



CAMP STAUNTON 2026



Camp Staunton is operating as a program exempt from licensure with basic health and safety requirements but has no direct oversight by the Department of Education

Parent/Guardian Handbook

**Free lunch provided at
NO additional cost!**

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Staunton Parks and Recreation Mission Statement

To provide a variety of leisure opportunities with the purpose of improving quality of life for Staunton citizens.

Welcome to Camp Staunton!

Whether you are new to our program or an all-knowing camp veteran who could recite the policies of this handbook- we are grateful you are here with us. We aim to create fun summer memories for your child while ensuring we provide a safe, nurturing environment along with a well supervised program. We look forward to this summer and having your child with us. Here is some information to help you and your child get ready for their first day.

Camp at a Glance

Camp Staunton is sponsored by the Staunton Parks and Recreation Department and has been a staple program for over 40 years. For 2026 the program consists of two camp sites which are located within Gypsy Hill Park. The program is designed to provide safe and nurturing care in a developmentally appropriate setting with a focus on recreation. We aim to provide a healthy daily balance of activities through structured counselor-initiated activities, child-initiated, and self-directed activities emphasizing physical movement and PLAY. There are also organized field trips, classes, and special events to add to the fun! Children will benefit from experiences like participating in groups with age mates and mixed age grouping, activities such as fishing, daily swimming, and being part of a team. Careful consideration will be given to activities and choices appropriate for each age group. ABOVE ALL, the Camp Staunton Program will be an environment where care and respect are shown for each child as an individual, and where all children learn to care and respect themselves and each other. Please take the time to review the following information and familiarize yourself with our program. If you have any questions, please feel free to call the recreation department at 540.332.3945.

We also invite you to *Like* our Facebook page in order to receive updates regarding camp and additional information involving our various recreational offerings.
www.facebook.com/StauntonRecreationParks



Our main office is located in Montgomery Hall Park at the Irene Givens Recreation Administration building. The physical address is 1000 Montgomery Ave, Staunton VA 24401

Length

An eight (8) week program operating Monday through Friday from June 1 – July 24. Children may be registered for the full 8 weeks, or on a weekly basis. Parents may choose which week(s) their child attends.

Hours

8am-5:30pm (early drop off begins at 7:30am)

2026 Theme: ‘Let’s Celebrate’

Get ready for a groovy summer at Camp Staunton!

Your child will benefit from warm days outside in our beautiful city parks, swimming, fun and games with friends, and some of the best staff and care in our area. We hope you will join us for an amazing summer at Camp Staunton in 2026.

Eligibility

Open to all youth 5 to 12 years old (excluding rising eighth graders), City and Non-City Residents. The child's age as of July 1, 2026 will determine which site they will attend (If a child has a late birthday, we will place them with their peer group/children in same grade upon request and if space allows). All participants must be potty trained. The program is non-discriminatory and enrollment is based on a first come first serve basis with specific registration dates set each year.

Summer 2026 Registration

for Staunton City Residents registration begins Tuesday, February 10, 8am at the Rec Office in Montgomery Hall Park; Non-City Residents registration begins Tuesday, February 17, 8am at the Rec Office in Montgomery Hall Park.

Age Groupings

- Five to seven year olds will be at the Garden Center (Ages 5-7)
- Eight to twelve year olds will be at the Gypsy Hill Park Gym (Ages 8-12*)

**We will not enroll 12 year olds that are rising eighth graders*

Camp Staunton Program Goals

To Provide:

1. High quality recreation for school-aged children.
2. Supervision by mature, adult staff.
3. Guidance by trained staff that assist children in developing their interests, talents, skills and self-confidence.
4. A consistent group of playmates and staff.
5. Choices from a variety of wholesome activities and fun.
6. An environment in which enthusiasm, imagination and creativity is nurtured and encouraged.
7. Mixed age-grouping to promote positive behaviors.
8. A balance of quiet and active, large and small group and teacher and child-initiated activities.
9. A safe, healthy, comfortable environment.
10. Emphasis on play in the outdoors.

CHILD CARE SITE	PHONE	AGE GROUP	MAX CAPACITY
Garden Center (located in Gypsy Hill Park)	332.3990 540.849.4737 cell	5-7 year olds	35 Max
Gypsy Hill Park Gym (located near Football Stadium and National Guard Armory in Gypsy Hill Park)	332.3997 540.294.3193 cell	8-12 year olds *Excludes rising eighth graders	65 Max

Registration, Fees and Payment Options

Please note: Staunton Parks and Recreation **WILL NOT** send childcare statements for tax purposes. It will be the responsibility of the parent or guardian to save their receipts for tax purposes. The City's federal tax ID number is 54-6001631.

