



2026 Parent Manual

Dear Parents and Guardians,

Welcome to the world of Fair Haven Recreation! Our goal is to offer your child(ren) a wonderful and enriching experience while participating in Fair Haven Recreation athletics and programs.

Fair Haven Recreation currently offers year round programming with hopes to add more for all ages as we grow.

Here you will find important information, policies & procedures, etc. in the attached Parent Handbook for our youth programs. These are reviewed and updated annually.

If you have any questions or need more information, please don't hesitate to reach out. You may call or text the Recreation cell phone, (802)683-5834, or send an email to recreation@fairhavenvt.gov.

Sincerely,

Erika Notte

Recreation Director

Table of Contents

Mission Statement.....	3
Program Overview.....	3
Contact Information.....	3
Camp Dates.....	4
Registration and Payment.....	4
Registration Deadline.....	4
Camp Fees.....	4
Residents.....	4
Non-Residents.....	4
Payment Method.....	5
Refund Policy.....	5
Scholarships.....	5
Daily Activities.....	5
Weekly Themes.....	5
Field Trips.....	6
Facilities.....	6
Policies and Procedures.....	6
Health Policies.....	6
Illnesses.....	7
Accidents and Injuries.....	9
Medicines at Camp.....	9
Over the Counter Medication.....	10
Food Allergies.....	10
Camper Checklist.....	10
Behavior Expectations.....	11
Discipline Process.....	12

Mission Statement:

The Town of Fair Haven Recreation Department strives to provide age appropriate, quality programs that foster learning, respect, social skills, and individual growth in a safe and engaging environment. All program participants are to be valued, accepted, celebrated for who they are.

Athletic Programs Offered:

3rd/4th Basketball	3rd/4th Soccer
T-Ball (Pre-K & K)	Pre-K - 2nd Soccer Skills Clinic
Mighty Mites Baseball (1st & 2nd)	
Girls' Softball (3rd - 6th)	

Summer Programs Offered:

Programs offered during the summer will vary due to interest and participation.

Arts & Crafts Camp	Theater Camp	STEM Camp
Outdoor Adventures	Kinder Camp	Baseball Clinic
Basketball Clinic	Field Hockey Clinic	Flag Football Clinic
Pickleball Clinic	Soccer Clinic	Softball Clinic

Contact Information:

Erika Notte, Recreation Director (802)683-5834 recreation@fairhavenvt.gov

The Town of Fair Haven Summer Day camp is a weekly camp for youth ages 5-12 (grades K-6th) that is roughly from the start of July to the middle of August. Campers will participate in programs that will introduce skills through games, arts and crafts, hiking, and community participation. Camp runs Monday – Friday with arrival starting at 8:30am and stations running through 9:00am-1:30 pm with field trips scheduled on Fridays. There will be weekly themes, in which campers can come dressed appropriately to the theme, perform in activities and games based on the theme and enjoy their time with themed items. Camp is based out of the Fair Haven Grade School Playground. In the event of a rainy day, the camp will be moved inside to

the Fair Haven Grade School Cafeteria and Gymnasium. As soon as the weather is safe and appropriate for campers, we will move the camp back outside to the playground, fields, courts, and pavilion. The camp is supervised by the Recreation and Camp Director, Assistant Camp Director and 6-8 Camp Counselors, with the possibility of junior counselors.

***Fair Haven Recreation does NOT provide transportation to or from day camp.**

Registration

Program registrations can be accessed on our website, www.fairhavenrecreation.com

Paper copies are available upon request.

Registration Deadlines:

Registrations will be open for a specific timeframe. The deadline may be adjusted at the discretion of the Director.

Registration Fees:

A program fee is based on staffing, officials, supplies, and residency status.

Residency Status

Residents are defined here as individuals who reside in (renters), and/or own property in Fair Haven, and thus pay property taxes to the town of Fair Haven. If a child has at least one parent who is a Fair Haven resident, they then qualify as a resident as long as the parent is listed on the registration. ***Proof of residency may be required upon submitting registration.**

***A child attending FHGS/FHUMHS, or your out of town address having the same zip code does not count as being a resident.**

Payment Method:

The Town of Fair Haven accepts cash, checks, money orders and most major credit cards.

Resident fees are for residents or owning a business in Fair Haven.

