

WELCOME PACKET 2023





















SUMMER IS HERE - WELCOME TO RADNOR DAY CAMP 2023!
WE'RE EXCITED TO SHARE IMPORTANT INFORMATION WITH YOU IN
ORDER TO HELP PREPARE YOU AND YOUR CAMPER FOR A
FUN, SAFE, AND SUCCESSFUL SUMMER!

RDC DATES 2023: JUNE 26 - AUGUST 4 (NO CAMP JULY 3 AND 4)

MONDAY-FRIDAY FULL-DAY 9:00 AM TO 3:00 PM HALF-DAY 9:00 AM TO 12:30 PM

CAMP CELL: 610-955-4179 (AVAILABLE THE FIRST DAY OF CAMP)

CAMP EMAIL: RADNORTOWNSHIPDAYCAMP@GMAIL.COM

CAMP LOCATION: RADNOR ELEMENTARY SCHOOL, 20 MATSONFORD ROAD, RADNOR, PA

RADNOR TOWNSHIP PARKS & RECREATION DEPARTMENT:
610-688-5600 | 301 IVEN AVENUE, WAYNE PA | RECREATION@RADNOR.ORG





MOIRA MULRONEY, ESQ. Ward 5
President

MAGGY MYERS Ward 2 Vice President

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RADNOR TOWNSHIP 301 IVEN AVENUE WAYNE, PENNSYLVANIA 19087-5297

> Phone (610) 688-5600 Fax (610) 971-0450 www.radnor.com

WILLIAM M. WHITE

Township Manager Township Secretary

JOHN B. RICE, ESQ. Solicitor

KEN FROHLICH *Treasurer*

June 19, 2023

Dear Radnor Day Camp Parents/Guardians,

Welcome to Radnor Day Camp 2023! Thank you for choosing to send your camper to RDC - we know you have many camp choices, but truly believe you have chosen the best! It's amazing that we are celebrating 82 years of a great Radnor tradition with Radnor Day Camp and we have a summer of fun activities planned for your campers!

This year, we would like to welcome back our Director, Jean Evans to Radnor Day Camp. Jean worked as our Camp Director last summer and was previously the Director of our Radnor Preschool Camp in 2016. We are thrilled to have her back! Jean has an extensive background in working with children with a degree in Elementary/Early Childhood Education from Temple University. She also completed her Master of Education with K-12 Principal Certification from Cabrini University. Jean is looking forward to bringing her high energy and fresh new prospective to Radnor Day Camp with integrity and leadership to facilitate a positive camp environment that meets the diverse needs of our campers.

The staff at Radnor Day Camp are honored to work with children year-round, dedicating their lives to kids through careers in education, recreational activities, and participation in a diverse array of youth-centered outlets. We take special satisfaction in bringing unforgettable memories to the campers who attend RDC each summer. Our goal each summer is to create an environment in which each camper feels safe enough to learn, grow, and be happy. We are proud of our solid reputation as an inclusive camp that meets the emotional and physical needs of its campers. Offering an array of activities such as arts and crafts, sports, performing arts, and swimming along with fun traditions like Camp Olympics, Performance and Art Show, and the Carnival, our campers enjoy a great opportunity to interact with others, have fun, and make new discoveries! This year we are excited that camp will again take place at Radnor Elementary School - a facility that has a lot to offer. Campers will also be bused to Club La Maison once again this year for swimming 1 to 2 times per week.

Attached are the essential materials to help you this summer—Camp Frequently Asked Questions & Information Flyer, Camper Code of Conduct, Trip & Event Calendar, Trip & Event Policies & Procedures, Radnor Day Camp Site Map & Floor Plan at Radnor Elementary School, Swim Program Information Sheet, and a Bus Stop Schedule (if you have elected to have transportation provided). Please take the time to read through these materials closely. Throughout the summer, additional letters and information will be shared electronically by email and on our website: www.radnor.com/RDC. If you require paper correspondence, please let us know right away.

We are all very excited to kick off Radnor Day Camp 2023! Please remember if you have any questions or concerns throughout the summer, you can contact the Radnor Township Parks & Recreation Department at 610-688-5600. Starting the first day of camp, you can also reach the RDC Director by mobile phone at 610-955-4179 from 8:30 AM to 4:00 PM Monday to Friday. You can also send an email to radnortownshipdaycamp@gmail.com as well as recreation@radnor.org at any time.

On behalf of all of us here at Radnor Day Camp, we are looking forward to working together to make this summer fabulous for you and your children! We sincerely appreciate your consideration in making Radnor Day Camp your choice!

Tammy Cohen

Director of Parks & Recreation **Heather DiCanzio**Recreation Program

Supervisor

Jean Evans
Radnor Day Camp

Director

(HD)

Radnor Township Parks & Recreation Department Radnor Day Camp – Camper Code of Conduct

Radnor Day Camp strives to promote a positive camp atmosphere where children can develop, learn, be safe and have fun. Respect and cooperation of other campers, staff members, equipment, and the facility are imperative to ensure the success of RDC. This includes camper conduct while riding camp buses, at designated camp bus stops, and at other destinations and field trips as applicable during summer camp.

Guidelines for camper behavior, including policies and procedures, are necessary for maintaining an orderly and respectful environment. Disorderly conduct of any kind will not be tolerated anywhere at camp. Disciplinary action will be taken at the discretion of the RDC/Radnor Recreation staff members, will be practical, and will be communicated with parents or guardians. Depending on the severity that is determined, the camper may be dismissed from camp for the remainder of the summer and/or for subsequent summers (length dependent on severity of misconduct and outcome of investigation). Refunds will not be issued if this occurs.

In order to communicate acceptable behaviors and disciplinary procedures, we ask that you carefully read below and explain to your camper the responsibilities for which they will be accountable this summer. These responsibilities and consequences will be referred to if a situation occurs this summer that requires any form of disciplinary action.

Zero Tolerance:

Radnor Day Camp has Zero-Tolerance for the following behaviors and misconduct:

- Bringing any type of weapon to camp.
- Possession, distribution, or use of drugs, alcohol, cigarettes, electronic cigarettes of any kind, or other illegal substances.
- Bringing indecent material in any form to camp.
- Harmful threats that require immediate response and/or are determined to pose an ongoing safety concern at camp.

General Camper Responsibilities:

Camper Responsibilities include, but are not limited to:

- Using appropriate language at all times.
- Cooperating with staff, following directions, and maintaining a positive attitude.
- Respecting fellow campers, staff, equipment, and facilities.
- Participating in programs and activities and staying with the assigned group and staff at all times.
- Following all rules and safety guidelines set and communicated by Radnor Day Camp staff members.

While on the bus traveling to and from camp, camper responsibilities include, but are not limited to:

- Remaining in your seat while the bus is moving, with no standing in or on seats and keeping body parts inside at all times.
- Cleaning up all trash properly before leaving the bus.
- Using appropriate language and volume when talking with others.
- Following all rules and safety guidelines set and communicated by the Bus Driver and Radnor Day Camp staff members.

