

Hamlin Park Handbook

Dear Parents,

Thank you for your interest and participation in our Hamlin Park Day Camp program. The Camp Program Director and Staff would like to welcome your child and family to our program.

Summer Day Camp is operated and administered by the Town of Aurora Parks & Recreation. Facilities for the program are at Hamlin Park, located at South Grove and Prospect Streets.

This handbook has been provided to explain the philosophy and operating procedures of the Summer Day Camp program. If you have any questions or concerns regarding information that is or is not provided, please feel free to contact us at 652-8866.

PROGRAM PHILOSOPHY

We believe that summer should be a fun, relaxing time for children. This is an opportunity for them to socialize with other children their age and enjoy new experiences through games and activities we will offer.

We further believe that children should have an opportunity to participate in group games as well as work independently. At Day Camp we encourage them to respect the decisions and needs of the other participants. We provide an opportunity for them to grow and learn in a safe, structured environment.

PHONE NUMBERS

The camp phone number is 716 -714-5876.
Please ask for Meaghan Tent
If no answer, call the
Aurora Recreation Dept. at 716-652-8866.

Emergency Treatment

When a situation arises where medical care beyond first aid is required a staff member will call 911 and our Medical Director. Parents will be notified immediately. Parents are required to give consent for emergency medical care on the registration form.

Medication

If your child requires medication during Day Camp hours, the camp Medical Director must receive medications (prescription and nonprescription) and they will be kept in a secure cabinet in the infirmary. A doctor's signature is required for ALL medications.

Admission to Camp:

For the enjoyment of all, campers are expected to follow the rules, show up and be picked up on time, follow directions from the counselors and have a good attitude. Any special needs must be discussed with the Camp Director prior to camp to verify that we have the appropriate staff to meet your child's needs. Refunds will be given in the event that we cannot accommodate your child's special needs.

STAFF:

CAMP AND PROGRAM DIRECTOR

Meaghan Tent

CAMP PROGRAM COORDINATOR

Oliver Biggs

CAMP MEDICAL DIRECTOR

Jill Halp

OUR STAFF

Qualified recreation department staff certified in first aid and CPR will supervise your children at all times for the duration of camp. The ratio of staff to campers will be a maximum of 10:1.

POLICY ON HEALTH AND SAFETY**Physical Forms**

Each child registered for day camp must have had a physical exam within the past 12 months. The child's immunization record **MUST** be submitted with the registration form.

Health Insurance

All participants in the program are required to have their own health and hospitalization insurance. This information is required to on the registration form. The Town of Aurora will not pay for medical expenses for any injury or illness incurred by participants of this program.

Illness

Children exhibiting signs of illness (fever, red or runny eyes, cough, shortness of breath, sore throat, chills, muscle pain, new loss of taste or smell, vomiting or diarrhea) should be kept at home. If a child becomes ill while in our care, a parent/guardian will be notified and asked to pick the child up immediately.

PROGRAM OPERATION

Enrollment Policy

Hamlin Park Day Camp is available to Town of Aurora residents as well as nonresidents, age five to twelve. (Must have turned five by January 1, 2026 and attended kindergarten).

The Town of Aurora, in determination of eligibility of admission of any participant, does not discriminate on the basis of race, sex, religion, creed, color, or national origin.

Program Fees:

Cash \$187.00 / Card \$192.80 per week	Resident
Cash \$182.00 / Card \$187.64 per week	(each additional child)
Cash \$202.00 / Card \$208.26 per week	Non-residents

NO REFUNDS

Program Dates:

June 29 - July 2
July 6 - July 10
July 13 - July 17
July 20 – July 24
July 27 – July 31
August 3 – August 7

Theme:

Party in the USA
Mad Science
World Cup Craze!
History Rocks!
Artful Antics
Wild, Wild West

Program Times:

Monday - Friday 9:00 am - 3:45 PM
(Prompt pick up)

SWIMMING

Swimming will be at the Community Pool. Children will swim at least twice a week. They will be tested on their swimming skills on the first day. We will be walking to the Community Pool from Hamlin Park. Please bring swimsuit and towel each day.

Discipline

The counselors will use a three-strike rule when the need for disciplining a camper arises for breaking the camp rules.

1. Warning of violation
2. Time-out
3. Camper is brought to the main building for discussion and appropriate disciplinary action from camp staff. If a camper receives three strikes, the Camp Director and parents are notified. If inappropriate behavior continues, a camper may be dismissed from camp.

Child Drop-off and Pick-up

Children should be dropped off in the parking spaces along South Grove Street near the corner of Prospect Street. Drop off is at 9:00 am. Please **DO NOT** bring your child before 9:00 am. Pick up is **PROMPTLY** at 3:45 pm, in the same designated area as drop off. If a camper is walking or riding their bike home or if someone other than a parent is picking up a child, we will need a permission slip.

Day Camp T-Shirts

Hamlin Park Day Camp will provide a T-shirt at no extra cost to the camper. They should be worn each day at camp. T-shirts are mandatory for Field Trips.

Electronic Devices

We will NOT be responsible for electronic devices at camp. Please do not allow your camper to bring cell phones, iPad, etc.

Rainy Days

If we have a rainy day, **please dress appropriately**, as we will be outside. In inclement weather, camp will be held inside our camp recreation building.

Lunch

Lunch time is scheduled for 12:00 p.m. * Please bring a **BAG lunch** with a beverage, snack and water bottle. Refrigerator will be available. **NO lunch boxes are allowed in refrigerator.**

Day Camp registrants will participate in the following activities:

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|-----------------------|---------------|
| * GaGa Pit | * badminton |
| * Scramble | * playground |
| * soccer | * board games |
| * arts & crafts | * dodge ball |
| * 9 square in the air | * kickball |
| * mum ball | * water games |
| * 4 square | * board games |
| * obstacle courses | * Sprinkler |