

NEW BRITAIN RECREATION AND COMMUNITY SERVICES DEPARTMENT

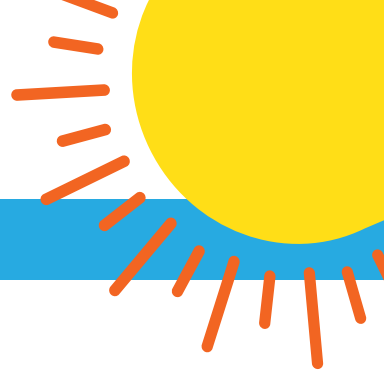
SUMMER CAMP FAMILY HANDBOOK

2025



**CAMP TOTALREC • CAMP CLUBHOUSE
LEADERS IN TRAINING • DOWNTOWN PLAYERS**

SUMMER CAMP PROGRAMS 2025



HELLO SUMMER!

The New Britain Recreation and Community Services Department has worked hard behind the scenes and is excited to welcome summer. We look forward to providing a fun and active program that brings kids outside, away from screen-time, in a safe park setting. Each day campers will participate in a variety of passive and physical activities. These activities may include field games, arts and crafts, team activities, field trips, and swimming. The camp staff is looking forward to a summer full of fun! Our goal is to provide campers an opportunity to be silly, develop friendships, and create memories that will last a lifetime. In this handbook, you will find important information about camp program expectations and procedures to help you prepare for your camp experience.

CAMP STAFF

Staff is chosen to work for the New Britain Recreation and Community Services Department based on their knowledge and experience in working with youth. They go through a testing and interview process, training, and an orientation to work with participants. All camp staff are trained and certified in American Red Cross First Aid and CPR with AED Training. Many of the staff are “familiar faces” and have worked with the department in various capacities for many years.



INCLUSION AND NON-DISCRIMINATION STATEMENT

The Recreation and Community Services Department is committed to a culture of inclusion, in which we provide recreational programs and services that are accessible and equitable to the community. We strive to share a diverse array of ideas, opportunities, and experiences for all participants. The Department follows the City’s policy on discrimination and harassment, which protects from discrimination and bullying on the basis of age, color, disability, familial status, height, weight, marital status, national origin, political affiliation, race, religion, sex/gender (including gender identity and expression), sexual orientation, veteran or active duty military status.

CAMP SAFETY

Keeping campers safe while they attend camp and recreation programs is a priority of the New Britain Recreation and Community Services Department.

ILLNESS

Please DO NOT send a child to the program who is not feeling well. Signs of illness include running a temperature, throwing up, or other gastrointestinal distress, nasal drainage along with coughing and/or sneezing. This will greatly reduce the spread of illness at the camp program.

CLEANING

Camp spaces will be cleaned throughout the day; high-touch surfaces and equipment will be sanitized frequently. Hand-washing before and after meals will be normal practice.

FIRST AID/INJURIES

All camp staff are trained and certified in American Red Cross First Aid and CPR with AED Training. Camp staff will respond to accidents involving participants. Parents/guardians will receive notification of all injuries that occur during camp. If a child has a minor injury, which requires first aid, the American Red Cross-certified camp staff will administer first aid.

If a child has a major injury which requires professional medical attention, which may or may not require a trip in an ambulance to the local hospital emergency department, camp staff will provide first aid and contact 911 as necessary. Parents/guardians will be contacted by phone. Individuals identified as emergency contacts may be contacted in the case that a parent/guardian cannot be reached.

PARTICIPANT MEDICAL AND HEALTH INFORMATION

A completed Participant Medical and Health Information Form must accompany registration for all camp programs. This form is used to assist the camp coordinators and staff in making individual assessments of participant needs and to make reasonable accommodations for participation. Accommodations may take up to ten (10) business days to put into place. An action plan for a participant with serious chronic health conditions or life-threatening allergies will be developed on a case-by-case basis to allow individuals to participate in and benefit from programs, as required by the ADA, public law 101-336. A meeting in person or by telephone may be required to develop an action plan.

Allergies/Medical Conditions: All allergies or chronic medical conditions must be listed on the Participant Medical and Health Information Form in order for us to make camp successful and safe for each child.

Medication: The Recreation Department staff is not medication administration certified; they will not administer medication to participants. *Be advised there is no nurse on site during camp programs.*

CAMP TOTALREC

MONDAY, JUNE 16TH - FRIDAY, AUGUST 1ST

BEST. SUMMER. EVER.