Refund Policy:

The Town of Fair Haven will issue a refund according to the following guidelines:

- A full refund will be issued in the event that the camp is canceled by the Town of Fair Haven.
- In the event that you are unable to attend the camp the week that you registered for, we will attempt to move you to another week. If another week is not available the town will issue a full refund minus a \$ 5.00 processing fee.
- All check refunds will follow the finance department's bill paying schedule and will be issued by the Town of Fair Haven. There will be no cash refunds.

Scholarships:

The Town of Fair Haven is currently setting up limited scholarship funds to assist campers to attend camp. Please fill out an amount on the registration form.

Daily Activities:

Campers participate in daily activities that are fun, educational, and outdoor based. In the event of a rainy day, activities and games will be moved inside to the cafeteria and gymnasium.

A typical day will look like this:

Weekly Themes: (Themes TBA near the start of Camp)

Themes will go for one week at a time with different activities, arts & crafts, and other goods!

Campers are allowed to bring in items as long as they are being safe, kind, and respectful.

Campers should dress according to the theme.

Field Trips:

Field trips will be scheduled every **FRIDAY** of camp. There will be an additional fee for each field trip. Those fees will be announced at the start of each week. Parents/guardians should notify either Rec & Camp Director or Assistant Camp Director if their child is going on the field trip or not. Field trips include **Hillbilly Fun Park, Hathaway Corn Maze, and Skyzone!**

Daily Schedule:

8:30-9:00 am **Arrival, Breakfast and Free Time**

9:00-9:45 am **First Station Rotation**

9:45-10:30 am **Second Station Rotation**

10:30-11:15 am **Third Station Rotation**

11:15-12:00 noon **Lunch**

12:00-12:45 pm **Fourth Station Rotation**

12:45-1:30 pm **Free Time and Daily Pick up**

Facilities:

The Town of Fair Haven Summer Camp is based at the Fair Haven Grade School Playground, cafeteria and gymnasium.

Policies and Procedures:

Medical Information and Waiver Form:

The Town of Fair Haven Summer Camp requires medical information and waiver forms for every registered camper.

Health Policies:

Sick Child Policy:

These guidelines have been established for the comfort and well-being of your child and that of other children at camp. Children who do not feel well should stay home. If a child becomes ill while at camp, we will call you. If your child is suffering from symptoms listed below, we require you to pick up your child within one hour of the call.

Children will not be permitted to come to camp if:

1. They pose a significant health risk to other children.
2. They are feeling so poorly that they require an excessive amount of time from staff.
3. They are feeling so poorly that they need comfort from their parents.

Illnesses:

Below is a list of specific illnesses that the Town of Fair Haven Summer Day camp recommends that you keep your child home from camp in order to justify the safety of other children.

Fever

No child with a temperature of 100 degrees or higher will be admitted to camp. The child must be fever free for 24 hours unmedicated before returning to camp.

Diarrhea

Diarrhea is highly contagious. When a child has diarrhea, he/she should be kept home for 24 hours after the diarrhea has subsided.

Vomiting

If vomiting has occurred the evening before or sooner, your child should be kept at home the next day.

Eye Infections

Bacterial and viral. Conjunctivitis (pink eye) is identified by crustiness or yellow oozing from the eye along with a pinkish tint to the whiteness of their eyes. These conditions are very contagious and should be treated by a physician. Children will not be admitted into camp until 24 hours after treatment has begun.

Impetigo

This is a bacterial skin infection which appears as a rash that is oozing, red and round, and may have a flat honey-colored crust, because this infection is easily spread, a physician should be seen for treatment. Your child needs to remain at home for 24 hours after starting the medication.

Head Lice

Head lice are tiny insects that live on people's hair. Your child may return to camp as soon as the proper shampoo treatment has been given and all lice eggs (nits) have been removed from the scalp.

Strep Throat

If your child tests positive for strep throat, they must stay home and receive 24 hours of medication before returning to camp.

Chicken Pox

Chicken Pox is very contagious, beginning with a mild fever and itchy rash. Chicken pox is contagious from two days before the rash appears until the last blister has developed crusts. Children will not be allowed at camp until all blisters are crusted and dry.

Coughs and colds

Prudent judgment by the parent(s) and staff are the best guide with these illnesses. If a child is uncomfortable, or exhibits excessive coughing, then she/he should not be at camp and a parent will be called to pick up the child.

