



## Parent Handbook

We are excited with all that is in the offing for the upcoming summer season. This year Camp will include additional senior guidance to insure a better than ever summer of fun, growth, and exploration.

We are in the midst of finalizing a new camp curriculum that focuses on a return to growing as a young athlete. Mornings are for the various fields of athletic endeavor - Afternoons are for summer exploration and competition. Stay tuned for all the exciting new programs and family fun days. We are confident this will be our best season yet!

We're also very excited to introduce Lacrosse @Hampton Racquet this year as part of our Summer Camp activities.

**Summer Camp 2018 officially kicks off June 25.  
Pre-Camp will commence on June 18 (half days).**

Also this season we'll be offering Mini-Tennis Camp Saturdays starting in May.

Stay tuned for our big "Welcome to Summer Camp 2018 BBQ Bash" for Campers, Parents and our Camp Staff.

See you on the courts,

-John

# Camp Information

Hampton Racquet @ Green Hollow  
172 Buckskill Rd  
P.O. Box 11 18  
East Hampton, NY 11937  
Phone: 631-324-0297  
Email: Admin@hamptonracquet.com

Hampton Racquet is committed to providing a safe, healthy and orderly Summer program environment to all campers registered and attending Hampton Racquet.

Campers participate in groups at Hampton Racquet and are expected to follow the norms of group behavior.

1. It is the camper's responsibility to stay with their designated group
2. It is the camper's responsibility to take part in all activities
3. It is the camper's responsibility to be respectful toward their peers, counselors, camp director and any other member of Hampton Racquet
4. It is the camper's responsibility to be respectful of their environment during the Summer camp hours (using supplies and materials correctly, playing correctly, riding in the van correctly)
5. It is the Hampton Racquet Staff responsibility to aid and guide the campers to fulfill their responsibilities

## Hours of Service

Racquet Hampton is open to the public from Monday through Sunday 8am – 8pm.  
Our Summer Camp starts on June 26<sup>th</sup> and will run all the way to August 31<sup>st</sup>.  
Please check our website for more information for each individual camp.

# Sample Schedule for Summer Camp @ Hampton Racquet

## Rising Stars and Shooting Stars

- ❖ 8:45AM Drop off at 172 Buckskill Rd. East Hampton  
Free Play as we get ready for the day's activities  
Camp assembly – Campers receive group assignments
- ❖ 9:15 AM Sport Class ONE – Campers will proceed to their first activity
- ❖ 10:15 AM Break Time - Snacks and Hydration
- ❖ 10:30 AM Sport class TWO - Sport or Activity
- ❖ 11: 30 AM Group Games - Match play- Free Play- Camp Dance
- ❖ 12:00 PM Lunch
- ❖ 1:00 PM Half Day Campers depart  
Afternoon Session Begins
- ❖ 1:15 PM Art Classes, Swimming, Afternoon Trips, Sport, Gardening  
Match play (Soccer, Basketball and more....)
- ❖ 2:00 PM Afternoon Snack- Trivia Time - Challenge of the Day
- ❖ 2:20 PM Free Play – Art - Dance or Sport Classes/Yoga  
(Activities Vary by the day)
- ❖ 3:00 PM Group Games- Songs - Board Games- Sports  
Challenges - Free Play
- ❖ 3:45 PM Afternoon Dismissal Begins

## Sample Schedule for “FIVE Star” Tennis Camp @ Hampton Racquet

- ❖ 8:45 AM Drop off at 172 Buckskill Rd, East Hampton - Campers Check-In
- ❖ 9:00 AM Players receive Court Assignments
- ❖ 9:15 AM Demonstration of Stroke and Tactic of the day
- ❖ 9:30 AM Morning Drills - some groups will begin with Fitness Class
- ❖ 10:30 AM Break time - Nutrition and Hydration
- ❖ 10:45 AM Resume Drills - Fitness Class - and Cross Training
- ❖ 12:00 PM Campers gather for group games/ Serves and Returns
- ❖ 12:20 PM Lunch
- ❖ 1:00 PM Match Play - Video Analysis - Live Ball Drilling
- ❖ 2:15 PM Afternoon Break – Nutrition and hydration  
Tennis and Sports Trivia
- ❖ 2:30 PM Group Games - Play the Pros - Tennis Challenges
- ❖ 3:00 PM Private instruction available -  
Players will review aspects of Stroke and Tactic of day
- ❖ 3:45 PM Pick-up commences
  - Schedule will accommodate weekly Inter-club matches
  - Weekend Match Play Series available all summer
  - Players encouraged to play in all local USTSA Tournaments
  - Look for After Camp Events and Special Nights

