



Leaders-in-Training (LIT) Manual 2023

StroudKids Leaders-in-Training Program Overview

The Leaders-in-Training program (LIT) will teach participants ages 13 to 15 the values of teamwork while developing leadership skills. They work closely with camp staff to deliver programming to younger campers. LIT's will be introduced to different career options, vision board, and participate in a mock interview. LIT's will be given opportunities to participate in community service projects that leaves a lasting impact in our local region.

The goal of the LIT program is to teach leadership skills and help prepare our youth for the future. One way these goals will be accomplished is to have the LIT's work in pairs or small groups on a rotating schedule with different groups of campers. They will assist the counselors as helping hands with activities and programs. They will participate in several traditional camp activities including active and passive games, outdoor recreation, sports, and special events.

Registration for the Leaders-in-Training Program

There are 15 LIT placements at each StroudKids camp location. To register for the LIT program, submit the **StroudKids Leaders-In-Training registration form** completed and **two letters of reference** (from non-family members).

Participants will be interviewed by the Camp Manager and/or the LIT Supervisor in order to be selected into the program.

If selected to participate in the program, the following must be completed and turned in:

1. Social contract signed
2. LIT Manual and Camp Guidelines and Expectations is signed
3. Outside Service form (if applicable)
4. Payment in full before June 19, 2023.

LIT Expectations and Requirements to Graduate

Being respectful, having a positive attitude, and being a role model is expected at all times. If requirements are met, as defined below, LITs will be invited with their families to the LIT graduation ceremony.

- **Attendance** - cannot exceed more than 5 days of unexcused absences to graduate. Vacations are excusable with advance notice.
- **Service Hours** - 1 hour per week. Plan and led a group activity. LIT's must submit their activity plan to the Supervisor for approval. LITs are expected to demonstrate respectful behavior as a positive role model for younger campers. Be creative and have fun! This activity plan can be used on your resume.
- **Community Service Hours** - Complete 10 hours. Help with special events, clean-ups, and other community service projects during camp hours. This may include set-up, clean up, distribute materials, and other tasks assigned by the staff.
- **Clean-up duties** - Assist with general clean up as assigned by camp staff during the camp day.
- **Other opportunities** - Other scheduled opportunities include field trips and special events. LITs are expected to participate in a positive manner, dress appropriately, and demonstrate respectful behavior during these activities as they are representing themselves, SROSRC, and StroudKids camp.
- **Career awareness** - Career opportunities, resume writing, dress for success, interviews, are a few examples of fun discussion activities LITs will be part of. Parents are welcome to come in and share their career path (see Supervisor if interested)

During camp, LITs will experience fun activities with all campers at their site based on weekly themes and a daily program schedule. Campers are to be prepared for both indoor and outdoor activities, including pool time during each day. *Swimming activities may not take place every day due to unforeseen circumstances. It is our goal to provide a safe environment for each camper to learn and have fun.



2023 Camp Guidelines and Expectations

The StroudKids Camp Program Overview

StroudKids (ages 6-12), Tots (ages 4 & 5) & Leaders-In-Training (ages 13-15) are structured recreation day camp programs administered by the Stroud Region Open Space and Recreation Commission (SROSRC). The StroudKids camp program is held at two locations in the Stroud Region, June – August, Monday through Friday. Activities include outdoor recreation, hikes, sports, water activities, special events, crafts, etc. (Swimming activities may not take place every day due to unforeseen circumstances but children should bring an appropriate suit and towel every day.)

StroudKids Camp Goals

To provide a safe and enjoyable atmosphere with age-appropriate activities to help children develop positive social and leisure skills, wellness, and enjoyment of the outdoors.

Our goals include:

- To get outdoors and appreciate nature
- To engage in positive leisure skills
- To develop social and cooperation skills
- To enjoy a diversity of recreational experiences
- To build self confidence
- To promote health & wellness

SROSRC is committed to provide a variety of recreation opportunities in our parks and facilities within the Stroud Region. It is our goal to provide quality recreation activities for all campers to learn and grow as an individual. Camp provides new experiences in a safe and fun environment.

Dates, Times, & Locations subject to change due to school availability and COVID-19 mitigation efforts. All SROSRC staff and campers must abide by all CDC and PA state guidelines in effect at the time of camp. Thank you for your cooperation in keeping our community safe and healthy.

