

A separate form must be completed for each participant

1<sup>st</sup> Year \_\_\_\_ 2<sup>nd</sup> Year \_\_\_\_



## **2018 Leaders-in-Training (LIT) Registration**

Submit the StroudKids Leaders-In-Training registration form and two letters of reference from non-family members for consideration into the program. An interview will take place & if selected into the LIT program a social contract and the LIT manual signature page, must be submitted along with payment.

### **PARTICIPANT INFORMATION**

Name (last) \_\_\_\_\_ (first) \_\_\_\_\_ Date of Birth \_\_/\_\_/\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Municipality: \_\_ East Stroudsburg Borough \_\_ Stroudsburg Borough \_\_ Stroud Township \_\_ other \_\_\_\_\_

Current School \_\_\_\_\_

Gender \_\_ Male \_\_ Female

T-shirt size: \_\_YS \_\_ YM \_\_YL \_\_ AS \_\_AM \_\_AL \_\_AXL

### **PARENT OR GUARDIAN INFORMATION**

Name (last) \_\_\_\_\_ (first) \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Employer Name and Phone Number \_\_\_\_\_

Name (last) \_\_\_\_\_ (first) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Employer Name and Phone Number \_\_\_\_\_

**~~Swimming activities may not take place every day due to unforeseen circumstances. However, an appropriate suit & towel should be brought every day to camp.~~**

#### **Forms to be completed and turned in with application:**

**\_\_ Registration Form \_\_ Outside Service Form (if applicable) \_\_ 2 Letters of Reference**

#### **Once accepted into the LIT Program**

**\_\_\_\_ SK Leaders-In-Training Social Contract \_\_\_\_ LIT Manual Signature Page \_\_\_\_ Payment**

## EMERGENCY MEDICAL INFORMATION

List and explain if there are any special medical conditions, special needs, allergies, or restrictions to be aware of?

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Does your child require outside services for behavior or special needs?  NO  YES – *please complete the outside services form and submit with registration form.*

## EMERGENCY CONTACTS

Please list emergency contacts, and all adults who are permitted to pick up child from camp (PHOTO ID REQUIRED)  
Stroud Region Open Space and Recreation Commission (SROSRC) has my permission to release the above name participant to the following people

<i>NAME</i>	<i>RELATION</i>	<i>PHONE</i>
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Please list any person(s) who are not permitted to pick up participant (Must provide a copy of court order and alert staff)

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## AUTHORIZATIONS:

Permission is given to SROSRC for the following: (X) each item for approval

My child may participate in swimming, water activities, & sporting activities

In an emergency, SROSRC has my permission to administer first aid

I DO NOT wish my child to have ANY medical treatment

My child may be given medication by SROSRC Staff. I understand a medication authorization letter must be completed by a prescribing physician prior to administering (including prescription and over counter medicines not needing to be administered by a nurse):

Name of Medication	Strength (e.g. 50 mg)	Dosage (e.g. 1 pill/5ml)	Time to be taken	Prescribing Physician	Reason for Taking	Additional Instruction

