



Welcome to Northampton Parks and Recreation's

SAFETY VILLAGE

2026

Camp is a place where friends are made, memories are created, and dreams take flight





Summer 2026

SAFETY VILLAGE



Dear Safety Village Parents and Guardians,

Welcome and thank you for signing-up for the Northampton Parks & Recreation Department's Safety Village summer program! This parent packet contains all the information about the Safety Village as well as the department's policies and procedures. Please read through the following information for details regarding your child's participation.

Each day is filled with presenters, craft projects, singing, games as well as bike riding through the village. Your child will be put into one of four groups, each one designated by a color (red, green, yellow, or blue) which they will stay in for the two weeks. Participants receive and wear a "Safety Village" name tag with their name on it each day as well as a "Safety Village" shirt.

The Northampton Parks & Recreation Department hires experienced individuals to work with your children throughout the summer. Our staff consists of individuals who have degrees in Education, related fields or qualified candidates who are attending college and high school. They are required to attend mandatory staff training where the staff is trained specifically for the program and age that they will be working with. In addition to the staff orientation, all Supervisor positions are certified in CPR, Epi-Pen administration and First Aid. All of our summer day camps fully comply with the State Health Department Codes and Inspections for Licensed Day Camps.



If you have any questions or concerns throughout the summer, please do not hesitate to contact us by calling the Northampton Parks & Recreation Department Office at (413)587-1040 or by emailing us at recreation@northamptonma.gov. Your feedback lets us know how we are doing.

We look forward to a fun and active summer of 2026!

Sincerely,

Heidi Gutekenst
Recreation Supervisor

Shelby Michna
Assistant Director

Ann-Marie Moggio
Director

Registration Policies

SUMMER CAMP PAYMENTS

- a. A non-refundable \$25 deposit per session is due at the time of registration. **On-line registration requires full payment, to pay a deposit only, a paper copy of our registration form, with payment, must be submitted to the office.*
- b. All balances are due MAY 29, 2026
- c. Registering for a session AFTER MAY 29 must be full payment.

REFUND POLICY

- Refund requests must be made in writing to the Parks & Recreation Department and must be submitted by May 29th.
Email request to recreation@northamptonma.gov
Or Mail to Northampton Parks and Recreation, 100A Bridge Rd., Florence, MA 01062
Or Submit to office M-F 8:30-4:30, there is an outside drop box for after hours. We are located on the same property as JFK Middle School, on the right side of the school.
- **There will be NO REFUNDS after MAY 29.**
- *Our refund policy is strictly enforced to allow completion of camp preparations ranging from staff hiring, camper groupings, field trip planning and entry tickets, to supply purchasing.*
- There is a non-refundable \$25 fee per session.
- There is a \$10 processing fee for all refunds.
- Credit card refunds will be applied to your credit card. If you paid with cash or check you will receive a refund check from the City of Northampton, please allow 2-4 weeks for processing.

Once you have completed reading this packet, if you have any other questions, comments or concerns, please feel free to contact us at the Parks & Recreation Department office, Monday through Friday, 8:30am - 4:30pm.



**Northampton Parks & Recreation Department
100A Bridge Rd., Florence, MA 01062**

Office Staff

| | |
|------------------------|------------------|
| Director: | Ann-Marie Moggio |
| Assistant Director: | Shelby Michna |
| Recreation Supervisor: | Heidi Gutekenst |
| Recreation Supervisor: | Brooke Fairman |
| Aquatics Supervisor: | Jim Miller |
| Accounting Clerk: | Liz Young |
| Principal Clerk: | Sandra Gross |

Contact

Office Hours: Monday-Friday, 8:30a.m. - 4:30p.m.
Phone: (413)587-1040
Fax: (413)587-1045
Email: recreation@northamptonma.gov
Website: <https://northamptonma.gov/Parks-Recreation>
Cancellations and changes: Check our website and click on "[cancellations/changes](#)"



2026 Session Dates:

Session A: June 29 – July 10 (no program July 3)