General Consequences:

The following general consequences will be followed by Radnor Day Camp staff members for failure to adhere to Camper Responsibilities - Steps and reprimands may vary depending on severity of the situation:

- 1. Verbal warning and reminder of future consequences if the behavior continues.
- 2. Removal from an activity.
- 3. Removal from an activity and/or contact with parents/guardians.
- 4. Informational Report to parent/guardian and/or Formal Meeting solicited with parent/guardian.
- 5. Suspension from camp and/or camp bus (length dependent upon severity of behavior and outcome of investigation)
- 6. Dismissal from camp and/or camp bus for the remainder of the summer and/or subsequent summers (length dependent upon severity of misconduct and outcome of investigation).

Behaviors that may result in disciplinary action include, but are not limited to:

- Threats of any kind.
- Vulgar, disrespectful, inappropriate language or behavior harassment or bullying.
- Kicking, pushing, hitting, spitting, rough play, or fighting.
- Vandalism or destruction of equipment, facilities, or personal property.
- Misbehavior on camp buses and/or at bus stops.
- Misuse of social media.

Additional Information Regarding Threats at Camp

Disciplinary action will be taken at the discretion of the RDC/Radnor Recreation staff members, will be practical, and will be communicated with parents or guardians. This action includes consequences for campers who make threats of any kind - verbal, written, or implied, and whether intended in jest or with malicious intent to harm. In order to communicate acceptable behaviors and disciplinary procedures, we ask that you carefully read below and explain to your camper the responsibilities for which they will be accountable this summer. These responsibilities and consequences will be referred to if a situation occurs this summer that requires any form of disciplinary action related to threats made at camp.

Camper Threats May Consist of the Following:

- Making a verbal threat towards a fellow camper, staff member, facility, or in general by making a statement such as:
 - "I will kill you"
 - o "You should die"
 - o "I will bomb the camp"
 - o Any verbal statement that indicates threat or intent to harm someone or something
- Making a non-verbal threat towards a fellow camper, staff member, facility, or in general by:
 - o Making an aggressive gesture, such as using your body parts to indicate a punch, pound, elbow or kick
 - Making an aggressive gesture using your hands and fingers to make the shape and action of shooting a gun or weapon
 - o Making any gesture to indicate a violent act
- Writing/Drawing/Scribing in any way that depicts threatening or violent situations
- Any other discerning disrespectful, harmful, adverse or questionable behavior that conveys an atmosphere of threat or harm.

Consequences:

Malicious, harmful situations will result in IMMEDIATE ACTION and camp staff will contact 9-1-1 or summon the assistance of local emergency responders including the Radnor Police Department or Radnor Fire Department/EMS.

If a camper performs or displays any of the above behaviors, or displays a questionable attitude or behavior that is worthy of further investigation and/or action, but not IMMEDIATE ACTION by way of 9-1-1 or summoning emergency responders, the following sequence of events will occur at the discretion of the camp staff:

- 1. Removal from an activity.
- 2. Verbal notice to the camper from the staff member regarding the witnessed and alleged statement, act, or behavior and that further action will/is being taken.
- 3. Contact made with parent/guardian regarding the situation and/or request for formal meeting with parent/guardian.
- 4. Suspension from camp (length dependent upon severity of misconduct and outcome of investigation).
- 5. Dismissal from camp for the remainder of the summer and/or for subsequent summers (length dependent upon severity of misconduct and outcome of investigation).

If you have questions about this or any other policy set forth by Radnor Day Camp, please do not hesitate to contact the Radnor Township Parks & Recreation Department at 610-688-5600, x 141.

^{*}Situations involving threats made via social media will also be taken seriously and investigated thoroughly.

^{*}Campers making a threat towards oneself, in any way, either directly or indirectly, will result in further investigative action by camp staff and potentially by other professional authorities. Communication will take place with parents/guardians on these types of behaviors.

RADNOR TOWNSHIP PARKS & RECREATION DEPARTMENT

RADNOR DAY CAMP TRIP & EVENT CALENDAR 2023

RDC CELL: 610-955-4179 / EMAIL: RADNORTOWNSHIPDAYCAMP@GMAIL.COM RECREATION OFFICE PHONE: 610-688-5600 RECREATION EMAIL: RECREATION@RADNOR.ORG

THEME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	JUNE 26	JUNE 27	JUNE 28	JUNE 29	JUNE 30
ALOHA WEEK/ WELCOME TO CAMP	Rehal	DEVON BOWLING TRIP (GROUPS D-G)	LEIS & GRASS SKIRTS	DEVON BOWLING TRIP (GROUPS A-C)	ALL CAMP LUAU PIZZA DAY
	JULY 3	JULY 4	JULY 5	JULY 6 RADNOR FIRE	JULY 7
ROCKIN' 80'S WEEK	NO CAMP	NO CAMP	DAY: 80'S GEAR	COMPANY VISIT (GROUPS A-D ONLY)	
		1000000	FREE KONA ICE		PIZZA DAY*
	JULY 10	JULY 11	JULY 12	JULY 13	JULY 14
NATURE WEEK	ALL CAMP GLOW PARTY		DRESS LIKE YOU'RE IN JUMANJI FREE KONA ICE	OUTSIDE SCAVENGER HUNT PIZZA DAY*	VALLEY FORGE NATIONAL PARK (ALL CAMP FIELD TRIP)
	JULY 17	JULY 18	JULY 19	JULY 20	JULY 21
WACKY WATER WEEK		TIE-DYE! GROUPS: A-C BRING A WHITE SHIRT TO TIE DYE	TIE-DYE! GROUPS: D-G BRING A WHITE SHIRT TO TIE DYE CRAZY SOCK DAY! FREE KONA ICE	ALL CAMP WATER GAMES	(ALL CAMP FIELD TRIP) PIZZA DAY*
	JULY 24	JULY 25	JULY 26	JULY 27	JULY 28
OLYMPIC	RED VS BLUE TEAM COLORS	RED VS BLUE TEAM COLORS	FAVORITE TEAM ATTIRE		ALL CAMP GAMES LEADERS VS CAMPERS WEAR TEAM
WEEK	PEP RALLY (AFTERNOON)	CAMP-WIDE CAPTURE THE FLAG (AFTERNOON)	FREE KONA ICE		COLORS PIZZA DAY*
1.1	JULY 31	AUGUST 1	AUGUST 2	AUGUST 3	AUGUST 4
DISNEY	PERFORMANCE	PRESS IN	CAMP	CARNIVAL	RDC'S
WEEK	PRACTICE	DISNEY GEAR TIE-DYE MAKE-UP DAY	PERFORMANCE & ART SHOW	WEAR YOUR TIE-DYE FREE KONA ICE	GOT TALENT



What to bring to camp EVERYDAY:

- Comfortable, <u>athletic apparel</u>, including <u>sneakers</u> or <u>rubber soled/closed-toe</u> <u>shoes</u>, everyday. NO FLIP FLOPS, SANDALS, CROCS or ANY OTHER OPEN-TOED SHOES AT ANY TIME!
 - For pool days/water-play days, your camper must still wear sneakers or rubber soled/closed-toe shoes, but may bring other shoes that can get wet (e.g. rubbersoled water shoes; Keens/keen-like shoes; extra sneakers that can get wet and extra socks, etc.)
- A <u>backpack</u>, labeled with camper's first and last name.
- A large refillable water bottle labeled with their name.
- <u>Sunscreen</u> Before arriving to camp, please apply sunscreen to your child and pack extra sunscreen in a Ziploc bag labeled with their name to keep in their backpack. For campers that are unable to reapply sunscreen at camp, the spray or 'dot' method will be used spray bottles supplied by parents will be sprayed on the campers and they will be responsible for rubbing it in; liquid bottles supplied by parents will be 'dotted' onto the camper by the staff members and the camper will be responsible for rubbing it in.
- <u>Lunch</u> in a cooler/insulated bag labeled with their name
- <u>Epipen, inhalers, etc.</u> labeled with their name, packed in the backpack along with extras to be kept in the office.
- An <u>extra change of clothes</u>, labeled with their name, to keep in their backpack
- A <u>towel</u> for drying off after water games and/or sitting on in the grass (in addition to days when they're scheduled to swim).



