



SUMMER 2023

LONG RIDGE CAMP

CAMPER & PARENT HANDBOOK

OUR 61ST SEASON!!!

The Alswanger Family Since 1962

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THE LONG RIDGE CAMP SONG - “Here's to the Camp”

**Here's to the Camp that We Love the Best,
Long Ridge, Long Ridge Tops the Rest!!!**

**Here we Come to Make New Friends,
The Long Ridge Spirit Never Ends!!!**

**With Games and Sports and Lots of Fun!
We Hope the Summer's Never Done!!!**

**So Let's Give a Cheer, Hip, Hip, Hooray!!!
Long Ridge Camp is Here to STAY!!!!**

Welcome (or welcome back!) to our Long Ridge Camp community! We are honored that you have selected Long Ridge Camp as your children's camp, and we want to do everything possible to make their summer happy, healthy and full of personal growth.

You can be a big help to us. If your child has any problems or concerns, please let us know about them as soon as possible. Don't be afraid to “bother” us – we are very discreet and that is why we are here. We are always available. And, if you would like to speak with your child's Supervisor or our Head of Swimming, they will be happy to call you at a time that is mutually convenient. Also, if there are any changes at home that may have upset your child, kindly let us know. Then, we can give that little extra attention that often means so much.

**IF YOU NEED TO CONTACT US AT ANY TIME, FOR ANY REASON, PLEASE CALL
THE CAMP OFFICE AT (203) 322-7694, DURING THE CAMP DAY (in season).**

**DURING the camp off-season,
WE MAY BE REACHED AT (203) 322-0253.**

If we are not there, please leave a message and we will return your call.

You may also email us with your questions at mail@longridgecamp.com. Note that while we do often check our emails, please do not email us time-sensitive requests (e.g. transportation changes, dietary issues, etc.).



ADMINISTRATIVE INFORMATION

CAMP DATES

Camp starts on MONDAY, June 26th and ends on FRIDAY, August 18th. Camp will be closed Tuesday, July 4th, in observance of Independence Day. On the last day of Camp, Friday, August 18th, camp will have early dismissal at 2:00 PM (this allows the staff to clean up for the end of the season). Buses will arrive 2 hours earlier than normal and all Parent Pick-up must be completed by 2:30 PM on that day.

PICTURE DAYS

Camper group and individual pictures will be taken during week 3 and week 5 (also the weeks our Camper T-Shirt Ceremony occurs where campers will be given their LRC Camp T-Shirt), as those are when the majority of new campers are at Camp. If your child is not at camp during either of those weeks, then they will receive their camp T-Shirt the first week they attend Camp after the first Camper T-shirt Ceremony. Pictures will be available for purchase online through the Camp photographer's website. Emails will be sent to you once photos are available.



MEDICAL FORMS, PROFILE & PROCEDURES

A Medical Form, mandated by the state, **must be completed** and mailed, scanned (to Forms@longridgecamp.com) or faxed to the camp by **June 12th**. Medical forms are valid for 3 years from the date of examination. Copies of school physical forms are acceptable, as long as it has all of the required information.

If your child requires medication to be administered by the camp nurse, you **must** complete an **Administration of Medication form** (which can be obtained on our website: www.longridgecamp.com, under "FORMS"). The nurse **cannot** accept medications without this form being completed, with parent/guardian signature, medication details, administration details and start/finish date of administration. Parent and doctor's signature is required on this form. The Permission to Administer Medication form must be completed for prescribed medications and over the counter medications. All medications **must** be in their original box containers.



INDIVIDUAL CARE PLAN

An Individual Care Plan is required and necessary when a child has a special health care need or disability and it is necessary that special care be taken or provided while the child is at camp. *If your camper's health form or camp registration form indicates a special condition, special circumstance or any medication (daily or as needed) the camper must have an ICP form on file by June 12th.* Together with the camp nurse, the specific care plan will be documented and signed by you (parent/guardian), the camp nurse and counselors in your child's group.

Generic Individual Care Plans (ex. Bee or food allergies, asthma, etc.) are available on our website: www.longridgecamp.com, under "FORMS" as well as a blank form for plans that require more customization.