Session B: July 13 - July 24

Session C: July 27 - August 7

CAMP INFORMATION SHEET

PROGRAM DESCRIPTION

Safety Village is a half day program that runs from 8:30am – 12:00pm and is for children ages 4 to 6, as of 8/31/26. Safety Village is offered in three, two-week sessions starting June 29. This is the 36th year that we are offering this program! The [Village at Arcanum Field](#) features a complete “village” with streets and sidewalks! Children ride bicycles with training wheels through the village and walk the sidewalks to learn traffic and pedestrian safety first hand. Each day is also filled with presenters, arts and crafts projects, and singing. You will receive a more detailed daily schedule before your session begins. **Campers must be toilet trained before attending camp.**

PRESENTERS

Each session at Safety Village will feature local area presenters that will teach the kids about safety awareness. Participants will receive a daily schedule a few weeks prior to the start of the session that they are signed up for. The local presenters and the topics that will present may include the following: (*presenters are subject to change*)



National Grid will be bringing “Hazard Hamlet” to show children the importance of electrical safety as well as their bucket truck. Children may even get to sit in the truck’s bucket.

Baystate Children’s Hospital will discuss visits to the hospital, and some general safety guidelines, including buckling up while in a car and wearing your helmet while on a bike.

The Northampton Dog Officer will discuss how to act around strange dogs, what to do if they see injured animals that are not their pets and other safety tips about animals in general.

The Massachusetts State Police Dispatch will discuss with the children what happens when you dial 911.

The Northampton Police Department will come, speak with the children about police officers duties and safety practices. Children may get to look inside a real police car!



The Northampton Fire Department “EMT” crew will be coming to discuss the importance of knowing to call 911 in case of an emergency and bringing an ambulance for the children to tour. The children will talk about what it would be like to ride in an ambulance if they are ever involved in an accident. Also, the children will be shown all the equipment needed on an ambulance and may even get to go inside!

The Northwestern District Attorney’s Office representative will speak to the children about good touch/bad touch, strangers, and physical and sexual abuse. This presentation is age appropriate and very professional.



The Northampton Fire Department will teach the children about fire safety and what to do in case of a fire. All children will be able to sit in the fire truck and get their pictures taken. They will also practice how to Stop, Drop, and Roll and see what a fire fighter looks like when in uniform. This is also ice cream day; the children's snack will consist of a small sundae.

Northampton Cycling Club will discuss safety while riding a bicycle, stress wearing a helmet at all times, and other tips on how to stay safe riding a bicycle. Program staff will also remind and reiterate the day’s safety lessons.

CAMP STAFF

Our wonderful staff consists of individuals who have degrees in Education, related fields or qualified candidates who are attending college and high school. Our staff is required to attend two mandatory days of staff training where the staff is trained specifically for the program and age that they will be working with. In addition to the staff orientation, all Supervisor positions are certified in CPR, Epi-Pen administration and First Aid. We maintain a 1:5 counselor to participant ratio in Safety Village.



FIRST DAY JITTERS

We understand that this is some children's first experience with an organized program. We anticipate that some children may be nervous and hesitant but please be assured that we will help with the transition.

GROUPS

Your child will be assigned to one of four groups, each one designated by leader name and color which they will stay in for the two weeks. Participants receive and wear a "Safety Village" name tag with their name on it as well as a "Safety Village" shirt that needs to be worn on the last day of the program for their graduation ceremony.



What to Provide Each Day



T-shirts, shorts, socks and sneakers will prepare your children for any activity. Sandals or flip-flops **ARE NOT RECOMMENDED!!!** Please put your child's name on everything!! Please bring the following each day:



– Water Bottle

– Bike Helmet with name printed on it



– We provide the bikes with training wheels. **No bikes from home are allowed.**

– Comfortable clothing, jacket for cool mornings



– A nut-free snack that does not need to be refrigerated.