What to bring for FIELD TRIPS:

- Campers must wear sneakers or rubber soled/closed-toe shoes and their <u>Radnor Day Camp t-shirt</u> on all trips.
- Before arriving to camp, please apply sunscreen to your child.
- Their backpack with their every-day items
- Please DO NOT send money with your camper on any field trips. Unless communicated otherwise, all portions of the field trips are included in your camp registration and extra purchases are not necessary.



What to bring for SWIM DAYS:

- A towel, labeled with your camper's name
- Swimsuit (if your child is scheduled to swim in the AM, please send them to camp wearing their suit)
- A lifejacket if needed
 - Please see our Swimming Information page in the Welcome Packet for more details about the Pool and the swimming policies and procedures



FREQUENTLY ASKED QUESTIONS

How do I contact Radnor Day Camp?



By phone:

- RDC Cell Phone: 610-955-4179
 - Available 8:30 AM to 4:00 PM on Camp Days ONLY
- Radnor Township Parks & Recreation: 610-688-5600 x190 By Email:
- RDC Email Address: radnortownshipdaycamp@gmail.com
- Radnor Township Parks & Recreation: recreation@radnor.org
 - When contacting Radnor Day Camp over the summer please email both radnortownshipdaycamp@gmail.com and recreation@radnor.org.

Where is the Camp Office located?



The Camp Office is located in Room 24. All ingress/egress from camp occurs at the Gymnasium Entrance. Visits to camp will require calling the camp cell phone, 610-955-4179, for entry. We will be keeping all exterior doors locked at all times for safety and security.

What if there is inclement weather or excessive heat?



- In the event of inclement weather or excessive heat, RDC will take
 place inside of the Radnor Elementary School facility with a modified
 schedule, or will be cancelled. In the event of other unforeseen
 situations such power outages, loss of HVAC, or any other
 extenuating circumstances, camp may be modified or canceled.
- In the event of a serious camp emergency that requires information to be communicated quickly, communications will be distributed via an emergency notification mass-text message and by email.
- All other camp-related information, such as weekly schedules, reminders, etc. will be distributed via email.
- Please make sure we have your most readily accessible email address and cell phone number on file for all communications.

What types of activities will my campers participate in?



RDC will operate on a structured daily schedule taking place indoors and outdoors at Radnor Elementary School. Activities include but are not limited to sports and games, creative arts and crafts, team building exercises, performing arts, swimming (off site at the outdoor pool at Club La Maison) weekly group-based special event traditions such as Camp Olympics, Camp Carnival, and many others! Campers rotate through activities on a weekly basis that changes week to week. Weekly activity schedules will be distributed by email.

What about Drop-Off and Pick-Up?



- Daily camper drop off will occur at 9:00 AM.
 Pick-up will occur for full-day campers at 3:00
 PM. Half-day campers will be picked up at 12:30
 PM
- Daily campers pick-up/drop-off will take place at the Gymnasium entrance to Radnor Elementary School, in the lower bus loop near the playgrounds. Please follow the signs at the school while you are there.
- Families will be provided with a camper identification card (electronically in the Welcome Packet) in which they are asked to display when picking up their camper.
- Any unexpected weekly changes to a camper's arrival or departure time must be communicated by the parent/guardian via a written notice to the RDC Director and/or Parks & Recreation Department.
- If you are dropping off a late camper/picking up a camper early, park in the parking spots along the bus loop and enter the building by the Gymnasium; walk your camper to the camp office/pick your camper up at the camp office.

What about Bus Transportation?



- When you registered for Radnor Day Camp, there was a list of bus stop locations throughout Radnor Township. Please see our Radnor Summer Day Camp Daily Bus Schedule in the Welcome Packet for times and details of all bus stops for this year.
- Buses will be identified according to color and letter. Our camp uses Radnor Township School District buses for transportation.

How will camper behavior be handled this year?



Camper behavior will be held in accordance with the established Camper Code of Conduct (enclosed in the Welcome Packet) that is in place for the camp. Details are subject to change.

What should my camper wear and bring to camp each day?



- Comfortable, <u>athletic apparel</u>, including <u>sneakers or</u> <u>rubber soled/closed-toe shoes</u>, everyday. NO FLIP FLOPS, SANDALS, CROCS or ANY OTHER OPEN-TOED SHOES AT ANY TIME!
 - For pool days/water-play days, your camper must still wear sneakers or rubber soled/closed-toe shoes, but may bring other shoes that can get wet (e.g. rubber-soled water shoes; Keens/keen-like shoes; extra sneakers that can get wet and extra socks, etc.)
- A backpack, labeled with camper's first and last name.
- A large refillable water bottle labeled with their name.
- Sunscreen Before arriving to camp, please apply sunscreen to your child and pack extra sunscreen in a Ziploc bag labeled with their name to keep in their backpack. For campers that are unable to reapply sunscreen at camp, the spray or 'dot' method will be used spray bottles supplied by parents will be sprayed on the campers and they will be responsible for rubbing it in; liquid bottles supplied by parents will be 'dotted' onto the camper by the staff members and the camper will be responsible for rubbing it in.
- <u>Lunch</u> in a cooler/insulated bag labeled with their name
- <u>Epipen, inhalers, etc.</u> labeled with their name, packed in the backpack along with extras to be kept in the office.
- An <u>extra change of clothes</u>, labeled with their name, to keep in the backpack
- A <u>towel</u> for drying off after water games and/or sitting on in the grass
- On Field Trips:
 - Campers must their <u>Radnor Day Camp t-shirt</u> on all trips.
 - Their backpack with their every-day items
- At the Pool:
 - Swimsuit (if your child is scheduled to swim in the AM, please send them to camp wearing their suit)
 - Quality swim goggles such as Speedo brand (no scuba masks allowed)
 - o A lifejacket if needed
 - Please see our Swimming Information page in the Welcome Packet for more details about the Pool and the swimming policies and procedures

What items are not permitted at RDC?



- Hand-held electronic devices are not permitted during camp hours at RDC. Such items include iPods, iPads, cell phones, Kindles, personal game systems, and hand-held organizers.
- Additional personal items such as toys and gadgets are also not permitted at RDC. Fidget Spinners, Fidget Cubes, etc. are not allowed at Radnor Day Camp.
- If your child comes to camp with items that are not permitted at camp, parents/guardians will be notified
- We assume no responsibility for lost, stolen, or damaged electronics brought to camp.

FAQ CONTINUED

What if my child is doing Extended School Year (ESY),
Reading Camp, or English Langue Development with RTSD?



