifeguards to schedule your lesson.

Time: 3:30-4:00, Fee: \$30.00