– **Sunscreen: please apply to your child in the morning before we start with a sunscreen that is a *minimum* of SPF 25 Our staff will not apply any lotion sunscreen.**



What Not to Bring



Electronic devices of any sort are not allowed. This includes, but is not limited to, cell phones, hand held video games, tablets, etc. Please don't send your child with personal toys or anything that you do not want to lose or share to the summer programs. The Parks & Recreation Department is not responsible for lost or stolen items.

Inclement Weather (Rainy Days, Pop-up Thunderstorms)

If it is raining in the morning or if inclement weather is predicted we will be using our indoor rain location, which will be at [Jackson Street Elementary School](http://www.northamptonma.gov/recreation), 120 Jackson Street. **Visit our website at www.northamptonma.gov/recreation and click on [cancellations](#) for weather updates.**



Program Procedures & Policies



Immunization & Physical Records

MA State Board of Health requires physical and immunization records (dated within 15 months) for all campers. The Parks and Recreation department works with [CampDoc](#), an electronic health record system used by camps. Each camper will have their own profile and this is where you will upload your child's immunization and physical records. CampDoc is where you will also provide any relevant and necessary medical information (allergies, inhalers, medication, EpiPen, etc.). Once you have registered for a session of camp you will receive an email to complete your CampDoc profile. Your child's CampDoc profile must be 100% complete in order for your child to attend camp. There is no exception to this policy.

Storage and Administration of Medication

➤ **Medical Conditions**

Northampton Parks & Recreation Department encourages all medications to be given at home. **If your child must have medicine during camp hours, parents must complete the required portions in CampDoc and provide medication authorized orders AND emergency action plans.**

This has to be approved by the Camp's Health Care Consultant. Medication will only be administered by the Health Care Supervisor(s) designated by the HCC and authorized to administer prescription medications. All medication prescribed for participants shall be kept in original containers bearing the pharmacy label which shows the prescription number, date filled, name of medication, and directions for use. All other over the counter medications for the participant shall be kept in the original containers containing the original label. Your child's counselor should carry your child's medications.



It is imperative, that if your child suffers from asthma or is allergic to bees or has any other allergies, that we be informed! If you have questions or concerns please call us at 413-587-1040 or email recreation@northamptonma.gov.

➤ **Epi-Pen**

All program Supervisors and Recreation Leaders are certified in administering an epi-pen. If your child has a severe allergy and requires carrying an epi-pen, please provide the appropriate information in CampDoc. **The Northampton Parks & Recreation Department requires that any camper who requires any type of medication to be given at camp MUST provide medication authorization orders AND emergency action plans for allergies and diabetes (available from your child's doctor).** Please also address your child's allergy to your child's counselor on the first day of camp.

➤ **Special Arrangements**

If there are any specific medical concerns we should know about your child (medical problems, allergies, etc.), please submit this information when completing your child's electronic health record in CampDoc. Please feel free to contact us with questions or concerns at 413-587-1040 or email recreation@northamptonma.gov.

Mildly ill Campers

If a child reports to recreation staff that they are not feeling well, the staff will take the following steps: ask the child how long they have not felt well, if they feel like they are going to be sick, if they would like to try to stay at camp, or would like to go home.



- If the child would like to go home, we will call the parent and make arrangements for pickup. If the parent can't be reached, we will call the emergency contact.
- If the child would like to stay at camp, we will check in with the child each half hour to see how they feel.

Staff will keep the child isolated from the other children, until they are feeling better or are picked up by a parent. A child must be picked up by a parent if they have a fever, severe headache, anything unresolvable, a blow to the head, bleeding that doesn't stop with standard first aid, deep wounds, nausea or vomiting, or any condition that the staff doesn't feel comfortable handling; or where a child expresses a need to be with the parent.



Meningococcal disease

Meningococcal disease can refer to any illness caused by the type of bacteria called *Neisseria meningitidis*, also known as [meningococcus](#). These illnesses are often severe and can be deadly. They are infections of the lining of the brain and spinal cord and bloodstream infections. Meningococcal vaccination is recommended for all adolescents. Call your primary care physician and follow the recommended immunization schedule to ensure that your camper gets the meningococcal vaccines.

