



---

June 22<sup>nd</sup> – August 5<sup>th</sup>, 2022

Dear Little Cubs Parents,

Welcome to Little Cubs Camp! My name is **Ellen Weaver** and during the school year I teach preschool at Cape Care with the other two Head Counselors (**Jen Murphy** and **Emma Raftice**). Between the three of us, we have 60 years of experience working with kids and we are thrilled to plan a fun filled summer for your campers! Preceding each week of camp (on Thursdays), I will be sending an email with an Orientation Packet explaining everything you need to know and how we can work together to ensure a safe and SUPER fun program this summer. The Orientation Packet covers the following:

- Themes
- Staff
- Groups for the week
- Daily Schedule
- Pick up/Drop Off Details
- Daily Packing List
- Swim Lessons
- Sickness & Covid
- Toilet Training Policy
- Contact Information

### THEMES:

- There will be a weekly theme for each group. Specifics will be sent weekly in the email from Miss Ellen.

### LITTLE CUBS STAFF

- There will be 3 Head Counselors this summer.
  - Head Counselor: Ellen Weaver & Junior Counselor: Anya Monson
  - Head Counselor: Jen Murphy & Junior Counselor: Virginia Weiss
  - Head Counselor: Emma Raftice & Junior Counselors: India Jenkins & Sage Maxwell

### DAILY SCHEDULE\*

- **8:30 AM – Drop Off AT THE PLAYGROUND PARKING LOT**



- **9:00 AM** – Morning Fun (Playground, Games, Sprinkler, Water Table, Baseball, Waffle Blocks, etc.)
- **9:45 AM** – Bathroom, Wash Hands, Snack
- **10:15 AM** – More Morning Fun (Playground, Games, Sprinkler, Water Table, Baseball, Waffle Blocks, etc.)
- **11:00 AM** – Clean up and walk up to the classrooms (we are in the Cape Care Classrooms located in the Community Services building for the afternoon)
- **11:15 PM**– Indoor Play (in classrooms or the gym)
- **12:00 PM**– Bathroom, Wash Hands, Lunch and Rest
  - Rest time is simply a time for campers to rest their bodies on a mat and transition to the afternoon. They do not have to sleep (most of them do not although some of the 3 year old's do). **Please do not send in anything for rest** (pillows, blankets, stuffed animals, etc.)
- **1:00 PM** – Afternoon Fun (Indoor Play, Gym, Arts and Crafts, Stories, Play Dough, Yoga, etc.)
- **2:30 PM** – Clean up, Bathroom, Wash Hands, Pack up
- **2:45 PM** – **Pick up AT THE TOP OF THE HILL HIGH SCHOOL PARKING LOT (near the baseball/field hockey fields). There will be a sign.**

\*Please note that this schedule is subject to adjustments should the teachers feel it is necessary.

## PICK UP/DROP OFF

DROP OFF/PICK UP	WEATHER	LOCATION
Morning Drop Off (8:30 AM)	Not Raining	Playground
Afternoon Pick Up (2:45 PM)	Not Raining	Parking Lot
Morning Drop Off (8:30 AM)	Rain	Community Services Building
Afternoon Pick Up (2:45 PM)	Rain	Community Services Building



**Drop off at 8:30 AM | Playground Parking Lot:** Turn into the High School entrance off of Rt. 77, drive down and take a right, then a quick left down the hill (the high school will now be on your left) and you will see the parking lot on your right, across from the tennis courts and turf field. Miss Ellen will come down at (but not before) 8:30 AM to check campers in. Please do not arrive before 8:30 as we are busy setting up and getting ready for the day and wait at the orange cones in a line. I need to check campers in as they arrive.



Please let me know if your camper will miss a day of camp, be arriving late, or need to be picked up early.



Please say your goodbyes before the orange cones. The traffic cones are a wonderful visual transition tool that helps kids transition from drop off to camp and it hinges on parents not passing them 😊 It can be very confusing and upsetting to other campers if some parents stay longer than others which is why we use the orange cone as a visual. We truly appreciate your cooperation with this!



**Pick up at 2:45 PM | High School Parking Lot at the top of the Hill:** Instead of turning into the CECS parking lot continue past the entrance, take a right and then a quick left; the parking lot is on your right (near the high school baseball and field hockey fields). Please park in a parking space and a counselor will walk your camper to you.

