



Leaders-in-Training (LIT) Manual 2025

StroudKids Leaders-in-Training Program Overview

The Leaders-in-Training program (LIT) will teach participants ages 13 to 15 the values of teamwork while developing leadership skills. They work closely with camp staff to deliver programming to younger campers. LIT's will be introduced to different career options, vision board, 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 assist the counselors as helping hands with activities and programs. They will participate in several traditional camp activities including active and passive games, outdoor recreation, sports, and special events.

Registration for the Leaders-in-Training Program

There are 15 LIT placements at each StroudKids camp location. To register for the LIT program, submit the **Register for the program by calling 570-426-1512, or submitting paper registration** and submit **two letters of reference** (from non-family members).

Registrants will be contacted in April to schedule an interview. Registrants will then be interviewed by the Camp Manager and/or the LIT Supervisor to ensure the program is a good fit for the registrant and make selections accordingly.

If selected to participate in the program, the following must be completed and turned in:

1. Social contract signed & submitted
2. LIT Manual and Camp Guidelines and Expectations is signed & submitted
3. Permission Slip is signed & submitted
3. Outside Service form submitted (if applicable)
4. Payment in full before June 11, 2025

First Aid and CPR Certification is also highly recommended for this program. Please submit certificates of First Aid and CPR completion with other documentation, or schedule training before camp begins if at all possible.

LIT Expectations and Requirements to Graduate

Being respectful, having a positive attitude, and being a role model is expected at all times. If requirements are met daily, as defined below, LITs will be invited with their families to the LIT graduation ceremony.

- **Attendance** - cannot exceed more than 5 days of unexcused absences to graduate. Vacations are excusable with advance notice.
- **Service Hours** - 1 hour per week. Plan and led a group activity. LIT's must submit their activity plan to the Supervisor for approval. LITs are expected to demonstrate respectful behavior as a positive role model for younger campers. Be creative and have fun! This activity plan can be used on your resume.
- **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** - Assist with general clean up as assigned by camp staff during the camp day.
- **Other opportunities** - Other scheduled opportunities include field trips and special events. 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.
- **Career awareness** - Career opportunities, resume writing, dress for success, interviews, are a few examples of fun discussion activities LITs will be part of. Parents are welcome to come in and share their career path (see Supervisor if interested)

During camp, LITs will experience fun activities with all campers at their site based on weekly themes and a daily program schedule. LITs 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 and LIT to learn and have fun.



2025 Camp Guidelines and Expectations

The StroudKids Camp Program Overview

StroudKids (ages 6-12), Tots (ages 4 & 5) & Leaders-In-Training (ages 13-15) are structured recreation day camp programs administered by the Stroud Region Open Space and Recreation Commission (SROSRC). The StroudKids camp program is held at two locations in the Stroud Region, June – August, Monday through Friday. Activities include outdoor recreation, hikes, sports, water activities, special events, crafts, etc. (Swimming activities may not take place every day due to unforeseen circumstances but children should bring an appropriate suit and towel every day.)

StroudKids Camp Goals

To provide a safe and enjoyable atmosphere with age-appropriate activities to help children develop positive social and leisure skills, wellness, and enjoyment of the outdoors.

Our goals include:

- To get outdoors and appreciate nature
- To engage in positive leisure skills
- To develop social and cooperation skills
- To enjoy a diversity of recreational experiences
- To build self confidence
- To promote health & wellness

SROSRC is committed to provide a variety of recreation opportunities in our parks and facilities within the Stroud Region. It is our goal to provide quality recreation activities for all campers to learn and grow as an individual. Camp provides new experiences in a safe and fun environment.

Dates, Times, & Locations subject to change.