Policies

Parents have the right to review background check procedures, health care and discipline policies upon request.

Toilet Training

All campers must be fully toilet trained to participate in our program. If a camper has an accident, we will contact the parent/guardian to either pick them up or assist with a change. In the event that the parent/guardian cannot be reached, we will contact the emergency contact listed. Repeated incidents of bathroom accidents may lead to the camper's dismissal from the program.



Drop Off/Sign-Out Procedure

For your child's safety we ask parents to abide by the following drop-off/pick-up procedures.

Park cars in the lot next to the concession stand at Arcanum Field. Walk the child over to the staff at the meeting area which will be clear to you when you arrive. For this age group we are going to ask parents/guardians to walk their child over to drop off each day, but if another camper is ahead of you please respect the group space and wait till the space has cleared before approaching. When you arrive to pick up your child, please do not approach the groups until they are at their pick-up area which will be designated on the first day. As there are two staff assigned to each group, one counselor will carry the check in/sign out sheet and will approach you to complete this process. Please be aware that it is mandatory to sign your child out each day with their counselor. If someone other than the parent/guardian is picking up, you must provide a note to the counselor and this person must be authorized in your child's camp registration information.



Authorized Individuals for Pick-up

In order for your child to be picked up by someone other than the parent, there needs to be authorization to do so. This can be done in CAMPDOCS, if someone other than the people listed at the time of registration is to pick up your child, then you must send a written note the morning of stating the person that is allowed to pick up your child.



Late/Early Fee

A supervision fee will be imposed for any child who is picked up late or dropped off too early. A ten minute grace period will be extended. **Following this time a fee will be assessed.** First time offenders will be warned and the fee will be assessed only for repeated incidents. The fee will be \$5.00 for every ten minutes of waiting time. The fee must be paid within 48 hours of the incident. Failure to do so will result in the suspension of the participant until paid. We understand sometimes incidents such as traffic, etc. occur. Please try to call the office to let them know if you are late. Chronic lateness may result in suspension from programs.



Safety

CORI & SORI Background Checks

Criminal Offender Record Information (CORI) and Sex Offender Registry Information (SORI) checks are done on all City Parks & Recreation Department staff members that work at our summer programs.

Emergency Procedures – Major incidents

In the event of an emergency, serious injury or illness parents will be contacted immediately. If we cannot reach you through the numbers that you listed at the time of registration, we will then try to call the person you listed as your emergency contact person. **IT IS IMPERATIVE THAT YOU INSTRUCT THIS PERSON IN HOW YOU WOULD LIKE THESE SITUATIONS HANDLED AND THAT THEY KNOW YOU HAVE LISTED THEM AS A CONTACT!** It is YOUR RESPONSIBILITY, to have someone *always available*.



Reporting Abuse & Neglect

All children who attend the Northampton Parks & Recreation Summer Programs shall be protected from abuse and neglect. All staff that work at the summer programs at the Northampton Parks & Recreation Department are trained by the District Attorney's office. Any suspected case of abuse or neglect will be reported in writing with factual information and observation from camp staff to the Recreation Supervisor right away. As law requires, all suspected cases of abuse or neglect will then be reported to the Department of Children & Families immediately. Summer Program staff are mandated by the Commonwealth of Massachusetts to report any suspicions of abuse or neglect to the [Department Children & Families](http://www.mass.gov/dcf). The Northampton Parks & Recreation Department will cooperate in all investigations of abuse and neglect by identifying parents of children currently or previously enrolled in the summer programs to any agency or person specified by the State necessary to prompt investigation of all allegations and protection of the child or children.

Absences and Tardiness



Absences

Please call the Northampton Parks & Recreation Department at (413) 587-1040, or email recreation@northamptonma.gov to inform us if your child will be absent from their program. The Parks & Recreation Office opens at 8:30am, and there is voicemail. The office will inform camp staff at your child's summer program.