WEEKS/THEMES:

Week 1: [Superhero Academy](#)

Monday, June 16th - Friday, June 20th*

Week 2: [Lost in Space](#)

Monday, June 23rd - Friday, June 27th

Week 3: [Spirit Week](#)

Monday, June 30th - Thursday, July 3rd*

Week 4: [Safari Week](#)

Monday, July 7th - Friday, July 11th

Week 5: [All Around the World](#)

Monday, July 14th - Friday, July 18th

Week 6: [Under the Sea](#)

Monday, July 21st - Friday, July 25th

Week 7: [Olympic Week](#)

Monday, July 28th - Friday, August 1st

***Camp is not held on Thursday,
June 19th and Friday July 4th**

CAMP HOURS OF OPERATION

Monday through Friday,
8:30am - 3:15pm

Camp TotalRec is a seven-week recreation summer camp for children who have completed grade 1-5. The summer is focused on outdoor, screen-free fun with enriching opportunities such as crafts, games, sports, special events, and theme days. The camp day is structured to include breakfast and lunch, swim lessons, group activities, and recreation swim. Campers build friendships, explore their creativity, and develop new skills while enjoying an unforgettable summer.

CAMP FEATURES

- American Red Cross swim lessons
- Morning and afternoon bus transportation available at neighborhood/school/park areas
- Afternoon recreation swim every day
- Breakfast and lunch meals provided through the USDA Summer Food Program
- Fun weekly and daily camp themes
- Special camp day events
- Optional field trips for an additional fee

Camp TotalRec - AW Stanley Park

AW Stanley Park, located at 2251 Stanley Street at the stone "chalet" building. Programming throughout the day takes place outdoors in field and grassy areas. Participants will use the pool for recreation swim between 1:00-2:30pm each day. Bathroom facilities are located at the pool bathhouse and will be used for routine visits.

Camp TotalRec - Willow Brook Park

Willow Brook Park, located at 200 Mill Street, at the pavilion. Programming throughout the day takes place outdoors in pavilion areas, fields and grassy areas. Participants will use the pool (80 Mill Street) for recreation swim between 1:00-2:30pm each day. Bathroom facilities are located at the pool bathhouse and will be used for routine visits.

SPECIAL EVENTS AND ALL-CAMP TRIPS

Special guest days will be held at each camp for campers to invite a special family member to join them for an hour of activities. TotalRec campers at AW Stanley can invite a family member or friend as a special guest on Tuesday, July 8th. TotalRec campers at Willow Brook can invite a family member or friend as a special guest on Thursday, July 10th. Additional information will be sent home from camp with your child.

The Annual **Mayor's Pencil Hunt** will be held on Tuesday, July 22nd at Walnut Hill Park. All TotalRec campers will be bussed off-site for this event. The Mayor of New Britain will kick off the morning with a pencil and candy hunt. The event will include inflatable amusements, water activities, performances, and lunch-time treats. Campers should wear their swimsuit on this day; changing facilities are limited at this location.

*All camp buses will be re-routed to Walnut Hill Park on this day. Campers will spend the day at Walnut Hill Park to participate in the event. Busses will report to Walnut Hill Park at the end of the day to transport the campers to their assigned bus stops. Those campers who get dropped off or who participate in Camp Clubhouse (before care) must report to camp at 8:15am on this day - a bus will pick them up at their camp and transport them to Walnut Hill Park. Parents/guardians may drop their child off at Walnut Hill Park at 9am. All campers will go home the way they went to camp on this day. Additional information will be sent home from camp with your child.

OPTIONAL FEE-BASED FIELD TRIPS

Optional fee-based trips: Field trips are planned for both Camp TotalRec sites for an additional fee. The registration deadline for all paid trips is 2 weeks prior to the date of the trip, however space is limited and trips may reach capacity before the deadline. All field trip participants must be registered for the week of camp in order to attend the field trip offered during that week. Campers are encouraged to wear their Camp TotalRec t-shirt, if they have one, on field trip days. Fee-based trips are optional; camp will be open for those campers who do not register for field trips.

Fun City Trampoline Park (New Britain)

Date: Wednesday, June 25th

Fee: \$22.00

Registration Deadline: Wednesday, June 11th or until capacity is reached

SpareTime Bowling (Bristol)

Date: Wednesday, July 9th

Fee: \$24.00

Registration Deadline: Wednesday, June 25th or until capacity is reached

Morning at the Movies (Picture Show, Berlin)

Date: Wednesday, July 16th

Fee: \$20.00

Registration Deadline: Wednesday, July 2nd or until capacity is reached

CAMP T-SHIRTS

Camp TotalRec t-shirts are optional and can be purchased for \$5 in the Recreation office.

CAMP TOTALREC REGISTRATION AND ENROLLMENT

Program registration for Camp TotalRec can be made weekly for a selection of camp sessions, or made once for all weeks of camp. Registration is taken online and in-office.

CAMP TOTALREC PROGRAM AND BUS REGISTRATION DEADLINES

Deadlines are necessary to allow sufficient time for processing enrollment rosters and lists to prepare for campers to attend.

Online activity registration must be completed by Monday at 11:59pm before the week attending camp. After this deadline, online registration will not be taken for the upcoming week of camp.

In-office and mail-in activity registration forms must be received, with payment, by 12:00pm on the Tuesday before the week attending camp.

