

# NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

Dear Parents & Campers,

COVID-19 changed everything, our routines, our communities, and our world. The Atkinson Recreation Department is just as disappointed as you that our traditional Camp Sun 'n Fun Summer Camp will not be available this summer, but as you can understand the health and safety of our campers must come first and this is something that we can guarantee will never change.

Just as we are all in this together, we are building a new normal together as well. By now, you probably have heard about our NEW Mini- Sun 'N Fun 2020 Summer Program a substitute program for the normal one. This program will operate for 4 weeks starting July 20th and run through August 14th We understand that this program may not be our popular Sun 'N Fun, but we promise to try our best to make it pretty close, while following all necessary guidelines per the State of New Hampshire "Stay at Home 2.0 Day Camps " issued on June 15<sup>th</sup>.

Unfortunately, due to the guidelines we will not be able to have the numbers of campers we have been able to take in the past. It will be different. It will not have all the same activities it has in the past. It may not be the best fit for you or your child. We understand that and hope that you understand we have worked hard to come up with something we consider will be of value to you. We ask that you thoroughly read through ALL the information and become familiar with it. We believe that children in the community will benefit greatly from time spent with the program, time with friends and staff; and experiencing a routine outside of home. Please note for those of you who have participated in the past, this is NOT the same program however the things that remain the same are many familiar staff faces; a commitment to providing a fun and safe environment for your child.

Parents should know, per the NH Guidelines, all registered children will be placed in small groups of no more than 10 people (8/9 campers max; 1/2 staff supervising). In addition, these groups will not join or blend with other groups, unless regulations are revised. This is to limit the risk of COVID-19 spreading to other kids/staff not in their groups. More information will be given regarding these limitations, social distance, and the wearing of masks further on in this document. So Mini- Sun 'n fun 2020 will have weekly registration for 40 campers per week. 8 campers per group with 2 counselors. If we have more than 40 campers, we will choose by lottery system. If you have a group of 8, please list all the names in the comment area on the registration.

We HIGHLY suggest you re-read this Parent Packet from beginning to end as we have many NEW rules & procedures in place that you will be signing off on to ensure your understanding of camp policies. All yellow highlighted areas depict areas where we have added or changed information from our previous Parent Packet. If you have any questions on areas we did not cover, please don't hesitate to call our office (362-5531) Thank you again for your patience as we waited (and waited) for the final NH Summer Day Camp Guidelines to cross our desks so that we could start forming a plan to offer alternate programs.

# NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

## ATKINSON RECREATION CONTACT INFO

Atkinson Community Center 4 main Street Atkinson NH 03811

Phone: 603 362-5531, [commrec@atkinson-nh.gov](mailto:commrec@atkinson-nh.gov)

REC DEPT FULL TIME STAFF –Recreation Director - Noriko Yoshida-Travers

## MINI-SUN 'NN FUN STAFF

Sun 'n Fun Director – Alex Horgan, Sun 'n Fun Assis. Director Taylor Stikeman, Kailey Ross

The Recreation Summer Camp staff is composed of talented, passionate, and responsible adults, college, and HS students. Team Leads have all been certified in CPR and First Aid. All staff attend training sessions with topics such as conflict resolution, proper supervision, child emotional & behavior management, games and other topics related to child supervision. NEW training this year will focus on proper hygiene and sanitation, new policies and procedures, camp operations with social distancing, PPE, suspected outbreaks and health screening. Our goal is to give the Mini-Sun 'N Fun staff the tools to ensure not only the children's experience is safe and enjoyable, but also their own.

## COMMUNICATION VIA SOCIAL MEDIA

To save on paper and endless phone calls; updates, cancellations, and information will be posted on a variety of platforms including the following: Webpage; www.

<https://atkinson.recdesk.com/Community/Home> under the Summer Camp button, FaceBook Atkinson Recreation and Sun N Fun–Atkinson, emails and Constant Contact notices. We suggest you request to be Facebook friends with Sun N Fun – Atkinson as well. Please make sure you check your email daily; log onto our website regularly or check out our latest posts on FB so you do not miss anything.