## NOTICE OF RISK AND LIABILITY RELEASE

1. I hereby give my permission for my child to participate in the StroudKids Summer Day Camp ("Camp") program and activities
2. I attest that my child is in good health and in proper physical condition to participate in Camp. I have listed any activity restrictions, allergies, medications taken by the child, or any other needs on this form. Further, I agree that I will notify the staff immediately should my child's health condition change at any time during participation in Camp. If I believe the conditions at Camp to be unsafe, I will discontinue my child's participation and notify the appropriate staff.
3. I understand, and acknowledge that any and all rules, guidelines, and safety procedures of Camp are established for the safety and protection of all participants, including my child. I agree, on behalf of myself and my child, that we will comply with all rules and policies established by Camp, and will obey all staff, employees and assistants, of Camp and SROSRC.
4. I recognize, understand, and acknowledge that participation in Camp may involve risk and danger of serious bodily injury, permanent disability, paralysis and death.
5. I acknowledge that SROSRC prohibits the use of controlled substances, tobacco products, alcoholic beverages, and possession of weapons at all Camp locations. Failure to comply with these restrictions will result in immediate dismissal of your child from Camp with no refund of your registration fees.
6. I recognize that failure to comply with the rules and guidelines may result in immediate suspension or dismissal from Camp.
7. The staff and/or sponsors have my permission to photograph my child. I understand that these photographs may be used in promotional brochures, flyers, or news releases.
8. In consideration of my child's participation in Camp, I the under-signed, on behalf of myself and my minor child, do hereby release, discharge, and covenant not to sue SROSRC, its directors, service providers, members, volunteers, and employees from all liability, claims, demands, losses, or damages on my account caused or alleged to be caused in whole or in part by the negligence of SROSRC, including negligent rescue operations. I further agree that if, despite the Release, I, the minor, or anyone on the minor's behalf makes a claim against SROSRC, I will indemnify, save, and hold harmless SROSRC from any litigation expenses, attorney fees, loss, liability, damage, or any costs that may incur as the result of any such claim.

## PROGRAM REFUND POLICY

All refund requests must be made two weeks before the start of camp. Refunds requests made after camp starts will be evaluated for approval. If approved the refund will be pro-rated based on the number of days since camp started. Refunds will be processed within 30 days of approved request. In the event a child is suspended or dismissed from the camp program, a refund will not be issued. **A \$35 service charge will be assessed on all refund requests.** A full refund will be issued if the Commission cancels a program.

**I HAVE READ AND UNDERSTAND THE AUTHORIZATIONS, NOTICE OF RISK AND LIABILITY RELEASE, AND THE PROGRAM REFUND POLICY.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**PROGRAM FEES – to be paid upon acceptance into the LIT Program.**

**Leaders-In-Training: 9:00 a.m. – 3:00 p.m.**

Ages: 13 – 15 years old

\*No camp July 3<sup>rd</sup> or 4<sup>th</sup>

\*\*Last day of camp (8/10) ends at 12:00 p.m.

(x) select

**Must be  
paid in full  
by May 31**

**Location:**

**Camp Dates:**

Dansbury Park

June 25 – August 10

\$ 305

Morey Elementary School

June 25 – August 10

\$ 305

Stroudsburg High School

June 25 – August 10

\$ 305

**Before/Aftercare:**

(no after-care last day - 8/10)

**Before Care - 7:15-9:00 a.m.**

**After Care - 3:00-6:00 p.m.**

Dansbury Park

\$156

\$270

Morey Elementary School

\$156

n/a

Stroudsburg High School

n/a

\$270

**Camp Fee    Before Camp    After Camp    (\*Friends Member 5% Discount)    Fri., 5/31 payment due**

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\_\_\_ Payment in Full: \_\_\_ Date Received \_\_\_ Amount \_\_\_ Cash/Check/Credit Card

\_\_\_ Payment Plan: ***I acknowledge that full payment must be made before May 31, 2018. Any outstanding balance will result in delay or withdrawal from camp.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Office Use Only:**

Date Received	Amount Received	Cash, Check or Credit Card	Balance Remaining	Employee Initials



## 2018 StroudKids Summer Day Camp Outside Services Form

### Camper Information

Name (last) \_\_\_\_\_ (first) \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime phone: \_\_\_\_\_

Parent/Guardian Names: \_\_\_\_\_

### Outside Services Information

**What services does your child require?** Please list and explain

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**What are the reasons your child requires these services?** Please list and explain

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**Will services be provided during camp hours?**  Yes  No If yes, please list service provider names & contact information

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**\*TSS/BSC/Nurses or any other outside agency must be with campers at ALL times while attending camp. If services are unavailable for the camper a phone call home will be made and child must be picked up. Parents cannot replace a TSS/BSC/Nurse for the day.**