Late Arrival/Early Pick-up from Summer Programs

Please inform your child's Recreation Leader if your child will be arriving late to the program a day in advance, or inform them in the morning at drop-off for early pick-up.

Behavior & Discipline Policy

Behavior Contract



A behavior contract will be issued for children who are using foul language, not keeping hands to themselves, not listening, distracting other participants and other actions that are taking away from the program on a constant basis. The contract will list the goals that the child is going to work on as well as the plan to accomplish a more positive experience for the child. Failure to follow this contract may result in a one-day suspension from the Parks & Recreation

Department's summer program with further consequences possible.

Suspension/Termination/Removal from Program

The Parks & Recreation Department reserves the right to remove any participant from the Program for any of the following reasons:

- ✓ Three incident reports on file or two incident reports filed per session.
- ✓ A child brings harm to another child or staff person resulting in injury.
- ✓ Unpaid fees.
- ✓ Failure to follow the program's rules on a consistent basis.
- ✓ Consistent late pick-ups or early drops-offs.

The Parks & Recreation Department may determine other issues not listed that could result in suspension or termination from the program.

Communication

Parent Communication



Please make sure that you discuss any questions, comments, concerns, or suggestions you may have about our program or your child with the on-site summer program Director. If, after speaking with him/her, you still

have concerns, please contact the Parks & Recreation Department at (413)587-1040 to speak with the Recreation Supervisor or send us an email at recreation@northamptonma.gov. We are here to meet the needs of each family. Please let us know of anything that we can do to make you and your child's experience one that they will remember fondly forever!



SAFETY VILLAGE

FREQUENTLY ASKED QUESTIONS

Why Safety Village camp?

At Safety Village Camp, children have the opportunity to explore by engaging in activities such as arts and crafts, active games, bike riding (with training wheels), and singing. Each day will be filled with presenters from the community who will teach the kids about safety awareness. Our counselors ensure that your camper gets the most out of each day at camp in a fun, safe, and supportive environment!

How long has Northampton Parks and Recreation running summer camps?

We have run our day camps for over 40 years!

Why is it called “Safety Village”?

Campers learn traffic and pedestrian safety in our on-site “village”. Each session will feature local area presenters that will teach the kids about safety awareness. We have visitors such as police, 911 dispatch officers, fire fighters, the Animal Control Officer and more. If you have any questions or concerns please contact our office at 413-587-1040 or email at recreation@northamptonma.gov, or speak with camp staff.

What do the children do at Safety Village camp?

Each day is filled with presenters, craft projects, singing, games as well as bike riding through the village!

Is Safety Village Camp licensed as a recreational camp for children?

Yes – in MA all recreational camps must be inspected and licensed by the local board of health. In order to be licensed, camps must meet all regulatory standards established by the MA Dept of Public Health.

What is the purpose of a license and regulations?

The regulations establish minimum health, safety, sanitary, and housing standards to protect the well-being of children in the care of a recreational camp in MA.

Are there inspections of the camps?

Yes, the Northampton Health Department inspects the camps to ensure that they are an appropriate environment to protect the health, safety, and well-being of the campers.

Where is Safety Village Camp?

Safety Village camp is located at Arcanum Field at 255 North Maple St. in Florence.

What time is Safety Village Camp?

Camp runs Monday through Friday from 8:30 a.m. to 12:00 p.m. Please note that camp will not be held on holidays, such as the 4th of July, and any city-designated holidays when city offices are closed (i.e. July 3rd)

Where do I drop off and pick up my camper?

Please park your car in the lot next to the concession stand at Arcanum Field, 255 N. Maple St., Florence. Our staff is under the pavilion.

How do I check in/pick up my child?

To sign in, walk the child over to the staff at the meeting area under the pavilion which will be clear to you when you arrive. It is mandatory to sign your child out each day with their counselor. When you arrive to pick up your child, please do not approach the groups until they are at their pick-up area which will be designated on the first day. As there are two staff assigned to each group, one counselor will carry the check in/sign out sheet and will approach you to complete this process.

