

**St. Stephen's Summer Day Camp 2009**  
**2080 Baseline Road**  
**Grand Island, New York 14072**  
**773-7647**  
**909-5153**

Dear Parents,

Welcome! Your child is officially enrolled in the St. Stephen's Summer Day Camp. We are very excited that you will be joining us this summer. I would also like to add that our camp is inspected by the New York State Department of Health and is in compliance with Subpart 7-2, State Sanitary Code (SSC).

I would like to begin by introducing myself. My name is Lynn Ortiz and I will direct the camp again this summer. For those of you that don't know me, I am the Kindergarten teacher here at St. Stephen's School.

Summer camp will begin on Monday, June 29, 2009, and run through Friday, August 21, 2009. The camp will not be open on Friday, July 3, 2009. The hours of camp are 8:00 a.m. to 5:00 p.m. Early drop-off is available beginning at 7:30 a.m. for a fee of \$3.00 per each instance. Late pick-up is available until 5:30 p.m. and is also \$3.00 per occurrence. Early drop-off and late pick-up arrangements must be made in advance.

Drop-off and pick-up will take place at Door #1. Please park in the school parking lot. For safety reasons please do not park near or around the playground. No individual other than an appropriately identified parent or guardian will be permitted to pick up the child from the camp unless written permission is given by the parent or guardian and an identification of the individual to pick up the child is given.

Bagged lunches will be offered every day. This is optional and if your child does not participate they will need to bring their own lunch. Please refer to the calendar for our special lunch days. All lunches are available for \$3.00 each. This should be submitted as a separate payment,

preferably cash. There is a lunch sheet to complete weekly if your child wants to buy lunch. We will provide a morning and an afternoon snack.

I have planned various on-site activities that I hope your child will find exciting and entertaining. There will be a few workshops for which a fee will be due. Please send all payments in an envelope with your child's name and what the payment is for. Checks can be made payable to St. Stephen's School. For children registered in the 5 day/full day camp most activity fees are included, no additional fees will be required. Dates and times of the on-site activities are posted on our schedule. **All activities are subject to change.**

On a regular basis we will have access to sprinklers. Therefore, it will be necessary for your child to bring a towel and a bathing suit or change of clothes. Children are welcome to bring their own water bottles daily; please label with child's name.

**PLEASE NOTE NEW REGULATIONS FOR 2009**

**NYS Law for Children's Camps requires that Sun Screen & Bug Spray can only be administered to campers under a prescription written by the child's doctor. This will now be required to be treated just as any other over the counter or prescription medications that need to be administered. However you may apply to your child prior to attending each camp session.**

Children will be allowed to bring their bikes, scooters, or roller blades on a daily basis. We will have an area of the lot where they will be able to ride. **Protective equipment is required.** A bicycle safety class will be provided by the New York State Police.

Your child's health and safety are of utmost importance; therefore, the following will be required. A St. Stephen's 2009 Summer Day Camp Child Profile will need to be completed for each child. If you have not provided a completed profile I will collect these on your child's first day of camp. For non-St. Stephen's students a current immunization record must be provided. Upon arrival at camp, campers must provide any medication they must take on a daily basis. All labels must contain the complete name of the patient, the date the prescription was filled, the expiration date, the directions for use or precautions of storage, the name and address of the dispensing

pharmacy and the name of the physician prescribing the medication. As to non-prescription medications, the medication must contain the complete name of the patient, along with parent authorization and instruction for use. For out-of-camp trips, medications required for trip participants and for "standing orders" will be carried in their original containers and administered in accordance with the instructions on the medication. Unused personal medications will be returned to the camper's parents or guardian at the end of the camp. If this is not possible, and when medications are outdated, they will be destroyed. On a daily basis at least one counselor will have both first-aid and CPR certifications. The camp will operate under the direction of a health director. The health director or designee will contact local physician, ambulance and emergency medical facilities in case of any serious injuries and illnesses and will arrange for immediate transportation of injured campers to those facilities. Kenmore Mercy Hospital is located approximately five miles from St. Stephen's and will be used in case of serious injury, unless parents direct otherwise.

To facilitate prevention of communicable diseases, parents are advised not to send the child(ren) to camp if they are suffering from any communicable disease. If a counselor observes any signs of communicable disease, arrangements will immediately be made for parental pick-up of the camper.

All campers will be informed of the procedures for cooperation with counselors and staff. Unruly campers will be asked first to engage in a "time out period" under the supervision of a counselor. If the inappropriate behavior persists the camper will be directed to me. The camper's privileges may be taken away. At my discretion the camper's parents may be called. If necessary and inappropriate behavior persists, the camper may be asked to leave the camp program.

Should you need to contact us during the day, please phone 909-5153. This is a cell phone for the camp which we will take with us anywhere we go. If for some reason you are unable to contact us via the cell number please contact the rectory at 773-7647.

I look forward to another fun and exciting summer and I hope your child is too. If you have any further questions or concerns, please feel free

to email me at [ortizl@ststephengi.org](mailto:ortizl@ststephengi.org) or call me at St. Stephen's at 773-4347 during school hours. I look forward to spending my summer with those of you I know and can't wait to meet some new friends.

Please join us for camper orientation on Tuesday, June 16 at 7:00 p.m. in the gym. Enter at door #6. Please bring campers with you to meet some of our staff. Also, bring any required paperwork that has not already been submitted i.e. immunization records for non-St. Stephen's students, doctor's written order for sunscreen use during camp.

Sincerely,

Lynn Ortiz  
Camp Director