Bus Registration: Bus transportation is offered to Camp TotalRec and LIT participants. Bus registration should be completed during the camp registration process. Bus route and stop locations are pre-determined before camp begins and are located in neighborhood/school/park areas based on site safety conditions. Changes to bus stop assignments will not be made after 12:00pm on the Tuesday before the week attending camp. Morning and afternoon bus stops must be the same location; multiple bus stops are not allowed.

RECREATION PROGRAM (FINANCIAL) ASSISTANCE

We recognize that families may be experiencing financial hardships. Financial assistance is available for New Britain families to help manage the cost of recreational programming fees and allows youth programming to be easily accessible.

The application process includes the recreation program assistance application, a written statement indicating the level of need, and income eligibility. The New Britain Recreation and Community Services Department is committed to serving as many eligible families in need as funding allows. Requests will be reviewed in the order they are received and may take up to ten (10) business days for processing. More information on program in the recreation office.

GETTING TO AND FROM CAMP TOTALREC

ARRIVING TO CAMP TOTALREC

Camp participants may be dropped off by a parent/guardian or, if registered for a camp bus, may ride the bus to Camp TotalRec.

Parent/Guardian Drop-off: Participants are scheduled to arrive at camp between 8:30am and at 9:00am. There will be staggered drop-off and pick-up times to reduce crowding.

- 8:30-8:40am: participants with last name beginning A-J
- 8:40-8:50am: participants with last name beginning K-R
- 8:50-9:00am: participants with last name beginning S-Z

All camp participants must go to a check-in area upon arrival. Parents/guardians will be able to remain in their car while participants are checked in.

Summer Camp Bus: Bus transportation is offered to Camp TotalRec and LIT participants. Bus registration should be completed during the camp registration process.

Bus stop locations are pre-determined before camp begins and are located in neighborhood/school/park areas based on site safety conditions. Campers must be ready at the bus stop in the morning at the time indicated; buses may run late but won't leave the stop early. A staff bus monitor will ride each route to ensure campers get to and from their correct stop locations. Campers whose name is not listed on the printed bus roster will not be able to board the bus.

Upon arrival at the camp, campers will receive a colored bus wristband that designates their bus assignment.

DEPARTING FROM CAMP TOTALREC

Participants are scheduled to be dismissed between 2:50pm and 3:15pm, allowing a window of time for bus departure and pick-up to reduce crowding. Campers can be dismissed from camp one of two ways: bus or parent pick-up. A dismissal procedure is in place at each site.

Parent/guardian Pick-up: Only those individuals who are authorized to pick up the participant can do so*. Individuals will be asked to show photo identification (driver's license, state ID, passport, etc.) to confirm their identity and authorization when picking up a child. Parents/guardians will be able to remain in their car while participants are being dismissed; a program supervisor will approach you to sign out.

- 2:50pm: participants with last name beginning A-J
- 3:00pm: participants with last name beginning K-R
- 3:10pm: participants with last name beginning S-Z

*Any changes to authorized emergency contacts must be made in writing to the New Britain Recreation and Community Services Department.

Summer Camp Bus: Campers who are registered for the bus will be taken back to their neighborhood/school/park stop in the afternoon. The bus route will begin at 3:00pm. A staff bus monitor will ride the bus to ensure campers get on and off at the correct stop locations. Buses may run late but they will never leave a stop earlier than the identified time on the route. See bus routes for detailed locations and times. A camper will not be left out at the bus stop alone in stormy weather or in an unsafe environment; it is the responsibility of the parent to be on time to greet their child off the bus.

BUS TRANSPORTATION



CAMP TOTALREC BUS ROUTE/STOPS

Bus routes and stop locations are located in neighborhood/school/park areas based on site safety conditions. Each bus will have a large colored magnet to identify it as a summer camp bus. A camp staff bus monitor will ride the bus to check campers on and off. Buses may run late but they will never leave a stop earlier than the identified time on the route. See bus routes below for detailed locations and times.

AW CAMP TOTALREC AND L.I.T. BUS ROUTE/STOPS

AW Camp TotalRec/LIT – bus route #1	Morning	Afternoon	
NBHS (main parking lot)	7:50am	4:10pm	A PINK bus magnet will identify this bus as a "Summer Camp" bus
Roosevelt School/Campus (parking lot)	8:00am	4:00pm	
Chesley Park (Wildwood St. at splash pad bath house)	8:05am	3:55pm	
Morning: ARRIVE TO AW and Afternoon: PICK UP FROM AW	8:20am	3:40pm	
AW Camp TotalRec/LIT – bus route #2			
Northend School (Bassett Street)	8:40am	3:30pm	A YELLOW bus magnet will identify this bus as a "Summer Camp" bus
Smalley School (bus loop)	8:50am	3:20pm	
Washington Park (at park building on Carmody Street)	9:00am	3:10pm	
Morning: ARRIVE TO AW and Afternoon: PICK UP FROM AW	9:10am	3:00pm	
AW Camp TotalRec/LIT – bus route #3			
Gaffney School (front parking lot)	7:50am	4:10pm	A BLUE bus magnet will identify this bus as a "Summer Camp" bus
Jefferson School (parking lot)	7:55am	4:00pm	
Stanley Quarter Park (basketball courts/parking lot on Eddy Glover Blvd)	8:05am	3:50pm	
Morning: ARRIVE TO AW and Afternoon: PICK UP FROM AW	8:10am	3:45pm	
AW Camp TotalRec/LIT – bus route #4			
Walnut Hill Park (gazebo across from Park Place)	8:30am	3:25pm	A ORANGE bus magnet will identify this bus as a "Summer Camp" bus
Vance School (parking lot)	8:35am	3:20pm	
Lincoln School (Steele St bus loop)	8:40am	3:15pm	
Morning: ARRIVE TO AW and Afternoon: PICK UP FROM AW	8:55am	3:00pm	