**\*TSS/BSC/Nurses or any other outside agencies are responsible for payment of any field trips, etc.**

**Authorization** I HAVE COMPLETED THIS FORM TO THE BEST OF MY KNOWLEDGE AND WILL NOTIFY SROSRC OF ANY CHANGES

Signature \_\_\_\_\_ Date \_\_\_\_\_



# **Leaders-in-Training (LIT) Manual 2018**

## StroudKids Camp Program

**Tots:** 4 & 5 year olds

**StroudKids:** 6 – 12 year olds

**Leaders-In-Training (LIT):** 13 – 15 year olds

### Camp Hours:

**Regular Camp:** 9:00 a.m. – 3:00 p.m., Monday – Friday

### Locations

### Ages

### Dates

Dansbury Park, East Stroudsburg	6–15	June 25 – August 10
Morey Elementary School, Stroudsburg	4–8 & 13-15	June 25 – August 10
Stroudsburg High School, Stroudsburg	9–15	June 25 – August 10

*\*No camp July 3<sup>rd</sup> & 4<sup>th</sup>      \*\*Last day of camp (8/10) ends at 12:00 p.m.*

**Before-care:** 7:15 - 9:00 a.m.    **After-care:** 3:00 - 6:00 p.m.

\*Before and After-care is not available for Tots participants

Before-care is offered at Dansbury Park and Morey Elementary.  
After-care is offered at Dansbury Park and Stroudsburg High School.

### Staff Contacts

Amy Pacheco	Camp Director	570-426-1512	pacheco@srosrc.org
Sherry Acevedo	Executive Director	570-426-1512	acevedo@srosrc.org
Kimberly Possinger	Administrative Assistant	570-426-1512	possinger@srosrc.org

The Stroud Region Open Space and Recreation Commission (SRORSC) is committed to providing positive recreational opportunities to all who live or work in the Stroud Region. It is our goal to provide quality outdoor and indoor recreation activities for StroudKids campers to learn, grow, and have fun.

### **StroudKids Leaders-in-Training Program Overview**

The Leaders-in-Training program (LIT) will teach participants ages 13 to 15 the values of teamwork while enjoying team building activities and developing leadership skills. They work closely with camp leadership staff to deliver programming to younger campers. LIT's will be introduced to different career options, write a resume, and participate in a mock interview. LIT's will be given opportunities to participate in community service projects that leaves a lasting impact in our local region.

The goal of the LIT program is to teach leadership skills and help prepare our youth for the future. One way these goals will be accomplished is to have the LIT's work in pairs or small groups on a rotating schedule with different groups of campers. They will serve the camp as aides to the Counselors so this is a great transitional program for teens that still provides them with the ability to participate in several traditional camp activities including active and passive games, outdoor recreation, sports, special events, and arts and crafts.

### **Expectations and Requirements to Graduate**

If requirements are met as defined below, LITs will be invited with their families to the LIT graduation ceremony.

\* **Attendance** - LITs cannot exceed more than 5 days of unexcused absences to graduate. Vacations are excusable with advance notice.

\* **Camp Cameras** - LITs will take pictures with a camera provided by camp staff that contribute to the end of camp slide show. LITs are responsible to sign the camera out and return in the same day.

\* **Service Hours** - 1 hour per week and complete a total of 7 hours. Plan and led a group activity. LIT's must submit their activity plan to the Assistant Director for approval. LITs are expected to demonstrate respectful behavior as a positive role model for younger campers.

\* **Community Service Hours** – Complete 10 hours. Help with special events, clean-ups, and other community service projects during camp hours. This may include set-up, clean up, distribute materials, and other tasks assigned by the staff.

\* **Clean-up duties** – Help with general clean up duties and other duties as assigned by camp staff during the camp day.

\* **Mock Interview & other opportunities** - LIT's are required to participate in planned activities that will include the mock interview. Other scheduled opportunities include field trips and Camp Old Navy. LITs are expected to participate in a positive manner, dress appropriately, and demonstrate respectful behavior during these activities as they are representing themselves, SROSRC, and StroudKids camp.

### **Registration for the Leaders-in-Training Program**

The LIT program requires completion of the StroudKids Leaders-In-Training application and two letters of reference from non-family members in order to be considered for the program. After an interview and if selected into the program, the following needs to be completed: 1.) social contract, signed 2.) LIT Manual



signature page, signed by parent/guardian and camp participant 3.) Outside Service form (if applicable)  
4.) Payment for the program. There are 15 LIT positions at each StroudKids site. Registration must be paid in full by the start of the program.