## IMPORTANT DATES:

- Monday, June 29<sup>th</sup> 8am: Online registration is open via Atkinson Recreation RecDesk Portal page.
- Monday, July 6<sup>th</sup>: Registration confirmation notice will be emailed.
- Monday, July 13<sup>th</sup>: All Online Forms due & also FINAL camp payments due and also the last day to cancel for a \$100 Refund.
- Monday, July 20: First day of Camps

## ADMISSION TO CAMP POLICY:

- In order to accommodate COVID -19 guidelines and restrictions, our summer camp programs are limited to Atkinson residents only, open for 3<sup>rd</sup> – 8<sup>th</sup> grades in Fall 2020 school year.
- Weekly registration, \$120 per week including \$20 non-refundable registration fee per camper per week.

## REGISTRATION & ONLINE FORM AND THE 2020 COVID WAIVER

- Online registration will be open on June 29<sup>th</sup> 8am. If you haven't created your portal account yet, please do so at Atkinson Recreation Recdesk portal page <https://atkinson.recdesk.com/Community/Member/Signup>
- Recreation Staff will contact via email the families who registered prior to the May 18<sup>th</sup> Sun 'n Fun cancellation regarding transfer the registration to Mini -Sun 'n Fun program.

## NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

- If you registered your camper(s) before May 18 cancellation for 2020 Sun 'n Fun and filled out forms online via Recdesk portal, you ONLY need to fill out for the 2020 COVID WAIVER program to complete the registration process. Also option to pay prior or after the confirmation of enrolment week(s).
- If your family has not yet registered for 2020 Sun 'n Fun and not filled out the 2020 Sun 'n Fun forms, please register and fill out all the forms via Recdesk portal. Also option to pay at the time of registration or after the confirmation of enrolment week(s).
- If the registration is more than 40 campers that week, the names will be picked by lottery system

### QUESTIONS YOU NEED TO ASK TO DETERMINE IF YOUR CHILD SHOULD ATTEND?

1) Does your child and/or a member of your family have compromised health issues?

Given the state of our current COVID 19 pandemic, please consider contacting a healthcare provider to assess the risk and determine if your children should attend.

2) Will your child be able to understand and maintain a 6' social distance from staff members and their peers throughout the day? (see social distance strategies)

3) Will your child be able to wear a mask during the times it is required and when social distance cannot be maintained? (see mask wearing strategies)

The Atkinson Recreation Department must and will be following the New Hampshire stay at Home 2.0 Guidelines. Please be aware that there are many new restrictions, policies, and procedures that we have put in place in order to operate any type of program this summer and be in compliance. We want you to also know that we will do our best to make these new procedures as "fun" as possible.

### CAMPER'S "QUICK GLANCE" DAILY MUST HAVES!

- A large water jug - preferably insulated, with strap. Campers carry with them at all times!
- Masks for when they cannot maintain social distance due to activity they are involved in or they are not abiding by the 6' social distance guidelines. (See section on Masks)
- Insulated lunch container/cooler: with a morning snack, and healthy well balanced lunch and drink.
- Backpack filled with sunscreen, bathing suit, towel, & an extra change of clothing inside.
- This year we are also asking each camper to bring their own scissors, a box of crayons, & glue stick, and have them placed inside a labeled small plastic container. A reusable Tupperware container is fine, as long as it is plastic.
- We will do our best to keep each child's belonging separated and in their individually labeled storage containers, cubbies, or areas; and have children take those belongings home each day that are inside their plastic containers. (minus their Arts & Crafts container) Therefore it is extremely important that all items be.... LABELED WITH CAMPER'S NAME PRINTED CLEARLY.
- No "UNLABELED" Lost and Found items will be brought inside the center at the end of the day. All unclaimed lost and found items will be stored in an outside storage building and will be placed on a separate "ALL" Lost & Found Table for parents and campers to retrieve on the next day.
- Their large storage and small A&C plastic containers may stay at the center for the duration of their camp experience.

# NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

## **DISCIPLINE POLICY AND PROCEDURES:**

- All parents are required to sign the Camp Discipline Policy prior to their camper entering camp.
- On the first day a camper goes to camp, the discipline policy will be read aloud to them. They will also be asked to sign this policy.
- There is a NEW policy which includes Mask wearing and keeping social distance when the counselor instructs them to.
- PLEASE NOTE these two items are very important standards and counselors will be held responsible if their campers do not comply to these standard when necessary. If there are any questions, please ask.
- If prolonged disciplinary problems continue with a camper, the Atkinson Recreation Department has the right to deny the camper participation in the Mini Sun 'n Fun program.
- If there is a serious discipline problem, the Camp Administration can send a camper home after parents have been notified. The parents cannot be reached, we will try to reach the other people listed on the emergency form. The camper will wait in the Pavilion area to be picked up.

## **RESTROOM FACILITIES:**

We will have access to restroom facilities at the Woodlock Park. They will only be used for extreme emergencies and when a group has been assigned during their break times. We will clean and sanitize restrooms frequently during the program. They will also be equipped with antibacterial foam soap. Campers and staff will be washing their hands after use the bathrooms.

## **CAMP BOUNDARIES / FACILITIES POLICY:**

Any camper found outside of camp boundaries has committed a serious offense and will be disciplined. Campers must stay within the confines of the Woodlock Park Soccer fields, baseball field 2, playground, tennis courts, pavilion, basketball court. The trails after the baseball field 2 conservation woods are out of bounds unless it's part of a supervised program. Anyone found outside boundary without permission will be disciplined.

## **FIRST AID & MEDICATION POLICY:**

We require that camp counselors be certified in First Aid and Adult/Child CPR. In addition, Due to liability issues, counselors are NOT permitted to dispense medication of any kind to campers. If your child needs to take medication at a certain time of day, we will instruct their counselor to remind your child and supervise the taking of the prescription drug. We ask that parents place the medication in a secured container (clearly labeled w/ instructions) and to be placed in the same location in the backpack each day. If your camper requires an inhaler or epinephrine, they must always carry their medicine . Counselors CANNOT carry camper's medication. We highly recommend the camper has a small fanny pack so they can carry these items. If your child has compromised health issue, given the state of our current COVID 19 pandemic, please consider contacting a healthcare provider to assess the risk and determine if your children should attend.

# NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

## **DRESS CODE SUGGESTIONS:**

- Campers must be dressed appropriately for running and/or active participation in daily events. Clothing should not be an excuse for non-participation. Sneakers preferred. All sandals MUST have back straps.
- Campers should wear clothes that they don't mind getting dirty and possibly wet. We recommend sending a bathing suit, towel, and possibly an extra change of clothing. Girls: we suggest 1 piece suits or Tankinis. Two piece suits are acceptable as long as the midriff is covered. If not, a camper must wear a T-shirt over swimsuit. Many days we have water games; no one is forced to get wet.
- We also recommend that parents make sure your camper has adequate sunscreen to put on throughout the day. Counselors are not permitted to apply sunscreen on your camper. They do, however, remind campers to apply their sunscreen after lunch and throughout the day.
- NOTE: AGAIN - PLEASE TAKE THE TIME TO CLEARLY LABEL ALL BELONGINGS this includes ALL articles of clothing, towels, backpacks, lunch containers, and water bottles with camper's name. We can't tell you how big our Lost & Found gets by the end of the summer. (see lost and found)

## **WATER BOTTLE POLICIES:**

Campers must come to camp with a jug of water. It's a long hot day and they tend to get very thirsty. No water bottle, No Camp! We recommend that you purchase a thermos jug, preferably one with a strap hooked onto it. Campers are required to carry it with them at all times. We will provide several large water jugs on the field in which campers can refill their water bottles throughout the day. We also recommend that you fill it up with ice water each day your child comes to camp. CLEARLY PRINT YOUR CHILD'S NAME on their water jug as the water bottle/jugs are the items most frequently lost.