WILLOW BROOK CAMP TOTALREC BUS ROUTE/STOPS

Willow Brook Camp TotalRec – bus route #1			
Chesley Park (Wildwood St. at splash pad bath house)	7:50am	4:15pm	A PINK bus magnet will identify this bus as a "Summer Camp" bus
Roosevelt School/Campus (parking lot)	7:55am	4:10pm	
Northend School (Bassett Street)	8:05am	4:00pm	
Morning: ARRIVE TO WB and Afternoon: PICK UP FROM WB	8:15am	3:50pm	
Willow Brook Camp TotalRec – bus route #2			
Gaffney School (front parking lot)	8:35am	3:30pm	A YELLOW bus magnet will identify this bus as a "Summer Camp" bus
Washington Park (at park building on Carmody Street)	8:45am	3:20pm	
Smalley School (bus loop)	8:55am	3:10pm	
Morning: ARRIVE TO WB and Afternoon: PICK UP FROM WB	9:15am	3:00pm	
Willow Brook Camp TotalRec – bus route #3			
Jefferson School (parking lot)	7:50am	4:10pm	A BLUE bus magnet will identify this bus as a "Summer Camp" bus
AW Stanley Park (lower parking lot behind pool building)	8:00am	4:00pm	
Stanley Quarter Park (basketball courts/parking lot on Eddy Glover Blvd)	8:05am	3:50pm	
Morning: ARRIVE TO WB and Afternoon: PICK UP FROM WB	8:20am	3:35pm	
Willow Brook Camp TotalRec – bus route #4			
Walnut Hill Park (gazebo across from Park Place)	8:30am	3:25pm	A ORANGE bus magnet will identify this bus as a "Summer Camp" bus
Lincoln School (Steele St bus loop)	8:40am	3:15pm	
Vance School (parking lot)	8:55am	3:10pm	
Morning: ARRIVE TO WB and Afternoon: PICK UP FROM WB	9:00am	3:00pm	

CAMP TOTALREC - AQUATICS PROGRAMMING

RECREATION SWIM AT AW STANLEY AND WILLOW BROOK

Campers will have access to the pool facility for recreation swim each day between 1:00pm-2:30pm. The pool is staffed with certified lifeguards; camp staff joins the campers at the pool. EVERY camper must wear a swimsuit and bring a towel to camp each day. The changing rooms will be available to camp participants AFTER the swim time is over so that participants will not remain in wet clothing. If a camper does not bring a swimsuit to camp a call will be made to the parent/guardian to bring one.

On the first day of camp or the first day your child attends camp, the pool lifeguards will conduct a performance swim test. Lifeguards are trained and certified in the American Red Cross swim curriculum. Based on the lifeguard's assessment of the camper's swim ability, a wristband will be assigned. Red wristbands will be issued to campers whose swim ability limits them to the 3 foot area of the pool. Campers assigned a green wristband will have access to every area of the pool.

Camp staff will review the pool rules. All campers are expected to follow the rules of the pool.

SWIM LESSONS

Camp TotalRec campers will receive swim lessons. Pool lifeguards will assess campers swim ability and assign a swim level based on their ability. Swim lessons will be held each day throughout the summer for Camp TotalRec at A.W. Swim lessons for campers at Camp TotalRec at Willow Brook will receive swim lessons for a three-week time period. At the completion of the swim lessons campers will receive a certificate of completion from the American Red Cross. The best way to ensure that your child gets the most exposure to swim lessons during the summer is to register for all weeks of camp.

CAMP CLUBHOUSE @ CAMP TOTALREC

Camp Clubhouse is a before and after care camp extension program available at Camp TotalRec locations. Camp Clubhouse is available beginning at 7:30am. Camp Clubhouse is also available in the afternoon hours until 5:30pm. Campers must be enrolled in Camp TotalRec in order to enroll in Camp Clubhouse. Transportation is not provided for Camp Clubhouse.

Camp Clubhouse - Before Care

Time: 7:30am - 8:30am

Fee: \$30 per week/ \$210 for 7 weeks

Camp Clubhouse - After Care

Time: 3:15pm - 5:30pm

Fee: \$40 per week/ \$280 for 7 weeks

Deadline to register in office is Tuesday at 12:00pm before the week attending camp/Camp Clubhouse. All online registration must be completed by Monday at 11:59pm before the week attending camp/Camp Clubhouse.

