



**CAMP  
PLACID  
2025**



**FAMILY**  
**HANDBOOK**  
**HANDBOOK**  
**HANDBOOK**  
**HANDBOOK**

# TABLE OF CONTENTS

## **01**

THE BASICS

## **02**

ABOUT CAMP PLACID

## **03-04**

MEDICAL INFORMATION

## **05**

ATTENDANCE

## **06**

SWIM TEST & BAND POLICY

## **07**

BEHAVIOR GUIDELINES

## **08**

REGISTRATION / NUTRITION

## **09**

MISCELLANEOUS

# THE BASICS

## YOUR FIRST DAY AT CAMP

- Introductions
- Rules of Camp
- Beach & Field Trip Rules
- Activities
- Making Friends

## WHAT SHOULD I BRING?

- Morning Snack (and more snacks if you'd like)
- Backpack
- Water bottle
- Sunscreen
- Beach Towel
- Bathing Suit
- Bug Spray
- Bagged lunch if you do not want the school provided lunch

## WHAT SHOULD I WEAR?

- Sneakers (no sandals, crocks or flip flops)
- Socks
- Clothing you don't mind getting messy
- Rain gear (on rainy days)

## HELPFUL HINTS

- Label EVERYTHING
- Leave personal items at home: Toys, dolls/stuffed animals, cell phones, iWatches, iPods/Pads, any personal gaming devices or electronics, Money.

Note: We ask that your child not bring the above items or any personal items which may be distracting to campers, lost, or broken during the camp day. All toys from home or electronics will be stored in your child's backpack during the day.

# ABOUT US

## Camp Placid Summer Youth Program

The Camp Placid Summer Youth Program, proudly offered by the Town of North Elba, is dedicated to providing an enriching and safe environment for local youth. Our purpose is to foster personal growth, build community, and promote active lifestyles through a wide array of recreational, educational, and social activities. The program seeks to empower youth by encouraging teamwork, leadership, and confidence while having fun and creating lasting memories.

We strive to offer an inclusive experience where every child, regardless of background or ability, can thrive. Through structured activities and hands-on experiences, we aim to cultivate valuable life skills, inspire creativity, and provide a sense of belonging within our vibrant community. Whether exploring the outdoors, engaging in sports, or developing new talents, Camp Placid is designed to create an environment that helps youth discover their passions and build meaningful relationships with their peers.

As a free program, we are committed to making quality recreational opportunities accessible to all children in the North Elba area. By offering a supportive space for growth and learning, Camp Placid plays a vital role in shaping the future of our community—one child at a time.

We look forward to welcoming your child to a summer filled with adventure, exploration, and endless possibilities.

# HEALTH, ILLNESS, INJURY & MEDICATION POLICIES

## HEALTH

Camp Placid shall accept into the program all children who are able to participate within the regular activities and guidelines as part of a group. All program participants must be capable of independent toileting on a consistent basis.

Camp Placid complies with applicable federal and state disability discrimination laws and will consider reasonable accommodations to its policies to allow disabled children to enjoy equal benefits of this program. Registrations for camp ask general questions of all parents in order to assess Camp Placid's ability to meet the needs of a child. All registrations are held for 3-5 business days to allow sufficient time to review the registration before a child begins attending the program. A member of the Administration Team reviews all registrations. If a parent/guardian has indicated that a child may require additional support, the Camp Placid Director will work within the guidelines of the individual's personal care plan. This meeting will be used to verify that Camp Placid expects to be able to meet the needs of the child without fundamental alteration or undue hardship to the program.

If a child requires services beyond those Camp Placid is able to provide, Camp Placid will direct the parent/guardian to local agencies that may be able to provide the child with a support person. It will then become the parent/guardian's responsibility to secure the necessary support person who will be responsible for facilitating participation as well as completing all tasks related to toileting for the child. If the parent/guardian-provided support services are unavailable, the parent/guardian will need to make other child care arrangements.

If applicable, the parent/guardian will also provide a copy of the child's current IEP for Camp Placid Staff.

Every child shall be included in all activities and lesson plans shall allow for adaptation of activities based on a child's individual abilities.

The registration forms include health and medical history, parental authorization (for emergency examinations, hospitalization, and field trips) and immunization records, which are all mandated by the NYS Health Department. Parents must provide proof of immunizations by attaching a copy of the immunization records with the registration form. Immunization records are either due at the time of registration or by June 1st. Your child may not attend camp without them.

# HEALTH, ILLNESS, INJURY & MEDICATION POLICIES

## ILLNESS

Please keep your child at home if they have a communicable illness, fever, cold, or virus. This protects your child and the health of other children at camp. Your child should be symptom-free (without the aid of fever-reducing medication) for 24 hours before returning to camp.

If your child becomes ill during camp, you will be notified and asked to make arrangements for the pick-up of your child within 30 minutes of notification. If we cannot reach you, we will attempt to reach your emergency contact person.

