



2023 PARENT HANDBOOK



HOFSTRA SUMMER CAMPS



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GENERAL INFORMATION

Important Dates

Session 1 – June 26-July 7*

Session 2 – July 10-21

Session 3 – July 24-August 4

Session 4 – August 7-11

***Camp is closed Tuesday, July 4, 2023.**

Camp Office

The camp office is open year-round, Monday through Friday, 9 a.m. to 5 p.m.

During the months of July and August, our office is open Monday through Friday, 7 a.m. to 6 p.m.

Office staff can be reached at 516-463-2267.

Lunch

Lunch for **Specialty, Learning Institute and Sports Academy Camps** is prepared and served on-site by Hofstra University's premier food service provider, Compass Group.

Each day, campers can choose from a changing selection of hot and cold entrees, a starch, a vegetable, prepackaged salad options, fresh fruit, and dessert.

Daily options include:

- Variety of sandwiches
 - Cheese
 - Tuna
 - Turkey
- Hot dogs
- Hamburgers
- French fries
- Vegetables

Lunch for **BOCES Camps** is served daily in the Nassau BOCES Barry Tech Center. An assortment of meals will be offered.

Special Dietary Needs: Hofstra Summer Camps is an allergy-aware camp (gluten, peanuts, etc.). There will be an **Allergen Free** lunch option available each day in all of our dining facilities for campers with food allergies or sensitivities.

You can view the full lunch menu by week at any time on [our website](#).

TRANSPORTATION

The bus driver will leave a "Welcome Letter" in your mailbox notifying you of the approximate pick-up time a few days prior to each session. Please have your child ready so that delays can be avoided. Campers being picked up by buses provided by Hofstra Summer Camps will be picked up approximately between 7:45-8:30 a.m. (some bus routes may be earlier depending on distance.) and will arrive at camp accordingly. Buses will depart Hofstra's campus between 4-4:15 p.m.

Please note bus numbers and routes may change each week.

Bus Information

A new bus tag will be EMAILED to you before each session to the email address given on your child's registration form. **If your child's bus pass reads T-00, your child will NOT be riding a bus**, as this only indicates the designated area where your child will wait for a parent or guardian to pick them up. Please make your child aware of this information prior to the start of camp.

When buses arrive on campus, our staff will meet the bus and escort your child to his or her area. Please inform your child of his or her bus number so that they know what area to go to each day.

Safety Rules for Buses and Vans

- All campers transported on buses and in vans must be always seated and wear a seatbelt.
- No camper should ever put any body part out the window.
- No camper should ever put their hands on another camper or use offensive/inappropriate language.
- All campers must listen to their driver.
- Campers should keep their voices down so the driver may concentrate on the road.
- Campers should be punctual when arriving for pick up or drop off.
- Campers should walk up and down the steps with caution.
- **Any campers not following the safety rules can be removed from the bus at any time.**
- **Hofstra Summer Camps is not responsible for lost or stolen items.**

Arrival Procedures

If you are providing your own transportation to camp: please plan to arrive by 8:30 a.m. Please refer to the list of specific drop-off and pick up locations for the different camps and drop your child off at their respective location. **Campers must be signed into the designated area each morning by a parent or guardian.**

When dropping off at the Mack Physical Education Center or David S. Mack Sports & Exhibition Complex: please park your car in the lot across from the Mack Physical Education Center or the most convenient lot near the sports arena. Walk your child to the door of the building and our staff will escort them to his or her designated area. **Each camper must be signed in by their parent or guardian.**

When dropping off for any Sports Academy Camp: See our Sports Academy Drop-Off Grid on page five for specific locations.

Picking Your Child Up From Camp

You must notify the Camp Office if you want to pick your child up early from camp so we can inform the bus counselor that he or she will not be taking the bus home. **Pick up time is at 3:45 p.m. We cannot dismiss your child anytime between 3-3:45.** You must sign your child out (see page five for specific pick-up areas).

Please review the following:

- Morning pick-up time is at 11:30 a.m. at their respective sites, listed on page 5.
- Afternoon pick-up is at 3:45 p.m. at their respective sites, listed on page 5.
- Please do not arrive before the designated time to pick up your child. Arrival before the designated time may result in unnecessary delay of dismissal and may prevent safe, scheduled departure of camp vehicles.
- **Please do not take your child(ren) without signing them out.**

Dismissal Procedures

Once all the early pick-ups are dismissed, staff members will take attendance at each bus. All busses will be dismissed after all campers are accounted for.