- On days that the RTSD programs overlap with the RDC program, your child will attend RTSD (9:00-12:00) and then RDC for the afternoon. Bussing will be provided to transport your camper from the RTSD location to RDC. Your child will eat lunch upon arrival at RDC before joining in with their camper group. On days that the RTSD program does not overlap, campers will attend RDC for a full day unless you wish for them to be a half-day camper only.
- Campers who participate in an RTSD program will not be guaranteed to participate in weekly swimming or other specialty activity periods/events throughout the week. The activity schedule will vary each day and each week for each camper group.
- If you would like your camper to attend RDC instead
 of their RTSD program due to a special event or
 activity such as swimming, the Camp Show
 Rehearsal (July 31) and Camp Show Performance
 (August 2), etc. please communicate with RDC as
 well as RTSD prior to the scheduled event or activity.
- We ask that if your camper will be absent from their RTSD program as well as RDC to please make sure you communicate with RDC as well as RTSD.

How are special camper circumstances, requirements, and medical conditions handled at RDC?



If your child has special circumstances or requirements, please contact the Radnor Township Parks & Recreation Department if you have not already done so to ensure that accommodations can be made as necessary, and as possible by our Department. Radnor Township makes every effort to make accommodations for campers with a variety of special needs including food allergies, mental, and physical disabilities. Due to limitations on staffing, facilities, and other conditions, we cannot guarantee that we will be able to make accommodations for your camper. The Radnor Township Participant Information Form must be received for review by our Department as soon as possible, and is part of the online registration process.

IF YOU HAVE ANY
UNANSWERED
QUESTIONS PLEASE
CONTACT US

Radnor Day Camp Swimming Information

- Swimming takes place at Club La Maison outdoor swimming pool (219 Sugartown Road, Wayne).
- Camper groups will be bussed off-site on Radnor Township School Buses for swimming 1-2 times per week (subject to change). A schedule will be provided weekly by email.
- The swimming program will consist of group swim lessons as well as recreational swim time, and will be led by Club La Maison certified lifeguards and supervised by Radnor Day Camp Staff.
- The outdoor swimming pool at Club La Maison has a depth ranging from 3' to 9'.
- Campers will only be permitted in the deep end if/when they pass a swim test implemented by swim staff.
- Upon registration you were asked permission for your camper to swim (including limiting them to use of the 'kiddie pool' only). If you wish to change your camper's permitted swimming level or swim ability please contact us to update their information.
- While swimming outside, campers will be exposed to sun and extreme heat. If you do not want your camper to participate in outdoor swimming, they will have the option of utilizing the La Maison Game Room (adjacent to the pool) for activities while the rest of their group swims.
- Campers who are not permitted to swim will also have the option of utilizing the Game Room or 'Kiddie' Pool (depth of 1').

- In addition to applying sunscreen to your camper prior to sending them to camp on a daily basis, please be sure to send extra sunscreen to be reapplied as needed on swimming days.
- Please alert the RDC Director and/or indicate on your registration form if your camper is a weak swimmer or if you have concerns. Please contact the Parks & Recreation Department if you'd like to discuss your camper's swim level or concerns in more detail.

What should my camper bring to the pool when they are scheduled to swim?

- A bag with a towel and bathing suit, clearly label all items with your child's name and group.
- If your child is scheduled to have swimming in the morning (see sample schedule below), please have them wear a swim suit to camp underneath their camp clothes.
- Your camper must still wear sneakers or rubber soled/closed-toe shoes on days when they're schedule to swim. They may bring other shoes that can get wet (e.g. rubbersoled water shoes; Keens/keen-like shoes; extra sneakers that can get wet and extra socks, etc.)
- It is recommended that each camper also brings a pair of swimming goggles.
- Club La Maison does permit life jackets. If you would like to send a life jacket with your camper on swimming days please contact our department at recreation@radnor.org.

PLEASE NOTE:

The swimming schedules will change weekly and are subject to change. Camper groups may only swim 1 to 2 times per week. Half-Day Campers and campers attending ESY, Literacy Camp, etc. will not be guaranteed equal swim time.

No swimming	g on Fridays.
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SAMPLE SWIM SCHEDULE				
Day	Morning	Afternoon		
Monday	D, E	Α		
Tuesday	B, C	E		
Wednesday	A, B	D		
Thursday	C, E	В		



RADNOR DAY CAMP DAILY BUS TRANSPORTATION SCHEDULES, POLICIES & PROCEDURES



2023 RADNOR DAY	CAMP BUS STOP CHOICES AND LOCATIONS	AM PICK-UP TIME	PM DROP- OFF TIME
Warren Filipone Park (Blue Bus) 400 S. Devon Avenue, Wayne	In the parking lot in front of the comfort station. Please wait for the bus in the grass, not the parking lot/pavement.	8:30 AM	3:15 PM
Odorisio Park (Blue Bus) 460 W. Wayne Avenue, Wayne	In the parking lot off of West Wayne Avenue. Please wait for the bus in the grass, not the parking lot/pavement.	8:35 AM	3:20 PM
Radnor Township Building (Blue Bus) 301 Iven Avenue, Wayne	On Iven Avenue. Please wait for the bus in the handicap parking spaces at the Encke Park playground and not in the road leading up to the Township Building.	8:40 AM	3:28 PM
Cowan Park (Blue Bus) 201 Radnor Street Road, Radnor	In the entrance to the park, adjacent to the playground and comfort station.	8:47 AM	3:10 PM
Radwyn Apartments (Green Bus) 275 S. Bryn Mawr Avenue, Bryn Mawr	At the main entrance on Bryn Mawr Avenue near the blue awning.	8:00 AM	3:45 PM
Ithan Elementary School (Green Bus) 695 Clyde Road, Bryn Mawr	At the main entrance of Ithan Elementary School building. Please wait for the bus on the sidewalk.	8:15 AM	3:30 PM
Clem Macrone Park (Green Bus) 810 Conestoga Road, Bryn Mawr	At the end of the parking lot adjacent to the playground. Please wait for the bus in the grass or on the sidewalk, not in the parking lot/pavement. Please refrain from parking in spaces near the entrance of the park to allow room for the bus to pull in.	8:30 AM	3:20 PM
Radnor House (Green Bus) 1030 Lancaster Avenue, Bryn Mawr	At the front door of the Radnor House building. For Radnor House residents only.	8:40 AM	3:15 PM

Radnor Day Camp Daily Bus Transportation Policies & Procedures:

- A parent/guardian must be present and on time to greet your camper at the Radnor Day Camp designated bus stop unless you have provided written permission for them to walk home on their own.
- It is recommended that you arrive 5 minutes prior to the designated pick-up/drop-off time in the event that the bus is running early.
- If you know you will not be on time to greet your camper at the bus stop or if you have any questions regarding the bus, please contact the Radnor Township School District Transportation Department at 610-293-1947.
- In some extenuating circumstances, your camper may be kept on the bus if a parent/guardian is not on site to greet them. If this occurs, the Radnor Township School District Transportation Department will contact your family by phone to let you know that your camper is still on the bus.
- Recurring concerns or parent/guardian tardiness will be addressed on a case-by-case basis.
- Radnor Day Camp does not provide Bus Monitors/Staff on camp buses or at designated bus stops.
- If you need to change your camper's designated bus stop in the morning or afternoon you must notify us in advance by phone (610-955-4179) or email (radnortownshipdaycamp@gmail.com).
- It is recommend you familiarize yourself and your camper with the RTSD School Bus Safety Tips list on their website: www.rtsd.org/people/departments/transportation.
- Please review our Camper Code of Conduct in the Welcome Packet to ensure you camper understands their responsibilities while traveling on the bus each day.
- The "Here Comes the Bus" app used during the school year by RTSD Transportation is NOT available during Radnor Day Camp.
- All details are subject to change.