LEADERS IN TRAINING (LIT) CAMP

MONDAY, JUNE 16TH - FRIDAY, AUGUST 1ST

Leaders In Training is a 7-week hands-on leadership development summer camp for middle school youth (completed grades 6-8). This program is designed for aspiring leaders that will work together to strengthen their own individual leadership. LIT campers will focus on problem solving, group leadership, professionalism, character development, communication, teamwork, time management, decision making, safety, responsibility, and respect in the daily programming design of this leadership development camp. Although the main focus of the Leaders In Training Camp is to train participants to be leaders, we don't lose sight that it's summer. LITs will have plenty of opportunities for recreational fun! Breakfast, lunch, bus transportation, and uniform provided.

MANDATORY LIT CAMPER ORIENTATION

Thursday, June 12th, 5pm at The Pines (picnic area) at AW Stanley Park

LIT CAMP LOCATION

The Pines (picnic area) at AW Stanley Park, 2251 Stanley Street, New Britain

CAMP DATES & TIMES

Monday, June 16th - Friday, August 1st. The program meets Monday-Friday; camp is not held on Thursday, June 19th and Friday, July 4th. The camp day begins at 9:00am and ends at 3:00pm.

LIT CAMPER EXPECTATIONS:

- *Be punctual:* LIT campers must arrive to camp by 9:00am
- Camp dismissal is at 3:00pm each day - campers may leave once all the areas that were used during the day are cleaned.
- *Attendance:* LITs are expected to attend camp consistently, however if an LIT camper is ill or will be absent from camp, the LIT camper must call in their absence and/or tardy to the LIT Camp site phone at 860-978-4124.
- *Uniform:* LITs must arrive to camp wearing their LIT shirt, shorts (recommended), socks, and sneakers. Sandals are not permitted during the camp day; sandals may only be worn on the pool deck. LITs are encouraged to bring a backpack, pen/pencil, water bottle, sunscreen, towel, sunglasses and hat. In addition, LITs must bring their swimsuit daily.
- *Conduct:* LITs are expected to conduct themselves in an appropriate manner. This includes appropriate language, respect (self and others), and being a role model. Misbehavior will not be tolerated
- *Personal Property:* Electronic devices such as cell phones, tablets, laptops, etc. are prohibited during the camp day. The department recommends that LITs leave their valuables at home. The New Britain Recreation and Community Services Department is not responsible for any lost, stolen, or damaged personal property.
- *Evaluations:* LITs will be evaluated each week based on their performance. The evaluation must be reviewed and signed by the parent and returned to camp the following Monday.



BUS TRANSPORTATION

Transportation is provided to and from camp. Bus stop locations are pre-determined before camp begins and are located in neighborhood/school/park areas based on site safety conditions. Only registered LITs can take the bus to and from camp. LITs share the AW Camp TotalRec bus routes.

RECREATION SWIM

LIT campers will have access to the pool facility for recreation swim each day between 1:00pm-2:30pm. The pool is staffed with certified lifeguards; camp staff joins the campers at the pool. EVERY camper must wear a swimsuit and bring a towel to camp each day. The changing rooms will be available to camp participants AFTER the swim time is over so that participants will not remain in wet clothing.

DOWNTOWN PLAYERS THEATRE CAMP

MONDAY, JUNE 16TH - FRIDAY, AUGUST 1ST

The Downtown Players (DTP) Theatre Camp offers youth ages 7-15 an opportunity to experience the performing arts through script reading, acting, singing, and set and costume development in a 7-week summer day camp. The program builds on learning the script and music, culminating in a live theater performance at the Walnut Hill Park music shell for families of campers and the community. The performance is a junior production of a Broadway-style musical, adapted for young performers – this summer campers will perform in Disney's Aladdin, JR.



CAMP FEATURES

- Script reading, acting, singing, and set and costume development
- Breakfast and lunch meals provided through the USDA Summer Food Program
- Sprinkler time to cool off in the afternoons
- Recreation-focused Friday programming at Willow Brook Park and recreation swim in the afternoons at the pool
- Crew-In-Training for 13, 14, and 15 year olds

WEEKLY SESSIONS & DATES

Week 1: Monday, June 16th – Friday, June 20th*
Week 2: Monday, June 23rd – Friday, June 27th
Week 3: Monday, June 30th – Thursday, July 3rd*
Week 4: Monday, July 7th – Friday, July 11th
Week 5: Monday, July 14th – Friday, July 18th
Week 6: Monday, July 21st – Friday, July 25th
Week 7: Monday, July 28th – Friday, August 1st
Full Summer: Tuesday, June 16th – Friday, August 1st
*Camp is not held on Thursday, June 19th and Friday, July 4th



CAMP HOURS OF OPERATION

Camp begins at 8:30am and runs until 3:00pm,
Monday – Friday

LOCATION

Walnut Hill Park/Darius Miller Music Shell,
199 Grand Street, New Britain
(on Fridays only: Camp will be held at Willow
Brook Park, 200 Mill Street)