If your child should contract a communicable illness such as chicken pox, pink eye, or lice, we ask that you contact the Camp Program Director. A doctor's written consent must be provided before your child will be allowed to return to camp. **Please note: If your child comes to camp with a contagious illness, you will be required to come and pick up your child immediately.**

## INJURY

Counselors will administer basic first aid if your child has a minor injury. The parent or caregiver will be notified upon pick-up of these minor injuries and will be requested to sign an accident report.

If your child becomes seriously injured during camp, you will be notified immediately. If no one can be reached, we may call emergency services and have your child taken to an emergency care location. The Camp Placid Director or other staff will accompany the child in the absence of an authorized adult.

## MEDICATION

Any child in need of medication should receive it at home or be of age to be able to self-administer medications. Our staff is not qualified to dispense medication of any kind. Any child that needs medication within program hours will need to have a parent/guardian bring medication to the program to be administered. A written record will be kept of any medication administration, noting the child's name, date, time, dose and person who administered the medication, with a parent/guardian signature.

## HEALTH CHECKS

All campers are screened upon arrival on their first day attending camp by our Camp Health Director.

# ATTENDANCE POLICY

Attendance will be taken daily during the first 15 minutes of the regular camp day. If your child will be late or absent from camp, please notify the staff.

Please call the Camp Program Director as soon as possible if your child will be late or absent from camp.

If your child does not attend for 3 or more days without notification, we will consider your child as no longer attending and offer that spot to our children on the waiting list.

## **DROP OFF & PICK UP / Camp Hours are 8am to 4pm**

**Drop off times are at 8am and 11am ONLY, if your child is dropped off at the end of lunch, please have your child eat lunch before being dropped off, there may not be sufficient time for them to eat. If you cannot make these drop off times, your child cannot attend for the day.**

Please make sure a counselor has acknowledged that you have dropped off your child at the start of the camp day. Only the people on your child's authorized pick-up list will be allowed to sign your child out from camp. The list of all people, other than parents, who are authorized to pick up your child must be completed on your child's registration form. Everyone who picks up a child is required to provide picture ID. As we become familiar with our campers' families, we may not ask to see the ID every day; however, we ask that you always come prepared in case our regular "sign-out" staff are not present when you come. Please inform all authorized emergency contacts of this policy. All authorized pick up people must be at least 16 years old. Siblings of appropriate age must be included on your authorized pick-up list.

Campers may not be dropped off before the camp opening time each morning. All campers must be escorted by an authorized person (16 years and older) to and from the program. The sign-in/sign out sheet must be signed daily & include the time of arrival/departure.

Please call the Camp Program Director if an emergency will prevent you from picking up your child(ren) before the closing of camp. Also inform the staff who will be picking up on your behalf. If you do not pick up your child by closing, the counselor(s) will attempt to call you or the emergency numbers listed on your registration form. If no one is reached within 30 minutes, the Camp Program Director will be notified and will designate someone to stay with your child at the camp site. If no one has picked up your child within one hour, the Police will be notified.

# SWIM TEST & BAND POLICY

Our swim test and swim bracelets help keep our campers safe, whether they are swimming or boating.

**LESSONS** Any swim lessons offered during camp are taught by A North Elba Certified Instructors. Lesson groups are split based on swim abilities.

If attending a camp that swims, campers must take the swim assessment to assess swim ability on their first day of participation in the aquatics program for the week. If it is advised by the swim instructor, campers may have an additional opportunity to test at a designated time. Instructors who are certified as Red Cross Water Safety Instructors (WSI) will conduct a swimming proficiency test in accordance with Red Cross standards.

Your child may bring their own life jacket or puddle jumper that is Coast Guard approved.

All swimmers, regardless of level, participate in structured swim. Structured swim is conducted and supervised by certified instructors to ensure that all swimmers leave camp with new knowledge and skills.

- RED bands (novice swimmers) are not able to complete the swim test or campers who choose not to participate. Campers will be closely supervised at a ratio of 1:3 for non-certified staff and a ratio of 1:6 for certified instructors. Campers must wear a life jacket and stay within arms reach of an assigned counselor at all times.
- YELLOW bands (intermediate swimmers or those over 5 feet tall) can complete most of the swim test, but have areas that need significant improvement. We also keep a 1:3 ratio; however life jackets are not required during free swim.
- GREEN bands (independent swimmers) demonstrate the minimum level of swimming ability for safe deep-water swimming. We keep a ratio of 1:10 with these campers. Smaller ratios are kept for green band swimmers under the age of 8.



# BEHAVIOR GUIDELINES

## CAMPERS

All children are entitled to a pleasant and harmonious environment at camp. Our first step in behavior guidance is prevention.

Chronically disruptive behavior may include but is not limited to, verbal or physical activity that requires constant attention from staff, inflicts physical or emotional harm to others, is inappropriate and/or ignores or disobeys group behavior and safety rules.