Absences

If your child will be absent, please wave the bus on when it arrives so the driver knows not to wait for your child. You may also leave a message at **516-463-6514**. Campers are not permitted to change or make up days missed from the regularly scheduled camp sessions. There is no credit or refund for missed days.

Extended Hours Program

Hofstra's Extended Hours Program is designed with the working family in mind. The program is structured for parents who wish to have their children remain under the supervision of camp personnel after the normal operating hours. Activities and games will be set up for the children, and a snack and a drink will be provided.

Please note: Signing up for this program does not prohibit them from taking the bus in the morning; it does, however, prohibit them from taking the bus in the afternoon.

- Extended Hours Program is available for the afternoon.
- This program is not available on a day-to-day basis.
- Tuition includes an afternoon snack.
- All children in the Extended Hours Program must be picked up **no later than 6 p.m.**

Pick Up & Drop Off Locations

Below you will find specific drop-off and pick up areas for all Specialty, Learning Institute and Sports Academy Camps. **Please note your pickup and drop off location may change from week to week.**

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7
Specialty & Learning Institute Programs	Mack Physical Education Center	Mack Physical Education Center	Mack Physical Education Center	Mack Physical Education Center	Mack Physical Education Center	Mack Physical Education Center	Mack Physical Education Center
Adrienne Clark Softball					Bill Edwards Stadium	Bill Edwards Stadium	
Courtney Veinotte Girls Field Hockey			Hofstra Field Hockey Stadium				
Danielle Atkinson Girls Basketball					David S. Mack Sports & Exhibition Complex	David S. Mack Sports & Exhibition Complex	
Dennis Papadatos Wrestling				Mack Physical Education Center			
Emily Mansur Girls Volleyball			Mack Physical Education Center	Mack Physical Education Center	Mack Physical Education Center		
Hofstra Halftime Show							David S. Mack Sports & Exhibition Complex
Hofstra University Cheer			David S. Mack Sports & Exhibition Complex	David S. Mack Sports & Exhibition Complex			
Hofstra University Dance	David S. Mack Sports & Exhibition Complex	David S. Mack Sports & Exhibition Complex					
Hofstra University Girls Lacrosse		James M. Shuart Stadium					
New York Baseball Academy		University Field	University Field	University Field	University Field	University Field	University Field
Nuttall & Riddiough Soccer	Hofstra University Soccer Stadium	Hofstra University Soccer Stadium	Hofstra University Soccer Stadium	Hofstra University Soccer Stadium	Hofstra University Soccer Stadium	Hofstra University Soccer Stadium	Hofstra University Soccer Stadium
Seth Tierney Boys Lacrosse			James M. Shuart Stadium	James M. Shuart Stadium			
Speedy Claxton Boys Basketball	David S. Mack Sports & Exhibition Complex	David S. Mack Sports & Exhibition Complex	David S. Mack Sports & Exhibition Complex	David S. Mack Sports & Exhibition Complex	David S. Mack Sports & Exhibition Complex	Mack Physical Education Center	Mack Physical Education Center

Sports Academy Swim Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
Adrienne Clark Softball	Swim Day		Swim Day		
Courtney Veinotte Girls Field Hockey			Swim Day		Swim Day
Danielle Atkinson Girls Basketball	Swim Day		Swim Day		
Dennis Papadatos Wrestling	Swim Day		Swim Day		
Emily Mansur Girls Volleyball	Swim Day				Swim Day
Hofstra Halftime Show			Swim Day		Swim Day
Hofstra University Cheer			Swim Day		Swim Day
Hofstra University Dance		Swim Day			Swim Day
Hofstra University Girls Lacrosse		Swim Day		Swim Day	
New York Baseball Academy		Swim Day	Swim Day	Swim Day	
Nuttall & Riddiough Soccer	Swim Day				Swim Day
Seth Tierney Boys Lacrosse		Swim Day		Swim Day	
Speedy Claxton Boys Basketball	Swim Day				Swim Day

WHAT TO BRING TO CAMP

Specialty Camps and Learning Institute Programs

Each camper should wear daily:

- T-shirt
- Shorts
- Sneakers
- Socks

Bring a bathing suit, towel, and reusable water bottle in a waterproof backpack.

We *suggest* that younger campers wear their bathing suits under their clothes to save time changing for swim.

Sandals are inappropriate footwear for camp.