## **WATER BOTTLE AT HOME?**

If a camper forgets their bottle, a parent will be called to bring one to camp. If no one can bring in a water bottle that day, a bottle will need to be purchased from the Rec. for \$1/bottle. These will be labeled by the office staff with your child's name.

## **FACE MASK/COVERING POLICY**

Children and staff will wear face masks during drop off, pick up, indoors when social distancing is challenging. If a child refuses to wear a mask when instructed by staff, they will be sent home. This is a strict policy. Please prepare your child about mask wearing. This policy needs to be followed to ensure the safety of everyone. Whenever possible we will be outside and kids will not need to wear masks as long as social distancing is maintained. It is only when social distancing cannot be maintained for whatever reason that masks will need to be worn. We recommend that you pack several extra masks in their bag (labeled) if using disposable masks. If using cloth masks, we ask that you also pack at least one back up. We also ask that cloth masks go home each day so that you can wash them with soap and water. We would prefer that each child start each day with a freshly laundered mask each day if using cloth masks. There may be considerations made to this policy if restrictions are lessened and the state of NH allows a change to this

# NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

policy. \*\*If however, the State of NH announces that masks are NOW to be worn all day, we reserve the right to cancel the remainder of the program and issue refunds. We do not think this will happen, but we wanted to at least let you know.

## **CAMPER FORGOT FACE MASK AT HOME?**

If a camper forgets their face mask, we will have some extra disposable ones available, but we are not able to supply each camper with a face mask every day.

## **ELECTRONIC EQUIPMENT POLICY:**

We recommend that your camper do NOT bring any electrical devices to camp. We are not responsible for any misplaced or stolen items. This includes cell phones, etc... However, if you would prefer that your camper carry a cell phone to communicate with you after the camp day, then we will need campers to follow all the rules regarding the use of cell phones during camp. No cell phone is to be out during the camp day. A camper may use their cell phone for a specific purpose ONLY with the permission of a staff member. For example, at times we may let your camper play appropriate music from their device during quiet/chill times. If your camper does not follow these rules the device will be confiscated until the end of day

## **SNACKTIME & LUNCH RECOMMENDATION**

We would like parents to keep in mind our goal of making sure that all campers are getting a nutritious lunch each day. The following are what we consider the Do's and Don'ts for adequate snack and lunch packing. We ask that you remember that campers are here from 9:00 a.m. to 3:30 p.m., which is longer than a typical school day. Plus they are much more active throughout the day playing sports and games in the mornings and special activities in the afternoons. Kids are extremely hungry at both snack time & lunchtime!

### **DON'T**

- X Pack several snack foods instead of a snack and a main course for lunch. Campers tend to eat all snack foods at snack time and then have nothing left for lunchtime.
- X Pack your camper's lunch in brown bag/plastic lunch box.
- X Pack lunch WITHOUT ice packs in coolers. ⚠ We recommend that you do not use mayonnaise on sandwiches.

### **DO**

- o Snacks and lunches must always be packed in a well-insulated thermos container or cooler.
- o Include an ice pack in the cooler.
- o Pack both a nutritious snack and juice for snack time, in addition to a well-balanced lunch for lunchtime, which might include: a juice box or juice container, a couple of snacks (grapes, apple, crackers etc.) and a sandwich or other main course.

# NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

## **ARROVAL TO CAP AND DROP OFF AND PICK UP PROCEDURE: 8:45AM**

The Atkinson Recreation Department will be following the Stay at Home 2.0 Day Camp Guidelines for Drop off and Pick up. We have summarized in bullet point form and added additional information as it pertains to our summer programs. If you would like to read the precise wording, please refer to the current Stay at Home 2.0 Day Camps Guidelines

- There is no supervision provided before 8:45 a.m. after 4:00 pm.
- There will be staggered drop off and pick up times to eliminate groups using the same egress or be in the same area at the same time – this is per NH Guidelines. i.e. 8:45 – 3:45, 9:00 – 4:00 pm
- 2 drop off and pick up locations will be designated by the group color to eliminate groups using the same egress or being in the same area at the same time – this is per NH Guidelines. Each vehicle needs to place the color sign on windshield.
- Drop off time is 8:45 a.m. ~ 9:15 a.m. Only late drop off is allowed with prior notice from parent or guardian.
- Early pick up is not allowed unless prior notice from parent or guardian.
- When Parents arrive at their allotted time, it is asked that they remain in their vehicle at all times.
- When Parents arrive at their allotted time, it is asked that all parents, children and staff wear face masks.
- A staff member will greet parents and start the screening process for children, and they will remain in their vehicles.
- Child(ren) (and staff) will be screened daily on arrival to the day camp by asking if the individual:
  - 1) Has any symptoms of COVID-19 (Universal Guidelines for list of potential symptoms) or fever of 100.4 degrees F or higher.
  - 2) Has had any close contact with someone who is suspected or confirmed to have COVID-19 in the past 14 days.
  - 3) Traveled in the past 14 days either:
    - a) Internationally (outside the U.S.),
    - b) By cruise ship, or
    - c) Domestically (within the U.S.) outside of NH, VT, or ME on public transportation (e.g., bus, train, plane, etc.).

NOTE: Child(ren) will be required to stay home if he/she displays a temperature of 100.40-degree Fahrenheit (38 degree Celsius) or above AND/OR if they exhibit COVID-19 symptoms (see Universal Guidelines for list of protentional symptoms)

- Once a child(ren) is cleared for camp, child(ren) exit their vehicle, the Staff member will sign in the child into camp.
- When child(ren) is signed into camp, parents may exit the parking lot.
- Child(ren) will be instructed to leave camp bag in designated space and will be instructed to sanitize hands with soap and water.
- Child(ren) will be escorted to their designated group/space.
- Child(ren) will be escorted

NOTE: This procedure needs to happen for all campers every day. Therefore, no child can come to camp without parent or guardian with them during drop off procedure. This also means that no parent or guardian



# NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

can call ahead or email ahead that day to answer the above questions. We need to know a child came from point A to point B before check-in.

## **SOCIAL DISTANCING – STRATEGIES – Per Stay at Home 2.0 Day Camp Guidelines**

The Atkinson Recreation Department will be following the Stay at Home 2.0 Day Camp Guidelines for Social Distancing Strategies. We have summarized in bullet point form and added additional information as it pertains to our summer programs. If you would like to read the precise wording, please refer to the current Stay at Home 2.0 Day Camps Guidelines SOCIAL DISTANCING – STRATEGIES

- Each program we offer will be divided into groups that consist of no more than 10 people total per group, including children and staff. This will help to limit COVID-19 transmission if someone is found to be infected.
- For the most part we will be keeping a 2:8 ratio.
- For each of our programs, we will be keeping the same groups of staff and campers together throughout the program's session.
- Once registered into a program we will not move children between groups during the same week. Staff will also not float between groups (unless necessary for activity instruction where one person teaches multiple camp groups and can maintain social distance) and not become part of that 10-person group dynamic.
- Different groups may use the same large outdoor space, but groups will be kept separate and not allowed to interact.