Registration Requirements

Camp registration forms must be dropped off, or can be completed at our main office located in Montgomery Hall Park (1000 Montgomery Ave). These forms cannot be emailed or mailed due to the sensitivity of the documentation required. The registration process is NOT complete until we have all forms.

- 1.) COMPLETED Childcare Registration Form (including doctor's phone number, two emergency contacts' addresses and phone numbers AND be sure parent/guardian has signed all three (3) areas on the agreements page.)
- 2.) \$10 registration fee per child
- 3.) Physical record (can be obtained from school office or from child's physician)- Not Required IF Child Currently Attends City of Staunton School.
- 4.) Birth certificate – Not Required IF Child Currently Attends City of Staunton School
- 5.) Complete attached Medical Authorization Form - **IF** child is on extended medication for life threatening illnesses.

**Registration Payment Deadline

If you have not completed your payment based on one of the selected payment option due dates listed below, you forfeit your child's spot in the program. The spot will go to the first person on the waiting list. If there are no children on the waiting list, you may re-register and pay the \$10 registration fee and applicable payments **

Camp Staunton Pricing	City Resident Payment Amount	Non City Resident Payment Amount	Payment Due By	Benefit	Registration Fee
Option 1	\$750 for 8 weeks	\$1,150 for 8 weeks	March 27	\$50 discount	\$10 per child
Option 2	\$375 x two half payments for 8 weeks	\$575 x two half payments	March 27 and April 24	2 half payments \$50 discount	\$10 per child
Option 3	\$100 per week for any week \$50 per week due by March 27, \$50 due Monday of week attending or prior	\$150 per week for any week \$75 per week due by March 27, \$75 due Monday of week attending or prior	Cumulative half per week due by March 27, remaining weekly half due each Monday of week attending camp or prior	spread partial payments over entire summer	\$10 per child

Payment Options:

Option 1: Cash, Check, or Visa/Mastercard accepted at the Recreation Administration Office located in Montgomery Hall Park.

Option 2: Cash, Check, or Visa/Mastercard accepted at the Recreation Administration Office located in Montgomery Hall Park.

Option 3: Cash, Check, or Visa/Mastercard accepted at the Recreation Administration Office located in Montgomery Hall Park. * Please note: During camp, the Monday weekly payment can now only be completed at the Recreation Administration Office located in Montgomery Hall Park. Not at your child's camp site.

Refund Policy

Absolutely no refunds will be given for any portion of the payment or reservation fee for any reason. Extreme emergencies will be evaluated on a case-by-case basis with no possibility of a refund if the space cannot be filled from the waiting list. Your signature on the registration form confirms that you are fully aware of this refund policy.

Example Schedule and Activities

Time	Monday	Tuesday	Wednesday	Thursday	Friday	
7:30-8:00am	Early Drop Off	Early Drop Off	Early Drop Off	Early Drop Off	Early Drop Off	**
8-8:30am	Unstructured Play	Unstructured Play	Unstructured Play	Unstructured Play	Prepare for Field Trip	
8:30-8:45am	Group Snack	Group Snack	Group Snack	Group Snack		
8:45-9am	Pool Prep	Pool Prep	BOOK VAN/ READING	Pool Prep	FIELD TRIP!!	
9-11am	Pool Time	Pool Time		Pool Time		
11:00-11:30am	Lunch Prep	Lunch Prep	Lunch Prep	Lunch Prep		
11:30a-12:15p	LUNCH	LUNCH	LUNCH	LUNCH		
12:15-1:00	Free Play	Free Play	Free Play	Free Play	🧡	*GC-REST TIME
1:00-1:45pm	ACTIVITY 1	ACTIVITY 1	ACTIVITY 1	ACTIVITY 1	FIELD TRIP!!	
1:45-2:00pm	Clean Up	Clean Up	Clean Up	Clean Up		
2:00-2:45pm	ACTIVITY 2	ACTIVITY 2	ACTIVITY 2	ACTIVITY 2		
2:45-3:05pm	Group Snack	Group Snack	Group Snack	Group Snack	Group Snack	
3:15-4:00pm	THEME TIME	THEME TIME	THEME TIME	THEME TIME	THEME TIME	
4:00-5:00pm	Kids Choice	Kids Choice	Kids Choice	Kids Choice	Kids Choice	
5:00-5:30pm	FREE PLAY / PICKUP					

