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# **Acton Recreation Summer Day Camps Parent Handbook 2025**

**NARA Summer Camp: 978-929-6641**

**NARA Park  
71 Quarry Road  
Acton, MA 01720**

**Camp Hill Top: 978-929-6640 x0**

**Acton Recreation Center  
50 Audubon Drive  
Acton, MA 01720**

**Acton Recreation Department: 978-929-6640 x0**

**[recreation@actonma.gov](mailto:recreation@actonma.gov)**

Acton Recreation Camps are licensed recreation camps compliant  
with MA 105 CMR 430.000.

***Welcome Families!***

We are delighted that you have chosen Acton Recreation Camps for your child this summer! You and your family are encouraged to visit our camp locations and facilities prior to your child's first day of camp.

The *Parent Handbook* describes our programs, philosophy, policies and practical details that make our camp experience convenient for you and rewarding for your child. Specific information for NARA Camp and Camp Hill Top appears on the first pages, followed by topics in alphabetical order. Please read this handbook and keep it for future reference. Our staff members at NARA Summer Camp, Camp Hill Top, and the Acton Recreation Department are always happy to address your questions or concerns.

**NEW THIS YEAR!**

CIT PROGRAM for Ages 14-15, Grades 9-10, is now FREE! (You must register at Actonrec.com.)  
LIT (Leader in Training) Program available for Ages 12-13, Grades 7-8. (\$150 per week.)  
Please see details at Actonrec.com.

**ACTON RECREATION'S MISSION:**  
***Building community through quality recreation.***

**OUR PROGRAM**

Our goal is to create an atmosphere for children to grow physically and socially. Our dedicated staff works with peer groups to engage children in activities that are challenging and fun.

A variety of age-appropriate activities is offered each week, including:

Arts & Crafts, Drama, Sports, Group Challenges, Nature, Swimming, Water Play, Field Trips and more.

**2025 Camp Schedule**

NARA Summer Camp and Camp Hill Top run for nine consecutive weeks. Each week has its own unique theme. Please refer to [Actonrec.com](http://Actonrec.com) for the specifics of weekly themes for each camp.

**Weekly Camp Dates:**

Session 1: June 23 – June 27

Session 2: June 30 – July 3 (no camp 7/4)

Session 3: July 7 – July 11

Session 4: July 14 – July 18

Session 5: July 21 – July 25

Session 6: July 28 – August 1

Session 7: August 4 – August 8

Session 8: August 11 – August 15

Session 9: August 18 – August 22



## NARA SUMMER CAMP INFORMATION

### **NARA Camp Staff: 978-929-6641**

Camp Director, *Izzy Letourneau*

[lletourneau@actonma.gov](mailto:lletourneau@actonma.gov)

Assistant Camp Director, *Emma Gearan*

[egearan@actonma.gov](mailto:egearan@actonma.gov)

### **Recreation Staff: 978-929-6640 x0**

Recreation Director, *Melissa Settapani-Rufo*

[msettapani@actonma.gov](mailto:msettapani@actonma.gov)

Recreation Program Coordinator, *Mike Collins*

[mcollins@actonma.gov](mailto:mcollins@actonma.gov)

Recreation Officer Manager, *Mary Lou Repucci*

[mlrepucci@actonma.gov](mailto:mlrepucci@actonma.gov)

### **Absences**

If your child is not going to attend camp for the day, please report any absence by calling the NARA Park office at 978-929-6641.

### **Camp Hours**

Monday – Friday, 8:00am to 4:00pm

Extended hours are available: Pre-Camp 7:30am to 8:00am; Post-Camp 4:00pm to 5:30pm.

