

# **Pocantico Hills Day Camp**

599 Bedford Road  
Sleepy Hollow, New York 10591  
(914) 631-2440 (x104) Before 6/27/11  
(914) 631-2440 (x115) After 6/27/11  
Email: [summercamp@pocanticohills.org](mailto:summercamp@pocanticohills.org)

## **2011 Brochure**

## I. CAMP PROGRAM OBJECTIVES

The overriding goal of Pocantico Hills Day Camp is to provide children with opportunities to build character and grow.

Therefore, the activities planned for each summer are designed with the following philosophies in mind:

1. **INSTILL** in all children the value of leading active, healthy and productive lifestyles through involved participation in all camp activities.
2. **PROVIDE** children with a fun and safe environment where they always feel accepted and worthwhile.
3. **TEACH** children the importance of cooperation, group skills, and treating each other with respect.
4. **EMPOWER** children to make decisions so they are able to develop a sense of judgment.
5. **ENCOURAGE** children to try new things even at the risk of failure.
6. **PROVIDE** relentless encouragement to all children.
7. **PUT FORTH** the finest available adult and young adult role models for children to identify with and relate to.
8. **INSTILL** in all children a “zest” for life filled with the joys of adventure and accomplishment.
9. **BREAK DOWN** unwholesome social barriers that act to isolate children, inhibit growth, and undermine confidence.
10. **PROVIDE** a non-traditional learning environment outside of the classroom.

# TEENS PROGRAM - PLEASE READ PART II - GENERAL INFORMATION - PART K

## II. GENERAL INFORMATION

### A. CAMP REGISTRATION

Registration will be considered complete after the camp office receives all forms, tuition payment including activity fee, medical form, and emergency treatment form. The school nurse, Debbie Calandrello, will assist with information regarding dates of immunization and health records for children attending Pocantico Hills School.

### B. DEPOSITS/PAYMENTS

All registrations must be received by May 2, 2011. A \$400 deposit per child is required with a completed registration form to reserve a spot in camp. The balance is due by June 20, 2011.

### C. LATE REGISTRATION

There will be a \$50 per camper late registration fee for resident campers for enrollments received after May 2, 2011. There will be a \$100 per camper late registration fee for nonresident campers enrollments received after May 2, 2011. It is especially important that your registration be completed early due to the increased interest of nonresident campers. It is imperative that we plan for adequate staffing and update our records in compliance with the health department. We will be available to answer your questions regarding registration. Please leave a message at 631-2440 ext. 104 or visit the website at [pocanticohills.org](http://pocanticohills.org).

### D. PROGRAM ELIGIBILITY

Pocantico Hills Day Camp offers a unique and exciting summer program to children **who are 4 years old by July 31, 2011** and children in pre-k through those children completing the eighth grade.

### E. DATES/HOURS OF OPERATION

Pocantico Hills Day Camp will kick off the 2010 season on Tuesday, July 5<sup>th</sup>. The last day of camp will be Friday, August 12<sup>th</sup>. Camp operates from 9:00 a.m-3:00 p.m., Monday through Friday.

The camp also offers a pre and post care program. See below for times, rates, and regulations.

## F. TUITION RATES 2011

**Please add activity fees to registration rates.**

The Teen program is only available for the full 6 week program due to bike training requirements.

\_\_\_ **6 Week Program:** 7/05/11-8/12/11

<u>District Resident</u> (and employees)	<u>Non-residents</u>	<u>Grandchild of Resident**</u>
___ 1 <sup>st</sup> child- \$890	___ 1 <sup>st</sup> child- \$2,345	___ Each child - \$1,200
___ 2 <sup>nd</sup> child- \$825	___ Each additional child -	
___ Each additional child- \$725	\$2,175	

Scholarship – Reduced Tuition Students

\_\_\_ Each child \$395

\_\_\_ **5 Week Program: Please circle one:** 7/05/11-8/5/11 **or** 7/11/11-8/12/11