A sample of the activities that children will choose from may include: Arts and crafts, basketball, cooking, dodgeball, fishing, hiking, archery and pickleball. Activity selections for Activity 1 and 2 are completed on the first day of camp with the children. A mixture of structured activity and self-selective play environments will be utilized in order to provide opportunities to think creatively and make decisions and choices within appropriate limits. The aforementioned components of the Camp Staunton program schedule are specifically set up to offer a balance of active and quiet times, with a greater portion devoted to active, boisterous and energy expending activities such as kickball and outdoor time. Although the scheduled time blocks are fairly structured, there is ample opportunity for child-initiated play.

*The above is subject to change based on a variety of factors including field trips, special events, weather, etc.

Swimming

Children will go to the Gypsy Hill Park Pool every day (except Wednesdays and Fridays). As a rule, we do not allow children at the Garden Center, the 5-7 year olds, to swim beyond the shallow end of the pool. Parents must give permission for 10–12-year-olds to swim in the deep end and children must pass a swimming proficiency test. Ages 8-9 are not permitted to swim past the 5ft area, even if they pass the swim test. Swim tests will be given on the first day and every Monday until the end of camp. There is a height requirement for the pool slides, and children can take a swim test if they are too short. The swim test involves swimming the width of the pool; this will only be an option for ages eight (8) through twelve (12). When the air temperature is below 65 degrees, our campers will not be able to swim at our usual 9:00am to 11:00am time slot and we do not want to contribute to anybody getting sick.

Check-in/out Procedures and Policies

Camp starts at 8am, though early drop off begins at 7:30am. Parents/Guardians must pick up their child by 5:30pm.

First Week of Camp

Be prepared to **show a picture ID the entire first week of camp during camper pickup**. We request parents do this because the staff will sometimes take turns manning the Check In/Out station. Until we become familiar with you and your child, this helps us keep everyone as safe as possible. Anyone other than the primary caretaker who wants to pick up a child must show **picture ID** and be on the **pick-up list**.

Non-Pick-up Policy

In the event that a child has not been picked up by the end of the program (5:30pm) the parents and/or emergency contacts specified on each child's registration form will be contacted. Late fees are as follows: \$10 per 15 minutes. All late fees must be paid by cash, check, or MasterCard/Visa at the Recreation Administration building located in Montgomery Hall Park. The Recreation office is open Monday through Friday 8am-5pm.

If within one-half hour after the program is scheduled to end (6:00pm) children have not been picked up and staff has not received any information as to the parent's whereabouts, a plan will be formulated with the Staunton Police Department.

Assuming Responsibility and Release of Children

The Staunton Parks and Recreation department assumes responsibility for children in the Camp Staunton program once each child has been checked-in by camp staff during drop-off at the Camp Staunton site. Our staff will only release children to responsible persons for whom the Recreation department has written authorization. After the first week of camp, staff will be posted in each parking lot as parents drop off their children and staff will record their time of arrival. The Staunton Parks and Recreation department relinquishes responsibility when parents sign out their children on the official sign-out sheet at the end of each day. The Staunton Recreation Department will not release any child to ANY person who shows clear signs of being under the influence of drugs or alcohol.

Parents Not Permitted to Pick Up Children

A copy of the Divorce Decree or court approved Settlement Agreement shall be required when a parent requests the center not release the child to the other parent. A custodial parent shall be admitted to any Camp Staunton site. Such right of admission shall apply when the child is in the Camp Staunton program.

Children Attending another Program

If a child is not in attendance at roll call because she/he is in another activity that is not within the Camp Staunton site assigned, an adult must check the child into the Camp Staunton program. For instance, if a child does not come to the Camp Staunton program specified site by the time the group departs for another site, a parent, coach, etc. must bring the child to the new location and check him/her in with the appropriate child care staff. This is a precautionary measure in that it is not safe to have a child travel from one part of a public park to another unsupervised. If something were to happen in route to joining the group, camp staff would not know the child was missing and could not provide assistance or contact authorities.