### **Drop-Off and Pickup Address**

NARA Park Miracle Field

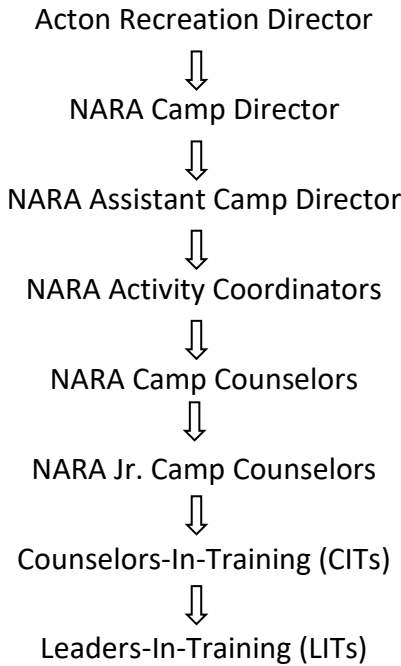
75 Quarry Road

Acton, MA 01720

**NARA Camp Drop-Off:** All campers will be dropped off at the Miracle Field drop-off area located at 75 Quarry Road. When dropping off and picking up, a staff member will assist the camper with their belongings. The staff member will then contact the appropriate camp counselor to let them know that the camper has arrived and will be joining their group. Additional staff and CITs will help with guiding children to their group. Parents/Guardians may not go past the check in point unless invited by staff.

**NARA Camp Pickup:** NARA Staff will be stationed in the same location as the morning drop-off. The pickup system is a drive-through where a staff member checks photo IDs and radios to the camp counselor that the camper's parent/guardian has arrived. The child then walks to the car. Parents will not physically sign their child in or out. Counselors will help campers keep their belongings neat and organized throughout the day so they have everything at day's end. Parents should not leave the vehicle when picking up their child.

## NARA SUMMERCAMP ORGANIZATIONAL CHART



### NARA Camp Daily Schedule

Campers participate in a variety of activities each day. Activities may be camp-wide, group-wide, or individually selected. Following is an example of a typical camp day:

7:30 – 8:00am	Pre-Camp (separate registration)
8:00 – 8:15am	Attendance and Morning Meeting
8:20 – 9:05am	Drama
9:10 – 9:55am	Lower (Sports on fields)
10:00 – 10:20am	Snack Time / Sunscreen
10:25 – 11:10am	Upper (Sports on fields)
11:15 – 12:00pm	Swim / Water Play
12:05 – 12:45pm	Lunch
12:50 – 1:35pm	Arts & Crafts
1:40 – 2:25pm	Nature
2:30 – 2:45pm	Sunscreen / Water Break
2:50 – 3:35pm	Swim / Water Play
3:40 – 3:50pm	Pack-Up
3:50 – 4:15pm	Pickup
4:20 – 5:30pm	Post-Camp (separate registration)

Camp activities are tailored to the theme of each weekly camp session, including ice breakers, arts & crafts, games, fitness, music, drama, transitional activities, special events and swimming.

## CAMP HILL TOP INFORMATION

### **Camp Hill Top Staff: 978-929-6433**

Camp Director, *Rosie Martin*

[rmartin@actonma.gov](mailto:rmartin@actonma.gov)

### **Recreation Staff: 978-929-6640 x0**

Recreation Director, *Melissa Settipani-Rufo*

[msettipani@actonma.gov](mailto:msettipani@actonma.gov)

Recreation Program Coordinator, *Mike Collins*

[mcollins@actonma.gov](mailto:mcollins@actonma.gov)

Recreation Officer Manager, *Mary Lou Repucci*

[mlrepucci@actonma.gov](mailto:mlrepucci@actonma.gov)

### **Absences**

If your child is not going to attend camp for the day, please report any absence by calling the Camp Hill Top office at 978-929-6433.

### **Drop-Off and Pickup Address**

Town of Acton  
Recreation Center  
50 Audubon Drive  
Acton, MA 01720

### **Camp Hours**

Monday – Friday, 9:00am to 4:00pm

Extended hours are available: Pre-Camp 7:30am to 9:00am; Post-Camp 4:00pm to 5:30pm.

### **Camp Hill Top Drop-Off**

All campers will be dropped off at the front of the Recreation Center at 50 Audubon Drive.

When dropping off, please form a line outside the door. Our staff will check in campers one-by-one and direct them to their appropriate group.

### **Camp Hill Top Pickup**

Staff will be stationed in the same location as the morning drop-off. The pickup system will be the same as at drop-off. Please form a line outside the door and our staff will send children out one-by-one. Parents will not physically sign their child in or out. Camp counselors will help campers keep their belongings neat and organized throughout the day so they have everything at day's end.

