



Parent Handbook

2025

Contents



- **Arrival & Departure**
- **Grouping**
- **Health & Safety**
- **Programming**
- **Swimming**
- **Lunch & Food**
- **Staff**
- **Communication**
- **Packing List**
- **Camp Dates**

Arrival & Departure

Camper Drop Off:

- Camper drop off is done behind the outdoor tennis courts on the gravel lot.
- Please do not get out of your cars as a camp staff member will get campers out of the car.
- If your camper starts at the pool please drop them off on the pool deck to their counselors.
- Drop off is done between 8:45 - 9:00

Camper Pick Up:

- Camper pick up is done behind the outdoor tennis courts on the gravel lot.
- Parents should park their car and physically pick up their camper as campers need to be signed out.
- If your camper finishes at the pool at 12:00 please pick them up on the pool deck and sign them out.
- Pick up is at 12:00 (half day campers) and 3:00 (full day campers)

Late Arrival & Early Pick Up:

- All campers arriving late must be brought into the Camp office and a staff member will bring them to their group.
- If you plan to pick up your camper(s) early, please make sure to notify us in advance. **ALL CAMPERS MUST BE SIGNED OUT WHEN PICKED UP EARLY.**
- **Morning Care** will be available starting at 8:00am for a \$10 fee
- **Extended Care** will be available from 3:00 - 5:00 for \$10/hour fee

Camp Groups

- Campers are grouped by their age and grade they are entering in September
- You child's camp group is included in your pre-camp mailer
- Groups will be made up of approximaely 20 campers with 4 - 5 counselors and 1 - 2 counselors-in-training

BLUE Group: Entering 3's Preschool

PURPLE Group: Entering 4's Preschool

YELLOW Group: Entering Kindergarten or 1st Grade

RED Group: 2nd Grade & up

Health & Safety

- All health and safety policies are consistent with school policies and follow the department of health guidelines.
- Please do not send your child to camp if they are sick.
- Any medication, including over the counter, must have a doctor's form on file.
- **Conjunctivitis/Eye Infection:** Please do not bring your child to camp if the whites of the eyes are “pink” or if they have a yellow discharge. Children cannot return to camp until the eyes are clear and they no longer have discharge from the eye.
- **Fever:** If your child is running a fever of 100.4 or higher, your child must stay home and will not be admitted to camp until they are fever free for 24 hours, without the use of medication.
- **Diarrhea or Vomiting:** Children must remain home 24 hours after their last bout of vomiting or diarrhea.
- **Severe Cold:** While we know that colds and allergies can linger, we request that children with severe colds or allergies be kept home. This includes a constant cough, sneezing, or runny nose with “green or yellow mucus”.
- **Strep Throat:** Children can return to camp 24 hours after their first dose of medication.

Water Fountains

- We have water fountains around the club to refill water bottles.
- Please CLEARLY LABEL your campers water bottles.

Medication

- If your camper needs any medication either daily or in the event of an emergency the **Camp Medication Permission Form** must be completed and returned to the camp office.
- Bring any medication that will be kept at camp with you the first day of camp.
- New York State Health laws require that all medications to be dispensed at camp should be kept in their pharmacy-labeled containers. All children on medication must have signed consent from a parent/legal guardian AND physician with explicit instructions for times given and dosages of medication.

Program

Activities

- Activity periods run for 30 minute intervals.
- Camp Counselors will make the decision when to end an activity to give them enough time to get to their next activity

Sports

Kickball
Baseball/T-Ball
Soccer
Basketball
Tennis
Football
Field Games
Swimming (instructional)
Gaga

Recreational Activities

Playground
Sprinklers
Cooking
Swimming (free swim)
Yoga
Arts & Crafts
Science
Dance
Board Games
Music & Movement

Rain Days

- In the event of rain, Camp Saw Mill remains open and operational. We shift our schedule indoors and try to keep as many of the activities the same as possible.
- Swimming may or may not be cancelled so please come prepared for swim regardless of the weather.

Theme Days

- Campers will participate in a variety of theme days that may involve dressing in costume or wearing something different/silly. We encourage campers to be creative and have fun!
- The Special Events Calendar is found in your camp packet.

Sample Schedules

	Blue	Purple	Yellow	Red
Drop Off	Gravel Lot	Gravel Lot	Pool	Gravel Lot
9:00 - 9:15	Sports	Tennis	Swimming	Art
9:15 - 9:30				
9:30 - 9:45	Art			Swimming
9:45 - 10:00		Snack/Change		
10:00 - 10:15	Tennis	Swimming	Sports	
10:15 - 10:30				
10:30 - 10:45			Snack	Change
10:45 - 11:00	Snack/Change			Snack
11:00 - 11:15	Swimming	Art	Tennis	Sports
11:15 - 11:30				
11:30 - 11:45		Sports	Art	Tennis
11:45 - 12:00				
12:00 - 12:15	Lunch	Lunch	Lunch	Lunch
12:00 - 1:00	Lunch	Lunch	Lunch	Lunch
1:00 - 1:30	Science/Cooking	Water Play	Playground	Water Play
1:30 - 2:00	Water Play	Games	Science/Cooking	Water Play
2:00 - 2:30	Games	Playground	Water Play	Science/Cooking
2:30 - 3:00	Playground	Science/Cooking	Games	Gaga

Swimming

- Under the direction of our Aquatics Directors, Camp Saw Mill's swim program provides both instructional and free swim daily for our campers.
- Water Safety Instructors (WSIs) will lead instruction for all groups.
 - Each camper's swimming ability is evaluated at the start of the camp season. The camper is then taught at their appropriate swimming level.
- If a camper is consistently reluctant to participate in swim and resists all reasonable efforts from counselors, WSIs, and aquatic director, parents will be notified.
- Lifeguards are always present on the pool deck during camp swim periods.