<u>District Resident</u> (and employees)	<u>Non-residents</u>	<u>Grandchild of Resident**</u>
___ 1 <sup>st</sup> child - \$835	___ 1 <sup>st</sup> child- \$2,300	___ Each child-\$1,126
___ 2 <sup>nd</sup> child - \$774	___ Each additional child-	
___ Each additional child-\$685	\$2,133	

Scholarship – Reduced Tuition Students

\_\_\_ Each child \$350

\_\_\_ **4 Week Program: Please circle one:** 7/05/11-7/29/11 **or** 7/11/11-8/05/11 **or** 7/18/11-8/12/11

<u>District Resident</u> (and employees)	<u>Non-residents</u>	<u>Grandchild of Resident**</u>
___ 1 <sup>st</sup> child - \$685	___ 1 <sup>st</sup> child- \$2,100	___ Each child-\$923
___ 2 <sup>nd</sup> child - \$635	___ Each additional child-	
___ Each additional child- \$558	\$1,947	

Scholarship – Reduced Tuition Students

\_\_\_ Each child \$300

\_\_\_ **3 Week Program: Please circle one:** 7/05/11-7/22/11 **or** 7/11/11-7/29/11 **or** 7/18/11-8/05/11 **or** 7/25/11-8/12/11

<u>District Resident</u> (and employees)	<u>Non-residents</u>	<u>Grandchild of Resident**</u>
___ 1 <sup>st</sup> child - \$535	___ 1 <sup>st</sup> child- \$1,500	___ Each child-\$720
___ 2 <sup>nd</sup> child -\$495	___ Each additional child-	
___ Each additional child- \$410	\$1,391	

Scholarship – Reduced Tuition Students

\_\_\_ Each child \$240

*Late Registration (After May 2, 2011) Residents ADD 50.00 to all fees*

*Non-Residents ADD \$100.00 to all fees*

**\*\*Grandparents must include a copy of a recent utility bill and a copy of a current driver's license**

*Checks made payable to Pocantico Hills Central School*

**Activity Fee:** The activity fee covers the cost of field trips, overnights, and special events at camp. This fee applies to all campers. Please add this amount to the Camper Registration Rates. This fee is due at the time of registration. **Activity Fees are non-refundable.**

\$50 4 year olds, Pre-K, K, 1<sup>st</sup> and 2<sup>nd</sup> Grades  
\$140 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> Grades  
\$175 6<sup>th</sup> Grade  
Teens Program – Fees will be collected throughout camp

**Pre/Post Camp Care:**

Pre: 8:00-9:00 am- \$160.00  
Post: 3:00-5:30 pm- \$250.00  
Pre & Post: \$325

1. Payment for supervision must be paid on or before the first day of summer camp.
2. No refunds or proration of fee.
3. No transportation will be provided.
4. Fee for Resident and Non Resident are the same
5. Campers can take pay for a higher level of service, but cannot reduce the level of service for a refund.
6. Rates are subject to change if the number of participants is less than as follows: Time of Day #of Campers

Pre: 8:00 -9:00 am 2

Post: 3:00 – 5:30 pm 5

Both: Pre and Post 8

## **G. SCHOLARSHIPS**

Scholarships, based on need, are available to district residents for the 2011 camp season. Children who were eligible for reduced cost school lunch are eligible for scholarship rates and half the activity fee rate. Mrs. Calandrello, the school nurse, must verify scholarship requests at the time of registration. For more information about scholarships, please contact us prior to registration.

## H. TRANSPORTATION

After registration is completed, bus routes will be developed for district residents, similar to school bus routes. Pocantico school children will be mailed the camp bus routes the week before camp begins. ***Transportation will not be provided for grandchildren and non-resident children.***

For non-residents and residents who do not ride the bus, camper drop-off will occur each morning between 8:50 and 9:00 a.m. and pick-up will take place at 3:00 p.m. There will be attendants and counselors there to direct cars and supervise campers. Detailed information will be sent out in June with your pre-camp packet.