2023 FIELD TRIP & SPECIAL EVENT INFORMATION AND PROCEDURES

FIELD TRIPS:

Devon Bowling Lanes (half-day trip)
Groups D-G: June 27th
Groups A-C: June 29th

300 Lancaster Avenue, Devon, PA 19333 610-688-1920 | www.devonlanes.com

Bowling alley with 24 lanes and automatic scoring. This smoke free facility has provided many years of bowling excitement and memorable traditions for Radnor Day Campers.

Campers will eat lunch when they return to camp.

Valley Forge National Park (full-day trip) All Camp: July 14th

1400 N Outer Line Dr, King of Prussia, PA 19406 610-783-1099 | www.nps.gov

Campers will participate in a variety of activities including group hikes within the trail system, games/activities, and engage in environmental, historical, educational aspects of the park!

Arnold's Family Fun Center (full-day trip) All Camp: July 21

2200 West Dr, Oaks, PA 19456 610-666-0600 | www.arnoldsffc.com

All Campers: Campers will head over to the ever-popular family fun center! They will enjoy go kart rides, laser tag, bumper car rides, mini golf, and so much more!

SPECIAL EVENTS:

Camp Performance & Art Show
All Camp: August 2 (rehearsal on July 31)

Radnor Middle School, 150 Louella Ave., Wayne
All Campers: All summer long campers are
working during Performing Arts to create and
master their performance before putting on a
spectacular show for family and friends to
enjoy!

End-of-Camp Carnival & Celebration All Camp: August 3 (rain date August 4)

Radnor Elementary School, 20 Matsonford Road, Radnor All Campers - Fun-filled day with a variety of games & activities to celebrate the close of Camp. This outdoor event will be held off site at Encke Park at the Radnor Township Building Complex.



TRIP & EVENT PROCEDURES AND CONDUCT

- If you do not want your child to attend the trip please notify the Camp Director in advance of the trip and do not send your child to camp
 that day. Modified activities will not be provided for campers not attending field trips.
- Campers will be transported by Radnor Township School District school buses. Buses depart from Radnor Elementary School. Please be
 aware that all scheduled information is subject to change. All changes to scheduled information will be communicated through email.
- Campers must wear socks, shoes, and Radnor Day Camp 2023 shirts on all trips and at each event.
- Please DO NOT send money with your camper on any field trips. Unless communicated otherwise, all portions of the field trips are included in
 your camp registration and extra purchases are not necessary.
- The approximate departure time for most trips is 9:30 AM. If you are driving your camper to camp on a trip day, please be sure to have your camper at camp by 9:00 AM. On "half-day" trips, campers will eat lunch after they arrive back at camp (in most cases) and arrive back at Radnor Day Camp around 12:00 PM. On "full-day" trips, campers will eat lunch while on the trip and will arrive back at Radnor Day Camp around 2:30 PM. Depending on the location of the trip, the time at which the campers return to Radnor Day Camp may vary and can be as late as 1:00 PM for half-day trips or as late as 3:00 PM for full-day trips.
- Please be advised that half-day campers may only go on trips indicated as "half-day" trips please refer to the trip calendar for more
 information. If you would like your half-day camper to participate in a full-day trip, please contact the Parks & Recreation Department to
 pay an additional fee to add on full-day trips.
- Camper Behavior on Trips & Events The Radnor Day Camp Camper Code of Conduct applies to all portions of camp, including field trips
 and special events. Please refer to the Camper Code of Conduct for more information.
- In case of an emergency and you must reach your child attending a field trip, contact the camp cell phone at 610-955-4179 or the Radnor Township Parks & Recreation Department 610-688-5600 x190, and we will contact the camp staff.

2023 PARENT/GUARDIAN CAMPER PICK-UP CARD*				
Please complete, print, and place this paper on the dashboard of your car when picking up your camper(s).	☐ Parent /Guardian Parent /Guardian Other			
CAMPER LAST NAME	CAMPER FIRST	NAME		