Performance Night Details

Date: Thursday, July 31, 2025

Time: 7:00pm

Location: Walnut Hill Park/Darius Miller Band Shell,
199 Grand Street, New Britain, CT

Free admission for families, friends and community

DOWNTOWN PLAYERS THEATRE CAMP

ARRIVAL AND DISMISSAL

All participants must be dropped-off and picked-up daily. Drop-off and pick-up will take place at the Walnut Hill Park music shell; parents/guardians may enter the park through Hart Street and drop-off/pick-up at the shell through the Walnut Hill Park loop road. Signage will be posted. Friday programming at Willow Brook Park will be located at 200 Mill Street with the Camp TotalRec program.

There is no bus transportation available for this program.

PERFORMING ARTS AND THEATER CONTENT

- **Auditions** for all parts in the production will be held during the first week of camp with the theater director and music director. Experience in theater is not necessary; all campers will be assigned a role in the production.
- **Rehearsals** will run Monday – Thursday with acting, stage choreography, and music learning through fun activities and practices.
- **Costumes** for all campers will be provided for dress rehearsals and performances.
- **Theater and camp staff:** summer recreation camp staff who have experience in theater productions, and a professional theater director and music director bring specialized instruction to camp.

CREW-IN-TRAINING

The Crew-In-Training program is designed for 13, 14, and 15 year-old campers to take on camper crew roles that develop their leadership, organization, and to gain experience in working with youth programs from a camp leader perspective. Crew-In-Training campers will continue to act, dance, sing, and practice stagecraft in the production as a camper along with additional programming elements designed for them that builds their leadership, teamwork, communication, creativity, and work ethic.

AFTERCARE PROGRAMMING OPTION

Aftercare camp programming is offered for an additional fee to DTP participants at their site. This aftercare camp option extends the camp day with fun passive and physical activities. The aftercare hours offer flexibility to extend the camp day.

TIME: 3:00pm – 4:30pm

FEE: \$30 per week/ \$180 for 7 weeks

ALL-CAMP INFORMATION

PREPARING FOR THE CAMP PROGRAM

Getting Ready for Participants: The staff will organize participants into groups prior to the start of camp. Groups will be made prior to participants arriving with campers of similar age groups together; requests are not taken for this process. Each group, led by a group leader, will remain together for the day throughout meals, activities, and recreation swim.

What Participants Should Wear to the Camp Program: Participants should wear weather-appropriate, comfortable play clothes that can get messy, and closed-toed athletic shoes. Flip flops or sandals may only be worn at pools or during water activities and are not acceptable to be worn during the day.

What Participants Should Bring to the Camp Program: All personal items should be carried in a backpack to the camp program each day. Each item should be clearly marked with the participant's name.

- Reusable/filled water bottle
- Sunscreen (that they can apply themselves)
- Towel for drying off after water activities
- Snack (optional)
- Hat (optional)

Campers should wear a swimsuit to camp for swim lessons, recreation swim time and/or water activities.

What Participants Should NOT Bring to the Camp Program: We request that participants do not bring toys, phones or other electronic devices to camp. The New Britain Recreation and Community Services Department is not responsible for lost, stolen or damaged property. Items that may cause injury to themselves or others are also not permitted.

Lost and Found: A lost and found area is identified at each site. Any misplaced items will be added to the lost and found area. Lost and found items will be discarded at the end of the summer.

FOOD

Breakfast and lunch will be provided through the USDA Summer Food Program. Each participant will receive a meal for breakfast and lunch. Participants may bring their own meal - please pack meal in an insulated lunch bag; meals are not able to be stored in a refrigerator. Participants may not share lunches or snacks. If your child has a food allergy or special diet, please contact one of the program coordinators in the recreation office.

PLEASE NOTE: All campers will receive special food treats throughout the summer from the recreation department. Please refrain from sending in food for your child's camp group due to food allergies, food storage, and out of fairness to all campers.

ALL-CAMP INFORMATION

PARTICIPANT BEHAVIOR AND CODE OF CONDUCT POLICY

The New Britain Recreation and Community Services Department offers many recreation opportunities for residents to enjoy for all ages. Recreation programs are a benefit to the community and their participants. The department is committed to maintaining positive and safe recreation environments for all participants. To meet that commitment, the department expects that all participants in its programs follow a behavior code of conduct.

Code of Conduct for Participants:

- To have and show respect for themselves
- To have and show respect for others
- To have and show respect for their environment

The department's intent is for participants to engage in the duration of programming to be able to benefit from the experience. In order for participants to be successful, the department uses positive behavior management techniques to encourage participants to exhibit positive behavior and meet the code of conduct. If and when participants struggle to meet the code of conduct, staff will work to redirect participants behavior by engaging in constructive conversations and reflection. Staff will work collaboratively with participants and families to communicate corrective action taken and to receive feedback on strategies for success.

