



Handbook 2021

Welcome to the Leadership Camp Program at Action Kids Summer Camp. We are looking forward to a great summer of laughter, learning and fun with you. This handbook is designed to give you information about your role in our program so you will feel more comfortable when camp begins. If you have any questions, at any time, please ask!

Our goal for this program is to offer you, as LiT's, opportunities to develop leadership skills that you can use throughout your life; to contribute towards making camp fun and a place where every camper feels welcomed; and to enjoy camp yourselves! We help our LiT's build skills by helping counselors, working with campers, participating in a variety of leadership development activities...**and** having fun.

All LiT's are expected to commit to:

Positive Communication: Maintaining a positive attitude and speaking encouragingly to others. Ask questions and ask for help!

Team Building: Being willing to work together with others. Looking for opportunities to help and support campers, counselors and one another

Responsibility: Following all camp guidelines and safety rules; following the dress code

Respect: Treating everyone you spend the day with, LiT's, campers and staff, with courtesy, kindness and caring

Learning: Being open to exploring how you can grow as a leader; being willing to stretch yourself

Fun: Being open to and ready for fun...with everyone!

REQUIRED PAPERWORK

Below is a list of forms that we need before you can participate in our summer camp program

LIT Camp Registration Forms and Handbook Agreement Form

- The registration forms and handbook agreement can be completed and submitted on line

Camp Medical Forms

- Your completed camp medical forms must be received before your first day of camp and preferably by **June 14, 2021**.
- Regretfully, without all required medical information on file, you WILL NOT be allowed to participate in the camp program (per State of NH).
 - * Lost camp days due to missing paperwork cannot be refunded or made up.

Medication Consent

- If you need an inhaler, epi-pen or prescription/OTC medication, we also require a Medication Consent form completed by your doctor. If you need an Epi- Pen, a FARE form must also be completed. Prescription and OTC medication must be in the original prescription container and given to the Camp Director by your parent or guardian for safe keeping.

LiT “All About Me” Sheet

- Please be sure both pages of the form are filled out and submitted! One page is for parents/guardians and one page is for you! “All About Me” pages need to be returned before your first day of camp.

LiT “Swag” Order

- Make sure you pre-order your camp merchandize. Sweatshirts, shirts and extra LIT shirts are available

GENERAL INFORMATION

LiT Hours:

- The camp day begins daily at 8:30 am. The camp day ends at 4:30 pm.

Dress Code

- You are expected to wear a purple Action Kids LiT summer t-shirt. Please complete and return the Camp Swag form and return it before camp by June 14. Your camp shirt will be waiting for you on your first day of camp. Additional LIT t shirts can be ordered on the Camp Swag form or available camp store, at a cost of \$10 each.
- Everyone at camp is expected to wear safe and appropriate closed toe shoes or athletic sandals
- Absolutely NO flip-flops or open toe sandals!
- Shorts must be a reasonable length. No shorter than a three inch inseam.
- You must wear a bathing suit for swim lessons and open swim. Girls’ bathing suits must be a one piece or a tankini.

What To Bring

- Lunch and snacks.... we encourage LiT’s to bring a healthy lunch and plenty of extra snacks!
- Water bottle, juice or sport drinks. Please, no soda.
- Swimsuit and towel
- Sweatshirts/long sleeve shirts/rain jacket for cooler or rainy days

What Not To Bring

- Personal electronics
- Personal items that you do not want to risk being lost or broken.
- Money for vending machines. The vending machines are not open to campers or LiT's .

Cell Phones/Smart Watches Etc.

- The use of cell phones/smart watches etc. is permitted only during lunch break. If you choose to bring a cell phone/smart watch to camp, it cannot be carried around with you. Your LiT counselor will provide a safe place for phones/smart watches to be kept. Cell phones/smart watches will be available at lunch time.

Tips!

