



go gaga for F.U.N.

at
NEW WINDSOR
SUMMER CAMP

www.nwrecisfun.com



Ruscitti Park

244 Union Ave.

New Windsor, NY 12553

9am-1pm: Half Day Camp (3-5 Yr. Olds)

9am-4pm: Full Day Camp (6-12 Yr. Olds)

- Welcoming all abilities
- Smaller spaces, nurturing environment
- Indoor chill zone/rec room
- Fully fenced perimeter around park
- Bring your own lunch.

Kristi Babcock Park

660 Mt. Airy Road

New Windsor, NY 12553

9am-4pm: Full Day Camp (6-12 Yr. Olds)

- Higher energy games & activities
- Sports Focused
- Open parks & fields
- Large Spaces
- Pavilion & full concession stand

Half Day Program for 3-5: \$100 Residents / \$150 Non-Residents

Full Day Program for 6-12: \$125 Residents / \$175 Non-Residents

Before Care (8am drop-off) \$25 per week Residents / \$35 Non-Residents

After Care (5pm pickup) \$25 per week Residents / \$35 Non-Residents

**Late pickups after 5pm will incur a \$30 late fee.*



New Windsor Recreation will:

- F**OCUS on resident needs across all recreation services
- U**PLIFT community through shared experiences & innovative programs
- N**AVIGATE new opportunities using spaces and resources creatively

Recreation Office

244 Union Ave.
New Windsor, NY 12553
845-565-7750

recoffice@newwindsor-ny.gov

Summer Camp Dates

Week 1: Monday, July 7th - Friday, July 11th

Week 2: Monday, July 14th - Friday, July 18th

Week 3: Monday, July 21st - Friday, July 25th

Week 4: Monday, July 28th - Friday, August 1st

Week 5: Monday, August 4th - Friday, August 8th

Week 6: Monday, August 11th - Friday, August 15th

Campers will have the choice to attend a few camp trips this year!

If campers do not attend, camp will be in session at the New Windsor Community Center.

Camp Trips:

Week 1: Liberty Science Center

Week 2: Quassy Amusement & Waterpark

Week 3: Renegades Game

Week 4: Turtle Back Zoo

Week 5: The Castle Fun Center

Week 6: Maritime Aquarium

These trips are subject to change as we finalize details. More information on trips to follow

Summer Camp Leadership

Richard Schaffner
Camp Director

Kacy Tesseyman
Ruscitti Site Director

Brandon Melendez
Kristi Babcock Site Director

Richard Schaffner - Camp Director

Oversees the overall operations and programming for both camp locations, ensuring activities, safety protocols, and camper experiences meet the highest standards. Richard serves as the main point of contact for any camp-wide concerns or questions.

Email: rschaffner@newwindsor-ny.gov

Office Phone: 845-565-7750

Camp Phone: 845-476-7149 (during Summer Camp)

General Information



What to Bring to Camp

- ✓ Packed lunch
- ✓ Two snacks
- ✓ Backpack or bag to carry items
- ✓ Change of clothes
- ✓ Reusable Water Bottle
- ✓ Bathing suit and towel for water days
- ✓ Sunscreen
- ✓ Wear Camp shirt on field trip days
- ✓ Closed toe shoes
- ✓ Optional – Hat for shade

*At Kristi Babcock, there is the option to purchase lunch and snacks, so send camper with money if you choose to.

At Ruscitti Park, camper must bring lunch; snacks are available for purchase



Do NOT Bring to Camp

- Cell Phones / Other Electronic Devices
- Personal Property of Value

Campers can use or be reached via the office phone if necessary. We are not responsible for any lost, stolen, or broken devices / property. If this policy is not followed, these items will be placed in the camp safe and will be returned to the PARENT ONLY.



Hours of Operation

The Camp Office at each site is open daily from 8:00am - 5:00pm.

Camp operating hours are Monday - Friday 9:00am - 4:00pm. Before care / after care is available from 8:00am - 5:00pm.