****Meet and Greet on June 14th, 6–7:30 pm at the Dansbury Pavilion****

Locations & Ages

- Dansbury Park: Ages 6-15
- Stroudsburg Borough Park: Ages 4-15

Operations

- **June 19th – August 11th**, Monday – Friday, 9:00 am – 3:00 pm (No camp on July 3rd or 4th) (Last day of camp (8/11) ends at 12 pm – no aftercare)

- **Regular Camp hours are 9:00 am – 3:00 pm** - Check-in begins at 8:45 am and pick-up is at 3:00 pm at the designated drop off/pick-up location at each site; parent/emergency contact must sign-in/sign-out camper (id mandatory)
 - Dansbury Park** - Regular camp drop off and pick up is under the pavilion located in Dansbury Park
 - Stroudsburg Borough Park** - Drop off is at Morey Elementary
 - Pick up is at the pavilion at the Stroudsburg Borough Park

- **Before care** (7:15-9:00 am) and **After care** (3-6 pm) is available for participants ages 6-15; parent/emergency contact must sign-in/sign-out camper (id mandatory)
 - Dansbury Park** - Before care drop off is at The Day Street Community Center building & After care pickup is under the pavilion in Dansbury Park or designated area
 - Stroudsburg Borough Park** - Before care drop off for all ages 6-12 is at the Morey Elementary School
 - After care Pick up is at the pavilion at the Stroudsburg Borough Park

In case of emergency, parents are to call the SROSRC office (570-426-1512)

The Leaders-in-Training program (LIT) (ages 13-15) will teach participants the value of teamwork while developing leadership skills and enjoying team building activities. LIT's will participate in service projects that will leave an impact on our community. They will be working closely with camp staff to assist with programming to our younger campers. Individuals selected for this program will need to demonstrate leadership through their participation in all activities. Requirements must be met and daily attendance is required to graduate.

SROSRC Camp Structure

Campers will experience fun activities based on weekly themes. Campers are to be prepared for both indoor and outdoor activities, including pool time each day. *Swimming activities may not take place every day due to unforeseen circumstances.

The Camp Manager oversees the entire camp. Each location has a Site Supervisor who supervises the staff and the daily operations. An LIT Supervisor oversees the Leaders-in-Training program. Counselors implement the daily activities and special events in their group and with other groups within their site.

Camp staff participate in an orientation and trainings, have valid clearances, and are certified in First Aid and CPR. It is our goal to provide a safe environment for each camper to have fun. Our camp staff serve as leaders and we expect them to demonstrate appropriate behavior as a positive role model for our campers. We have the same expectation for LIT's to demonstrate appropriate behavior for the younger campers.

Camp may be cancelled due to severe weather or emergency conditions. Parents/emergency contacts will be called to pick up their child/children.

SROSRC Staff Contacts

Amy Pacheco	Camp Manager	570-426-1512	pacheco@srosrc.org
Autumn Hawthorne	Executive Director	570-426-1512	autumn@srosrc.org
Kimberly Possinger	Office Manager	570-426-1512	possinger@srosrc.org
Trudyann Buckley	Recreation Manager	570-426-1512	recreation@srosrc.org

Camp Rules and Guidelines (for all ages)

All rules, guidelines, and safety procedures of camp are established for the safety and protection of all campers. Failure to comply with the rules and guidelines may result in disciplinary action, immediate suspension or dismissal from camp with no refund. Campers are to participate in all activities, unless noted on the signed Camp Registration & Health Form and/or Outside Services Form.

Things to Bring to Camp *(Please label all personal items with the camper's first and last name)*

- Campers can bring their own bagged lunch, snack, and drinks. Please keep in mind, there is no refrigerator or microwave available. **Free breakfast and lunch will be served at all camp sites** - provided by ESASD in partnership with SROSRC & SASD. This service starts once school is out.
- Wear/bring comfortable and appropriate clothing for indoor and outdoor activities. Closed tip shoes must be worn to camp every day. Flip flops or sandals can be worn for swim time only.
- Towel, bathing suit, change of clothes, hat, bug spray; please apply sunscreen at home
- *Children are required to wear a wristband at all times while attending camp provided by SROSRC*

Things NOT to Bring to Camp

- **Cell phones are not permitted during camp hours.** *No taking pictures or viewing/posting on any social media sites.* If your child has a cell phone for contacting parent, it must be put away during camp hours. **** If you have an emergency please call the office at (570) 426-1512***
- No personal items: examples – any electronics, electronic game devices, iPods, tablets, laptops, Pokémon cards, magic cards, poker cards, cash, jewelry, etc.
- No controlled substances, tobacco products, alcoholic beverages, or weapons.