****Meet and Greet on Wednesday, June 11th, 6–7:30 pm at the Dansbury Pavilion****

Locations & Ages

- Dansbury Park: Ages 6-15
- Stroudsburg Borough Park: Ages 4-15

Operations

- **June 16th – August 8th**, Monday – Friday, 9:00 am – 3:00 pm (No camp on July 4th) (Last day of camp (8/9) ends at 12 pm – no aftercare)

- **Regular Camp hours are 9:00 am – 3:00 pm** - Check-in begins at 8:45 am and pick-up is between 2:45pm and 3:00 pm at the designated drop off/pick-up location at each site; parent/emergency contact must sign-in/sign-out camper (ID mandatory)
 - Dansbury Park** - Regular camp drop off and pick up is under the pavilion located in Dansbury Park
 - Stroudsburg Borough Park** - Regular camp drop off and pick up is located at Morey Elementary

- **Before care** (7:15-9:00 am) and **After care** (3-6 pm) is available for participants ages 6-15; parent/emergency contact must sign-in/sign-out camper (ID mandatory)
 - Dansbury Park** - Before care drop off is at The Day Street Community Center building & After care pickup is at The Day Street Community Center building
 - Stroudsburg Borough Park** - Before care drop off for all ages is at the Morey Elementary School
 - After care Pick up is at the pool at Stroudsburg Borough Park

**Pick up and Drop off locations may be changed based on unforeseen circumstances such as weather. In this case, the changes will be announced over the Remind App.*

In case of emergency, parents are to call the SROSRC office: (570-426-1512)

Pick-Up Policy

Pick-up time is between 2:45pm and 3:00pm. Parent/Emergency Contact must sign in and sign out campers. ID is mandatory. Absolutely NO drop-offs or pick-ups are allowed without a parent/guardian signature.

If you are running late, please let us know as soon as possible over the remind app, or by contacting the office at 570-426-1512. While we understand that unexpected things can happen, we need communication from you.

Camp staff will reach out to parents and emergency contacts of a child if they are not picked up by 3:00pm. *Repeated and/or uncommunicated late pick-ups accrue a fee of \$20 after 15 minutes, and an additional \$20 per additional half hour. A camper cannot re-enter camp until fees are paid. If the child is not picked up within one hour, and we cannot get in touch with the parent to organize a timely pick-up, the Camp Manager will have to call the Stroud Area Regional Police Department.*

In contrast, if you give us a day's notice, the daily after care rate is only \$12 per day.

Early pick-up is possible. A letter of dismissal at the beginning of the day, handed to the counselor or site supervisor, helps speed up the early pick-up process, as we can check the schedule and prepare the camper for pick-up.

SROSRC Camp Structure

Campers will experience fun activities based on weekly themes. Campers are to be prepared for both indoor and outdoor activities, including pool time each day. *Swimming activities may not take place every day due to unforeseen circumstances.

The Camp Manager oversees the entire camp. Each location has a Site Supervisor who supervises the staff and the daily operations. The Assistant Supervisor at each site oversees the Leaders-in-Training program. Counselors implement the daily activities and special events in their group and with other groups within their site.

Camp staff participate in an orientation and trainings, have valid clearances, and are certified in First Aid and CPR. It is our goal to provide a safe environment for each camper to have fun. Our camp staff serve as leaders and we expect them to demonstrate appropriate behavior as a positive role model for our campers. We have the same expectation for LIT's to demonstrate appropriate behavior for the younger campers.

Camp may be cancelled due to severe weather or emergency conditions. Parents/emergency contacts will be called to pick up their child/children.

If a concern arises, please speak to your child's Counselor first, if possible. If the situation requires it, parents are welcome to speak to the Site Supervisor. Parents can also reach out to the Camp Manager as needed, or call the office at 570-426-1512.

SROSRC Staff Contacts

Trudyann Buckley	Recreation and Camp Manager	570-426-1512	recreation@srosrc.org
Autumn Hawthorne	Executive Director	570-426-1512	autumn@srosrc.org

Camp Rules and Guidelines (for all ages)

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 with no refund. Campers are to participate in all activities, unless noted on the signed Camp Registration & Health Form and/or Outside Services Form.

Things to Bring to Camp *(Please label all personal items with the camper's first and last name)*

Campers must carry their own belongings.

