



2024 CAMP BEECHTREE - GENERAL INFORMATION

Dear Parents/Guardians:

The Newtown Township Parks & Recreation Department would like to welcome your family to our 2024 Summer Camps! We are excited to bring a safe and fun camp environment to your campers this season. Below you will find important information about camp. Please read through this information thoroughly. If you have questions, please do not hesitate to contact the office. Your cooperation is essential to help the camps run successfully. Thank you for your support and have a great, safe and fun summer!

DROP OFF AND PICK UP PROCEDURES

Drop off and Pick up will be curbside. Camp Directors will be outside during drop off and pick up to facilitate the process. A map of the drop off/pickup line can be found on the Camp Beechtree registration page.

A car line will start 10 minutes prior to camp so you can drive up and drop off to the Camp Director. We will be ready to greet your child and escort campers into the school. Please have your child ready to exit the car on the curb side. Our littlest campers should practice buckling and unbuckling to ensure a swift drop off and pick up. Campers are expected to be on time and ready to participate at the beginning of camp.

Each family will receive four name placards for pick up. Distribute these placards to anyone authorized to pick up your camper. Placards will need to be displayed on the dash. If you do not have a placard in your vehicle, you will be asked for a Photo ID and **MUST** be listed as an authorized pick up person. **NO EXCEPTIONS.** Placards will be available for pick up in the Parks & Recreation office M-F, 8:00 am - 4:30 pm starting on June 10th.

Campers must be picked up promptly. There will be a late fee assessed of \$5 for every five minutes you are late picking up your child, after an initial ten minutes. (i.e. car line has ended) This late fee is per camper.

Late drop offs and early pickups are discouraged. If it is necessary, please notify the director ahead of time (if possible) and call the cell phone number of the camp director when you arrive. The Camp Director will escort your child in or bring them out. The main office staff at the schools have asked that you refrain from ringing the door bell.

Please be aware of the safety of others when dropping off or picking up your child. Be considerate and patient, and watch your speed when pulling in and out of the parking lot.

RELEASE OF CAMPER(S)

We will release your child ONLY to the adults listed as authorized for pick up. If there are any special arrangements or legal restrictions that impact the drop off and pick up of a child please submit that paperwork for our records by June 1st.

TRANSPORTATION

Camp Staff is not permitted to transport campers under any circumstances.

PERSONAL BELONGINGS/DRESS REQUIREMENTS

What to Wear

- Sneakers (Flip flops and open toed shoes will be allowed only during water activities.)
- Comfortable athletic attire, possible sweatshirt as the school is air conditioned.
- Sunscreen/Bug Spray
- Campers should come to camp wearing sunscreen daily. Camp staff is **NOT** allowed to apply sunscreen on your camper. Please teach your child how to apply their own prior to the first day of camp. If your child is susceptible to burns on the scalp or hair part, be sure to send in a hat labeled with their name inside.
- Label all items your child wears and brings to camp.
- Extra Set of Clothing - If you feel it might be necessary, you can bring an extra set of clothing for your child to keep at camp. Please put it in a clearly labeled ziploc bag and give it to the camp director. This will be returned at the end of camp.

What to Leave Home

- Valuable items
- Money
- Cell Phone/Electronic Devices
 - Cell phones are **NOT** permitted at camp. Camp Directors have phones available to use in case of emergencies. A list of directors phone numbers will be in the folder your camper receives the first day of camp.
 - Electronics are not permitted at camp (i.e. nooks, ipads, handheld gaming systems, etc.).
 - We are not responsible for the safety of digital technology brought from home.
- Campers are responsible for whatever they bring to camp, if it is valuable please leave it at home.

SNACKS

Campers should bring a drink(s), and snack each day. Staff will be making sure all campers drink plenty of water as we will be keeping them active and outdoors. Campers are encouraged to bring reusable water bottles to camp daily. There are bottle filling fountains available for children to refill their water bottles. Please make sure all bottles are labeled **CLEARLY** and check periodically in case the name has rubbed off.

We make every effort possible to ensure your child's safety. Any food allergies your child has should be documented on the camp questionnaire. We do promote a nut free camp but cannot guarantee it.

SPECIAL EVENTS/THEME DAYS

A general activities calendar will be sent home with your camper on the first day of camp. We recommend you keep this calendar handy so your child can be prepared to participate in special events and themes days. The camp director or counselors will notify you of any changes to the schedule or calendar as early as possible. Weekly calendars will also be sent out by email.

DISCIPLINE

All township programs follow a strict discipline policy. Fighting, profane or abusive language will not be tolerated. If your child's behavior is disruptive and their conduct is inappropriate you will be notified. Each child will be dealt with on an individual basis. The Camp Director or the Parks & Recreation Department will conference with the parent by telephone or in person. **Please review the [Discipline Policy](#) with your child. This form is also located on the camp registration page.**

MEDICAL HISTORY/MEDICATION

Any special needs your child might have (i.e. diet, allergies, asthma, delays, services, etc.) should be documented on the camp questionnaire. If your child receives services (from the Intermediate Unit, Early Intervention, or Private Therapy) for any special needs, developmental delays, or otherwise, it is advantageous to provide the Parks and Recreation Department with a copy of the Individualized Service Plan (or similar). Our staff will use this information to help your child have a successful camp experience. All information will be handled with discretion, maintaining confidentiality.

If you are sending medication to camp for your camper, please complete the [Camper Medication Form](#). Email or return this form to the Parks and Recreation office by Thursday, June 1st. A Physician's signature IS REQUIRED for any medication coming to camp that requires a prescription, this includes EpiPens, inhalers. Medication must be packaged in the properly labeled pharmacy container, in a plastic bag with the child's name. These will be given to the Camp Director the first day of Camp. **This form is also located on our website.**

REFUND POLICY

Credits or pro-rated fees will NOT be given. No refunds will be granted for absence or dismissals from camp.

FINALIZING CAMP REGISTRATION

Please complete the medication form, camper registration (located on the website) and camper headshot no later than **Thursday, June 1st**. Headshot and medication form can be emailed or dropped off in the office.

ADDITIONAL NOTES

- For questions about Camp Beechtree, please email Matt Zipin at mattz@newtownpa.gov or call the office at 215-968-2800 x 259
- Additional information concerning camp contact numbers and schedules will be made available in the folders handed out on the first day of camp. As always, we look forward to a wonderful camp experience for your child and you!