## **Operations**

The StroudKids LIT program will be at the Dansbury Park, Stroudsburg High School, and Morey Elementary School, Monday, June 25 - Friday, August 10<sup>th</sup>. Monday through Friday, 9:00 am – 3:00 pm. Check-in begins at 8:45am. There is no camp on July 3<sup>rd</sup> or 4<sup>th</sup>. The last day of camp (8/10) will end at 12 p.m.

Campers will experience fun activities based on weekly themes and a daily program schedule. Campers are to be prepared for both indoor and outdoor activities, including pool time during each day. \*Swimming activities may not take place every day due to unforeseen circumstances. It is our goal to provide a safe environment for each camper to learn and have fun.

The Camp Director oversees all camp programs with Site Director and other camp staff. Assistant Site Directors supervise the Leader-In-Training program. Camp staff participate in orientation and training, have valid clearances, and are certified in First Aid and CPR. All camp staff serve as leaders to our campers and we expect them to demonstrate appropriate behavior as a positive role model. It is our goal to provide a safe environment for each camper to learn and have fun.

Telephone access is not available at all camp locations. In case of emergency, parents are to call the Camp Director at the SROSRC office at 570-426-1512. The Camp Director will contact the Site Director.

Camp may be cancelled due to severe weather or emergency conditions. If weather conditions merit cancellation of the program during the day, parents will be called to pick up their children.

## **StroudKids, Tots & Leaders-In-Training Camp Rules**

All rules, guidelines, and safety procedures of camp are established for the safety and protection of all campers. Failure to comply with the rules and guidelines may result in disciplinary action, immediate suspension or dismissal from camp. Campers are to participate in all activities, unless noted on the signed Camp Registration & Health Form and/or Outside Services Form.

1. **Sign In/Sign Out** - The camper must be signed in and out by an authorized parent or guardian (listed on application) throughout the summer program dates. Photo identification is required to show to camp staff.

- Parents must find the child's group and sign them in if they arrive late or if signing out early
- If a child needs to leave the program early, written notification is required. If an emergency requires that someone else pick up your child, the child's name, adult's name who will be picking up and phone number(s) must be left with the Camp Director at 570-426-1512.

2. **Camper Awareness** - Children are required to wear a wristband through the duration of camp. Participants must stay with their Counselor at all times and not wander off in camp facilities.

3. **Things to Bring to Camp** - *(Label all personal items with the camper's first and last name)*

- Campers must bring their own bagged lunch, snack, and drink. Please keep in mind, there is no refrigerator or microwave available. ***\*Free breakfast and lunch will be served at all camp sites, provided by ESASD in partnership with SROSRC & SASD. This will start once school is out.***
- Wear/bring comfortable and appropriate clothing for indoor and outdoor activities. Closed tip shoes must be worn to camp every day. Flip flops or sandals can be worn for swim time only.
- Towel, bathing suit, change of clothes, hat, bug spray; please apply sunscreen at home.

#### 4. Things ***NOT*** to Bring to Camp

- No personal items: electronics, electronic game devices, Nintendo 3DS, iPods, tablets, laptops, mp3 players, Pokémon cards, magic cards, poker cards, cash, jewelry, etc.
- **No cell phones are permitted during camp hours.** *No taking pictures or viewing/posting on any social media sites.* If your child has a cell phone for contacting parent before or after camp, the cell phone must be off and put away during camp hours.  
*\* If you have an emergency and need to reach your child call the office (570) 426-1512*
- No controlled substances, tobacco products, alcoholic beverages, or weapons.

*\* SROSRC is not responsible for any lost, broken, or stolen items*

5. **Sickness-** If camper has lice, pinkeye, fever and/or any other contagious illness and should not attend camp. If a camper is brought to camp sick a phone call will be made to parent to pick child up immediately and must provide a doctor's note to return to camp.