- **Free breakfast and lunch will be served at all camp sites** - provided by ESASD in partnership with SROSRC & SASD. Campers can bring their own bagged lunch if the menu will not work for them. Please keep in mind, there is no refrigerator or microwave available.
- **Please pack PLENTY of water** and snacks. Kids will be outdoors and active for a large part of the day, and will need replenishment.
- Wear/bring comfortable and appropriate clothing for indoor and outdoor activities. **Closed tip, well-fitting shoes must be worn to camp every day.** Campers will be running around. Flip flops, sandals, and Crocs are NOT permitted, except during swim time only.
- Campers will need: a towel, bathing suit, change of clothes, hat, bug spray. (Please apply sunscreen at home. We are not able to assist campers with sunscreen or bug spray application.)
- It is best practice to have kids wear swimsuits under clothing for easy changes. (We cannot assist them.)
- Children are required to wear a wristband at all times while attending camp, provided by SROSRC. Wrist bands will be replaced 3x per summer. *Lost wrist bands will accrue a \$1 replacement fee.*

Things **NOT** to Bring to Camp

- **Cell phones are not permitted during camp hours.** *No taking pictures or viewing/posting on any social media sites.* If your child has a cell phone for contacting parents, it must be put away during camp hours. * ***If you have an emergency please call the office at (570) 426-1512***
- No personal items: examples – any electronics, electronic game devices, iPods, tablets, laptops, Pokémon cards, magic cards, poker cards, cash, jewelry, etc.
- No controlled substances, tobacco products, alcoholic beverages, or weapons.

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

Sign In/Sign Out

Photo identification is required to show to camp staff. Campers must be signed in/out by an authorized parent or guardian listed on the registration form. Parents must find the child's counselor/group to sign them in or out, on time, late, or if picking up early. If a child needs to leave early, written and verbal notification is required to provide to the counselor or site supervisor.

Outside Services

If camper has a BHT/BC/Nurse service(s) or any other outside agency, workers must follow all camp rules our staff follows. All service workers must stay with their camper at all times and work with SROSRC staff to assist the child in camp. Securing and retaining outside services is the responsibility of the parent.

Campers with outside services must be accompanied by a provider(s) at all times during camp. Parents cannot replace any outside services at any time. Service workers must pay for any field trips the camp participates in.

Sickness

If a camper has a contagious illness (ex. lice, pinkeye, fever, diarrhea, Covid, etc.) they should not attend camp. If a camper is brought to camp sick, a phone call will be made to a parent/emergency contact to pick the child up immediately. A doctor's note must be provided to return to camp when necessary.

Campers Awareness

Participants must stay with their Counselor at all times and not wander off.

Behavior Expectations

Campers are representing the StroudKids Camp and SROSRC. We want each child to have a good experience.

Always...

- Be respectful
- Listen to staff and follow directions
- Keep yourself and others safe by staying with your group
- Keep your hands and feet to yourself
- Respect the property of others
- Be positive and participate
- Remember your counselor is there for you

In the pool area, Campers must follow these guidelines, or lose pool privileges:

- NO Running in the pool area at any time
- NO Rough-housing (including dunking, kicking, piggy-back, etc. Campers must keep their hands and feet to themselves at all times during camp.)
- Campers must wear a life jacket at all times and remain in the shallow end of the pool until the camper has passed their swim test.

Behavior & Disciplinary Action Policy

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. 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. Parents will be notified in writing and by phone if the camper displays undesired behavior. 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, harm to self, or others
- Engaging in fighting or bullying
- Stealing or defacing other camper's personal belongings or camp facilities
**Damage at any facility or camp due to camper's negligence will be the responsibility of the parent and/or guardian to replace or pay for damages*
- Disrespectful, rude, and discourteous behavior toward counselors/staff and others
- Refusing to follow rules and guidelines
- 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
- Inappropriate language and behaviors

Disciplinary Action Policy

- **1st occurrence** – Verbal warning and redirection; activity time may be taken away; parent is made aware and will be given the Behavior/Incident Report at pick up
- **2nd occurrence** – Activity time will be taken away; suspension may be given; a phone call will be made to the parent by the Site Supervisor and the Behavior/Incident report will be given at pick-up
- **3rd occurrence** – Suspension may be given or immediate withdrawal from camp without a refund; a phone call will be made to the parent by the Site Supervisor to arrange for immediate pick-up of the child

Physical contact may result in an immediate suspension or dismissal on the 1st occurrence without a refund. Suspension up to one week may be given depending on the severity of the offense, without a refund.