## **RAIN DAY AT THE ATKINSON COMMUNITY CENTER**

- This assignment is for inclement weather and notified by the Mini-Sun 'n Fun staff prior to the program.
- Groups will be assigned to different home base area in Banquet room and Room 2 in the community center which they will stay in for the duration of their camp program
- Each group will use the same egresses (points of entry and exits) to enter or exit the building. These doorways will also be where drop off and pick up will take place. A location map of the community center will be emailed out to each camper registered so parents will know which door way they need to pull their car up in front of for drop off and pick up. 2 drop off and pick up locations will be designated by the group color to eliminate groups using the same egress or being in the same area at the same time – this is per NH Guidelines. Each vehicle needs to place the color sign on windshield.
- Each group will also be assigned a bathroom. Campers of same group will use the same bathroom for the duration of camp. (unless outside in the field) when they need to use the rest room.
- To avoid overlapping groups in one area or activity, detailed schedules will be created to allow enough time for groups to move between activities without interacting with other groups.
- We will keep campers outside as much as possible. For indoor activities all groups will have their own space or room and will be separated and not interact.
- We will space seating and activities so that children are at least 6 feet apart, whenever possible.



# NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

## **ACTIVITIES / USE OF EQUIPMENT / PLAY AREAS - STRATEGIES - Per Stay at Home 2.0 Day Camp Guidelines**

- The Atkinson Recreation Department will be following the Stay at Home 2.0 Day Camp Guidelines for Activity Strategies. We have summarized in bullet point form as it pertains to our summer programs. If you would like to read the precise wording, please refer to the current Stay at Home 2.0 Day Camps Guidelines • Each group will get their own supply of sports equipment to run their own activities.
- Each group will get its own supply of arts & craft supplies (Each child will be asked to bring their set of basic arts and crafts supplies, scissors, Box a Crayons, Glue Stick, etc.) which will remain in their plastic container for their duration at camp. (see what to bring)
- Games and activities will be designed to allow for social distancing. Modifications may be made to traditional games and activities to ensure camper safety.
- Any used equipment/supplies will be cleaned and disinfected after usage.

## **PROGRAMS ACTIVITIES**

Once every child has had an opportunity to wash their hands, their day will begin. Morning activities will vary each day for each group. Groups will have preassigned areas on the Woodlock Park that they will rotate around to each day. This could be the swings, the sandbox, the basketball court, tennis courts, the fields, etc. Once they arrive to their designated location campers will be able to participate in social distance activities with their age group. General activities will be a combination of sports, creative games, and other recreational hobbies or activities all while maintaining social distance. Every afternoon we will offer special events and other activities for the day. This is the time where kids may participate in a variety of creatively themed social distance activities that are all geared toward that group's theme week.

## **SNACK TIME & LUNCH TIME:**

- Midway through the morning Snack time (½ hr) occurs this is usually around 10:30 a.m. Parents, please make sure your camper has several snacks choices in their lunch containers – often times campers are only given a sandwich and if they eat that for snack they then have nothing significant for lunch to help them last through the day.
- Snack time and Lunch time will occur outside.
- Staff and campers will eat with their own group and maintain at least 6 feet of distance between children and staff when seated and eating; no sharing of food, drink, or utensils.

## **AFTER LUNCH POPSICLES**

More information will be available.

# NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

## **FIELD TRIPS & T-SHIRTS:**

The NH Guidelines stipulate **NO Field trips**. Therefore, there is no need for campers to have T-shirts. We are hoping this restriction may lift, but as of now it doesn't appear that it will. If things change, we will let you know. Please note that campers may be asked to wear bright colored pennies, should a group decide to go for a walk or bike ride to a local location.

## **DISMISSAL FROM CAMP PROCEDURES/POLICIES**

- As stated in the Drop Off procedures, families will be given an allotted time to pick up their child(ren). This is to ensure that all guidelines are being followed as well as for the safety of campers, families and staff members.
- Campers MUST be picked up by at the time they have been instructed. Precise times, will be given at a later date. Children will be ready for pick-up as early as 3:00 p.m. (pick up times will not be any later than 3:30 p.m.
- Include on camp forms any adults that are authorized to pick up your camper up other than the parents.
- Counselors ARE REQUIRED TO SEE A PHOTO ID from anyone (including parents) before they let a camper go. NO EXCEPTIONS! This is for the safety of your child.
- Each camper needs to be signed out by their camp counselor before they will be allowed to leave the premises. This ensures the safety of our participants