Camp operates rain or shine.



Lost and Found

Photos of lost and found will be shared via email weekly. If you notice any items belonging to your camper, please inform the office so we can put the object in your camper's backpack. If the camper is no longer at camp, we will coordinate with you to arrange a pickup for the item.

Items will be donated at the end of summer



Age Group Ratios

Ages 3-5 - 8:1

Ages 6-12: 12:1

Schedule & Locations

Dates: July 7 – August 15 (Monday-Friday, 9:00 am – 4:00 pm)

Half Day Program (3-5 years): Ruscitti Park | 9:00 am – 1:00 pm

Full-Day Program (6-12 years):

- **Ruscitti Park** (No lunch available on site)
- **Kristi Babcock Memorial Park** (Concession stand lunch option available for purchase)

CAMP FEES (Per Week)

There is a one-time camp membership fee for all campers: \$25 residents / \$35 non-residents

Half Day Program for 3-5 yr. old's \$100 Residents / \$150 non-residents

Full Day Program for 6-12 yr. old's \$125 Residents / \$175 non-residents

Before Care (8am drop-off) \$25 per week Residents / \$35 non-residents

After care (5pm pickup) \$25 per week Residents / \$35 non-residents

*Late pickups after 5pm will incur a \$30 late fee.

TYPICAL DAILY SCHEDULE

From 9:00am-4:00pm, campers will participate in a variety of organized activities in small groups or as a whole camp. There are a variety of activities at both camps, including playgrounds, gaga ball, field space, arts and crafts, and more!

A weekly schedule will be available outlining each day's activities for the upcoming week and will be emailed out to families.

Your child will be assigned to a small group of 12 (max) campers (see age group ratios) with their own lead counselor and a helpful CIT (Counselor-In-Training).

Drop-Off & Pick Up

Each day your child will need to check in at the front desk and then join their group.

You must always check-in at the front desk, even if joining camp later in the day. When picking up your child, you **MUST** sign them out. You need to show the staff member your digital membership card or ID and only adults listed on your child's account are allowed to pick up your child.

LATE PICK-UP POLICY

Camp Staff cannot supervise children who are left beyond the late pick-up time (5:00pm). Late pick-ups will result in a fee. Payment of the late fee (\$30) will be charged to your account and will need to be paid before your child can return to camp again. At 5:01pm, camp staff will contact the parent/guardian. If no contact can be made, emergency contacts will be called. If camper is still on site by 5:30pm, the New Windsor Police Department will be contacted.

**If a child is left consistently (3 times) after 5pm, the child/children will be terminated from the program with no refunds.*

Health and Safety



Health Forms

A current medical form completed on our website is required in order to attend camp. If your child has any allergies or requires additional medicine throughout the day, the forms must be completed and submitted to the Recreation Office.



Illness / Injury Policy

For the welfare of our campers, we ask that parents keep their child home if he/she appears ill or has been ill during the night. If at any time the staff feels that a child is too sick to remain at camp, the parent/guardian will be called. A parent, guardian, or emergency contact must pick the child within 30 minutes of receiving the phone call.



Medications

Whenever possible, please administer all medications at home. If your child must take prescription medication during the camp day, they must be able to self-administer the medication. If medications must be given during camp hours, please carefully review the following information:

Our staff cannot oversee the administration of medication to any child without written permission from both the camper's physician and the parent/guardian. A camper must also be able to recognize and self-administer medications in order to take them while at camp.

Note: All prescription medication must be kept in the actual container in which it was received from the pharmacy. The container should include the prescribing doctor's name, name of the medication, procedures for use, and the child's name. Any medication sent to camp **MUST** be checked in at the camp office. Do not rely on your child to deliver medications.

Billing, Registration, & Scheduling

****Contact the Recreation Office for any questions regarding scheduling, billing, or registration****



Camp Scholarships

Camp Scholarship opportunities may be available to New Windsor resident families who demonstrate sufficient financial need and provide the required documentation on the scholarship application. Eligibility for financial assistance will be determined upon the availability of space, funds, and review of the information given. The scholarship window is open from March 1st - April 1st. Award decisions are made by April 16th.

