



**2023 Summer Camp
Parent & Camper Handbook**

WELCOME BACK!

Summer will be here before you know it and we at Insports are excited for our upcoming camp season! With many new and exciting offerings, 2023 is sure to be our best year yet!

This summer is sure to be one to remember filled with adventure, friendship, and fun! Insports is proud to offer the best of both worlds with our newly updated **OUTDOOR PLAY AREA!** **Giant inflatable Water slides, bounce Houses, picnic area, GAGA PIT, and much more!** **RAIN OR SHINE**, Insports is proud to offer a safe and fun environment for your child to explore the opportunities of camp!

The goal at Insports is to provide each and every child a summer camp experience full of lasting memories, new friendship, and opportunities for growth. No matter what your child enjoys, whether it is games or sports, Insports has the right program for them. With the assistance of our well-trained and certified staff, your child will spend their summer days developing skills and boosting their self-esteem through a variety of safe, structured activities.

We are proud to offer a multitude of summer camp choices! We have a traditional camp which will feature art, science, and a variety of activities through a non-competitive approach. If sports are all you think about, then our ultimate sports camp will be the perfect place to hone your athletic skills. Sport specific camps will allow your son or daughter to develop important skills, so they are one step ahead of the competition.

We want you to be as confident as we are in sending your children here. We encourage you to come visit us! Our staff is available to help you with any questions you may have and would love to give you a tour of our great facility.

This informational brochure can help guide you in understanding the different camp programs and provide you with general information. If you have any additional questions, please feel free to contact us by phone 203-268-1214.

So, get ready – **2023 plans to be the best summer yet!!**

The Camp

Our Camp is for youth ages 5-18 with a variety of options for all. We offer sport specific camps, traditional and multi-sport day camps and STEAM options as well! We are proud to be a licensed day camp with the State of Connecticut!

Dates & Hours

- Camp runs June 19th – August 23rd (no camp July 3rd or 4th)
- Camp runs Monday-Friday (unless otherwise noted)
- Full Day hours for camp are 9:00am-4:00pm
- Half Day hours for camp are either 9:00am-12:00pm or 1:00pm-4:00pm
- Early drop off (7:00am or 8:00am) and late pick up (5:00pm or 6:00pm) are available for all camps at an additional cost

*Please be sure to check your specific camp's dates and hours as times may vary from camp to camp

Drop off & Pick-Up Procedure

Insports requires that all children be dropped off and picked up from the designated curbside area at the front of our building.

Morning Drop Off

- Drop Off begins at 8:45 am
- Campers will be required to give their name and check-in for their respective camp, each day. Insports will have tables set up underneath a tent in the front of the building to facilitate this process.
- Once checked in, Insports staff will direct the camper to the appropriate place for their respective camp.

Afternoon Pick Up

- Pick Up begins at 3:30pm (unless otherwise pre-arranged & approved by Director) with all children picked up no later than 4:00pm.
- Please note that additional fees may apply for late pick up after 4:00pm.
- Please park your car and give the campers name you are picking up to the individual sitting at the check out table, which will be underneath a tent in the front of the building.
- Please note that only authorized individuals whose names are listed on the pick-up authorization forms will be permitted to pick up campers (unless previously discussed and approved by camp director).

Early Pick Up

- If your child(ren) will be leaving early, please provide a note to the counselor at the check-in table the morning of the requested day. The staff will have your child prepared to depart at your requested times.

Drop off/Pick Up changes or Special Requests

- To add or remove an individual from your authorized pick-up list, please contact Zach at zach@insportscenters.com

A Typical Day

SAMPLE SCHEDULE

**Please note these are only examples and subject to change*

Traditional Camp

8:45-9:15: Check-In

9:15-9:30: Morning Kick Off (Pod 2)

- Guess the Jar

9:35-9:50: Capture the Flag (Pod 3)

9:55-10:15: Kickball (Pod 3)

10:15-10:30: Snack Time (Out Front)

10:35-11:00: Arts & Crafts (Out Front)

11:05-12:00: Outdoor Time

12:05-12:45: Lunch

1:00-1:45: Critter Caravan Presentation (*partner visits are only on Tuesdays)

1:45-2:00: Sharks & Minnows & Blob Tag (Pod 3)

2:05-3:00: Outdoor Time

3:00-3:40: Soccer (Pod 3)

3:50-4:00: Pick-Up

Ultimate Sports (Grades 4-6)

8:45-9:15: Check-In

9:15-9:30: Morning Kick Off (Pod 2)

- Guess the Jar

9:35-10:15: Flag Football (Pod 4)

10:15-10:30: Snack Time

10:35-11:00: Pickle (Pod 2)

11:05-12:00: Outdoor Time

12:05-12:45: Lunch

1:00-1:30: Dodgeball (Pod 2)

1:35-2:00: Basketball (Boards)

2:05-3:00: Outdoor Time

3:00-3:40: Floor Hockey (Court 1)