NUT AWARE & FOOD ALLERGY POLICY

Long Ridge Camp recognizes that food allergies can be serious. Nut allergies are the most prevalent types of food allergies. To protect the health and safety of our campers, we want you to be aware of our policies:

- All campers bring their lunch each day. Counselors are instructed not to allow sharing food.
- Parents of allergic campers may request to have their child sit with a counselor during lunch time.
- For all Camp cookouts, the Camp will email notices that a cookout is scheduled. Parents are asked to make the Camp office aware of any special instructions by calling or emailing mail@longridgecamp.com
- For children whose lunch is forgotten at home, we offer jelly sandwiches (peanut butter will not be served).
- The Camp provides snacks each day and, normally on Fridays, a special treat of ice cream. Once camp begins there will be a list of the provided snacks on the LRC website, please feel free to check it out! Please note: snack list can change at any time due to availability.
- If a child has a food allergy, those parents are asked to send in snacks that are suitable for that individual child and those snacks are kept by the Camp Nurse. A group counselor will be sent to pick up their snack daily.
- Birthdays and other occasions are a special time for campers. Some parents like to send in a treat for the group. Any snack that is sent in for a camp group must be peanut-free, manufactured in a peanut-free environment and store bought. (No home made snacks). Dunkin Donuts and Donut Delight are not peanut-free. An allergy free snack suggestion that is very popular with all of the campers is popsicles and everyone can enjoy!! **Please contact Karyn at karyn@longridgecamp.com a few days before you send in a snack for the group to confirm the snack for the group and the date to be sure that someone else isn't bringing a treat that day!**



- If your child eats nuts, sesame, or peanut butter for breakfast, we would greatly appreciate making sure their hands are washed with soap and water before leaving home. Water alone is not sufficient.
- The Camp Nurse will secure all Epi-pens, inhalers and all other medications (Prescribed or Over-the-Counter), and should it be necessary, administer them in accordance with the prescription and the Permission to Administer Medication form.

CONCUSSION AWARENESS

A concussion can happen at home or camp. We all play a role in learning how to spot a concussion and knowing what to do if a child has a possible concussion.

Good information is found on the Centers for Disease Control and Prevention website at:

<http://www.cdc.gov/headsup/youthsports/parents.html>

If a concussion is diagnosed by a physician, the camp should be made aware of any special instructions for the return to activity. A physician's note is required prior to the camper returning to camp with specific instructions of any limitations at camp.

CT STATE SAFE SPORT POLICY

The State of CT has developed a safe sport policy relative to child abuse prevention. This relates to all youth sports programming. The extensive policy can be found at:

<https://portal.ct.gov/-/media/DCF/GTF-CJA/HB-6113/Connecticut-Safe-Sport-Policy-Child-Abuse-Prevention-Final.pdf>

TICK AWARENESS

Living in the Northeast, ticks have become a more common nuisance.

Good information is found on the Centers for Disease Control and Prevention website at:

<https://www.cdc.gov/ticks/>

We strongly suggest you scan for ticks each evening during your child's bathing time.

LONG RIDGE CAMP SICK POLICY

We know that the most important thing is to keep sick people away from healthy people. So if your child is sick, you must keep them home. Staying home stops the spread of COVID, the flu and other illnesses and helps the sick person get well. Please answer these questions before sending your child to camp:

- Do you have a fever of 100.4 fahrenheit, chills, or feel feverish today?
- Are you experiencing new or worsened respiratory symptoms, such as a runny nose, sore throat, cough, or shortness of breath?



- Have you had any new occurrences of any of the following symptoms: loss of sense of taste or smell, muscle aches, diarrhea, nausea, vomiting, repeated shaking with chills, or a rash?

If you answered “yes” to one or all questions, your child might have COVID or a form of the flu or other illness. If your child has a communicable illness (e.g. COVID, the flu, a stomach virus, pink eye, Coxsackie virus etc.), please alert the camp so proper action can be taken.

The above policies have helped ensure a safer and effective environment. If you have any questions or concerns, please feel free to contact us at any time to discuss health questions with our Nurse. The CT State Department of Public Health does not allow campers with communicable illnesses to remain at camp.

Camp protocols are based on guidance from The Center for Disease Control (CDC), the American Camp Association(ACA) and the CT Office of Early Childhood (OEC). Parents and Long Ridge Camp must work together to create a safer environment for campers and staff. All protocols are subject to change as information continuously evolves.

Please see our website homepage www.longridgecamp.com for current Sick Policy protocols. Please note that these policies are subject to change at any time.

PARENTAL NOTIFICATION

At Long Ridge Camp, our policy is that if a camper seems to be injured or appears to have an illness, the child must be brought to our Camp Nurse, who is solely responsible for assessment. In case of an injury, we will always call the parent if the injury involves anything more than a small scrape, cut or a minor bruise. When there may be a need for further medical attention, we will notify you. We will also call you if the injury takes place near the end of the day and we are not able to evaluate the injury over time. As pain may develop hours after a minor mishap, symptoms should not be ignored.