## Sample Activity List @ Hampton Racquet

Arts and Crafts  
Dance  
Dutchball  
Creative Athletic Movement  
Chess  
Yoga and meditation  
Presidential Fitness  
Lego Club  
Soccer  
Snag Golf  
Quickstart Tennis  
Basketball  
Group Games  
Swimming  
Free Play  
Gardening  
Music

*We will also have special events that we will announce*

### **Pick Up Time**

No child will be released to anyone other than his/her own parent without written permission from the parent. Please send your child to camp in the morning with a note granting another parent, babysitter, or grandparents permission to pick up your child.

# Emergency Procedure

The following emergency procedures are the policy of the Hampton Racquet Club.

## **Medical Emergency Procedure:**

In case of an accident, our full-time Directors will be the first on the scene to determine the severity. If needed, the East Hampton Ambulance will be notified, as well as the East Hampton Police. Parents will then be called. WE DO NOT administer any medication and our First AID is limited to band-aids and ice packs. If an ambulance is not needed we will contact the emergency numbers stated on the camper's medical card.

The facilities used for medical emergencies are:

*Southampton Hospital*  
240 Meeting House Lane  
Southampton, NY 11968  
(631-726-8200)

*Wainscott Walk-In Clinic*  
83 Wainscott NW Rd, Wainscott NY 11975  
(631-537-1892)

*East End Pediatrics*  
200 Pantigo Pl #E, East Hampton, NY 11937  
East Hampton  
(631-324-8030)

## **Illness and Injury Reporting:**

The camp directors will make all reports of illness and injury to the local health department, and then be in touch with the proper officials. The camp director is responsible for reporting all cases of child abuse to the authorities.

Reportable incidents include:

- Camper and staff injuries or illnesses, which result in death or require resuscitation or admission to a hospital.
- Camper injuries to the eye, head, neck or spine, which require referral to a hospital or other facilities for medical treatment.
- Injuries where the camper sustains second or third degree burns to 5% or more of the body
- Camper injuries that involve bone fractures or dislocations
- Lacerations sustained by a camper which requires sutures
- Camper physical or sexual abuse allegations

- Camper and staff illness suspected of being water, food or airborne or spread by contact

In the event of any of the above-mentioned incidents, the Camp Director/Club Representatives will contact the health department.

### **Rain Days:**

In the event of rain the "Five Star" camp will be cancelled and will be rescheduled for a "makeup" session on a Saturday afternoon.

All other summer programs will be held as usual.

### **Emergency Closings:**

All camp closings will be announced on **WLNG FM 92.1** and **WEHM FM 96.9**.

If the camp is to close for any weather reason, please listen to the above Radio stations in the morning. If the camp is to close for any other reasons, notices will be sent home at the end of the day. If an immediate emergency closing must take place during camp hours, the camp directors will start a phone chain off of the group telephone lists. Parents will be asked to assist the directors in making phone calls in order to facilitate the process.

### **Lightning Risk Assessment:**

Weather conditions are monitored by the camp director's, assistant director, certified pool operator, and head of maintenance. The weather will be monitored using updated technology such as the [Internet](#) and [weather.com](#) or [news12.com](#). In addition the weather would be checked by radio to additionally monitor storm activity. In the event of a lightning storm, all campers would be moved inside the club building to wait out the storm. The first order of business would be to get the swimmers out of the pool and then make sure that everyone has made it safely inside

If a lightning storm occurred while a group of campers was on a field trip they would follow the pattern of the storm by first seeking shelter at the trip sight. If no safe sight is made available to them, then they can wait out the storm in our vans and return to camp when weather conditions deem it okay to drive. Counselors are trained during orientation to remain calm, assemble their groups, and count heads before leaving a trip sight or seeking cover for a storm. Of course, if a severe storm is predicted for the same day as a planned field trip, the trip will be postponed to a day without a weather threat.

If outdoor activities are cancelled by a storm, campers come inside the club facility where games, books, toys and movies are made available to them. Also indoor activities such as music, dance and swimming pool, sports fields and tennis courts are off limits during serious weather conditions.