## **LATE PICK UP POLICY: Bring in your ID & Wallet**

If you have NOT picked up your camper on time and you have NOT granted permission per your signature (On Own Policy) for your camper to be dismissed on their own, please understand that **your camper can NO LONGER be assigned to one pick up counselor. They need to remain with their same counselor.** For example, if we have 4 campers in different age groups being picked up late, we will need to keep 4 staff back. Therefore, please understand you will asked to pay any fines in conjunction with our Late Pick up Policy. Please note the penalty fee schedule (below) for late pickups. There will be NO WARNINGS. We highly suggest you have a backup plan if you think you are going to be late.

- \$10 for the first 10 minutes late
- \$5 for every 5 minutes after that. Even if you are only 20 minutes late you will pay a \$20 penalty.
- These fines are high to discourage repeat occurrences.

## **NEW CANCELLATION/REFUND POLICY**

- If a family decides AFTER THE START DATE, to withdraw from any one of our Mini-Sun 'n Fun Programs, there will be NO refund issued. This is precisely why we are limiting this to 1 week registration.
- If, however, a participant tests positive for COVID-19 before the start Mini-Sun 'n Fun Summer Programs, a full refund will be issued. We will need to see a note from the child's Doctor.

## NEW UPDATED PARENT PACKET & GUIDELINES FOR MINI- SUN 'N FUN 2020 SUMMER PROGRAMS

- Those cases where families that have been told that they need to self-monitor at home for 14 days due to a suspected or confirmed COVID-19 case in which they or a family member may have been exposed, will be taken on a case by case situation, any documentation regarding the suspected COVID case will be helpful in determining, the refund amount.
- If we have a confirmed COVID case within a group during Mini-Sun 'n Fun programs, a prorated refund will be issued to any camper within that group. (see addendum for confirmed illness procedures) –

### **ADDENDUM - ALL NEW INFO! - PARENT PACKET - SPECIFIC TO COVID 19 RESOURCES, PREVENTION, ILLNESS & SANITATION**

Following are even MORE guidelines set forth by the CDC, ACA (American Camp Association), NRPA (National Recreation & Parks Association), NHRPA (New Hampshire Recreation & Park Association), DHHS (Department of Health & Human Services) and local health officials, there will be many new policies and procedures this year. This does require changes to policies and procedures for Mini-Sun 'n Fun Programming. Throughout this addendum, you will find updated safety actions, policies, and monitoring procedures to ensure the safety of everyone. Please keep in mind, due to the fluidity of COVID-19 that these new policies and procedures could change at any time. This includes restrictions are made more strict or even lessened.

### **RESOURCES**

Below are a list of resources that the Town of Atkinson will be utilizing until further notice.

- Stay at Home 2.0 Universal Guidelines
- Stay at Home 2.0 Day Camps
- Stay at Home 2.0 Business Guidance
- ACA Camp Operations Guide
- ACA Field Guide for Camps on Implementation of CDC Guidance
- New Hampshire Recreation and Parks Association (NHRPA)
- National Recreation and Parks Association (NRPA)
- CDC Considerations for Youth and Summer Camps
- General CDC Guidelines
- CDC Guidelines for Cleaning and Disinfecting
- CDC Guidelines for Cloth Face Coverings
- CDC Disinfect Your Building or Facility
- DHHS Use of Face Coverings

**PRIOR TO THE START OF THE ANY OF THE – ATKINSON RECREATION MINI-SUN 'N FUN PROGRAMS** In an effort to minimize illness at any during anyone of our program offerings, we ask that all families check the health of their child(ren) daily beginning 14 days prior to their camp program. The best Recreation program starts with healthy participants and this begins at home. Please bring this completed form to camp on opening day.