Accidents and Injuries

All camp staff are trained in CPR and First Aid. If a child has a minor injury they will be treated and returned to camp activities when they feel ready to participate. You will be notified via written documentation from the Camp Director. In case of a medical emergency, the Camp Director will take the necessary steps to ensure the safety of the camper. These steps may include but are not limited to the following:

1. Attempts to contact the parent/legal guardian.
2. Attempts to contact the parent/legal guardian through those listed as emergency contacts.
3. Attempts to contact the child's physician.
4. If we cannot contact the parent/guardian or physician we will:
 - a. Contact another physician.
 - b. Contact Fair Haven Rescue.
 - c. If Fair Haven Rescue dictates that the child needs to be transported, the Camp Director will accompany the child to the hospital and continue to try and contact the parent or guardian.

Medicines at Camp

We can dispense prescription medications provided we have on file:

1. A note from your child's physician which indicated detailed instructions on how the medication should be administered.
2. Written consent from a parent or guardian to administer the medication.
3. The medication must be in the original container and be brought directly to the camp director.
4. All medications will be stored with the camp director or assistant director.

Over the counter Medication

The Town of Fair Haven will not dispense over the counter nonprescription medications such as aspirin, acetaminophen, ibuprofen, or any over the counter allergy medications.

Inhalers/Epi-Pens

Campers that require use of inhalers or Epi Pens must list that requirement on the medical form and waiver. The inhaler or EpiPen will be kept with the Camp Director or camper's counselor in case administration is necessary.

Food Allergies

Any food allergies should be reported on the medical form and waiver therefore the camp director, assistant camp director and all camp counselors are notified and aware of the allergy.

Camper Checklist

All campers should bring the following to camp everyday:

- Water Bottle
- Change of Clothes
- Sneakers
- Hat and/or Sunglasses
- Lunch and a snack

What **NOT** to bring to camp:

- Cell phones
- Cameras
- Gum, Candy, Soda
- Pocket Knives

The Town of Fair Haven cannot be responsible for lost, stolen or damaged items.

Behavior Expectations

Please take a moment before camp to review the following behavioral expectations with your camper.

Be Safe:

1. Follow Directions
2. Think about your actions before you do them— "Is this a safe idea?" "Am I allowed to do this at school?" "Would my parents allow me to do this?"
3. Stay with the camp staff—it is not okay to leave your group unless you have permission from the director to do so.

Be Respectful:

1. Speak and act with respect and courtesy.
2. Respect fellow campers and their property
3. Use kind and positive words.
4. Respect others' bodies, personal space, and feelings
5. Use equipment for what it is made to do.
6. Respect the property of the Town of Fair Haven Summer Camp

Be Responsible:

1. Label your belongings.
2. Keep track of what you bring to camp.
3. If it is not yours, do not touch it.
4. Be sure you have everything you started with when you move from one place to the next.
5. Clean up after yourself.

Have Fun:

This is pretty simple. Come to camp with a good attitude for a super fun day!

Discipline Process

The Town of Fair Haven has an approach to discipline that is based on showing respect to everyone with the ultimate goal of children having fun while growing and learning.

Redirection:

- a. The camper will be informed of the inappropriate behavior and be given methods to deal with the behavior.

Speak with the children regarding the incident:

- b. Discuss the inappropriate behavior, how it could have been resolved and the consequences if the behavior is not corrected.

Remove the child from the situation:

- c. The child will be removed from the group to a quiet supervised spot. Before the child will be allowed back to the group, the inappropriate behavior will be reviewed as well as how to deal with the situation if it reoccurs.

Incident Report:

- d. An incident report will be completed, and the situation discussed with the parents.

Call parents:

- e. If a serious behavior occurs the staff contacts the parents and requests the camper be picked up within one hour of calling the parent

Meeting with the parent(s):

- f. If violations of camp policies and expectations occur on a repeated basis or are related to physical or emotional safety, the child will not be allowed to return to camp until the Camp Director has had an opportunity to meet with the parents. The meeting will focus on the concerns, potential solutions, and behavioral guidelines to which the child must adhere in the future.

Removal from camp:

- g. If the behavior continues or represents an immediate threat to others' physical and or emotional safety, the child will be removed from the program without a chance to return. All program fees are nonrefundable for a dismissal based on behavioral problems. In addition, if the camper is registered for future camp sessions, the registration fee for these sessions are also not refundable.

Examples of serious behavior problems include but are not limited to physical aggression, fighting, hurting others, vandalism, bullying, harassment, not respecting staff requests, leaving one's assigned area, and inappropriate language.