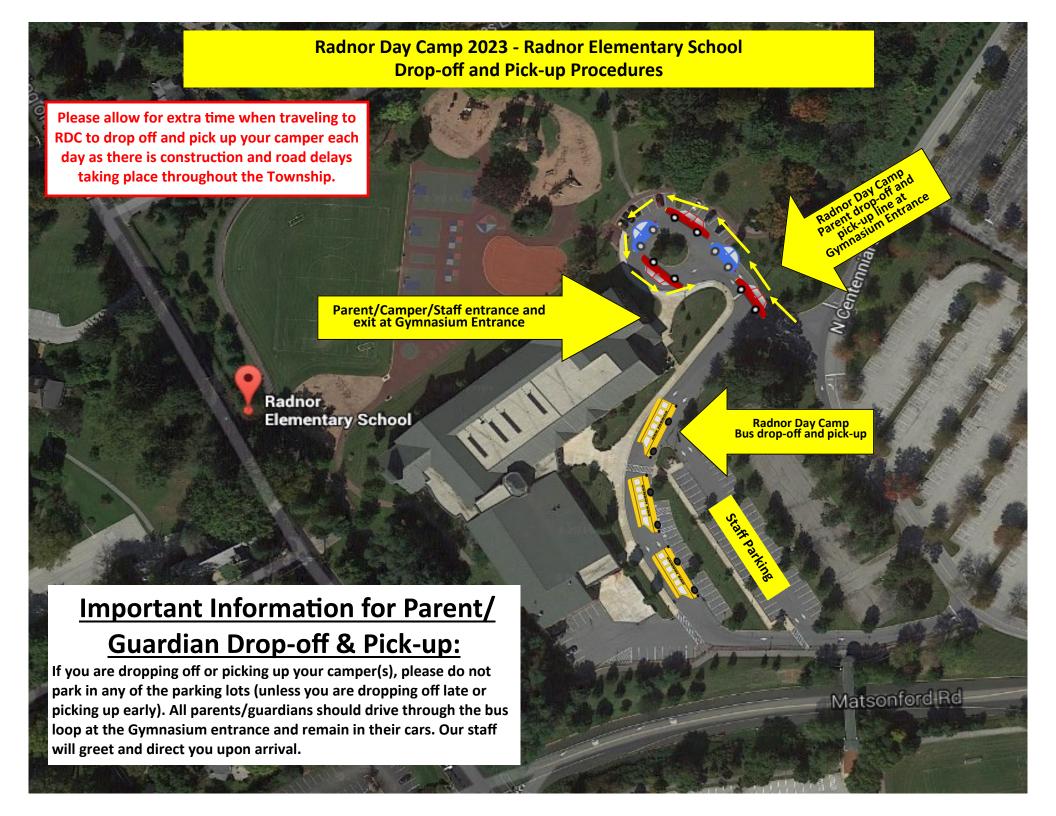
HALF DAY PICK UP TIME 12:30 PM



FULL DAY PICK UP TIME 3:00 PM

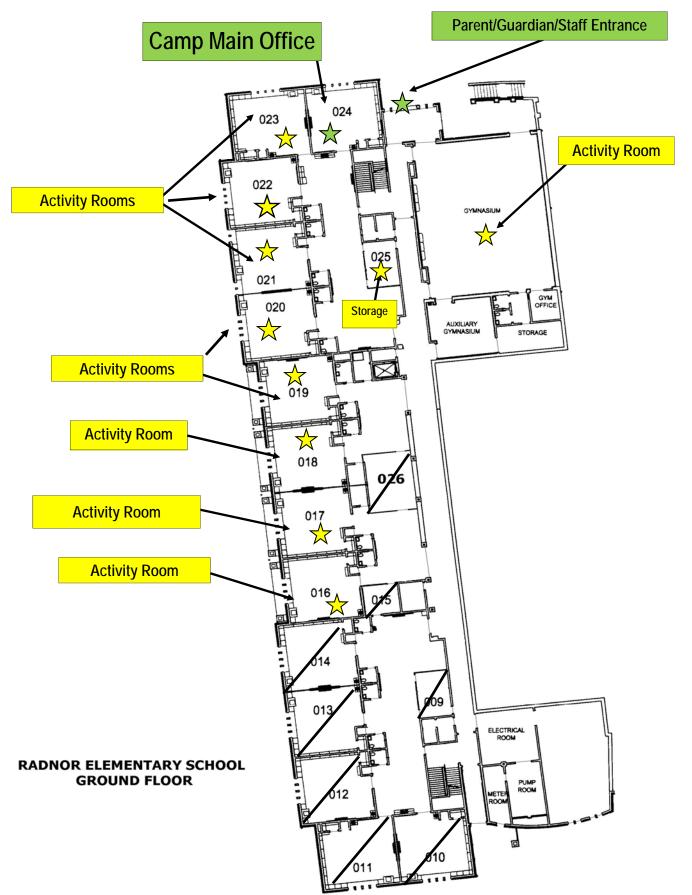
Photo Identification may be checked upon picking up your camper

Please print additional copies of this form if more than one parent/guardian will be picking up your camper over the summer.



Radnor Day Camp 2023 Radnor Elementary School Floor Plan Overview Ground Floor

(Anticipated RDC Classrooms which are subject to change - changes will be communicated accordingly)

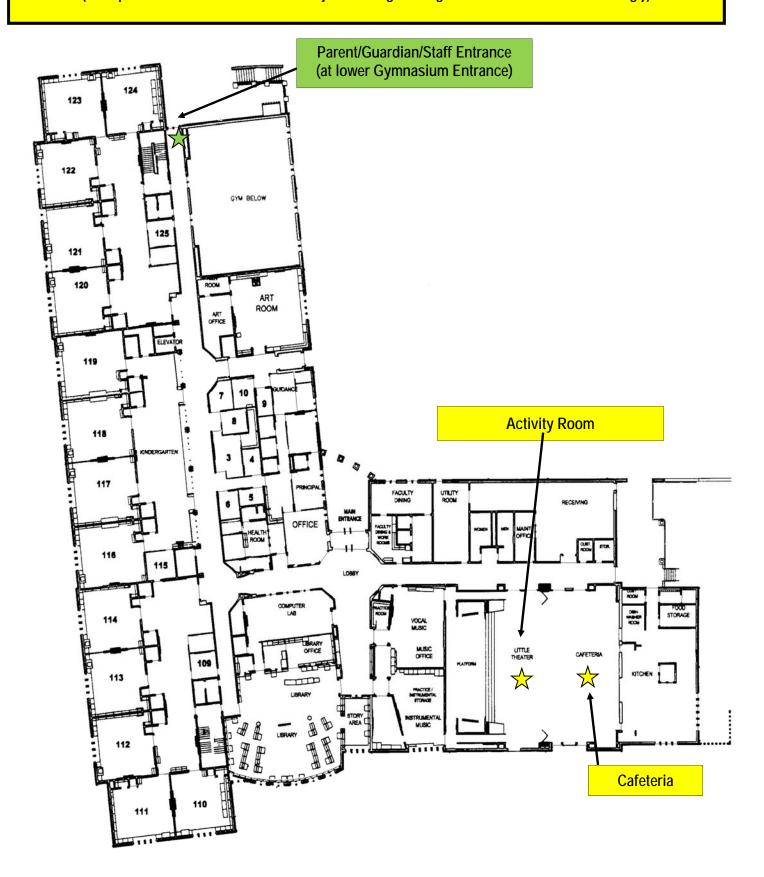


^{*} Abbreviations for activities

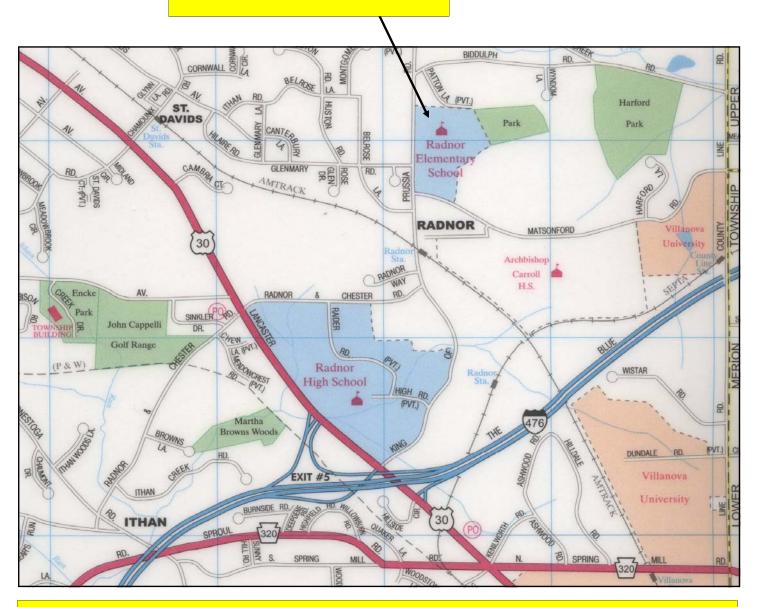
Radnor Day Camp 2023

Radnor Elementary School Floor Plan Overview First Floor

(Anticipated RDC Classrooms which are subject to change - changes will be communicated accordingly)



RADNOR DAY CAMP



Radnor Elementary School - 20 Matsonford Road, Radnor, PA 19087



Who we are at Radnor Day Camp! Staff Descriptions 2023

Radnor Day Camp Director – Jean Evans: coordinates the planning, programming, and overall administration of Radnor Day Camp in cooperation with the Radnor Parks & Recreation Department. This is Jean's 3rd summer working with us and her 2nd summer as the Radnor Day Camp Director! Jean has an extensive background in working with children with a degree in Elementary/Early Childhood Education from Temple University. She has also completed her Master of Education with K-12 Principal Certification from Cabrini University!

Assistant Camp Director – Isabella Barnabei (Bella): will assist the Camp Director in the planning, programming, and administration of Camp in cooperation with the Radnor Parks & Recreation Department. This is Bella's 5th summer working with us and 1st year as the Assistant Director. Bella is a current student at West Virginia University and studying Early Childhood/Elementary Education.