CAMP CLEANLINESS

There will be many stations around the camp for hand sanitizing so that campers and counselors may wash their hands with soap and water or sanitize hands, after using the restroom, and before and after eating. At the end of camp day, professional custodians will clean the camp.



WHAT TO BRING AND WHAT TO LEAVE AT HOME

LUNCH: Campers bring their own lunches everyday. Lunches are kept refrigerated. Milk is offered at lunch. An afternoon snack is provided by the Camp. We offer jelly sandwiches for those who forget lunch at home. A microwave is not available for heating up lunches.

CLOTHING: Shorts and t-shirts are acceptable camp attire. Two dry bathing suits and two towels should be brought to camp daily. **Sneakers must be worn** to camp to facilitate participation in most activities; however, water shoes (e.g. sandals, Crocs, or flip-flops) must be worn to/from the pool to avoid wet socks and sneakers. **On rainy days, please remember to send your child with a sweatshirt and raincoat.** All rainy day activities are indoors, however, campers may walk outside during periods of the day.

WATER BOTTLE: Campers should bring their own water bottle to Camp. Water bottles will be refilled during the Camp day from the Camp water fountains and sinks. Remember to mark your bottle.



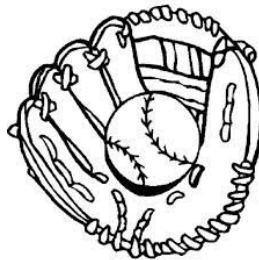
CAMPER LABELING/LOST & FOUND

All clothes and everything brought to camp should be marked with your **camper's first initial and last name**. Anything that is "lost" is returned as soon as it is "found" if it has a name on it. Unmarked belongings often find their way to Lost & Found in the Camp Office. On the last day of camp, items not claimed will be donated to local charities.



SUNBLOCK LOTION

We recommend sunscreen of SPF 30 or above. Please apply water-resistant sunscreen before camp and send sunscreen to camp (with your child's name on the bottle) to be reapplied after each swim period. Many parents prefer sunscreen sticks for the face and sunscreen spray for the body, but that is a personal preference.



SOFTBALL GLOVE

On days that older campers are scheduled for softball, they may bring their own gloves but a glove is not required.



ELECTRONICS/COLLECTIBLE TRADING ITEMS

We believe camp is a place for your child to connect with other campers. We offer a large variety of activities every moment your child is at camp to give them this opportunity. Therefore, we have a firm policy banning the use of cell phones, video games, devices with headphones and other electronics once the children arrive at camp. In addition to electronics, collectible trading items such as Pokemon cards are not allowed. While we understand that some parents may send these devices for the bus ride, they can bring it to the Camp office before flag raising and retrieve it after the last period of the day. Otherwise, we cannot be responsible for these items as they can, and often do, get misplaced or broken. We appreciate your support.



TRANSPORTATION

We want the ride to camp to be an extension of the camp day! Your child's bus counselor is responsible for the social atmosphere on the bus. If your child is unhappy on the bus for any reason, please don't hesitate to discuss the problem with the bus counselor or call the Camp office and talk to JoAnne, Lorraine or Mrs. A.. We are very discreet and find that virtually all bus problems are easy to solve when we know about them. The sooner you call us the faster we can resolve the issue.

We ask for your patience with the timing of our buses and vans. The timing of these routes can change daily due to a number of things:

- Traffic patterns changing, road construction, accidents, etc.
- Daily camper attendance
- Weekly bus times will vary due to the attendance of campers.

In the morning, we ask that you or a caregiver wait with your child for the bus. A few minutes lost waiting for children at their homes or at our central pick-up locations can quickly become a significant delay by the end of a bus route. You, or a caregiver, should also be waiting outside when the bus returns at the end of the day. **We will not drop a child off at home unless we know someone is there waiting or we have prior authorization.** We will leave a young child in the care of another adult (e.g. a babysitter) ONLY if we have your prior approval.

Your child is only permitted to ride the bus he/she has been assigned to. We must have your permission called into camp or emailed that day if you are changing your transportation arrangements to the end of day pick up by car. (Please read the End of Day Pick Up section below for instructions on how to pick your child up by car).

If your child is sick or is going to be absent or will be driven to Camp, please call the bus counselor first and then the camp (bus counselor phone numbers will be provided on the first day of camp). If your child's transportation changes during the day, please call the camp office and we will notify all concerned. Counselors do not have access to their cell phones during the camp day.