Instructional Swim

- Camp Saw Mill teaches campers according to the American Red Cross Learn to Swim Program
- **Level 1:** Introduction to Water Skills
- **Level 2:** Fundamentals of Aquatic Skills
- **Level 3:** Stroke Development
- **Level 4:** Stroke Improvement
- **Level 5:** Stroke Refinement
- **Level 6:** Swimming and Skill Proficiency

Free Swim

- Campers are given a swim test according to the Westchester County Health Department Guidelines to determine "Swimmer" or "Non Swimmer"
 - Swimmer = Green Band
 - None Swimmer = Red Band
- Campers will wear their band for all swimming activities

Lunch & Snack

- Campers bring their own food to camp daily.
- There are typically 2 snack times per day.
- Lunch can either be brought from home or ordered through Saw Mill Club Cafe for \$6.00
 - **MUST** submit the lunch form at the beginning of each week
 - Will be added directly to your child's account so you must have a credit card on file to order lunch. **NO Cash!**
- Camp Saw Mill is completely **NUT FREE** so please check labels and make sure you are sending in allergy friendly food only.
- If your child has a summer birthday, we are happy to celebrate!
 - **Send in a NUT FREE** treat for your child's camp group to enjoy.

Weekly Lunch Menu

	Monday	Tuesday	Wednesday	Thursday	Friday
Option 1	Hot Dog	Grilled Cheese	Turkey Sandwich	Hamburger	Pizza# of slices ____
Option 2	Chicken Fingers	Chicken Fingers	Chicken Fingers	Chicken Fingers	Chicken Fingers
Side: Circle 1	Fries Apple	Fries Apple	Fries Apple	Fries Apple	Fries Apple

Staff

- Camp Saw Mill has a high return rate for staff.
 - New Counselors are often recommended by returning staff
- All Counselors have experience working with children
- All Counselors must attend our staff orientation to get familiarized with our camp and camp procedures for the summer.
- We perform criminal, sex offender, and background checks on staff. We also require one yearly reference check for returning staff and two reference checks for new staff.
- Counselors must be at least 16 years old
- Counselor-in-training staff are 13 - 15 year olds

Gratuities

A gratuity is a thank you for a job well done. It is always very much appreciated. Please consider the following guidelines/suggestions:

- **Counselors:** \$10/week of camp attended
- **CITs:** \$5/week of camp attended
- **Activity Counselor (Sports, Art, Swim):** \$20
- **Lifeguards and WSIs:** \$20
- **Assistant Directors:** \$25 - \$50

Please be sure to give gratuities in labeled envelopes and hand directly to the staff member or one of the directors who will hand them out.



Parents will also be able to provide gratuities to staff using the app **Grazzee**

Communication

ALL parents, guardians, and/or caregivers should download the bloomz app to stay up to date with all things camp!



- **Through the app we will post group photos daily, notify you of drop off or pick up changes, reminders for special days, and much more!**
- **Direct messaging to your campers counselors is also available in the Bloomz app.**

**Feel free to contact the office at any time via email
wkennedy@sawmillclub.com or phone (914) 241 - 0797**

If you need immediate assistance text either:

- **Whitney Kennedy (203) 253 - 2461**
- **Jennifer Robustelli (845) 654 - 0856**

Packing List

All Campers should bring the following items each day:

- Backpack
- Sneakers
- 2 NUT FREE simple and easy snacks
- Sunscreen
- Extra Bathing Suit for afternoon swim
- Water Bottle
- Change of Clothes
 - Underwear, socks, shorts, dress, shirt, etc
- Goggles
- Swim diapers for campers still in diapers

Please send your camper in wearing a bathing suit and sunscreen each day

- We provide towel service, so there is no need to send towels to camp
- All Sports equipment is provided, campers do not need to bring their own.

PLEASE CLEARLY LABEL ALL ITEMS SENT TO CAMP WITH YOUR CHILD'S FIRST AND LAST NAME. IF IT IS LABELED IT WILL BE RETURNED.

Camp Dates 2025

Week 1: June 9 - June 13

Week 2: June 16 - June 20

Week 3: June 23 - June 27

Week 4: June 30 - July 3

Week 5: July 7 - July 11

Week 6: July 14 - July 18

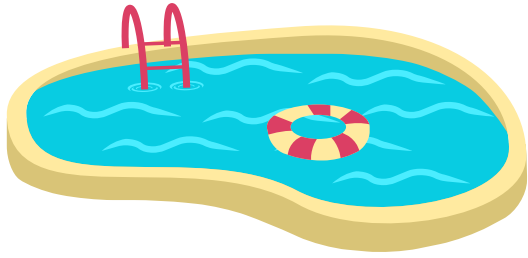
Week 7: July 21 - July 25

Week 8: July 28 - August 1

Week 9: August 4 - August 8

Week 10: August 11 - August 15

- No camp July 4th



HAVE A FUN-FILLED SUMMER!