6. **Behavior Expectations** – Campers are representing the StroudKids camp community and SROSRC. We want each child to enjoy the planned activities with a good experience.

Always...

- Be respectful of all campers, staff, supervisors, and service providers
- Listen to staff and follow direction of counselors, directors, and service providers
- Keep yourself and others safe
- Keep your hands and feet to yourself
- Respect the property of other campers, camp equipment, and facilities
- Participate in camp activities in a positive manner

**Behavior & Disciplinary Action Policy** – A camper's participation in camp is dependent upon their behavior. General discipline techniques involve positive reinforcement for acceptable behavior. Parents will be notified in writing and by phone if the camper continues to display undesired behavior.

**\*\*If camper has TSS/BSC/Nurse services or any other outside agency, workers must follow all camp rules our staff follows. Service workers must pay for any field trips camp participates in for themselves. All service workers must be with campers at all times during camp. If any service is unavailable, a phone call to parent is made and camper must be picked up.**

**\*\*Parents cannot replace a TSS/BSC/Nurse for the day.**

Our goal is for all campers to have a safe and positive experience at camp, and we will strive to work with the child and parent prior to withdrawing the child from camp. SROSRC reserves the right to withdraw any child if the behavior is severely disruptive, or creates physical harm to self and others.

This includes but is not limited to:

- Aggressive physical contact or inappropriate language
- Engaging in fighting or bullying
- Stealing or defacing other camper's personal belongings or camp facilities  
*\* Any damage at any facility or to camp property due to camper's negligence will be the responsibility of the parent and/or guardian to replace or pay for the damages*
- Disrespect for staff, rude and discourteous behavior toward others
- Refusing to follow rules and guidelines, insubordination
- Does not stay with counselor, running away from staff
- Repeatedly displaying an inability to follow established rules and guidelines
- Brings a weapon, alcohol, or controlled substance
- Harm to self and others, including physical harm
- Peeing in public

Failure to comply with the rules and expectations may lead to disciplinary action, suspension, and/or termination from the program and a refund will not be provided.

### **Disciplinary Action Policy**

**1<sup>st</sup> occurrence** – Redirect and verbal warning is given with a talk between the counselor and the camper. Parent is made aware and will sign Behavior/Incident Report at pick up

**2<sup>nd</sup> occurrence** - Reflection time from activities will be given; in the event the behavior escalates, suspension may be given from camp, up to one week depending on the severity of the offense. A phone call is made home to the parent by the Site Director and parent will sign Behavior/Incident Report at pick up.

**3<sup>rd</sup> occurrence** - In the event the behavior is still not corrected, is continuous, and unable to be resolved, will result in immediate withdrawal from camp without a refund. Phone call will be made home to the parent by the Camp Director. Parent must arrange immediate transportation for the child.

#### **\*Please note\***

**Any physical contact may result in an immediate suspension or dismissal without a refund. Suspension up to a week may be given depending on the severity of the offense.**

**Program Refund Policy** – All refund requests must be made two weeks before the start of camp. Refunds requests made after camp starts will be evaluated for approval. If approved the refund will be pro-rated based on the number of days since camp started. Refunds will be processed within 30 days of approved request. In the event a child is suspended or dismissed from the camp program, a refund will not be issued. ***A \$35 service charge will be assessed on all refund requests.*** A full refund will be issued if the Commission cancels a program.



**2018 StroudKids Camp Program**  
**Leaders-In-Training Manual Signature Page**

Fill out a separate form for each child.

**I have read and understand the Leaders-In-Training Manual  
which includes program rules, overall guidelines, expectations  
and requirements to graduate, and the refund policy.**

Date \_\_\_\_\_

Check LIT's Site:     \_\_\_ LIT Dansbury Park  
                              \_\_\_ LIT Stroudsburg High School  
                              \_\_\_ LIT Morey Elementary School

Camper's Name (PRINT) \_\_\_\_\_

(Signature) \_\_\_\_\_

Parent/Legal Guardian (PRINT) \_\_\_\_\_

(Signature) \_\_\_\_\_