Additional behavior management techniques include:

- Making rules and expectations clear.
- Modeling appropriate behavior.
- Acknowledging and recognizing appropriate behavior.
- Encouraging verbalization and problem solving by providing suggestions, choices, and redirection.
- Partnering with families to develop strategies for positive program engagement.

Failure to exhibit positive behavior and/or meet the code of conduct will result in consequences for actions.

Minor misconduct/actions could include but are not limited to: verbal arguments, foul or improper language, teasing or taunting, disruptive behavior, etc.

Consequences for Minor Misconduct/Actions:

- Staff will inform the parent/guardian of the behavior and action steps taken. Depending on the misconduct and progressive misconduct leading to the issue at hand, time off from the program as a suspension may be served as a consequence.*

Elevated misconduct/actions could include but are not limited to: making unwanted physical contact, misuse of equipment or property, disregard for others, ignoring safety procedures, violation of personal property, etc.

Consequences for Elevated Misconduct/Action:

- Staff will investigate the issue.
- Staff will have a corrective conversation with the participant to encourage accountability for their misconduct/actions.
- Staff will inform the parent/guardian of the behavior and action steps taken. Depending on the misconduct and progressive misconduct leading to the issue at hand, time off from the program as a suspension up to expulsion may be served as a consequence.*

Immediate Dismissal from Program: The department reserves the right to remove and expel a participant from a program if their behavior endangers the safety of themselves or others. Examples of cause for immediate dismissal could include but are not limited to: theft of property, possession of weapons, harassment, acts of severe verbal or physical abuse or harm to self or others, and/or physical or verbal threats to safety.*

**Final decisions in response to misconduct are based on the severity of the behavior or actions and are determined on a case-by-case basis by recreation administrators. In cases of participant suspension or expulsion, program fees, if applicable, are not refunded.*

ALL-CAMP INFORMATION

INCLEMENT WEATHER

The camp program is held in open fields, wooded areas, and recreation facilities. If there is evidence of thunder or sight of lightning, participants will move to an indoor location until the area is clear from danger. In the event of heavy rain, thunderstorms and/or lightning, these camps may be relocated for the day.

In the case of relocation:

- Camp TotalRec at AW Stanley Park will go to Pulaski Middle School, 757 Farmington Ave
- Camp TotalRec at Willow Brook Park will go to New Britain High School, 110 Mill Street
- LIT Camp will move to the chalet building at AW Stanley Park OR go to Pulaski Middle School, 757 Farmington Ave
- Downtown Players Theatre Camp will go to Vance Elementary School, 183 Vance Street

These decisions will be made by the camp coordinators in consultation with the staff from the school building sites. If camp location is moved for any reason, signage will be posted at the camp site indicating location change. The program coordinators will inform participant's families through Remind.

EXTREME HEAT/OPPRESSIVE WEATHER PROCEDURES

In the event of extreme heat, camps and programs will take precautions to ensure that individuals are not placed at risk for heat related illnesses or conditions. The following adjustments to programming will be made:

- Modified activities – staff will limit outdoor physical and sports activities to short periods, followed by a cooling period.
- More frequent cooling breaks – water and shade breaks will happen every 30 minutes during extremely hot weather.
- Move activities indoors when appropriate – especially during the hottest part of the day, camps will go inside or to shaded areas for alternative activities and extended breaks.

ABSENCE/VACATION/WITHDRAWAL

If your child is absent due to general illness/vacation/day off no refunds will be issued for the days missed.

Withdrawal from camp may be refunded if the request is made before the start of the camp week.

LATE PICK-UP FEE

Participants must be picked up promptly at the end of the program day. A late fee will be charged for participants picked up after the dismissal time. The charge is \$10 for each half-hour that passes.

REFUND POLICY

General Department Refund Policy: Refunds for recreational programs will be considered up to one week prior to start of the program. If granted, all refunds must be processed through the New Britain Finance Department, via city-issued check. Refunds processed through the Finance Department take a minimum of two weeks to process. Refunds of payment made by credit or debit card take 1-3 business days to process; funds will be returned directly to the card used for original payment. The Recreation and Community Services Department suggests the use of credit or debit cards when registering for programs.

COMMUNICATION AND CONTACTS

COMMUNICATION

Important camper information through verbal messages from the camp participant will not be accepted as formal communication to the camp staff. Please send a note, talk with the staff directly, or contact the camp coordinator at 860.826.3360 to pass along important information regarding your child. Any changes regarding your child must be made to the New Britain Recreation and Community Services Department. This includes: emergency contacts, allergies, medical conditions, custody documentation, etc.



MyRec Communication: New this year! MyRec is our new program software that has a feature that allows us to connect with families throughout the summer. Your member profile that you registered with gives us access to communicate through MyRec about fun activities at camp, reminders about theme days or special presentations and location changes due to weather. Be sure to sign up for email and text notifications in your member profile at Newbritainrec.com.