District residents allowing their children to remain after camp for recreation programs must complete the form included in the registration packet or send a note with the child that day. If a child stays after camp hours, he/she is no longer the responsibility of the camp staff, and there are no late busses available. For safety reasons, children in **Pre-K - 2nd grade MUST** be sent home on the bus **OR** met by the parent or designated caretaker every day.

Please send a note any day you wish to pick your child up early or have him/her go home with a friend. These notes are very important to us since we constantly monitor all the children in our care. Please try to avoid calling the camp office late in the day to make these arrangements except in an emergency.

## I. LUNCHES

Campers should bring their own lunches in a separate bag clearly marked with full name and grade. Lunches will be refrigerated during the morning. Milk (1% and skim) is offered daily at lunchtime at no charge. "Bug juice" is provided at the end of each day or throughout the day when it is especially hot. Eating at times other than scheduled lunch periods is discouraged.

## J. CLOTHING

Comfortable clothes are recommended. Your child should have his/her name on all articles of clothing if possible. Footwear is required at all times except on the pool deck. Sneakers are recommended for all campers.

## K. UNREGISTERED YOUNGSTERS

Please do not send any unregistered children (friends or relatives) to camp. We can be responsible only for campers who have properly registered for the season.

## L. MISSING CAMP

While we understand that summer plans may mean that children will miss some days of camp, it is best to make those plans known to the camp office well in advance. The office number is 914-631-2440 ext. 115. Certain adventure trips (especially in the upper grades) require in-camp participation and training in order to insure trip safety and to qualify to participate in the trip. In addition, it helps us to know who will be missing from other planned events such as field trips, and overnights. As long as we know in advance, we will do everything possible to enable your child to participate in all events.

**Teens Program – due to the nature of the trips (Tubing/Canoeing Trip and Bike Trip) attendance on a regular basis is mandated for participation on these trips. Please note that only campers who attend camp on a regular basis will be permitted to attend these overnight trips. The bike trip applies only to those Teens who attend the six week program. Teens must attend all required bike training sessions and demonstrate competent biking skills.**

## M. TICK POLICY

Every precaution is taken to prevent problems with ticks. Our policy is as follows: After any activity on the estate or in any wooded area that might pose a tick problem, all counselors and campers together will conduct a “tick check”. It is recommended that high white socks be kept in your child’s camp bag for all outdoor wilderness and nature activities. We advise parents to check their own children for ticks on a daily basis.

## N. SWIMMING

Every camper is scheduled for swim lessons once a day and free swim at the end of the day. Teen campers can opt out of lessons with the consent of their parents. However, they will be tested, and be required to wear bracelets identifying their swimming ability. Water trips require a level of proficiency that must be met in order to participate. All campers should come prepared to swim every camp day unless they have a medical excuse. Please be sure your child is equipped daily with a swimsuit, towel, and sunscreen labeled with your child’s name.

Lessons will follow the Red Cross guidelines and are a required part of the camp program. If a camper is to stay out of the water on any day, please send a note that morning.

Each child will be tested the first day of camp and given a bracelet indicating his/her swimming ability. Please encourage your child to leave this bracelet on during the week. If a bracelet comes off, your child will be given a new one. No camper is *ever* allowed on the pool deck (except for his/her swim test) without a bracelet.

## O. HEALTH DEPARTMENT

Pocantico Hills Day Camp falls under the jurisdiction of the Westchester County Department of Health, Mt. Kisco, New York. Our facility is required to be inspected twice yearly. Upon inspection, the Health Department issues us a permit to operate. Inspection reports and our Safety Plan are on file and available for review at any time. We will work diligently to insure that all state and county health regulations are followed in every activity conducted at Pocantico Hills Day Camp.

# III. OUR PROGRAM

## A. STAFF

We pride ourselves at P.H.D.C. on having the finest staff. This year’s staff includes over 100 full time counselors which gives us a camper-counselor ratio of about 1:4. Our Senior Staff is made up of at least 20 teachers who run specialty areas and head grade level groups. Our junior staff consists of college and high school students. We also expect about 15 Counselors in Training (CIT) this summer.