Children enrolled in Elite Tennis/Tennis specialties must bring the following each day:

- Tennis racket
- Athletic sneakers are acceptable footwear, except those with black bottoms.

Please make sure everything is clearly marked with your child's first and last name.

Sports Academy Camps

Below is a list of items campers must bring to their respective Sports Academy Camps **each day** so they may participate in the day's activities. Please make sure all items are marked clearly with your child's first and last name.

Adrienne Clark Softball Camp

Swim days: Monday and Wednesday

- Each camper should wear daily: T-shirt, athletic shorts, sneakers/cleats, socks
- A marked softball glove, bat, helmet, and reusable water bottle.
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

Courtney Veinotte Field Hockey Camp

Swim days: Wednesday and Friday

- Each camper should wear daily: T-shirt, athletic shorts, sneakers/cleats, socks
- Bring a field hockey stick, goggles, shin guards, mouth guard, and reusable water bottle.
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

Danielle Atkinson Girls Basketball Camp

Swim days: Monday and Wednesday

- Each camper should wear daily: T-shirt, athletic shorts, sneakers, socks
- A reusable water bottle
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

Dennis Papadatos Boys Wrestling Camp

Swim days: Monday and Wednesday

- Each camper should wear daily: T-shirt, athletic shorts, wrestling shoes, socks.
- Each player must bring an extra set of shorts, t-shirt, and sock, running shoes, reusable water bottle
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

Emily Mansur Volleyball Camp

Swim days: Monday and Friday

- Each camper should wear daily: T-shirt, athletic shorts, sneakers, socks
- A reusable water bottle.
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

Hofstra Half Time Show

Swim days: Wednesday and Friday

- Each camper should wear daily: T-shirt, athletic shorts with no pockets, flat-soled or sneakers, socks
- A reusable water bottle.
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

Hofstra University Cheer Camp

Swim days: Wednesday and Friday

- Each camper should wear daily: T-shirt, athletic shorts with no pockets, flat-soled or cheerleading sneakers, socks
- A reusable water bottle.
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

Hofstra University Dance Academy

Swim days: Tuesday and Friday

- Each camper should wear daily: T-shirt, athletic shorts, flat-soled sneakers, socks.
- A reusable water bottle.
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

Hofstra University Girls Lacrosse Camp

Swim days: Tuesday and Thursday

- Each camper should wear daily: T-shirt, athletic shorts, sneakers, socks
- Bring a lacrosse stick, goggles, mouth guard and water bottle daily.
- All goalies are responsible for bringing their own equipment each day.
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

New York Baseball Academy

Swim days for campers 13 and younger only: Tuesday, Wednesday, and Thursday

- Each camper should wear daily: T-shirt or athletic jersey, baseball socks and baseball pants.
- Shorts are not an acceptable form of attire.
- Non-metal spikes are recommended, but optional. **Metal spikes are prohibited.**
- Each player must bring their own labeled glove, helmet, and bat (no composite bats). **Catchers gear is not provided.**
- A reusable water bottle.
- Bathing suit and towel will be needed on assigned swim days (if applicable).
- Campers conclude each day with a cool down/stretch period.

Richard Nuttall and Simon Riddiough Soccer Camp

Swim days: Monday and Friday

- Each camper should wear daily: T-shirt, athletic shorts, shin guards, soccer cleats or sneakers.
- A reusable water bottle.
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

Speedy Claxton Boys Basketball Camp

Swim days Monday and Friday

- Each camper should wear daily: T-shirt, athletic shorts, sneakers, socks
- A reusable water bottle.
- Bathing suit and towel will be needed on assigned swim days.
- Campers conclude each day with a cool down/stretch period.

Seth Tierney Boys Lacrosse Camp

Swim days: Tuesday and Thursday

- Each camper should wear daily: T-shirt, athletic shorts, sneakers, socks
- Bring a lacrosse stick, gloves, helmet, shoulder pads, arm pads, mouthpiece, athletic supporter, cleats, and equipment bag daily.
- All goalies are responsible for bringing their own equipment each day.
- A reusable water bottle.
- Bathing suit and towel will be needed on assigned swim days.

GRATUITIES

A major part of your child's camp memories has to do with the counselors who have given their undivided and personalized attention and care. **The following guide is intended as just that... a guide to let you know what our gratuity recommendations are to thank the staff.**

- Send gratuities in individual envelopes.
- Please put your child's name and program that they are in (e.g., tennis, science) or recreation group number, and/or swim counselor's name on the front of the envelope.
- Have your child give it directly to his/her counselor and/or director.
- Please call the Camp Office at (516)-463-2267 for the counselor's or director's name(s).