Schedule Changes

If for any reason you need to change the weeks your camper is registered, please reach out to the Recreation Office. Schedule changes can be accommodated if space in the program allows, but is not guaranteed.



IRS/TAX Statements

We recommend that parents keep a record of payments for IRS purposes. Receipts, invoices, and tax statements are available under your household account “finance” tab when logged into our website. We will not issue end-of-year tax statements.

Our tax I.D. number is 14-6002338



Refund Policy

We do not offer refunds. Credits may be issued to your household account, which can be used for any of our Recreation Programs if plans change after registration.

Parent Participation & Expectations



Communication

We believe that communication between parents and our camp staff is important to providing and maintaining the highest quality summer camp for your family. Please make every effort to review any materials that are emailed and posted to our website/social media. Most of our information will be sent out via email. Parents are also welcome to communicate with camp leadership.

The camp director, Richard Schaffner, can be reached via email or to schedule a meeting.



Emergency Contacts

Your emergency contacts play an important role and should be aware of their responsibilities. Phone numbers should always be up to date. If neither you nor your contacts can be reached in an emergency, you authorize the New Windsor Summer Camp to take necessary actions for your child's well-being, including arranging medical care, and transportation to a medical center.



Participation & Appropriate Behavior

We welcome your feedback and staff are always available to discuss any aspect of the program. Parents/guardians are reminded that all interactions with staff must be positive in nature. Any parent engaging in any negative interaction with staff will face immediate removal from the program and termination of their child's future participation.

We are a drug, alcohol, smoke, and weapons-free program. Possession of any of the above may result in immediate termination of services.

Behavioral Management



Positive Environment

Campers are expected to have F.U.N. by..., responsible, and safe at all times. Positive behaviors will be celebrated through:

Focus on friendships

Uplift peers

Navigate new opportunities

Camper of the Week Awards for leadership, kindness, and participation.

Group rewards (special privileges or treats) for consistent positive behavior.

Consequences

1. Verbal warning from staff.
2. Time-out (various length) enforced by staff.
3. Staff will speak to the Camp Director and the Director will meet with your child.
4. Staff or Camp Director will speak with the child's parents/guardians and will be documented alongside collaborative remedial solutions.
5. After repeated behavior reports, the Camp Director will contact parents/guardians to let them know the child will not return to program and no refunds will be given.

Bullying Statement

The New Windsor Summer Camp is committed to providing all campers with a safe and welcoming environment where all campers feel valued and respected. We have a zero-tolerance policy for bullying in any form. Any behavior that intentionally harms, intimidates, or excludes another camper will not be tolerated. Our goal is to foster a positive community built on kindness, respect, and teamwork.

What is bullying?

Bullying is deliberate, repeated behavior that involves an imbalance of power. It can take many forms, including but not limited to:

- Physical Bullying - Any unwanted physical contact intended to hurt or control another person, such as hitting, pushing, kicking, or restraining.
- Verbal Bullying - Using words to insult, belittle, or humiliate others, including name-calling, teasing, or making threats.
- Relational Bullying - Manipulating friendships, spreading rumors, excluding others, or using social pressure to isolate someone
- Cyberbullying - Using digital platforms (text messages, emails, social media, or images) to harass, embarrass, or threaten someone.
- Hazing - Pressuring or forcing someone to participate in humiliating, degrading, or dangerous activities, regardless of their willingness.
- Sexualized Bullying - Any inappropriate behavior of a sexual nature, including sexting, inappropriate comments, or exposing body parts.

Our Commitment to Addressing Bullying

If any form of bullying is reported or observed, it will be taken seriously. Our leadership team, including counselors, site directors, and the Camp Director, will address incidents promptly and fairly. Consequences will be determined based on the severity of the situation and in alignment with our policies.



Thank you for Choosing New Windsor Summer Camp!