**Safety:**

Safety is a high priority at Hampton Racquet Club. We would like to reassure all parents that the children are using the Buddy System throughout all phases of camp. The counselors will call roll at the beginning and end of each period. Campers will walk from activity to activity in a straight and orderly fashion with one counselor leading the line and another counselor bringing up the rear. Campers are not allowed to leave the group to go to the bathroom or for any other reason without a counselor present.

In case of an emergency there are specific procedures that have been outlined in our camp plan.

<u>LOST CAMPER:</u>	Order of command:	Head Counselor/Counselor
	Director	
	Police	
	Parent	

<u>LOST SWIMMER:</u>	Order of command:	Head Counselor/Counselor
	Lifeguard/WSJ Instructor	
	Waterfront Director	
	Director	
	Police	
	Parent	

<u>ACCIDENT :</u>	Order of command:	Head Counselor/Counselor
	Director	
	Ambulance	
	Parent	

**Fire Drills:**

Two Fire drills are required each summer. The first one will occur within the first 48 hours of opening of camp. The procedure is as follows:

A designated sound will be heard, and all Head Counselors will gather their groups together and take a head count. After the total count, all groups are to proceed quickly and orderly in a straight line across the field to the South side of the property. When the area is declared safe, a second sound will be heard and groups may proceed back to the activity area. In the event of a real fire all groups would proceed across Buckskill Rd to the other side of the road. The Director and administrative staff will stop the traffic to permit the children and counselors to cross the highway safely.



### **Waterfront Program:**

The pool program at Hampton Racquet Club is an important part of our summer. We strongly believe that living in a waterfront community, children should be aware of the dangers, as well as the awareness and basic skills. Our waterfront staff assesses each child during the first week of camp to make sure they are grouped according to their abilities and taught at the appropriate levels. The program is designed for instruction. There is no diving allowed in our pool. Water wings and bubbles are used to distinguish non-swimmers from swimmers. The buddy system will be in effect every day to help ensure safe swimming. Weather permitting; children will be swimming daily.

### **Buddy Check:**

The waterfront staff has a detailed notebook kept on a clipboard that includes the full name, swim ability, camp group, and swim buddy of each camper in the camp. The duration each camper is attendance at the camp is noted in this notebook as well. Buddy checks take place in the camp pool every fifteen minutes. The counselor to camp ratio in the pool is at least 1:6 at all times and there is one lifeguard for every 25 campers in the pool at one time. The lifeguard calls buddy checks by blowing his/her whistle two times and calls out "buddy check". At this point all campers who are in the water have already paired with a buddy, prior to entering to pool area. Each camper's buddy must be of similar swim skill ability. Attendance is taken before entering and leaving the pool area. Buddies are noted on the attendance sheet to ensure the highest level of safety. When buddy check is called the campers find their buddy, grab hands, and raise to the clasped hands into the air. Both the lifeguard and the counselors' count to make sure all campers are accounted for. Then the lifeguard blows the whistle again, and swimming can resume. The camp does not allow triple buddies and in the event of an absent camper a child will be paired with a counselor as a buddy for the day.

When a camper has to use the bathroom during swimming that camper must let their counselor and the lifeguard know they are leaving the pool. The camper's buddy must be assigned a counselor as a swim buddy until the camper returns from the restroom. A counselor will accompany that child to the bathroom or nurse and upon the child's return to the pool counselors, the lifeguard and the child's swim buddy will be notified of the return.

### **Lost Swimmer Plan:**

If the buddy check fails to produce a camper the pool must be immediately evacuated and the water is checked for the camper. Also one counselor will be sent out to notify the director, in order to start searching the bathrooms and the entire campgrounds. The remaining counselors will sit with their group by the side of the pool and await instructions on how to next proceed.

# The Hampton Racquet Club

## Camp Menu

**Morning Snacks:** • Fresh fruit or veggies, popcorn, nut free granola bars

### **Lunches (schedule to be announced):**

- Chicken nuggets/ Hot dogs
  - Wraps
  - Grilled cheese
  - Mac and cheese w/salad
- Sandwiches (turkey and cheddar, or ham and swiss)
  - Every lunch served with fresh veggies

### **In addition of Meal of the day we offer these as backups everyday:**

- Bagels with cream cheese, butter, or jelly
- Sandwiches (turkey and cheddar, or ham and swiss)
  - Chicken nuggets
  - Cheese sandwiches
    - Veggies

### **Afternoon snacks:**

- Ice cream
- Fresh fruit