For **Specialty Camps and Learning Institute Camps**, please note that there may be more than one counselor who works with your child. If you would like to thank the "staff," we ask that tips be directed to the Specialty Director so that the appropriate members can share them.

Please note that your camper's staff will change during **Session 4**; please have your child give the envelope directly to his/her counselor at the end of the session.

Recommended gratuities:

Cub and Gifted Counselor	\$20-\$30 per week
Recreation Counselor	\$10-\$20 per week
Specialty Counselor	\$10-\$20 per week
Sports Academy Counselor	\$10-\$20 per week
Swim Counselor	\$5-\$10 per week
Bus Driver	\$5-\$10 per week (<i>drivers and routes are subject to change each session</i>).

POLICIES AND GUIDELINES

Hofstra is not responsible for lost or stolen items.

Adding Additional Sessions

Parents wishing to add a session to their child's stay at camp should contact the Camp Office. Extensions will be given only when space is available.

American Red Cross Instructional Swim Program

Most of our camp families strongly desire swim instruction for their children. We provide American Red Cross instruction every day, with some free swim time for Specialty and Learning Institute programs.

Camp Tax Identification Number

For those families who declare a childcare deduction on their taxes, our tax ID number is 111-630-906.

Cell Phones

If you choose to send your child to camp with a phone, please know that we strongly discourage campers from using it during the camp day.

In the event we would need to contact you, a member of our Office Staff will reach out.

We are not responsible for lost or stolen items.

Code of Conduct

Hofstra Summer Camps is committed to providing a safe and welcoming environment for all of our campers and staff members.

Our code of conduct does not permit language or action that can hurt or frighten another person or that falls below a generally accepted standard of behavior.

This includes:

- Angry or vulgar language including swearing, name calling, and shouting;
- Physical contact with another person in an angry or threatening way;
- Any demonstration of sexual activity or sexual conduct with another person;
- Harassment or intimidation with words, gestures, body language, or other menacing behavior;
- Behavior which intends to or results in the theft or destruction of property (personal or camp);
- Carrying devices that may be used as weapons, such as guns or knives.

Communications

Strong communication is the foundation of our positive relationships with our Hofstra Summer Camp families. We are staffed from 7 a.m.-6 p.m. during camp to answer any and all of your questions.

We now offer an app to stay up-to-date during the day, **Hofstra Summer Camps Connect!** The app is a convenient and immediate way to deliver short messages, important updates, reminders, photos, and other camp information.

To access the app, you must:

- Download **Hofstra Summer Camps Connect** via the Apple App Store or the Google Play Store.
- Register for the app using the same email used to register for summer camp.
 - If you are having trouble logging in, please email us at camp-admin@hofstra.edu.
- Allow notifications to appear on your lock screen.
 - This is extremely important so you can receive updates, such as bus delays, themed day reminders, etc.
- Log in and familiarize yourself with the setup so that when camp begins, you can find information easily.

Eyeglasses

Campers participate in several sports (baseball, basketball, volleyball, etc.) that could result in broken eyeglasses. We suggest that your child wear safety glasses. **Hofstra is not responsible for broken glasses.**

Employees

All Hofstra Summer Camps employees are cleared through Human Resources and undergo a full criminal background check in addition to being checked against the New York State Child Abuse and Sex Offender Registry.

Jewelry

We strongly discourage campers participating in contact sports from wearing jewelry of any kind.

Medication

The parent of any child needing medication must meet our RNs with the child's medication in the original container on one of our Medication Drop-Off Days. State law requires that a Physician's Medication Request Form be on file to allow medication to be administered during the camp day. Special medications for allergies, etc., or specific doctor's instructions must be hand delivered to the Hofstra Camp Infirmary prior to your child's camp attendance. It is not acceptable to have children carry their own medication. Every effort should be made to administer the medication at home, as it presents a disruption in the camper's day. However, if your physician feels that it is necessary, please submit a completed Physician's Medication Request Form before medication is sent to camp. A separate form must be completed for each medication. State law does permit administration of medication during the camp day, provided there are written instructions from the physician and parent. Campers are at no time allowed to carry any kind of medication, take medication without official written directive (from the physician and parent), or take medication without supervision.

Medical Notification

It is our policy to notify you if your child becomes ill during the camp day or suffers an injury other than minor bumps, bruises, or scrapes. In the event one of these occurs, our Health Director will contact you.