- We suggest wearing a waterproof watch to help you keep track of the time
- **Label your belongings. Please put your last name on everything!**

EXPECTATIONS & POLICIES:

- **Wear your LiT t-shirt**, appropriate length shorts, and appropriate footwear every day.
- **Follow ALL safety rules** in the pool area and in every area of camp.
- **Always** check in first with your group counselor or program leader before leaving the group or your current location for any reason, including bathroom breaks.
- **The group counselors** you may be helping will be responsible for all camper disciplinary issues, and all communication with camper's parents. If you are experiencing difficulty with a camper or see a problem happening, please bring it to the attention of the counselor and do not try to handle it on your own.
- **LiT's often work in pairs.** Please save personal conversations for your break and LiT activity times. Your attention should be on the group or program activity you are assigned to help.
- **LiT's are important role models to younger campers.** Be polite and respectful towards counselors, campers, LiT's, parents.....EVERYONE!
- **Be Aware Of What You Say And How You Say It:** Absolutely NO swearing! Rudeness, sarcasm and insulting language towards others, even when fooling around, is unacceptable.
- **Any Words or Actions** that are physically or emotionally hurtful, or are excluding of others, is unacceptable. Ongoing unacceptable behavior of this nature will be cause for removal from the program.

Remember that you are here to have fun AND learn; help out campers, counselors and one another as much as possible!

What Do LiT's Do?

- LiTs spend an hour and a half each day helping counselors and program leaders with younger campers.
- LiT's participate in special leadership skill/ team building challenges, games and activities every day.
- LiT's are involved with camp and community service projects throughout the week
- LiT's have a swim lesson and free swim time every day.
- LiT's have five choices for Activity Club time, four days a week.
- "LiT only activities" like Frantic Fun and Open Art are offered every day.
- LiT's have an Open Gym session each week.

LiT DAILY PROCEDURES

- If you are unable to be here on a scheduled day, a parent must call in your absence.
- Once checked in, a counselor will direct you to the LiT area where you will put your belongings and check in with the LiT counselor.
- During Hut Huddle, you review the schedule for the day and be given a Leadership Development assignment. LiT's will be assigned to help camper groups or programs by the LiT Counselor. Leadership development options include:
 - **Counselor Shadow:** helping counselors with a group of younger campers as they travel to and participate in daily activities.
 - **Program Assistant:** helping program leaders to prepare and present activities. LiT's can assist with the Arts Program, the Nature Program, the Game Zone Program; and with swim staff approval, the swim program. (program assistant assignments are open to returning LiTs first)
 - **Camp Crew:** helping camp staff with fun preparations for Fun Fridays; helping with a variety of all camp projects; helping with daily camp chores.
 - **LiT's** are grouped as LiT 1 (sixth graders) and LiT 2 (seventh/eighth graders). Some activities are with their smaller group and others are all together.
- Swim lessons are part of the LiT schedule each day; all LiTs are expected to participate.
- Snack breaks: You are welcome to eat a morning snack with your assigned camper/program group. Afternoon snack generally is with all LiT's.
- Lunch break is your time to eat, relax and socialize with friends. An LiT lunch area will be assigned. You may use cell phones at this time.
- Cell Phone Use: **You are expected to use your phone responsibly and respectfully.** Cell phones, smart watches, personal cameras and other tech devices may not be used to take/post photos during camp.
- On Friday, we offer a Pizza Lunch. If you would like pizza, you must order ahead online, by Thursday morning.

Feedback/Evaluations

Our Leadership Camp staff is committed to providing feedback every day, to each LiT camper through group and/or individual discussion. We are also committed to answering any questions that you may have regarding the program. Please feel free to contact Deb Stanton, Leadership Camp Program Coordinator/Camp Co- Director with questions or for more information.

Important Contact Information Senior Staff

Deb Stanton	Camp Director; Leadership Camp Program Coordinator; MESH Director
Seana Rioux	Camp Director
Rebecca Wiseman	Camp Director
Jackie Johnson	LiT Counselor
Brett Matthews	Senior Camp Leader (Blue Blazer/LiT)

Action Kids Telephone: 603-642-7200. (if no one answers, try the camp cell phone)

E-mail: summer@brentwoodcommons.com

Summer web site: summeratbrentwoodcommons.com



2021 Handbook

Please complete and submit this page before your first day of camp.

Name: _____
Please print

I have read the 2021 Action Kids Summer Camp LiT Handbook and I have reviewed it with my parent/guardian.
I understand what is expected of me. I agree to follow the rules, policies and procedures as outlined in the LiT Action Kids Summer Camp Handbook.

Signed: _____

Date: _____

Parent (guardian) Signature: _____

Date: _____