Performing Arts Coordinator – Meghann Weaver:

coordinates components of the Performing Arts Program for camp that facilitates the growth and development of expression through dance and music for campers with the production of a camp performance for participants, parents, and staff at the end of camp that will entail the building blocks of a performance including prop design, improvisation, and getting the creative juices flowing! This is Meghann's 15th summer as the Performing Arts Coordinator! Meghann has a BFA from the University of the Arts in Jazz Dance Performance and is the owner and director of Main Line Dance Company in Wayne.

Sports and Games Coordinator – AJ Nordone: will

coordinate the development and promotion of constructive, recreational activities through fun indoor and outdoor sports and games activities that promote health and wellness, teamwork, sports education and most importantly... FUN! This is AJ's 3rd summer working with us and 1st summer as Sports and Games Coordinator! AJ is a graduate of Conestoga High School and is currently attending McDaniel College working towards a double minor in Spanish and Environmental Studies, as well as a degree in Accounting. AJ also has a travel soccer coaching degree for all players under 15 and a SafeSport Training Certification.

Creative Crafts Coordinator – Emma Pinto: implements the daily curriculum of constructive and recreational arts & crafts projects that educate the children about different aspects of the Arts; projects are designed to encourage artistic expression, art appreciation, and imagination. This is Emma's 2nd summer working with us and 1st year as the Creative Crafts Coordinator! Emma is a current student-athlete at Immaculata University studying Elementary Education and playing for their Softball Team.

Nature & Adventure Coordinator – Bob Steininger: will coordinate nature-based and environmental education activities and programs over the summer. Campers engage in the nature around them and learn the importance of habitat, native vs. invasive species, recycling, and much more. They will explore, learn, and experiment with different activities that will help bring their camper group together and generate an appreciation for our planet. This is Bob's 1st summer working with us. Bob has a Post-Baccalaureate Certification in Elementary Education from West Chester University and a B.S. in Forestry and Wildlife, Wildlife Management Option from Virginia Tech.

Special Needs Support Staff – Various Returning & New Staff Members: responsible for the safety, supervision, and education of campers with special needs who require one-to-one or additional group support. This group of staff members is comprised of teachers, paraprofessionals, and students who all have interest and/or specialize in special education.

Leader II – Various Returning & New Staff Members:

responsible for the safety, and supervision of their assigned group of children as well as having the additional responsibility of supervising Leader Is within their groups along with managing the group's overall organization and daily operations.

Leader I – Various Returning & New Staff Members:

responsible for the safety, and supervision of their assigned group of children. This group of staff is comprised of students who have experience working with children and are energetic and enthusiastic about working with Radnor Day Camp this summer!



Radnor Day Camp Standards for Staff Screening, Training, and Supervision

The Radnor Township Parks & Recreation Department's Radnor Day Camp Program adheres to a high set of standards for the health, wellness, and safety of all participating campers. While Radnor Day Camp is not accredited by the American Camp Association (ACA), it conforms to many of the standards outlined by the ACA that address staff screening, training, and supervision. In many cases, Radnor Day Camp goes above and beyond the ACA standards. The Department believes that a systematic, multi-dimensional approach to planning and preparation produces positive outcomes of camper leadership and safety.

STAFF SCREENING & HIRING PROCEDURES

The Department has a defined set of procedures that are followed in the screening and hiring of prospective Radnor Day Camp staff members:

- The employment application and screening processes are identified and outlined and are applicable to all positions. The employment application also includes a voluntary disclosure statement.
- The procedures for screening and hire are reviewed by Township Labor Counsel on a regular basis.
- There are mandatory, annual background screening processes that include:
 - Compliance with Pennsylvania Child Protective Services Laws (CPSL) this Law requires all employees who are responsible for the welfare of a child or having direct contact with children provide clearances for the following every 60 months (5 years):
 - PA Criminal Record Check
 - PA Child Abuse Clearance
 - FBI Fingerprinting Report
 - Compliance with a mandatory, annual background clearance administered through the Township
- Mandatory, annual drug testing
- National Sex Offender Public Website check
- Two reference checks and verification of work history (For all New Hires)
- Interview by Township Staff including the Township Manager (For all New Hires)
- Interview for returning candidates of new positions or candidates taking on additional responsibilities
- Defined mandatory, specialized certifications, these include:
 - Current PA Teacher Certification (For Camp Director)
 - Current CPR, AED, & First Aid certification (All Staff)
 - Current Lifesaving & Water Safety Training (For Aquatics Staff)

(Continued on next page)



Radnor Day Camp Standards for Staff Screening, Training, and Supervision (Continued)

STAFF TRAINING

The Department conducts formal days of pre-camp training that all camp staff are required to attend. Radnor Day Camp Directors, Specialty Coordinators, and other select staff members who serve in key roles attend additional training seminars prior to and during the camp season.

Topics covered through training include, but are not limited to the following areas:

- A. Identification of Radnor Day Camp's purpose, mission, and intended outcomes and how they are incorporated into the camp structure, delivery, and program activities.
- B. Identification of the developmental needs of campers that are served and the corresponding delivery necessary for program and structure.
- C. Identification of the specific life-threatening and non-life-threatening special needs situations that exist at camp and corresponding procedures for handling them.
- D. Identification of the age-appropriate objectives, safety considerations, skills progression, operating procedures, and competencies required for camp program activities and creating a safe environment.
- E. Identification of age-appropriate behavior management and camper supervision that creates a physically and emotionally safe environment.
- F. Identification of the expectations regarding camper one-on-one interactions, two-deep leadership.
- G. Expectations for staff performance, conduct, and accountability (including what constitutes immediate dismissal from camp).
- H. Expectations for anti-discrimination and anti-sexual harassment including sexual abuse and misconduct and the recognition, prevention, and reporting of child abuse.
- I. Identification of the procedures regarding situational and incident reporting.
- J. Identification of emergency procedures at camp and the role of staff in implementation (in conjunction with the following entities, as applicable):
 - Radnor Township Police Department
 - Radnor Township School District
 - Radnor Fire Department

STAFF SUPERVISION

The Radnor Township Parks & Recreation Department staff and Radnor Day Camp Director and Assistant Director conduct regular observations to provide support to all staff members and to ensure that acceptable job performance criteria are continually practiced. This includes daily and weekly performance assessments and verbal interaction offering feedback and discussion. Staff members are continually encouraged to discuss any concerns or questions with the Camp Director or Department Staff at any time. A documented, employee performance evaluation is conducted at the end of camp with each employee and is reviewed relative to subsequent summer hiring for the employee at Radnor Day Camp.

Summer Camp Health & Safety Information

The continued good health and safety of campers attending Radnor Day Camp is and always will be our first priority. We continue to emphasize our health and safety guidelines and practices on a routine basis. This information will be extended to each staff member at our annual staff training and communicated directly to each of our parents/guardians. Everyone needs to do their part to protect and ensure good health by calling attention to the importance of everyday preventive actions. This includes frequent hand washing with soap and water, or using hand sanitizer if hand washing is not possible; and using tissues to cover coughs and sneezes.

Please take a moment to review our Health and Safety Information and be sure to contact us with any questions. We encourage you to take a commonsense approach toward helping us maintain a healthy and safe camp environment this summer and always.