Campers will *only* be allowed to walk or ride their bike to camp if a note granting permission from a guardian is submitted with the registration packet. This will be approved on a case-by-case basis. Campers providing their own transportation will be responsible for signing themselves in and out of camp. Guardian must specify the specific time child can sign themselves out each day.

Our Beliefs and Philosophy

Child to Staff Ratios

A 15 to 1 child to staff ratio (or lower) will be maintained at the Gypsy Hill Park Gymnasium camp site. A 10 to 1 ratio will be maintained at the Garden Center. This child-adult ratio is a significant factor in providing quality care and allowing for more individualized attention. The Staunton Parks and Recreation department will hire the most qualified staff available according to education and experience requirements.

The Children

Although each child is one of a kind with different inborn temperaments, personality, and family backgrounds, all children share the need for nurturing and trustworthy adults, for stability and security, for increasing autonomy, for a sense of competence and self-worth. Children generally have a fresh approach to new experiences. Most children possess a sense of trust that the world and people in it are friendly and kind, and they tackle the world with enthusiasm and joy. One of the goals of our Camp Staunton program is to provide an environment in which this enthusiasm is nurtured and sustained. With careful and sensitive understanding of stages of development, activities will be planned so children can be successful.

Age-Appropriate Activities

In planning activities within the Camp Staunton program, developmental appropriateness will be a key consideration. Children develop cognitively, physically, emotionally, and socially at different rates. Even children within the same age group show marked differences in development. Staff will consider attention span, social ability, activity level, muscle control, and cognitive skills of children in each camp when developing activities and experiences. Expectations that are too great or not challenging enough result in frustration and misbehavior.

Play

Play is a very important part of our Camp Staunton program. Play promotes mastery as children practice skills; it develops cognitive abilities as thinking skills are stretched; it involves language, encouraging new uses; it involves physical activity; it helps children work through emotions; its inventive nature makes it creative; it's often a socializing event; beyond all that, play provides a way for children to assimilate and integrate their life experiences. Many studies highlight the significance and benefits of play, as well as its capacity in which children learn and grow. As adults, it is easy to forget how to play. Our hope is to be a catalyst in instilling the 'act of play' in each child, so they carry it with them throughout their lives, and provide the most memorable summers possible.

Creativity

The Camp Staunton program provides an environment that encourages creativity. One way this is accomplished is through the employment of contracted instructors who focus on fine and performing arts, sports, archery, fishing and other specialties that will guide children with their artistic expressions through planned projects. Also, during free play, the children engage in self-selected indoor activities such as art projects, board games, manipulatives, books, building toys and other forms of play and socialization. There are a wide variety of art materials at each site and this is just as important as the opportunity for spontaneous and/or guided play.

Daily Supplies for your Camper

Campers should bring a backpack that includes:

(Please be sure the backpack and ALL BELONGINGS are CLEARLY MARKED IN PERMANENT MARKER with your child's FULL name)

- 2 snacks
- Reusable water bottle
- Swimsuit
- Towel
- Sunblock
- Water shoes (suggestion only)

Garden Center Campers

- Change of clothes
- Child-size blanket or extra towel for use during rest time

Camp Attire

We are a very active camp. Campers should wear comfortable clothes that will allow them free range of motion to participate in recreational and athletic activities. Clothes may get dirty. Tennis shoes are the preferred shoe for safety. On pool days, campers should wear their swimsuit to camp and in addition to their sneakers can bring flip flops, sandals or water shoes to the pool.

Storing Personal Items

Book bags and other personal items will be stored in the main activity area at each site. Staunton Parks & Recreation will not be responsible for damage or loss of any personal items.

**Please do not allow children to bring toys or electronics from home unless requested by camp staff to do so.*

No Cell Phones Allowed

Cell phones are not allowed at Camp Staunton. Please do not pack a cell phone with your child's belongings or allow them to bring a cell phone to camp. If we discover that your child is using a personal cell phone while at camp it will result as follows:

- a) First time – verbal warning and letter to parent
- b) Second time – one day suspension
- c) Third time – termination from program

Lunch/Snacks

We will continue our partnership with the Staunton City Schools Summer Feeding Program this summer. Lunches will be provided by Staunton City Schools- **free of charge- for all campers**. Should your child have any special dietary needs or concerns, the meal provider will be happy to work with you to accommodate their needs, or you are welcome to pack a lunch from home. Fortunately, children **can choose** what days they plan to eat the school lunch. Either lunch comes packed from home, or children participate in the free lunch program available to all campers. The 2 week-rotating lunch menu will be available as we get closer to camp. Two daily snacks should also be brought from home.