3:45-4:00: Pick Up

***Please note that these are just sample schedules and are subject to change. Activities will often be geared towards weekly themes for that particular week!**

Medical Alert Issues

- All Camp staff members are certified in CPR, First-Aid and Epi Pen Administration by the American Red Cross or American Heart Saver Association.
- Insports is affiliated with a local Doctor's office and has an MD on call as required by the State of Connecticut and OEC (Office of Early Childhood).
- If your child requires any medical assistance, parents must administer treatment prior to or during Camp hours.
- Please detail any medical issues or needs in the "Parent Packet" that will need to be completed for all campers.
- All camper medications will be stored in a secure office in a locked cubby. Please remember to take your child's medication on their last day of camp.
- If your child is exhibiting any signs of illness including fever a parent/guardian will be asked to pick their child up from the program.

- Please know that your child’s safety is our priority. Therefore, if your child experiences life threatening or serious symptoms 911 will be the first call.
- If a child cannot administer an epi pen our staff has been trained to assist them. A follow up call will be made to the parent or guardian as soon as possible.

Nut Aware Policy

Insports Summer Camp is a **NUT AWARE** environment. We do not provide any foods that contain nuts and/or nut products and strongly encourage staff and families to refrain from sending foods with nut products to Camp.

We ask that Parents check all food labels before sending snacks or lunch to ensure they do not say:

- Contains peanuts or tree nuts
- May contain peanuts or tree nuts (Sunflower butter and soy butter are great substitutions for a PB & J)
- Campers are not permitted to share or exchange food
- All staff members are epi-pen trained

What Can Your Family Do to Help?

- We ask all families to be mindful of allergies and kindly respect our NUT AWARE environment
- Please read ingredient labels before packing your child’s lunch or snack
- Please DO NOT send food to camp that “contains or may contain” Peanuts or Tree Nut Products
- Ensure face and hands are thoroughly washed with soap and water before leaving home in the morning, especially if food containing peanuts or nut products were consumed.
- Remind your child about our Camp’s “no sharing food” policy
 - Please keep in mind that the emergency treatment of anaphylactic allergies involves the immediate injection of medication with an epinephrine auto injector (EpiPen®) and a trip to the hospital. Your help in following the simple steps listed above will ensure that we are all working together to provide a safe environment for everyone.

What to Bring

On a daily basis your child should bring:

- Sneakers or other closed-toe footwear appropriate for running, jumping and playing. No sandals please!
- Water bottles – labeled with his/her name filled with plenty of beverages to last the entire day. Please note there will be water jugs set up throughout the facility for refills.
- Sunscreen lotion/bug spray – parents must apply to children before arriving at Camp if desired and children must reapply themselves during Summer Camp hours. Our staff is not authorized to apply sunscreen lotion or bug spray.
- Backpack (if they have one) this is very convenient for children to put all their “stuff” into.
- Spending money (parent’s decision) for our café. Please note that pre-loadable café cards are available for purchase and can be held for your child to eliminate the task of handling/keeping track of cash.
- A beach towel (if planning on utilizing water slide)
- Water shoes (if planning on utilizing water slide)
- Bathing suit (if planning on utilizing water slide)
- Change of clothes

****Please label all your child’s belongings with their name. Insports is NOT responsible for any lost or stolen belongings, including money!!****

What NOT to Bring

Your child may NOT bring any of the following items:

- Illegal substances, Explosives, Knives, Firearms (toy or real), Lighters, Matches, Cigarettes, Vape Pens.
 - If a child brings any of these items, it will result in immediate expulsion from the Summer Camp for the remainder of the summer.
- iPhones/IPADS/ Electronic Games/Kindles/ Personal Toys/Trading Cards, etc.
- Hover boards, Heely’s, In-line Skates/Rollerblades

Insports is a Screen-Free Camp! Please read and review with your child!

Insports Camp is a screen free and cell phone free camp. Cell phones, iPods, video games can become extremely disruptive to your child's summer experience.

We understand that certain campers will have cell phones in the event of an emergency. With that said, if a child brings a cell phone or electronic device to the camp, we ask that it is always kept in their backpack or pocket during camp hours.

- The Camp staff is NOT responsible for the care of any items brought from home.

Rules and Regulations (To be reviewed with your child)

To ensure the best possible experience for all campers and staff, we ask that the following rules and regulations be followed daily. These include but are not limited to:

- Hands to yourself
- Be respectful of yourself and to others-No Bullying!
- Use clean language
- Demonstrate kindness, sharing, and other safe, responsible, and appropriate behavior always
- Follow the rules as presented by the staff
- Clean up after yourself and be respectful of property
- No taking photos or videos of other participants with your cell phones. Cell phones must always stay in backpacks during camp hours.

Discipline Policy & Procedures

Participation at Summer Camp is a privilege. Should a child not adhere to the rules and regulations as outlined in this handbook, there will be consequences which may lead to suspension for the remainder of the camp day or expulsion for the remainder of the camp season.