Medical Concerns

All campers are required to have a completed Hofstra Summer Camps medical form on file before camp begins. Please be sure that you complete the medical history and your child's physician completes a physical examination. Please provide us with as much information as possible concerning your child's medical history, allergies, medications, and any special needs he or she may have. All medical forms must include an up-to-date immunization record and emergency contact information and must be signed by a parent or a legal guardian.

Permission to Participate

When you signed your child's medical form, you gave permission for your child to participate in all camp activities as described in our brochure. If you wish for your camper to be restricted from any activity, please notify us in writing prior to your child's first camp session. Note: it is not our policy to force any child to participate in an activity. We do our best to make the activity enjoyable so your child will wish to participate.

Public Safety

Hofstra Summer Camps is extremely fortunate to have the support of Hofstra's Public Safety Department for the full duration of the summer. We have two **dedicated Public Safety Officers** on staff from arrival through dismissal each day.

Hofstra Public Safety meets with Nassau County officials on a regular basis to keep them apprised of campus on-goings.

Safety Procedures

Your camper's safety is of utmost importance to us – which is why we have the following procedures in place that extend beyond our day-to-day activities:

- Certified medical personnel are on staff to monitor air quality.
- Campers will have access to water at frequent intervals.
- Whenever possible, we bring outdoor activities into air-conditioned facilities (Hofstra Sports Bubble, indoor theaters, and campus gymnasiums), or to cool, shaded areas.
- Our first concern is for your child's safety; therefore, we reserve the right to take the following actions in very hot weather, rain and lightning storms: reduce physical activities, substitute sedentary activities for outdoor sports, and provide activities unrelated to your camper's specialty (e.g., movies).

Sunscreen

The use of sunscreen is highly recommended by our medical staff and the New York State Department of Health. It is best to apply sunscreen to your child before he or she leaves home in the morning. You may wish to send along additional sunscreen to be applied later in the day. We also keep an emergency supply at the camp infirmary.

Ticks and Lyme Disease

To avoid tick bites and Lyme's Disease, the New York State Department of Health recommends that you check your child for ticks daily. Light-colored clothing is also recommended.

Refund Policy

There are NO refunds given for any reason. This includes illness, injuries, transportation delays, etc. If for some reason camp is closed or cancelled, a letter of credit can be issued.

Please note: there are NO refunds if your child is dismissed from the camp.

DISCIPLINE POLICY

Hofstra Summer Camps has a progressive disciplinary process in place for all campers. Disciplinary actions are overseen by our **Director of Pupil Personnel** who will contact parents directly, should a problem arise during the day.

Hofstra Summer Camps reserves the right to dismiss any camper who acts in an inappropriate or detrimental manner. Campers are expected to treat other campers, counselors, directors, and camp property with kindness and respect.

Camp participants are expected to exhibit appropriate behavior at all times while at camp. In order to provide all campers and staff with a camp experience that is safe and enjoyable, the following guidelines have been developed. A caring and positive approach will be taken regarding discipline. Camp staff will reinforce appropriate behavior through positive reinforcement, firm statements and redirection of activity. All campers must understand and follow the policies set forth.

Please review these guidelines with your child:

- **Use appropriate language** – Foul language, putdowns and bullying will not be accepted. Bullying is inexcusable, and we have a firm policy against all types of bullying. Campers are expected to treat all other campers with respect, and to help each other achieve the best possible experience. If a camper has difficulty meeting this expectation, parents may be called upon to assist.
- Our administration team addresses all incidents of bullying seriously and trains staff to promote communication with their staff and their campers. We work together as a team to ensure that campers gain self-confidence, make new friends, and go home with their camp experience.
- **Be safe!** Always obey camp and pool rules, bus rules and staff.
- Treat all equipment and supplies with proper care and respect.
- Show respect for staff, bus drivers and fellow campers.
- Aggressive behavior that is threatening to the child, staff, or others **will not** be permitted.
- Follow all rules on field trips as outlined by staff, bus drivers, and/or venue.
- Have a positive attitude and have fun!

Please note: For minor issues, we do not contact the parents. When a camper learns from their mistakes and the conflict has been resolved, there is no further need for disciplinary action.