### **Allergies**

Recreation Staff make their best effort to accommodate campers with allergies without impacting others. If you're aware that your child has a severe allergy, it is your responsibility to notify Acton Recreation in advance to enable proper precautions.

### **Bug Spray**

Acton Recreation encourages your camper to use bug spray and to bring it to camp every day.

### **Camp Attire**

Please remember to dress your child in clothing that can get dirty with outdoor play or stained with art supplies. Reminders for camp clothes:

- T-Shirt
- Shorts
- Socks
- Tennis shoes or sneakers (no sandals or flip flops, please!)
- Swim wear and towel
- Appropriate clothing: No halter or tube tops; no clothing with inappropriate language
- LABEL EVERYTHING!

### **Camp T-Shirts**

Every camper registered will receive a free camp T-shirt. Campers should wear their T-shirt on field trip days for group identification.

### **Children at Risk**

Parents who arrive at camp in an incapacitated condition (i.e. alcohol, drugs) present a risk to their child. The staff in charge will advise the parent of their options regarding transporting their child home. Options that may be exercised include:

- Calling another person on the child's emergency contact list
- Calling the other parent or guardian
- Calling a nearby neighbor/friend

If a reasonable solution cannot be reached, the parent will be advised that either Child Protective Services or Acton Police will be called.

### **Communication**

Every Friday prior to the new session, the camp director will send an email to registrants detailing the upcoming session. If you are not registered by the prior Thursday, you will not receive this email. You can access additional Recreation Department information on our website.

## **Conduct**

Acton Recreation is committed to providing a safe and welcoming environment. To ensure the safety and comfort of all, we ask individuals to act appropriately while at our facilities or participating in our programs. We do not permit language or actions that may hurt or frighten others. This includes:

- Angry or vulgar language including swearing, name calling, or shouting;
- Physical contact with another person in an angry or threatening way;
- Any demonstration of sexual activity or sexual contact with another person;
- Harassment or intimidation with words, gestures, body language or other menacing behavior;
- Behavior intended or resulting in theft or destruction of property; and
- Carrying or concealing any weapon or device that may be used as a weapon.

Staff are trained and expected to respond to any reported violation. Please do not hesitate to notify a staff person if you need assistance. Acton Recreation management will investigate all reported incidents. Dismissal from camp or termination may result. **No refunds will be given for these instances.**

## **Disabilities**

To provide the best camp experience for your child, we ask that prior to registration you consult the Recreation Department regarding any special needs your child may have. Due to the fact that there are some medical treatments and procedures that camp staff is legally neither trained nor qualified to perform, children will be enrolled on an individual basis. We make every attempt to serve all children.

## **Discipline Policy**

If your child needs to be disciplined, acceptable measures may include: stern verbal warnings, time-out from an activity, removal from an activity and placement with a staff member away from the group, suspension from camp, or removal from camp. Unacceptable measures include: verbally degrading a camper, physical punishment, or isolation without proper supervision.

## **Emergency Plan**

Both camps have a site-specific emergency plan including assembly area program, notification system, locations of fire extinguishers, first aid kits, etc. The staff has been trained and is expected to be well-versed in emergency procedures. Drills will be conducted throughout the summer to practice safety procedures.



- **Shelter at NARA:** In the event of emergency requiring an inside shelter, campers and staff will assemble in the basement of the Sports Plaza Buildings, the NARA Bathhouse building, and Amphitheater building. In inclement weather, staff will bring their group to their assigned shelter.
- **Shelter at Camp Hill Top:** In the event of an emergency, campers and staff will assemble in the 50 Audubon Drive Recreation Center basement.
- **Facility Evacuation (in case of fire or other emergency):** In the event of an emergency requiring facility evacuation, campers and staff will exit the area. NARA Camp will meet at the Miracle Field. Camp Hill Top will meet at the 50 Audubon Drive Recreation Center front parking lot. Camp staff will take attendance of campers in their groups. Directors will make sure that everyone has left the facility. The camp director and assistant camp director will be responsible for medication and first aid kits.