What if I need to have someone else pick my child up?

If someone other than the parent/guardian is picking up, you must provide a note to the counselor, and this person must be authorized in your child's camp registration information. If you are aware at drop off that someone else will be picking up your camper, please inform camp staff at that time!

What happens after I register?

When you register you will receive a copy of our parent packet which is full of important information! Please be sure to read it in its entirety. Contact our office if you find you need clarification on any policies or have questions or concerns. You will receive an email with an invitation to [CAMPDOC](#). You will need to set up an account and each child will have their own profile. Your record must be 100% complete before your camper can attend camp.

Do I need to do anything after I register?

Yes, you will need to complete your child's [CAMPDOC](#) profile which includes uploading a recent physical (within 15 months) and their immunization record. Children's profiles must be 100% complete before they are allowed to attend camp. This is required by the MA State Board of Health, there are no exception to this rule. Also, you should review your parent packet. Once you have finished reading it please contact our office with any questions, concerns, or need for clarification, at 413-587-1040 or email recreation@northamptonma.gov.

If your child has a severe allergy and requires carrying an epi-pen, you must also submit additional medication authorization orders AND emergency action plans for allergies and diabetes which is available from your child's Doctor.

What is [CAMPDOC](#)

[CAMPDOC](#) is an ONLINE CAMP MANAGEMENT and ELECTRONIC HEALTH RECORD SYSTEM that we have been using for several years. This is where you will upload your camper's immunization and physical records. This is also where you will provide any relevant and necessary medical information (allergies, inhalers, medication, EpiPen, etc.). This is also where you will list emergency contacts and make note if that person has permission to pick up your camper.

Why do I need to submit health records?

MA State Board of Health requires physical and immunization records for all campers. They will accept a physical dated up to 15 months. There are no exceptions to this rule.

What should I do if my child requires an EPI-PEN or medication?

All program Supervisors and Recreation Leaders are certified in administering an epi-pen. If your child has a severe allergy and requires carrying an epi-pen, you must provide the appropriate information in CAMPDOC. Any camper who requires any type of medication to be given at camp MUST provide medication authorization orders AND emergency action plans for allergies and diabetes from your child's Doctor's office. Please also address your child's allergy to your child's counselor on the first day of camp.

Can staff administer medication to my camper?

We encourage all medications to be given at home. If your child must have medicine during camp hours, parents must complete the required portions in [CAMPDOC](#). This has to be approved by the Camp's Health Care Consultant. Medication will only be administered by the Health Care Supervisor(s) designated by the HCC and authorized to administer prescription medications. All medication prescribed for participants shall be kept in original containers bearing the pharmacy label. Over the counter medications for the participant shall be kept in the original containers. Your child's counselor should carry your child's medications.

What if my child feels ill at camp?

If a child reports they are not feeling well, the staff will take the following steps: ask the child how long they have not felt well, if they feel like they are going to be sick, if they would like to try to stay at camp, or would like to go home. If the child would like to go home, we will call the parent and make arrangements for pickup. If the parent can't be reached, we will call the emergency contact.

If the child would like to stay at camp, we will check in with the child each half hour to see how they feel. Staff will keep the child isolated from the other children, until they are feeling better or are picked up by a parent. A child must be picked up by a parent if they have a fever, severe headache, anything unresolvable, a blow to the head, bleeding that doesn't stop with standard first aid, deep wounds, nausea or vomiting, or any condition that the staff doesn't feel comfortable handling; or where a child expresses a need to be with the parent.

What if my camper experiences an emergency incident?

In the event of an emergency, serious injury or illness parents will be contacted immediately. If we cannot reach you through the numbers that you listed at the time of registration, we will then try to call the person you listed as your emergency contact person. IT IS IMPERATIVE THAT YOU INSTRUCT THIS PERSON IN HOW YOU WOULD LIKE THESE SITUATIONS HANDLED AND THAT THEY KNOW YOU HAVE LISTED THEM as a contact! We hope never to have to call an ambulance, but all such fees will be your responsibility. We will always try to contact you and have you pick up your child. This is YOUR RESPONSIBILITY, to have someone *always available*.