Please monitor your child's health status - If you suspect your child is unable to participate in daily activities due to illness, they should not attend camp. Do not send your child to camp if they are feeling symptomatic and/or if they are exhibiting any of the following symptoms, including but not limited to:

- severe pain/discomfort
- 2 or more episodes of vomiting or diarrhea
- fever/chills
- severe sore throat or coughing
- red eyes with discharge
- infected, untreated skin patches or lesions or severe itching of body or scalp
- difficulty breathing or rapid breathing
- visibly enlarged lymph nodes or still neck
- blood or pus from ears, skin, etc.
- unusual behavior characterized by listlessness, loss of appetite, or confusion
- symptoms of chicken pox, lice, scabies, or strep throat

If your child arrives at camp showing any of the above symptoms of ill health, we will be unable to accept them, and you will be contacted. You will be required to pick them up from camp.

We appreciate your assistance and ask that you comply with these suggested measures to stop the spread of germs and illness this summer.

MOIRA MULRONEY, ESQ. Ward 5 President

MAGGY MYERS Ward 2 Vice President

JACK LARKIN, ESQ. Ward 1 ANNAMARIE JONES Ward 3 JIM RILEY Ward 4 JAKE ABLE Ward 6 SEAN FARHY Ward 7



RADNOR TOWNSHIP 301 IVEN AVENUE WAYNE, PENNSYLVANIA 19087-5297

Phone (610) 688-5600 Fax (610) 971-0450 www.radnor.com

WILLIAM M. WHITE

Township Manager Township Secretary

JOHN B. RICE, ESQ. Solicitor

KEN FROHLICH
Treasurer

SUBJECT:

Nondiscrimination in Services

TO:

Parents

FROM:

Tammy Cohen, Director of Parks & Recreation

I John /

Admissions, the provision of services and referrals of clients shall be made without regard to race, color, religious creed, disability, ancestry, national origin (including limited English proficiency), age or sex.

Program Services shall be made accessible to eligible persons with disabilities through the most practical and economically feasible methods available. These methods include, but are not limited to, equipment redesign, the provision of aides and the use of alternative delivery locations. Structural modifications shall be considered only as a last resort among available methods.

Any individual and/or guardian who believes they have been discriminated against, may file a complaint of discrimination with **Radnor Township 301 Iven Avenue**, **Wayne**, **PA 19087** or with other relevant agencies/contacts outlined below:

Commonwealth of Pennsylvania
Department of Human Services
Bureau of Equal Opportunity
Room 225, Health & Welfare Building
P.O. Box 2675
Harrisburg, PA 17110
Commonwealth of Pennsylvania
Department of Human Services
Bureau of Equal Opportunity
Southeast Regional Office
801 Market Street, Suite 5034
Philadelphia, PA 19107

PA Human Relations Commission Philadelphia Regional Office 110 N. 8th Street Suite 501 Philadelphia, PA 19107

U.S. Department of Health and Human Services Office of Civil Rights Suite 372, Public Ledger Building 150 South Independence Mall West Philadelphia, PA 19106-9111

Sincerely.

Tammy S. Cohen

Director of Parks & Recreation

What you should know about... Ticks & Ticks & Tick Borne Illnesses

Did you know that Pennsylvania has the highest number of reported cases of Lyme disease?

Protect yourself and your family:

You can protect yourself by following these simple steps when you spend time outdoors:

- Wear light-colored clothing with a tight weave to spot ticks & mosquito's easily.
- Wear enclosed shoes, long pants and a long-sleeved shirt. Tuck pant legs into socks or boots and shirt into pants.
- Check clothes and any exposed skin frequently for ticks while outdoors and check again once indoors.
- Consider using insect repellent. Follow label directions.
- Stay on cleared, well-traveled trails. Avoid contacting vegetation.
- Avoid sitting directly on the ground or on stonewalls.
- Keep long hair tied back, especially when gardening.

<u>Signs and Symptoms of tick borne illnesses:</u>

Many tickborne diseases can have similar signs and symptoms. If you have been bitten by a tick and develop the symptoms below within a few weeks, a health care provider should evaluate the following before deciding on a course of treatment:

- Your symptoms
- The geographic region in which you were bitten
- Diagnostic tests, if indicated by the symptoms and the region where you were bitten The most common symptoms of tick-related illnesses are:
 - Fever/chills: With all tickborne diseases, patients can experience fever at varying degrees and time of onset.
 - Aches and pains: Tickborne disease symptoms include headache, fatigue, and muscle aches. With Lyme disease you may also experience joint pain. The severity and time of onset of these symptoms can depend on the disease and the patient's personal tolerance level.
 - Rash: Lyme disease, southern tick-associated rash illness (STARI), Rocky Mountain spotted fever (RMSF), ehrlichiosis, and tularemia can result in distinctive rashes.
 - Some symptoms of Lyme disease are similar to symptoms of COVID-19.

For more information about ticks and tick borne illnesses, visit www.cdc.gov/ticks



HELLO summer camp... GOOD-BYE head lice!



Kids love summer camp. Unfortunately, head lice like camp just as much as your children do. Don't let the pesky problem keep your child from enjoying camp fun this summer.

As you prepare to send your child to camp, you should also prepare for the potential of head lice. Because kids at camp are in close proximity to each other, July and August are often the busiest months for head lice.

Be Proactive!

Head Checks are a MUST!

Before camp starts, be proactive and check your child for head lice. You can do this yourself or for a small fee have it done professionally at <u>Lice</u> Clinics of America.

If your child has recently had lice and you've been treating it with over-the-counter products they may still have viable activity. Super lice, found in 48 states, including PA, are resistant to most chemical treatments.

Head Contact and Hair Styles

99% of head lice cases occur from direct head-to-head contact. Lice

have large claws (they do NOT fly or jump) which makes it easy for them to cling to the hair of their host. Children with longer hair can decrease their chances of catching lice by keeping their hair in buns, pony tails or braids. Reminding your kids not to put their heads next to their friends heads or share personal items (hats, combs etc) will dramatically reduce the chances of head lice spreading.

Keep Checking

Check your child's head regularly (once a week is recommended). Early detection is key to defeating head lice. A female louse can lay up to 10 eggs per day so the sooner you can detect, the better. Go through your child's hair with a metal tooth lice comb and watch for any excessive itching. Behind the ears and the nape of the neck are common spots to find lice eggs.



Have your child sit in a chair, preferably outside. Using a rattail comb, chopstick or lice comb inspect the hair and scalp closely, looking for nits (eggs) attached to the hair shaft. A nit is teardrop shaped, as small as a poppy seed and glued to one side of the hair shaft, about a 1/8 inch from the scalp. It cannot be removed simply by blowing on it or flicking it with your finger. Click here to view video.





Prevention

Be diligent with the use of natural head lice preventative treatment products. There are many chemical-free products on the market including sprays, shampoos, conditioners and hair accessories. Clinical studies have shown that key ingredients such as peppermint oil, citronella, tea tree and lavender all help to fend off lice.

Brought to you by:



Urgent Care for Lice Removal

FDA-Cleared Technology No Pesticides 100% Guaranteed

Treatment & Preventative Products

1982 Butler Pike, Conshohocken www.liceclinicphilly.com 610-222-6149