### **Expectations**

Good behavior is encouraged in a positive manner. Our staff works cooperatively with parents, keeping them informed of behavioral issues and methods used to teach and guide campers toward socially acceptable behavior. Behavior problems that cannot be resolved cooperatively will result in your child's dismissal from camp. Certain abusive behaviors will result in immediate dismissal. If your child has been receiving assistance in behavior management during the school year, it is imperative that this information be shared with the camp staff. This will enable us to work more effectively and productively with your child.

### **Extended Hours Program**

Pre-Camp and/or Post-Camp is available for an additional fee. Registration is weekly only--there is not a daily rate.

Children in our Post-Camp program enjoy a choice of structured and non-structured activities including puzzles and board games, books, Legos and group games. NARA Post-Camp is held at the Sports Plaza and the Miracle Field.

### **Field Trips**

Every Thursday the entire camp will go on a field trip. NARA Camp and Camp Hill Top campers go to fun places within New England. All field trip prices are included in the weekly registration fee. If your child attends camp that day, they will be required to participate in the field trip--children are not permitted to stay at camp. Please have your camper wear their camp T-shirt every Thursday to make them easily identifiable to staff.

## **Financial Assistance**

The Acton Recreation Department strives to accommodate all, regardless of ability to pay. The Doli Atamian Campership Program, a non-profit organization, helps qualifying Acton and Boxborough families that need assistance. For further information please visit the DACP website:

<https://www.doliatamiancampership.com/>

## **Illness Policy**

Children must be healthy enough to participate in the program's daily routine. If your child is ill, for the safety and comfort of your child and others, please keep them home until they feel better and no longer present the danger of passing on their illness.

If you are keeping your child home due to illness, please contact the camp by 7:45am and let the camp director know of your child's absence. When your child has a fever (of 100) or vomiting/diarrhea, please make sure they remain at home for 24 hours after their temperature and symptoms return to normal. We may require a physician's release for any medical or health condition. ***If your child becomes ill during camp, you will be asked to pick up your child as soon as possible.***

The following are defined as illness or communicable health problems:

- COVID-19
- Influenza
- Conjunctivitis (Pink Eye)
- A chronic runny nose with colored discharge
- A chronic cough
- A fever
- Vomiting or upset stomach
- Signs of general fatigue or discomfort
- An open rash
- Knowledge that the child has had a fever within the past 24 hours

## **Late Pickup**

NARA Camp and Camp Hill Top both close promptly at 5:30pm. For all children not picked up by the end of the program, regular or extended hours, the following late policy will be in effect:

- First 5 minutes: Grace Period
- Each 5 minutes thereafter: \$5.00 per child

The late fee compensates staff for their time. If you will be late, please make alternate pickup arrangements.

NOTE: When a child is not picked up in an emergency situation, including, but not limited to, inclement weather or natural disaster, the “late pickup” policy above starts 45 minutes from when the parent has been notified to pick their child up.

### **Lost and Found**

Acton Recreation maintains a lost and found for each camp. It is highly recommended that you label all items with your child’s full name. While we make every effort to keep all camper belongings in their backpack or with them, Acton Recreation will not be held responsible for lost or stolen items. Please take a quick check of your child’s backpack at the end of the camp day before leaving. Lost items are much easier to recover on the same day!

### **Lunches and Snacks**

Campers should bring a non-perishable lunch, beverage and filled water bottle to camp daily. Please pack a healthy, balanced meal. Do not send food or drinks in glass containers. Since lunches will not be refrigerated we ask you to send food that does not contain mayonnaise or items that will spoil if not kept cold. Freezing lunches and drinks the day before and/or inserting a cold pack in the lunch container will help preserve food. Please mark all lunches (and all containers inside lunches) with the camper’s first and last name. Please do not provide your camper with food that will need to be heated or microwaved. Camp staff will not heat up meals. We have two snack periods daily. Please send extra food for these times as well.

The NARA snack bar is operated by an outside vendor. We recommend you pack snacks from home regardless, as the snack bar is open only during certain times of the day. Our vendor offers a lunch program for NARA Campers on Monday, Tuesday, Wednesday, and Friday where lunch can be purchased for that day.