Program Refund Policy

All refunds/withdrawals from a camp session must be done in writing. Refunds will be processed within 30 days of approved request. Refunds/credits will be issued as follows:

- Requests made two weeks in advance of registered week(s) will receive a full refund; minus the \$20 per week non-refundable registration deposit.
- Requests less than two weeks but more than 48 hours in advance will receive a refund of 50% of the registration fee.
- If you do not request a refund at least 48 hours before the first day of registered week(s), no refund will be granted.
- If a program is cancelled a full refund will be issued.
- In the event a child is suspended or dismissed from the camp program a refund will not be issued.



**2025 StroudKids Camp Program
Leaders-In-Training Manual, Social Contract
Curriculum & Camp Guidelines and Expectations**

Fill out a separate form for each child.

Sign and return this page with your registration

I have read and discussed with my child the 2023 **Leaders-In-Training Manual** which includes overall guidelines, program rules, disciplinary action policy, and refund policy.

Leaders-In-Training Name (print) _____

Camp Site (✓): ___ LIT – Dansbury Park

 ___ LIT – Stroudsburg Borough Park

Parent/Legal Guardian: Sign & Date _____

Print & Date _____



2025 StroudKids LIT Summer Day Camp Off-Site Trip Form

Please complete a separate form for each child. Form must be completed in full.

Participant Information

Last Name _____ First Name _____ D.O.B ____/____/____

Home Address _____ City _____ State _____

Zip _____

Parent or Guardian Information

Primary Parent or Guardian: Last Name _____ First Name _____

Home Address _____ City _____ State _____

Zip _____

Home Phone _____ Cell Phone _____

Email _____

Employer Name: _____ Employer Phone Number: _____

Secondary Parent or Guardian: Last Name _____ First Name _____

Home Address _____ City _____ State _____

Zip _____

Home Phone _____ Cell Phone _____

Email _____

Employer Name: _____ Employer Phone Number: _____

Emergency Contact(s) & Authorization to Pick up Participant

Please list emergency contacts, and all who are permitted to pick up child from camp (photo ID required). Stroud Region Open Space and Recreation Commission has my permission to release the above named participant to the following people:

<u>Name</u>	<u>Relationship</u>	<u>Phone</u>
_____	_____	_____
_____	_____	_____

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

- In an emergency, SROSRC has my permission to administer First Aid
 I do not wish my child to have any medical treatment

I authorize my child to participate in **COMMUNITY SERVICE HOURS** at **GROW & GIVE GARDEN**, with the address of **88 N 3rd St, Stroudsburg, PA** on this (these) date(s): **Weekly, June 16-August 8th, 2025**. I understand that my child will be walking to **GROW & GIVE GARDEN** with StroudKids Camp Staff.

Notice of Risk and Liability Release

1. I hereby give my permission for my child to participate in _____. I recognize that this program is run by StroudKids and not SROSRC. I acknowledge that my child will be under the direction and supervision of camp staff.
2. I agree that if, I, the minor, or anyone on the minor's behalf makes a claim against SROSRC as a result of my child's participation _____, 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.
3. I understand and agree that the Notice of Risk and Liability Release I signed for participation in Stroud Kids Summer Day Camp program still remains in full force and effect.
4. I attest that my child is in good health and in proper physical condition to participate in field trip. I have listed any activity restrictions, allergies, medications taken by the child, or any other needs on the registration form I provided for registration in SROSRC camp. Further, I agree that I will notify the staff immediately should my child's health condition change at any time during participation in activity. If I believe the conditions to be unsafe, I will discontinue my child's participation and notify the appropriate staff.
5. I understand, and acknowledge that any and all rules, guidelines, and safety procedures of _____ are established by _____. I agree, on behalf of myself and my child, that while my child is at _____ we will comply with all rules and policies established by _____ and while my child is at camp, we will continue to comply with all rules and policies established by Camp.

I HAVE READ AND UNDERSTAND THE AUTHORIZATIONS, NOTICE OF RISK, LIABILITY RELEASE AND DATES ATTENDING.

Signature _____ Date _____