What if your staff suspects abuse or neglect with a camper?

Summer Program staff are mandated by the Commonwealth of Massachusetts to report any suspicions of abuse or neglect to the [Department Children & Families](#). All children who attend the Northampton Parks & Recreation Summer Programs shall be protected from abuse and neglect. All staff are trained by the District Attorney's office. Any suspected case of abuse or neglect will be reported in writing with factual information and observation from camp staff to the Recreation Supervisor right away. As law requires, all suspected cases of abuse or neglect will then be reported to the Department of Children & Families immediately.

Where can I get more information on abuse/neglect?

For guidance on abuse prevention and counseling contact the [Department of Social Services Child-at-Risk Hotline](#) (800) 792-5200 Open 24 hours to report child abuse and neglect.

What if my child will be absent?

Please contact the office at 413-587-1040 or email to recreation@northamptonma.gov to report that your camper will be absent; or let camp staff know the day before that your child will not be attending the next day.

What if my child will be arriving late or need to be picked up early?

Please inform staff at Parks and Recreation at 413-587-1040 or email recreation@northamptonma.gov and/or camp staff at drop off.

What if I am going to be late for pick up?

Please make every effort to pick up your child on time. We understand sometimes incidents such as traffic, etc. occur, call the office at 413-587-1040 to let us know you will be late. A supervision fee will be imposed for any child who is picked up late or dropped off too early. A ten minute grace period will be extended. **Following this time a fee will be assessed.** First time offenders will be warned and the fee will be assessed only for repeated incidents. The fee will be \$5.00 for every ten minutes of waiting time. The fee must be paid within 48 hours of the incident. Failure to do so will result in the suspension of the participant until paid. Chronic lateness may result in suspension from programs.

What happens on a rainy day?

We monitor the weather very closely, we will move indoors if inclement weather is predicted. We will be using our indoor rain location, which will be at Jackson Street Elementary School, 120 Jackson Street. Visit our website at www.northamptonma.gov/recreation and click on [cancellations](#) for weather updates, the website will be updated usually by 7:30 a.m.

Can my camper request a friend in their group?

Yes, when you register you will have the opportunity to write additional notes for staff. We do our best to accommodate requests, however, this is not always possible.

How should my child dress each day?

Dress your children in T-shirts, shorts, socks and sneakers and a Jacket for cool mornings.

What should my child bring each day?

- Water Bottle.
- Bike Helmet with name printed on it.
- A nut-free snack that does not need to be refrigerated.
- ***Please label all of your camper's items!***

What should my child NOT bring each day?

NO Sandals or flip-flops.

No bikes from home are allowed. We provide the bikes.

Electronic devices of any sort.

Personal toys or anything that you do not want to lose or share.

Are cell phones allowed at camp?

No, electronic devices of all kinds are not allowed at camp. Your camper can be reached at all time through camp staff. Call the Parks and Recreation Dept. at 413-587-1040, we can reach camp staff immediately via phone and/or get to Arcanum Field within minutes, if necessary.

Will staff apply Sunscreen?

No, our staff will not apply any lotion sunscreen, our staff **will apply spray on sunscreen**. Please apply to your child in the morning before we start with *minimum* of SPF 25.

Should my child wear/bring mosquito/tick repellents?

Safety village takes place in a maintained park, your child will not be in woods or fields with long grass. However, they will be outside on the lawn. You can apply bug repellent before your child's arrival. Camp staff does not apply bug repellent.

Do I need to provide lunch or snack?

Yes, please provide your child with a nut-free snack that does not need to be refrigerated as well as bottled water.

Does my child need to be potty trained?

Yes, all campers must be fully toilet trained to participate in our program. If a camper has an accident, we will contact the parent/guardian to either pick them up or assist with a change. Repeated incidents of bathroom accidents may lead to the camper's dismissal from the program.

Will the campers be indoors or outdoors?