### **Medical / Emergency Information**

#### **Essential Forms:**

As required by the local licensing authority, each camper must have a completed:

- **Camp Registration Form or Online Registration**
- **A copy of their physical (must be current within 18 months) and immunization forms submitted online to CampDoc.com**

Physical and immunization forms must be submitted online. The Recreation Department will not accept paper copies. All medical forms should be submitted at least two weeks prior to camp. Physicals must be dated within 18 months. Please be sure that the information on the registration forms is accurate and complete. Please do not leave blank fields on forms.

## **Town of Acton NARA Camp and Camp Hill Top Meningococcal Disease and Campers' Commonly Asked Questions**

### ***What is meningococcal disease?***

Meningococcal disease is caused by infection with bacteria called *Neisseria meningitidis*. These bacteria can infect the tissue (the “meninges”) that surround the brain and spinal cord and cause meningitis--or they may infect the blood or other organs of the body. In the U.S.A., about 1,000-1,200 people get meningococcal disease each year, with a 10-15% death rate despite receiving antibiotic treatment. Of those who survive, about 11-19% may lose limbs, become hard of hearing or deaf, have problems with their nervous system, including long term neurologic problems, or have seizures or strokes.

### ***How is meningococcal disease spread?***

These bacteria are passed from person-to-person through saliva (spit). You must be in close contact with an infected person’s saliva in order for the bacteria to spread. Close contact includes activities such as kissing, sharing water bottles, sharing eating/drinking utensils or sharing cigarettes with someone who is infected; or being within 3-6 feet of someone who is infected and is coughing and sneezing.

### ***Who is most at risk for getting meningococcal disease?***

People who travel to certain parts of the world where the disease is common, microbiologists, people with HIV infection and those exposed to meningococcal disease during an outbreak are at risk for meningococcal disease. Children and adults with damaged or removed spleens or persistent complement component deficiency (an inherited immune disorder) are at risk. People who live in certain settings, such as college freshmen living in dormitories, and military recruits, are at greater risk of disease from some of the serotypes.

### ***Are camp attendees at increased risk for meningococcal disease?***

Children attending day or residential camps are **not** considered to be at an increased risk for meningococcal disease because of their participation.

### ***Is there a vaccine against meningococcal disease?***

Yes, quadrivalent meningococcal polysaccharide (Menomune) and meningococcal conjugate vaccines (Menactra and Menveo) protect against 4 serotypes (subgroups), A, C, W, and Y, of meningococcal disease. Meningococcal serogroup B vaccines (Bexsero and Trumenba) protect against serogroup B meningococcal disease.

***Should my child receive meningococcal vaccine?***

Meningococcal vaccine is **not** recommended for attendance at camps. However, these vaccines may be recommended for children with certain high-risk health conditions, such as those described above. Parents of children who are at higher risk of infection, because of certain medical conditions or other circumstances (see above, “Who is most at risk?”), should discuss vaccination with their child’s healthcare provider.

***How can I protect my child from getting meningococcal disease?***

The best protection against meningococcal disease and many other infectious diseases is thorough and frequent handwashing, respiratory hygiene and cough etiquette. Individuals should:

1. Wash their hands often, especially after using the toilet and before eating or preparing food (hands should be washed with soap and water, or an alcohol-based hand gel or rub may be used if hands are not visibly dirty);
2. Cover their nose and mouth with a tissue when coughing or sneezing and discard the tissue in a trash can; or if they don’t have a tissue, cough or sneeze into their upper sleeve.
3. Not share food, drinks or eating utensils with other people, especially if they are ill.

If your child is exposed to someone with meningococcal disease, antibiotics may be recommended to keep your child from getting sick.

You can obtain more information about meningococcal disease or vaccination from your healthcare provider, your local Board of Health (listed in the phone book under government), or the Massachusetts Department of Public Health Division of Epidemiology and Immunization at (617) 983-6800 or toll-free at (888) 658-2850 or on the MDPH website at [www.mass.gov/dph](http://www.mass.gov/dph).

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Provided by the Massachusetts Department of Public Health in accordance with M.G.L. .111, s.219.

## **Medical / Emergencies Accidents**

Every precaution will be taken to prevent serious health risks to campers. In the event of a minor injury, First Aid will be administered at the camp location by our certified camp staff.