****SROSRC is not responsible for any lost, broken, or stolen items***

Sign In/Sign Out

Photo identification is required to show to camp staff. Campers must be signed in/out by an authorized parent or guardian listed on the registration form. Parents must find the child's counselor/group to sign them in or out, on time, late, or if picking up early. If a child needs to leave early, written and verbal notification is required to provide to the counselor or site supervisor.

Outside Services

If camper has a TSS/BSC/Nurse service(s) or any other outside agency, workers must follow all camp rules our staff follows. All service workers must stay with their camper at all times and work with SROSRC staff to assist the child in camp. Securing and retaining outside services is the responsibility of the parent.

Campers with outside services must be accompanied by a provider(s) at all times during camp. Parents

cannot replace any outside services at any time. Service workers must pay for any field trips the camp participates in.

Sickness

If a camper has a contagious illness (ex. lice, pinkeye, fever, diarrhea, Covid, etc.) they should not attend camp. If a camper is brought to camp sick a phone call will be made to a parent/emergency contact to pick the child up immediately. A doctor's note must be provided to return to camp when necessary. All CDC, state, and other applicable guidelines will be followed for mitigation of Covid.

Campers Awareness

Participants must stay with their Counselor at all times and not wander off.

Behavior Expectations

Campers are representing the StroudKids Camp and SROSRC. We want each child to have a good experience.

Always...

- Be respectful
- Listen to staff and follow directions
- Keep yourself and others safe by staying with your group
- Keep your hands and feet to yourself
- Respect the property of others
- Be positive and participate
- Remember your counselor is there for you

Behavior & Disciplinary Action Policy

Our goal is for all campers to have a safe and positive experience at camp, and we will strive to work with the child and parent prior to withdrawing the child from camp. Failure to comply with the rules and expectations may lead to disciplinary action, suspension, and/or termination from the program and a refund will not be provided. Parents will be notified in writing and by phone if the camper displays undesired behavior. SROSRC reserves the right to withdraw any child if the behavior is severely disruptive or creates physical harm to self and others.

This includes but is not limited to:

- Aggressive physical contact, harm to self, or others
- Engaging in fighting or bullying
- Stealing or defacing other camper's personal belongings or camp facilities
 - *Damage at any facility or camp due to camper's negligence will be the responsibility of the parent and/or guardian to replace or pay for damages*
- Disrespectful, rude, and discourteous behavior toward counselors/staff and others
- Refusing to follow rules and guidelines
- Does not stay with counselor, running away from staff
- Repeatedly displaying an inability to follow established rules and guidelines
- Brings a weapon, alcohol, or controlled substance
- Inappropriate language and behaviors

Disciplinary Action Policy

*Physical contact may result in an immediate suspension or dismissal without a refund. Suspension up to one week may be given depending on the severity of the offense, without a refund.

- **1st occurrence** – Verbal warning and redirection; activity time may be taken away; parent is made aware and will be given the Behavior/Incident Report at pick up
- **2nd occurrence** – Activity time will be taken away; suspension may be given; a phone call will be made to the parent by the Site Supervisor and the Behavior/Incident report will be given at pick-up
- **3rd occurrence** – Suspension may be given or immediate withdrawal from camp without a refund; a phone call will be made to the parent by the Site Supervisor to arrange for immediate pick-up of the child

Program Refund Policy

All refunds/withdrawals from a camp session must be done in writing. Refunds will be processed within 30 days of approved request. Refunds/credits will be issued as follows:

- Requests made two weeks in advance of registered week(s) will receive a full refund; minus the \$35 administrative fee.
- Requests less than two weeks but more than 48 hours in advance will receive a refund of 50% of the registration fee.
- If you do not request a refund at least 48 hours before the first day of registered week(s), no refund will be granted.
- If a program is cancelled a full refund will be issued.
- In the event a child is suspended or dismissed from the camp program a refund will not be issued.



2023 StroudKids Camp Program
Leaders-In-Training Manual
Camp Guidelines and Expectations
Signature Page

Fill out a separate form for each child.

Sign and return this page with your registration

I have read and discussed with my child the 2023 **Leaders-In-Training Manual** which includes overall guidelines, program rules, disciplinary action policy, and refund policy.

Leaders-In-Training Name (print) _____

Camp Site (✓): ___ LIT – Dansbury Park

 ___ LIT – Stroudsburg Borough Park

Parent/Legal Guardian: Sign & Date _____

Print & Date _____