Field Trips

Permission will be granted for children to participate in local field trips when each parent signs that specified section of the registration form. Parents will be asked to sign a separate permission slip for any field trips outside Staunton City limits. Site supervisors will be responsible for informing parents in writing of planned field trips. Transportation to field trips within the city limits will be provided via Staunton Parks and Recreation or Staunton City school bus. On occasion, a Quicks bus is utilized on longer field trips (such as a trip to Richmond).

****If a child does not arrive to his/her camp site by the time the group departs for a field trip, the guardian must bring the child to the field trip site and check him/her in with the appropriate child care staff.****

Field trips are usually scheduled on Fridays. These are planned based on the availability of the locations we visit. Field trip locations will vary, though in the past we have visited: Boxerwood Gardens, JMU Planetarium, Mint Springs Lake, Natural Bridge, Harrisonburg Children's Museum, local farms, Richmond Science Museum (Gym), and many more.

For their safety, campers should wear their camp T-shirt on all field trips.

The majority of all field trip costs are **included** in the Camp Staunton program fee, though there may be times when we ask parents/guardians to send money for their child to purchase food, play arcade games or for tickets.

Camp Communication

Communication with Parents

Staff will verbally communicate with parents on a daily basis as well as inform parents of major happenings via parent letters at drop-off or pick-up, this includes information such as injuries, discipline, and field trip permission slips/details. If a situation arises where a camper needs to speak with their parent/guardian while at camp, they can alert a camp counselor and arrange for a phone call between child and parent via the site telephone or cell phone. If a parent needs to speak with their child during the day, they can call either the site telephone or site cell phone. Should a parent have a concern about their child or the Camp Staunton program, they are encouraged to first discuss their concern with the Site Supervisor or Assistant Site Supervisor. If a parent feels their concerns have not been adequately resolved after discussion with the Site Supervisor, please contact the Staunton Parks & Recreation Department and speak with the Recreation Programmer at 540.332.3945.

Established Lines of Authority for Staunton Recreation Child Care Programs

City Council
City Manager
Director of Parks and Recreation
Superintendent of Recreation
Recreation Programmer/Camp Coordinator
Site Supervisors
Assistant Site Supervisors

Camp Staunton

GHP Gym (ages 8-12) GHP Garden Center (ages 5-7)

Procedure for Medical Emergencies

In preparation for the event of an actual emergency, at least two staff at every site will be trained in First Aid, CPR, and Rescue Breathing. All first aid kits will be stocked according to Childcare Standards. All Camp Staunton sites will post emergency 9-911 or 911 and Blue Ridge Poison Control 9-1-800-451-1428, phone numbers near the telephone. The first staff on the scene of an accident will check the scene for safety and check the injured child. The appropriately trained staff members will provide needed care. Other staff will control and clear the area of the other children and bystanders. When appropriate, staff will call 911.

Medical Emergency/Injury Communication

Parents will be immediately notified of “serious” injuries to their child (i.e. unconsciousness; broken bones; deep cuts requiring stitches; concussion; facial and head injuries, etc.) “Significant” injuries such as sprains, trips or falls require staff to inform parents at the end of the day and document the injury- this is at the staff’s discretion and they will call a parent or guardian if they feel it is warranted. “Minor” injuries such as a small scratch, cut, or scrape will not require parental notification or documentation.

Follow-up:

Staff will complete appropriate documentation (injury report) for “significant” and “serious” injuries and include when parents were notified. Attending staff will replace all used medical supplies and equipment. All injury reports will be reviewed to prevent future recurrences of such injuries.