The following procedures will be followed:

- First Aid will be provided and the incident recorded in the camp log.
- The child will be observed periodically after First Aid has been applied.
- In the event of a medical emergency, immediate action will be taken by staff and the camp director will be notified. The child will be transported to the nearest hospital for any necessary treatment and parents or other responsible adults will be notified.

In general, if a major injury or health problem arises and professional medical care is required, the following steps will be taken:

- Immediate First Aid will be administered by camp staff until professional services arrive.
- 911 will be called.
- You will be contacted. If you cannot be reached, the emergency contact person will be notified.
- A staff person will accompany your child to the hospital and remain until you or your emergency contact person arrives.
- The incident will be described in writing in the camp incident report log.

Emergency information is very important for us to provide the safest possible environment for your child. Please notify us immediately if there is a new work or home phone number, or if you have moved to a new address. If your child is sick or injured, it is important for us to be able to contact you immediately. Please keep your information at Actonrec.com updated and accurate.

## **Medication Policy**

Our medication policy accommodates the administration of medication(s) commonly prescribed by physicians for the treatment of short-term illnesses. Prescription and over-the-counter medications will not be dispensed without written consent from the child's parent.

- Complete the medication authorization form included in your camp registration packet.
- Keep all medication in the original container with the prescription label / directions label attached. Medication must be labeled with the child's full name, the name of the medication, the dosage amount and the time or times to be given.
- Hand all medication (including inhalers, etc.) to the camp director. Campers are not allowed to keep medications on their person, in backpacks, or in lunch bags.
- All medications will be locked up and administered to your child at the prescribed times.

### **Nut-Free Camps**

Acton Recreation Camps are nut-free. Please do not send your child to camp with items made with any type of nuts.

### **Personal Belongings**

Please do not allow your child to bring personal belongings to camp. Acton Recreation cannot be responsible for lost or damaged phones, toys, games, clothes or other personal belongings.

### **Please do not bring the following items to camp:**

- Any electronic games / devices (including, but not limited to: Nintendo Switches, Gameboys, PSPs, iPods, mp3 players, iPads, etc.)
- Cell phones or electronics
- Trading Cards
- Weapons of any sort – real or fake!
- Valuable items

### **Phone Calls**

Please do not call to speak to your child or your child's counselor unless it is an emergency. If your child is experiencing problems, we will call you immediately. You may call the camp director with questions or concerns at any time.

### **Potty Training Policy**

All campers are expected to be fully potty trained before attending camp. Acton Recreation camps do not have facilities conducive to a young child's development for potty training needs. Staff are also not trained to assist children with potty training. If your child is not yet completely potty trained, our program is not recommended.

### **Refund Policy**

All withdrawals from camp and refund requests must be submitted to Acton Recreation in writing to [recreation@actonma.gov](mailto:recreation@actonma.gov). Refunds will be issued as follows:

- You may withdraw up to seven business days prior to the start of a session. No cancellations are permitted after that date.
- A \$50 non-refundable registration fee is applied per child/per session. Pre-Camp and Post-Camp: A non-refundable registration fee of \$10 is applied per child/per session. Exception to policy timeframe: Written letter from a licensed physician excusing participant from program prior to first day of session start date. In the event of physician's letter, the non-refundable registration still applies.
- Refunds will not be issued due to weather conditions or any water closure.

- There are no refunds for missed days.
- All refund requests must be submitted in writing to the Recreation Office. Refund requests are not accepted by seasonal staff.
- Refunds for credit card payments over 120 days will be made by check from the Town of Acton accountant.

### **Registration and Payment**

Please register your child for the grade your child is entering (no exceptions). Registration is by week; there is not a daily rate. There is no sibling discount or all-season discount. There is not a payment plan. Your child is not registered until payment is made in full. The registration deadline for each week is twelve o'clock noon on Thursday of the prior week. There are two ways to register:

1. Online with credit card payment at [www.actonrec.com](http://www.actonrec.com). (A non-refundable 3% convenience fee applies to all credit card transactions); or
2. Paper registration form with payment by credit card (3% fee), cash or check. Check is payable to: TOWN OF ACTON.