It is at the discretion of the Insports staff to bypass any number of offenses and suspend any child should the action be deemed serious enough by the Camp Director.

When a camper does not meet the behavioral expectations of Insports, we will take the following steps:

- 1) Staff will redirect and reinforce the camper to a more appropriate and desired behavior.
- 2) Staff will talk to the camper in question with regards to behavior guidelines and expectations that are in place and in-house camp rules.
- 3) If the behavior continues, a parent, caregiver, or guardian will be notified, and a determination of appropriate action will take place. Camper may be asked to leave for the remainder of the camp day.

- 4) The staff will document the incident and the written documentation will include what the specific problem is, what led up to the problem, and what corrective action was taken.
- 5) Staff will schedule a time to follow up with parent, caregiver, or guardian with regards to progress following the incident.
- 6) If the problem continues to persist, a meeting will be scheduled to include the parent, caretaker, or guardian, camper, staff, and program director. The program director will reference all previous documentation and notes from incidents in question.
- 7) If a child's behavior threatens the immediate safety of that child, other children, or Insports staff; the parent, caregiver, or guardian may be notified and expected to pick up the child immediately.
- 8) If a problem persists and a child continues to disrupt the day camp program, Insports reserves the right to suspend the child from the program. Complete expulsion from the program will be considered in extreme situations.

The following behaviors will not be tolerated and may result in the immediate suspension of a camper for the remainder of the current day and a longer time-period to be determined.

- Endangering the health and safety of children or staff members
- Not following social distancing directives by counselor or staff members
- Stealing or damaging Insports property
- Stealing or damaging other camper's personal property
- Leaving the camp without permission
- Continual disruption of the program
- Refusal to obey and follow the behavior guidelines or clinic rules
- Using profanity, vulgarity, or obscenity
- Acting in a lewd manner
- Physical altercations of any kind

*Immediate program expulsion may occur if a camper is found to be in possession of or using tobacco, alcohol, illegal drugs, firecrackers, firearms, or explosives.

Lost and Found

The lost and found box will be located near the front entrance of the facility. Please ask your child to check it if they are missing an item. The box will be emptied periodically with its contents given to charity.

Please note that Insports is not responsible for any lost items during camp

Water Slide Safety Rules (to be reviewed with your child)

- No roughhousing on the water slide of any kind.
- Walk! Always walk, do not run, when outside and on our water slide
- Get dressed quickly to allow for other campers to rotate through the changing room.
- Show courtesy to others in the changing room and respect everyone's privacy, always.
- Campers must go down the water slide feet first and forward and all times. Campers are not permitted to go headfirst, backwards, etc. down the water slide under any circumstances.
- No jumping at the top of the water slide is permitted.
- All campers must always listen to staff instruction while on the water slide.
- Supervision by an adult is required and must be in attendance at all times.
- Attendant shall make all participants aware of safety rules prior to use.
- No food, gum, or drinks of any kind inside inflatable.
- All participants must empty pockets of coins or any sharp objects prior to use.
- All participants must remove any eyeglasses, jewelry, or sharp objects prior to use.
- Entry into the inflatable must be done in an orderly and controlled manner.
- No riders allowed on the inflatable while it is being inflated or deflated.

Bounce House Safety Rules (to be reviewed with your child)

- Supervision by an adult is required in attendance at all times.
- Attendant shall make all participants aware of safety rules prior to use.
- No shoes allowed.
- No food, gum, or drinks of any kind inside inflatable.
- All participants must empty pockets of coins or any sharp objects prior to use.
- All participants must remove any eyeglasses, jewelry, or sharp objects prior to use.
- Participants must be grouped according to age and size before use. Young children shall not ride with older children and adults.
- No riders under the age of 3 years old should be permitted without direct supervision from a parent or guardian.
- Entry into the inflatable must be done in an orderly and controlled manner.
- No flips, diving, piling, wrestling, rough play, or bodily contact of any kind.
- Do not bounce closer than four feet from each other.
- Do not bounce or play near the entrance.
- Do not jump onto or off the inflatable.
- No grabbing or hanging on the outside walls or roof.
- No hanging on netting of the inflatable.
- No riders allowed on the inflatable while it is being inflated or deflated.
- Do not spray water on inflatable for any reason.
- No silly string, glitters, toys, or food of any kind allowed on the inflatable.

- Participants not following the safety rules should be asked to immediately exit the inflatable.
- Participants shall go down any slides feet first.
- No climbing up slides.
- No jumping onto or down slides.

Refund Policy

Deposit and Balance

- At the time of registration, Insports requires a minimum \$100 **non-refundable** deposit per week of camp your son/daughter wishes to register for. All balances must be paid in full no later than June 5th, 2023.
- Please note that **all sales are final**. Credits or refunds will not be issued under any circumstance and will not be issued for fatigue, absences, lateness, camp missed due to camper misconduct, family emergencies, or scheduling conflicts.