IMPORTANT CONTACT INFORMATION

New Britain Recreation and Community Services Department
City Hall, 27 West Main Street, room 302
860-826-3360

Stay up-to-date with us on Facebook @ New Britain Recreation and Community Services Department

Camp TotalRec Program Locations:

A.W. Stanley Park, 2251 Stanley Street
860-978-4111

Inclement weather location: Pulaski Middle School, 757 Farmington Ave
Willow Brook Park, 200 Mill Street
860-978-4027

Inclement weather location: Vance Elementary School, 183 Vance Street

Leaders in Training Camp

A.W. Stanley Park, 2251 Stanley Street
860-978-4124

Inclement weather location: Pulaski Middle School, 757 Farmington Ave

Downtown Players Theatre Camp

Walnut Hill Park, 199 Grand Street
860-978-5537

Inclement weather location: Vance Elementary School, 183 Vance Street

Camp Emergency Numbers (call the recreation office for routine calls):

Maggie	860-978-4134
Ashley	860-978-4138
Kelly	860-999-2485

SUMMER POOL TIME!

POOLS OPEN ON SATURDAY, JUNE 15TH!

POOLS

A.W. Stanley Park Pool
2161 Stanley Street, New Britain, CT
Willow Brook Park Pool
80 Mill Street, New Britain, CT

RATES

Daily General Admission Rates:
\$4.00 (ages 18 and older)
\$3.00 (ages 6-17)
FREE (ages 5 and under)

TIMES

Public Rec Swim:
1:00pm to 4:45pm

Family & Adult Swim:
6:15pm-7:45pm

*Swimsuits are required to gain entry on the pool deck

POOL PASS INFO

Family Pool Pass..... \$60.00

Individual Pool Pass..... \$35.00

FLICK & FLOAT

MOANA 2

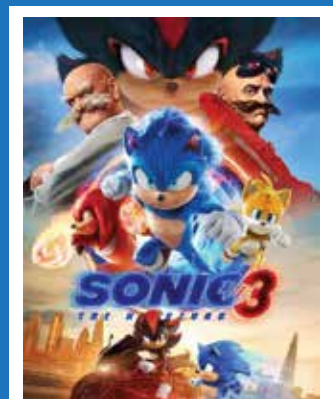
A.W. Stanley Park Pool
Friday, July 11, 2025

SONIC 3

Willow Brook Pool
Friday, August 1, 2025

Gates open at 8:00 P.M. | Fee: \$3.00 per person
PRE-REGISTRATION REQUIRED

For more information visit newbritainrec.com



STAY COOL THIS SUMMER!

Visit one of our parks!



A.W. STANLEY PARK

2161 Stanley Street, New Britain, CT

Daily Pool Hours

Public Recreation Swim: 1:00pm to 4:45pm

Family & Adult Swim: 6:15pm to 7:45pm

WILLOW BROOK PARK

80 Mill Street, New Britain, CT

Daily Pool Hours

Public Recreation Swim: 1:00pm to 4:45pm

Family & Adult Swim: 6:15pm to 7:45pm



CHESLEY PARK

23 Wildwood Street, New Britain, CT

Daily Splash Pad Hours

Memorial Day through Labor Day Weekend
10:00am to 8:00pm

FREE ADMISSION



WILLOW STREET PARK

43 Willow Street, New Britain, CT

Daily Splash Pad Hours

Memorial Day through Labor Day Weekend
10:00am to 8:00pm

FREE ADMISSION



OSGOOD PARK

460 Osgood Avenue, New Britain, CT

Daily Splash Pad Hours

Memorial Day through Labor Day Weekend
10:00am to 8:00pm

FREE ADMISSION



AFTER SCHOOL PROGRAM

September 29, 2025 - May 22, 2026

After school until 5:45pm

*Full days of school

**After School
Program
includes:**

- Homework help
- Recreational activities
- Academic enrichment
- Bus transportation
- Family events
- Dinner & much more!

**Every Kid Counts
3rd - 5th grade**

**"Exercise the Right Choice"
6th - 8th grade**

Chamberlain • DiLoreto • Gaffney
Holmes • Jefferson • Lincoln • Northend
Smith • Smalley • Vance

Pulaski & Slade
Middle School

*school sites may change: programs are dependent on grant funds

**For more information contact the New Britain
Recreation Department 860-826-3360**



**NEW
BRITAIN
RECREATION**
and Community Services Department



**GOOD
VIBES
IN 2025**

**NEW
BRITAIN
RECREATION**
and Community Services Department



JOIN OUR TEAM!

AFTER SCHOOL PROGRAM STAFF

Site Supervisor • Program and Wellness Manager • Group Leader
September 2025 - May 2026 • Pay range: \$16.50 - \$23.50

Why work for the After School Program?

- Discover your passion
- Build your resume
- Make a positive impact on the community
- Develop leadership skills
- Supportive team environment
- Consistent work schedule
- Do work that matters

Employment application process opens in July

For applications, visit newbritainct.gov
Applications will be reviewed as they are received, get yours in early!