Safety Village campers are outside at Arcanum Field where there is a large pavilion. Children will be both under the pavilion and in the adjacent "village", and in grassy areas. On rainy days they will be at their inside rain location at Jackson Street School.

What is your staff like?

We seek to hire caring, responsible, and positive leaders. We set high expectations for our staff to be the best role-models and to nurture an inclusive environment. Our wonderful staff consists of individuals who have degrees in Education, related fields or qualified candidates who are attending college and high school.

Are staff members trained?

Yes, our staff is required to attend two mandatory days of staff training where the staff is trained specifically for the program and age that they will be working with. In addition to the staff orientation, all Supervisor positions are certified in CPR, Epi-Pen administration and First Aid.

What is your staff to camper ratio?

We maintain a minimum of 1:5 counselor to participant ratio in Safety Village.

Are there criminal record background checks on staff?

Yes, Criminal Offender Record Information (CORI) and Sex Offender Registry Information (SORI) checks are done on all City Parks & Recreation Department staff members.

What is my child's first day like?

Parents and children will be greeted by our staff at drop off. Your camper will be assigned to one of four groups, each one designated by leader name and color which they will stay in for the two weeks. Participants receive and wear a "Safety Village" name tag with their name on it as well as a "Safety Village" shirt that needs to be worn on the last day of the program for their graduation ceremony.

What if my child is nervous?

We understand that this is some children's first experience with an organized program. We anticipate that some children may be nervous and hesitant but please be assured that we will help with the transition. Be sure to speak with camp staff at drop off with any concerns you may have.

When should my child wear his/her Safety Village T-shirt given at camp.

Although your child can wear their t-shirt any time they would like, please have your child wear their t-shirt the last day of camp for their graduation ceremony.

Is family invited to the graduation ceremony?

Yes! We encourage family members to attend graduation where the campers will perform a song and receive graduation diplomas. Graduation takes place at 11am on the last Friday of camp.

If my child left something behind, what should I do?

All lost and found is collected at the Parks and Recreation office. Please contact us at 413-587-1040, or email recreation@northamptonma.gov, or stop by our office at 100A Bridge Rd (on the same property as JFK Middle School) M-F 8:30-4:30. **PLEASE label each item with your child's name so we can ensure it is returned to them.**

Are there behavior rules and guidelines?

Yes, at our camp the safety and well-being of all campers and staff are our top priorities. We strive to foster a respectful, safe, and healthy environment. There are certain behaviors that are strictly unacceptable and not tolerated. Campers engaging in these behaviors may face immediate suspension or permanent expulsion from the program. Behaviors include: Physical violence, Verbal abuse, Bullying and Harassment, Foul language, Theft or Vandalism, Substance Abuse, Sexual Misconduct, Endangering Others, and Disregard for Camp Rules.

What are camper behavior expectations?

- Respect all participants, staff, equipment, and facilities.
- Participate in activities.
- Follow and be attentive to directions of staff.
- Stay with staff members and the group at all times.

What if my camper does not follow behavior rules?

Rules and regulations are in place to ensure everyone's well-being. Any camper who violates these core guidelines will face consequences. A meeting between the parents, site staff, and Camp Director may be needed. If concerning behavior persists and doesn't fall within camp rules and regulations, campers may be removed from the program. Lines of communication should be open between parents and staff to help eliminate negative behaviors. If your child has a specific plan, please inform staff so we can support the effort.

How will Safety Village Camp encourage good behavior?

Staff members will promote and encourage children to be respectful towards others. They will engage in activities that help create a positive environment that brings out the best in each child's character.

What if I have questions or need clarification on a policy?

We are here to meet the needs of each family. Please let us know of anything that we can do to make you and your child's experience one that they will remember fondly forever! Please make sure that you discuss any questions, concerns, or suggestions you may have about our program or your camper with the on-site summer program Director. If, after speaking with him/her, you still have concerns, please contact the Parks & Recreation Department at (413)587-1040 to speak with the Recreation Supervisor.