Natural Disaster

In the case of a natural disaster (i.e. flood, tornado, swift moving or rising water, etc.), which requires the evacuation of the premises, children in the Camp Staunton program will be transported via Recreation van and bus to another unaffected park site. For instance, in the case of high waters, children at the Garden Center will be transported to Montgomery Hall Park. In the event that children cannot be evacuated from the park site, such as cases involving flash flooding, tornadoes, etc., staff would contact parents and police to inform them that children were trapped on site, to whatever portion of the site that children were evacuated, staff will ensure that the flashlight, radio, batteries, roll book, snack items, as well as the first aid kit are taken. If telephones are not accessible, the Staunton Recreation Department will communicate with parents via email, text, and *all social media outlets*: Facebook: www.facebook.com/StauntonRecreationParks

Procedure for Man-Made Disasters

In the case of a man-made disaster such as fires, explosions, downed electrical wires, presence of poisonous gas or vehicle collisions, 911 will be called immediately. If required, children will be transported to another safe Camp Staunton site. If telephone contact is possible and appropriate, parents will be immediately contacted. If telephones are not accessible, the Staunton Recreation Department will communicate with parents via email, text, and *all social media outlets*:

Facebook: www.facebook.com/StauntonRecreationParks

Behavior and Guidance

Guidance Tools We Utilize

- Encouraging leadership
- Setting logical consequences for actions
- Offering praise and rewards
- Discussing behavior
- Setting limits
- Modeling appropriate behavior
- Modifying the environment
- Paying attention to prevent problems before they occur
- Listening to children
- Respecting the needs, desires, and feelings of campers
- Using short supervised periods of “cool down”
- Contacting parents for input on discipline
- Taking away activity privileges
- Camp suspension

Behavior Management Policy

The guidance techniques listed above will be utilized before employing the following techniques. Discipline of children during Camp Staunton includes redirection, cool downs, explanations, oral reprimands, written reprimands, suspension and termination.

During the first week of camp, staff and children develop a list of rules. The staff and children review the rules, the reasons for each rule, as well as the consequences of breaking the rules.

1st offense – verbal warning: talking with child and redirecting behavior

2nd offense – cool down and redirecting behavior

3rd offense – cool down and written warning

Parents will be informed anytime a child gets a written warning. Multiple written warnings in one day may result in a one-day suspension. Parents and children will be asked to sign the written warning form(s) as confirmation that staff communicated the problem.

Staunton Parks and Recreation reserves the right to call parents/guardians to pick up their child if their child is having trouble cooperating with others, is unable to participate in group activities, or is threatening their own safety or the safety of others. If the misbehavior is continuous, parents may be asked to attend an upcoming field trip if staff feels their presence will ensure group and individual safety.

The department reserves the right to suspend or terminate any child's participation in the Camp Staunton program based on continued misbehavior or singular serious offenses. Parents will be informed if their child is to be suspended or terminated. Recreation Administration (Coordinator and Recreation Manager) will make final decisions on camper suspensions. In the case of suspension or termination, parents will be given a one-week grace period in order to find alternate care. Parents are not permitted to address or reprimand another child on our premises or while in our care. Please address staff with any concerns.

Major discipline problems such as fighting, extreme physical aggressiveness, disrespect to staff in the form of vulgarities or continual disregard for rules and authority will result in:

- a. First time – one day of suspension
- b. Second time – three day suspension
- c. Third time – termination from program

A discipline problem is defined as any child who is hampering the smooth flow of the program by either requiring constant one-on-one attention; is inflicting physical or emotional harm on other children; is physically and/or verbally abusing staff; or is otherwise unable to conform to the expectations outlined in this handbook.

Campers will NEVER be deprived of food, water, never placed alone without supervision, interaction or observation; campers will not be subjected to ridicule, threat, corporal punishment, excessive physical exercise or excessive restraint.

Meeting Special Needs

It is the goal of Staunton Parks and Recreation to create an inclusive and welcoming environment for all individuals of all abilities who wish to participate in recreational activities and programs. We will accommodate any reasonable request to assist people with disabilities and special needs and support various learning styles.

Youth who exhibit behaviors associated with a disability or disorder are not excluded from participation. We only ask for parental involvement and support to help us create a positive recreation experience. Without parental support and communication, our ability to make accommodations is limited, as we do not have the resources to provide one-on-one care. In the case of youth with very challenging or aggressive behaviors, hours of participation may be modified. Please feel free to contact the Recreation Programmer to discuss any concerns you may have: 540.332.3706 ext 4180.

Bullying

Although we actively strive to create a socially safe and comfortable environment for your child this does not mean that behind the scenes bullying doesn't happen. Therefore, we are continuing the implementation of our zero-tolerance policy for bullying. In this situation, one warning will be given, a consultation between the staff, child and parent will be conducted and upon the second offense the child will be expelled from camp. Even though bullying can happen within any age group, it can be more common with older campers. Each of our staff members will be equipped with the necessary knowledge to effectively notice and address any bullying.