You will be notified a week before camp begins concerning the approximate time your child will be picked up/dropped off at home. Please bear with us, delays in scheduling take place the first few days of camp. It usually takes a short time before the children, parents, and drivers become accustomed to the routine.



PROCEDURE FOR PARENTS DRIVING CAMPERS

EXTENDED DAY CAMPERS

You will receive an email regarding AM/PM extended day procedure a week before the camp start date.

REGULAR DROP-OFF- 9:00 AM - 9:30 AM

Drop off time will occur between 9:00 AM and 9:30 AM only. Campers will go directly to their camp groups upon arrival. Since there will be many buses and cars arriving at the same time, we have a separate area of the driveway for drop-offs. As you enter the property you will be directed to the parking lot by our staff.

- You will be asked to drive to a designated section for drop-off where your child will get out of your car and go to their group with the assistance of a staff member. We ask that you stay in your vehicles at all times.

CAMPER'S FIRST DAY

Each camper wears a name tag on their first day of camp which has their group and transportation information. If you drive your child to camp, your child will receive their name tag at the drop-off destination, which will include your Long Ridge Camp Placard, which will include your camper(s) name, family number and other information. If your child rides the bus, the bus counselor will provide their name tag.

SEPARATION ISSUES

If your child is having difficulty separating from you, we will do our very best to work with the staff to help your child feel comfortable. Although separation is sometimes hard for both parent and child, remember it is a first step towards your child's future growth as an individual. We will be happy to help you in any way we can. If requested, we will call your cell phone for an update.

HALF-DAY AFTERNOON PICK-UP – 1:30 PM

Please pull your car up to the end of the right side of the driveway (to the end of the farthest building) and wait in line. Please do not arrive early as campers will not be ready to leave until 1:30 PM at the earliest (at the start of camp until campers are in a routine, this timing will likely be delayed). Counselors will bring campers to your cars. PLEASE have patience. To ensure a smooth dismissal, we ask that you stay inside your car to allow for campers to be dismissed as quickly as possible. Staff will be assigned to direct traffic. Please follow their directions, as we want to ensure safety.



REGULAR END OF DAY PICK-UP – 4:00 PM - 4:30 PM

Parents participating in regular Parent Pick-Up should arrive between 4:00 PM and 4:30 PM only. This will aid us in making our dismissal process as efficient as possible. To ensure a smooth dismissal, we ask that you stay inside your car to allow for campers to be dismissed as quickly as possible.

PICKING UP DURING THE CAMP DAY

If you are picking your child up early please arrive before 3pm. Arrangements need to be scheduled with the office prior to pick up.

If you need to come between 3:00 PM and 3:30 PM, please park across the street in our parking lot (buses will be on camp premises at this time). Please walk across the street to the camp office. Campers pickup should be avoided between the hours of 3:30 PM and 4:00 PM.



SWIM INSTRUCTION

We take swimming very seriously at Long Ridge Camp. Our approach is never to force a child, but to encourage him or her to progress in the water – we have had wonderful success with our campers in the pool. We heat our pools so that we can go swimming even when it is a little cool. We try to ensure that every camper is placed in the right swim group at the beginning of camp and will re-evaluate placement throughout the summer. If you have any concerns about your child’s swim group or his/her progress in the pool, please do not hesitate to contact us.

Sometimes children ask, “Why am I doing this again? I did this last year.” Review at the beginning of the summer is very important because swimming is a progressive activity. Children often forget skills during the winter and it sometimes takes two or even three weeks before children reach the level of physical conditioning that enabled them to perform specific skills the previous summer. In order for children to swim in the deep end of our pools, they need to pass a deep-water test. Campers will be given this test when their instructors feel they are ready. **Campers who do not initially pass the test may retake the test once they demonstrate progress.** It has always been our policy to encourage participation in all activities with the exception of medical/physical limitations. Please do not excuse your child from swimming unless there is a medical/physical reason.



PERTINENT INFORMATION – CAMP NEWSPAPER

Important information for parents is included every week in our camp newspaper. Please look for it every Friday! It will be sent to you via email.

SHARING FAMILY INFORMATION (UPON REQUEST)

Frequently, we receive requests for other families' contact information (for children to maintain friendships throughout the school year). Upon request only, we provide the primary contact persons' email address. If you would prefer we didn't share your email address with other families, please let us know by emailing mail@longridgecamp.com

We're looking forward to having your child with us in camp and enjoying a happy and healthy summer together! See you this summer!