In all of our activities, **SAFETY** is our number **one** priority. Our pool staff includes Water Safety Instructors. We also have a Registered Nurse in camp at all times.

The energy, leadership skills, and deep-rooted commitment of the entire staff make our camp truly unique. Our love of camp is evident in the programming we provide and individual attention we give to each child entrusted in our care. Our staff is available to answer any questions or concerns you may have about your child. Please feel free to contact them throughout the summer.

## R. DAILY SCHEDULE

Each group is scheduled to participate in a wide variety of well-planned, safe and exciting activities every camp day. These activities include, Athletics, Pool, Wilderness/Nature, Crafts (Shop, Cooking, Fun Factory), Tennis, Jazz Ensemble and Studio (Dramatics, Singing, Newspaper, and Dance).

In addition to the specialty areas, campers in grades 3-6 are given time during the day to choose from a list of activities where participation is open to children of many different age groups. During "Crazytime," a thirty-minute period after group lunch, campers choose the activities and counselors they wish to be with. Basketball, tag, water slides, sing-a-longs, and other familiar activities make "Crazytime" a camper favorite.

## C. TRIPS

All groups in camp participate in a variety of camp trips throughout the summer. Parents will be notified of trip destinations in advance (See camp calendar).

All camp groups will be participating in an increase amount of off site field trips. These trips offer children the opportunity to participate in activities otherwise not available at our facility. A calendar will be sent to all registered campers in their June information packet. If your child does not participate in our off site trips, please do not send them to camp those days as their entire staff will be off supervising the trip and for safety reasons we cannot add additional children to other groups.

## D. SPECIAL EVENTS

**Special days and events** are a very important part of the camp season. There are special days every week involving both group and individual projects. On Fridays, the morning is devoted to a special "All Camp" activity. Please check the calendar for the schedule of Friday events and field trips.

The annual **Camp Fair** is a wonderful fun filled day for the campers. Counselors put together a variety of games, rides, and treats for children of all ages. Also, the **Camp Show** will be held at night.

## IV. CAMPER BEHAVIOR GUIDELINES

We are dedicated to providing the finest camp experiences possible for all our campers. While we are always trying to have fun, it is important that a few simple guidelines are upheld in order to provide safety and a sense of order to our activities. Please read the guidelines listed below with your child and discuss with them the importance of appropriate behavior before the first day of camp.

### FIVE SIMPLE CAMP GUIDELINES

1. Treat all other campers and property with respect. No name-calling, teasing, offensive language or fighting.
2. Follow all safety rules at all times.

3. No wandering. Stay with your group at all times.
4. Cheerfully obey the requests of camp staff.
5. Participate, be willing to try new things, and help out willingly.

## MISBEHAVIOR - CONSEQUENCES

If a camper misbehaves, the following disciplinary program will go into effect. The supervising counselor will discuss the problem with the camper and give him/her the opportunity to correct the misconduct. Should the difficulty persist the following steps will be followed:

**Strike One** - The Director or Assistant Director will be notified and meet with the camper to discuss proper conduct. In some cases the child may be given a "Time Out" where he/she will be asked to sit out of an activity for a short period of time. **Parents will be notified.**

**Strike Two** - The Director, Assistant Director, and parents will be notified of the misconduct. The camper will be given a specified "Time Out" for a longer period of time **and** lose a trip privilege at the camp's discretion. The camper will be given a warning that a third strike will result in suspension from camp.

**Strike Three** - The Camper will be suspended from camp. In addition, if offensive behavior continues after the third strike, parents will be asked to seek another program.

In the event that a camper is involved in a serious incident involving his/her safety or the safety of others or a flagrant violation of camp guidelines, an immediate suspension from camp or trips will occur.

**\*\*If you have any concerns or questions please feel free to contact David Levine, Director, or Laura Hansen, Assistant Director, at 914-631-2440, ext. 104\*\***