Examples of unacceptable behavior*:

- Refusing to follow behavior guidelines or camp rules as outlined above
- Using profanity, vulgarity or obscenity
- Stealing or damaging property (personal or camp property)
- Refusal to participate in activities or cooperate with staff

- Disrupting a program
- Leaving an activity without permission
- Endangering the health and safety of children and/or staff
- Use of illicit drugs, alcohol or tobacco or sexual conduct of any kind
- Teasing, making fun or bullying of other campers or staff
- Fighting of any kind

**Special efforts will be taken to help our young and special needs campers develop the social, self- regulation, and cooperation skills they need to be successful.*

Listed below are the discipline procedures for campers who are exhibiting unacceptable behavior. Depending on the severity of the behavior, we may skip a particular step. (I.e. aggressive behavior will not be tolerated.)

When campers are unable to follow the behavior guidelines, the following steps will be taken:

<p>Step 1 – Verbal Warning: Staff will warn the camper(s) and attempt to redirect behavior.</p>
<p>Step 2 – Time out or time away from the group: During a time out a camper may have to sit out from activities including games, crafts, swimming or a special event. Staff will contact one of the Directors, and the camper will be removed from the activity and given time to self-calm or an alternate activity until ready to return to scheduled activities with the group. Parents will be notified of their child’s time out. The parent or guardian will be notified at pick up or by phone call that the camper has violated the camp rules.</p>
<p>Step 3 – 2nd Parent Contact: The parent or guardian will be contacted to pick up the camper immediately. The child will be suspended from camp for the remainder of the day.</p>
<p>Step 4 – 3rd Parent Contact: The parent or guardian will be contacted to pick up the camper immediately. The camper will be suspended from camp for the remainder of the day and for the next scheduled day.</p>
<p>Step 5 – Dismissal: The parent or guardian will be contacted to pick up the camper immediately. The camper will be removed from the camp program and will not be eligible to return for the rest of the camp season. Dismissed campers will not be eligible for a refund of camp fees.</p>

Additional Information/Accelerated Steps

The camper does not have to exhibit the same misbehavior to progress to the next step in the discipline procedure. For example, if a camper is caught stealing or destroying another camper’s property and hits another camper later in the camp season, that camper will be sent home from camp.

The discipline process can be accelerated by the camp staff in the event of serious misconduct*.

An example of a reason to accelerate this process would be:

- A camper who strikes or threatens another camper or staff member will jump past the first two steps directly to parental contact.
- Any camper who commits a serious offense such as seriously harming, attempting/threatening to seriously harm another camper, or who sexually harasses another camper or a staff member can be immediately suspended or dismissed from camp, after the incident has been reviewed by the camp director.

**This decision will be made by the camp director.*

Confidentiality

All conversations with parents and guardians regarding incidents will be kept confidential. Please note that if multiple campers are involved in an incident, camp staff will not discuss consequences issued to the camper who is not your child with you. Two campers involved in the same incident may be at different stages of the camp discipline procedure.

Parent Conduct and Process of Dispute

The program staff seeks to treat campers and families with respect, and parents/guardians are also expected to display professionalism in all inquiries and disputes about disciplinary decisions and incident response.

All program and/or staff issues should be directed to the Camp Director, not to the counselors.

Please review these rules with your child prior to the first day of camp. The staff will review these rules with your child at the beginning of each week as well. Thank you in advance for your cooperation. We hope to have a great summer!

New York State law requires that each parent be aware of the following:

- It is mandatory for all camps to receive an operating permit from the New York State Department of Health each year.
- Camps are required to be inspected biannually.
- Inspection reports are filed at the Nassau County Department of Health at 200 County Seat Drive, Mineola, NY 11501.
- Inquiries can be made to the Nassau County Department of Health, Monday-Friday, 9 a.m.-4:45 p.m.

LICENSING

Hofstra Summer Camps is licensed and inspected by the New York State Department of Health.

Inspection records and required plans are filed with the New York State Department of Health.

ACCREDITATION

Hofstra Summer Camps is proud of its accreditation by the American Camp Association (ACA).

Only one in four camps nationwide achieves this accreditation. ACA is the only national organization that accredits camps based on compliance with established standards in sites and facilities, health, staff, program transportation, operational management, and aquatics.

Hofstra Summer Camps' American Camp Association and Board of Health certifications are on display in the Camp Office.

Hofstra University is committed to extending equal opportunity to all qualified individuals without regard to race, color, religion, sex, sexual orientation, gender identity or expression, age, national or ethnic origin, physical or mental disability, marital or veteran status in employment and in the conduct and operation of Hofstra University's educational programs and activities, including admissions, scholarship and loan programs, and athletic and other school administered programs.