Reasonable efforts will be made to assist children in adjusting to the camp setting by using positive reinforcement. In cases of continued negative or inappropriate behavior, the following consequences may occur: staff reminders, warnings, time away from activities, parent notification, discipline reports, and meetings with the Camp Director. If a camper receives 3 related discipline reports, the camper may be suspended from the program for a period of time decided on by the Camp Director. The above steps may vary based on what is developmentally appropriate for the age of the child. In addition, the above steps can be bypassed based on severity of the actions and behavior.

The following may result in the child's immediate dismissal from the program:

- Repeated refusal to stay within the program space
- Repeated prejudice/racist speech, writing, actions, etc.
- Possession of a weapon, drugs, or alcohol
- Repeated physical aggression directed toward another child or a staff member

## PARENT CONDUCT POLICY

Any parent/guardian exhibiting misconduct towards or in the presence of staff and/or program participants (e.g. threats, harassment, or pick-up violations) may be required to make arrangements for a different authorized person to drop off/pick-up the child. If the situation is severe or the behavior continues, it may lead to the termination of your child from the program.

## CHILD ABUSE PREVENTION

All Camp Placid camp staff are mandated by law to personally report any suspicion of child abuse, neglect, or maltreatment to the New York State Child Abuse and Maltreatment Register. Information regarding any reported incident is confidential and may not be discussed. There are 4 types of abuse that staff are trained to identify: Physical, Sexual, Emotional Maltreatment, and Neglect and all types will be considered in observations of children.

# REGISTRATION

Space is limited, you may register your child for as many weeks of camp as you like. Priority will be given to campers that sign up for the entire summer.

**Registration and Immunization records for each camper must be submitted to the camp office by June 2nd.**

We understand that your summer plans may change after registration. All withdrawal request must be submitted in writing to the camp office, not over the phone or left in a message.

Town of North Elba  
Camp Placid  
2693 Main Street  
Lake Placid, NY 12946  
CampPlacid@northelba.org

3 consecutive uncommunicated missed days will result in withdrawal from the program and your spot given to another child on the waiting list.

# NUTRITION

Lunches are provided for FREE through the Lake Placid School, campers are encouraged to drink water with each meal. A healthy bag lunch and afternoon snack should be sent with your camper if they do not want the school provided lunches.

Please pack foods that do not require refrigeration or heating. Take-out delivery, fast food, and soda are not permitted. Your child should also bring a reusable water bottle so that they may refill it throughout the camp day.

Please label all lunch boxes and water bottles with your child's first and last name.

# OTHER INFORMATION

## FIELD TRIPS

Camp Placid may go on planned field trips throughout the summer. For the safety & organization of the camp, campers may not be dropped off at or picked up from the field trip location.

If you do not want your child to go on the designated field trip, please do not send them to camp that day. All camp staff and campers in attendance will take part in the field trip.

If there is inclement weather the day of a field trip, we may cancel depending on whether the field trip is outside. We may or may not be able to reschedule field trips depending on availability.

## INCLEMENT WEATHER

Camp Placid is prepared with engaging rainy-day activity schedules. We may still participate in scheduled field trips on rainy days so participants should dress appropriately with sweatshirt, sneakers, and extra clothes just in case their clothes get wet. Please be prepared.

## CLOTHING / SUNSCREEN / BUG SPRAY

All program participants should wear sneakers and comfortable, casual play clothes. Water shoes are acceptable for water play activities. Sandals, flip flops, Crocs, and cleats are not appropriate footwear for playing outdoors or in the gym. We strongly recommend that every camper bring the following with them daily: hat, sunglasses, jacket, sweatshirt, or raincoat. Please label all belongings & clothing with your child's first and last name.

Please have your child apply sunscreen before arriving at camp. Your child should also bring sunscreen and bug spray for reapplication throughout the day. Sunscreen and bug spray must be labeled with the child's first and last name. Bug spray must have an EPA number listed on the bottle.

**LOST & FOUND** Please label all camper's items clearly with their first and last name to help ensure belongings are returned if lost. Every effort will be made to help your child bring home items brought to camp. Campers often do not recognize their own belongings, so please check the lost and found bin at camp daily. We will hold on to all lost & found items until 1 week after camp closes. At this point, all unclaimed items will be donated.



**Camp Placid will start Tuesday July 8th at the Lake Placid Middle/High School.**

**Due to Iron Man, July 14th-22nd we will be located at the Lake Placid Elementary School.**

**Starting July 23rd we will be back at the Lake Placid Middle/High School.**

**Each day drop off will start at 8:00am. After 8:30am our check in table will be closed. Snack (not provided) will take place around 9:30am and lunch will start at 11am.**

**Pick-up ends at 4:00pm.**



**Town of North Elba  
Park District Office**

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Suite 208  
Lake Placid, NY 12946  
518-523-2591

Camp Placid  
518-524-3051