Camp Staff

Staff Training

Our staff training is guided by Dept. of Education requirements for Supervisors and Aides in Child Care employment. Staff development is crucial in order to accomplish our goal of providing a high-quality recreation program for school-aged children. Development and training have been proven to increase child adult interactions, as well as increasing positive and less punitive guidance and employing a less authoritarian style of interaction with the children. After all, it is counselors who determine the tone and the character in effect, the quality of the program. We devote much of the week prior to camp to staff training and camp orientation. The staff orientation consists of policy and handbook overview and training on topics such as- ages and stages, tools to navigate difficult behavior, information on child abuse and neglect, CPR and first aid, as well as other relevant topics. Staff characteristics that we look for are: leadership, good role models, outgoing personalities and patience. Staff is also chosen for their creativity, enthusiasm, energy, and experience working with children. We check references and previous experience closely and all staff must pass a criminal background check before being hired.

Evaluation

Recreation Administration evaluates the program regularly. Camp Staunton Site Supervisors and counselors are evaluated after the first four weeks of camp and then during the final week of camp. While evaluations involve every component of the childcare service provided, staff evaluations conducted by Supervisors and Administration concentrate on the program rather than the paperwork. Specific areas of evaluation are: age-appropriateness of activities, involvement of children, communication and attitude toward the children, choices provided to the children, playground supervision and spacing, availability of materials and equipment for children, staff interaction, respect, sight and sound supervision, and guidance and discipline.

Health, Safety, and Medication

At least two staff (and usually more) at every site will be trained in First Aid, CPR, and Rescue Breathing. Staff will also always be in possession of a first aid kit. In case of emergency all emergency responders will be called.

At the Gypsy Hill Park Pool, all pool lifeguards are Red Cross Lifeguarding Certified as well as certified in First Aid and CPR (professional rescuer).

The medical forms you fill out at registration are kept onsite throughout the camp day and taken on field trips.

Playground Safety Policy

Staunton Parks and Recreation has a very extensive Playground Safety Policy, which includes staff training, playground audits and weekly inspections. Appropriate height of resilient surface, elimination of head entrapments and protrusions, and other violations will be the focus of the inspections. The Consumer Product Safety Commission developed the standard of care. There is a copy of our Playground Safety Policy at every site.

Child Abuse and Neglect

Law mandates the Camp Staunton staff to report any form of suspected child abuse or neglect to the proper authorities-Child Protective Services.

Medication

If your child requires medication during camp hours (temporary or long-term), a Medication Authorization Form MUST be completed and signed by the parent/guardian before the medication can be dispensed to the camper. Any medication sent to Camp Staunton must be in the original container and properly labeled with the child's name, physician's name, instructions and name and strength of the medication. Medication must not be expired. If needed, please request a duplicate bottle from your pharmacy. All medications will remain in a locked container at the camper's site. A written log will be kept by authorized camp staff detailing the dates and times medication was dispensed at camp. Medication will only be given to camper by a MAT certified staff member. A Medication Authorization Form is included on the Camp Staunton Registration form.

Lice and Other Contagious Conditions

For the safety of our campers and staff, we ask that campers with contagious conditions (chicken pox, strep throat, pink eye etc.) do not attend camp until the condition has been adequately treated. Campers who have had lice may return to or attend camp when no live lice have been observed for at least 24 hours. If you find that your child comes down with a contagious condition during their week at camp, please notify the Camp and Recreation Programmer immediately by calling 540.332.3945.

Sunblock and Insect Repellent

Please apply any insect repellent or sunblock to your camper prior to dropping them off at camp. The labeled bottle parents/guardians provide, along with the signed permission slip, will ensure that it is reapplied throughout the day (spray only). The general recommendation of the American Academy of Pediatrics is to limit the use of DEET-containing products on kids to those that contain 10% or less DEET). We recommend a DEET-free brand with 30 percent oil of lemon eucalyptus. Camp Staunton cannot be responsible for the quality of application, though we will make every effort to ensure proper coverage. Authorization for Sunblock and Insect Repellent can be found on the Medical Authorization Form included on the Camp Staunton Registration form. Spray/aerosol sunblock is recommended and staff may assist in spray application.

Allergies

All allergies must be listed on the Camp Registration form. In cases of severe allergies, please contact our Recreation Programmer.

Thank you for choosing Camp Staunton for your summer childcare needs

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