### **Rules and Safety**

Safety is essential to our program. All children MUST be dropped off and picked up from camp by an authorized person. All adults picking up children will be asked to show identification.

Camp rules will be established and taught to the children at the beginning of each session and regularly reviewed to ensure the safety of all campers. Please review the following list of rules with your child:

1. Stay with your group at all times.
2. No climbing on gates, fences, or trees.
3. No inappropriate or abusive language is permitted.
4. No hitting, kicking, or other physical abuse is permitted.
5. Listen to and respect the rules and boundaries of games and activities.
6. All campers will be expected to display *good teamwork*. How we play is more important than whether we win or lose!

### **Special Diets**

Camp staff must be made aware of any child who requires a special diet due to medical or religious reasons.



## **Staff**

Acton Recreation strives to hire highly qualified, well-trained staff to conduct our summer camps. Our seasonal staff is comprised primarily of college students, high school students, recent graduates and schoolteachers—creative, innovative individuals who love working with children. All staff are required to attend a pre-season camp training and are certified in First Aid, CPR, and AED. The camper/staff ratio for ages four through six is 5-to-1, and 10-to-1 for ages seven-thirteen.

## **Switching Weeks**

If you wish to transfer your child's registration to a different session, a \$25 processing fee applies. All transfer requests must be made in writing to the Recreation office at [Recreation@actonma.gov](mailto:Recreation@actonma.gov).

Please register in the grade your child is entering the following fall. We are sorry we cannot make exceptions to place campers in other grade groups.

Acton Recreation reserves the right to remove a child from any program due to behavioral or other concerns. In this event there is no refund.

## **Sunscreen and Hand Sanitizer**

Acton Recreation encourages your camper to bring sunscreen to camp and to use it every day. Parental permission to use sunscreen and to receive administering help from camp staff is given at registration.

All campers and staff are required either to wash their hands or to use hand sanitizer before transitioning to the next activity block. Parental permission to use hand sanitizer is given at registration.

## **Swimming**

Please send your child to camp with a swimsuit and towel EVERY DAY.

At NARA Camp, children are swim tested at the beginning of their swim block. A certified lifeguard will determine whether they can swim in deep or shallow water. Camp staff and certified lifeguards supervise the water at all times.

Camp Hill Top enjoys daily water play--please pack swim wear and towel.

## **Tax Information**

The Town of Acton's Federal tax ID number is 046-001-062.

### **Transportation**

There is no transportation available to and from Acton Recreation camps. Bus transportation is provided to and from all field trips.

### **Waiting List**

Families often change plans and cancellations are common. If your desired week is full, please check seating availability at Actonrec.com at "View Seats." You may register when an opening appears. Space in all camp weeks is first-come, first-served. We're sorry we do not have the capability to maintain a waiting list.

### **Weather**

We believe that outdoor play is essential to a child's development. While there are no indoor facilities at NARA Park, covered pavilions and tents provide shelter on rainy days. Rainy days are programmed for low impact games and activities. Please dress your child appropriately for weather conditions--a light sweater or jacket may be needed in the morning.

During periods of extreme heat, camp staff will scale activities down. Campers will not be in direct sunlight for more than 20 minutes at a time. Staff will also remind children to increase their water intake with frequent water breaks throughout the day. All precautions will be taken to prevent heat-related injuries.

### **Help for Coping with Heat:**

- Provide at least two drinks for your child.
- Drinking water is encouraged.
- Provide your child with a hat and dress them in light colors.

### **Quick Reference Checklist**

**Did you remember to send?**

- Backpack (labeled)**
- Filled water bottle**
- A healthy lunch and snacks that are labeled (no glass containers)**
- Sunscreen (labeled)**
- Hand Sanitizer (labeled)**
- Swimsuit and towel**
- Plastic bag for wet stuff**
- Bug Spray (labeled)**
- Poncho / raingear on wet days**
- Complete change of clothes for younger campers**

If you have any questions or concerns please contact Acton Recreation at 978-929-6640 or [recreation@actonma.gov](mailto:recreation@actonma.gov).

***We look forward to a safe and happy summer with your child!***

😊😊😊 Updated 1.13.2025