- If you are picking up siblings from Adventure Camp, please pick up your Little Cub Camper FIRST (at 2:45 PM) and then into the Pond Cove/Middle School entrance on Scott Dyer Road to pick up your older camper.



If your child is registered for **After Care**, please pick them up at the playground or Community Services building (their location depends on what time you come).

- After Care kids will be walked to the playground for After Care at 2:45 PM.
- Please email Kelly Phinney if you'd like to add your child to early or after care ([kelly.phinney@capeelizabeth.org](mailto:kelly.phinney@capeelizabeth.org)).

## CAMPERS SHOULD ARRIVE DAILY WITH THE FOLLOWING

### PLEASE PUT YOUR CAMPER'S NAME ON THEIR THINGS.

- Backpack
- Labeled, full water bottle (kid sized water bottles with a straw are idea; including ice is a great idea!)
- Food
  - Morning Snack (please pack this separately so it is clear to your camper what is snack and what is lunch)
  - Lunch
    - We encourage you to send healthy snacks and lunches and to limit treats (please do not send in candy).
- Clothing:
  - We will be outside everyday unless it is raining. Campers should come prepared with:
    - Sneakers are the best footwear at the playground, nature walks and the gym.



- **Sandals**, water shoes, crocs or flip flops are a good idea to pack for water play, the pool and inside the classroom in the afternoon.
- **Sweatshirt** or light layer (we live in Maine so just in case 😊)
- **Bathing Suit and Towel**: If you think your child will want to play in the sprinklers or water table, it would be MOST helpful to us if you sent them to camp wearing their bathing suit!
- **Extra Set of Clothes** (shirt, shorts/dress, underwear, socks)
- **Optional Items**: Hat, sunscreen, bug spray, goggles for swim lessons.

#### ☐ Toys

- **Please do not send toys to camp.**
- **Exception**: If your camper needs a special stuffed animal/blanket to make it through the day, that is perfectly fine.

## SWIM LESSONS



Swim Lessons take place at the pool and are taught by swim instructors. All the swim instructors are certified lifeguards and teach swim lessons for all ages year round. There will be 7-8 Lifeguards at the pool while we are there. Counselors and Junior Counselors will be there to help kids get undressed/dressed before/after their lesson.

1. When campers arrive, the swim instructors will assess their level and assign bubbles/floaties accordingly.
2. Please **DO NOT** send floaties with your camper. Campers will use what is at the pool.
3. Please note that while this is a wonderful opportunity for your child to participate in swim lessons, we are not going to force reluctant swimmers into the pool. They will have to go to the pool with their group but they can just sit in a chair on the side.
4. Each group will have swim lessons once per week (8:45 - 9:30 AM):
  - Tuesdays: Miss Emma
  - Wednesdays: Miss Jen
  - Thursdays: Miss Ellen
5. **Please note that if your child does not come to camp on their swim day or comes late and misses their lesson, I am not able to sub campers into other groups on alternative days.**



On your campers designated Swim Day:

1. Please send your camper wearing their bathing suit under their clothes (this is hugely helpful to us).



---

2. Pack them a **separate** Swim Bag:

- Towel
- Underwear
- Wet Bathing Suit Bag (this can be a Ziplock or plastic bag and is optional but super helpful)
- Goggles (optional)

## SICKNESS POLICY

- Please keep your camper home if they are not feeling well (even if they test negative for Covid).
- Please keep your camper home if they have had a fever, thrown up or had diarrhea in the past 24 hours.



Covid: Masks optional. For any questions related to COVID protocol, please email Kelly Phinney at [kelly.phinney@capeelizabeth.org](mailto:kelly.phinney@capeelizabeth.org). I don't have anything to do with this 😊

## TOILET TRAINING POLICY

- Campers must be FULLY potty trained to attend camp.
- Campers cannot attend camp in a pull up. We do not have the staffing to handle campers who are not fully potty trained.

## CONTACT INFORMATION

- **Cape Elizabeth Community Services**  
343 Ocean House Rd  
Cape Elizabeth, ME 04107  
Phone: (207) 799-2868
- **Kelly Phinney**, Summer Camp Coordinator: [kelly.phinney@capeelizabeth.org](mailto:kelly.phinney@capeelizabeth.org)
  - For questions or concerns regarding the following:
    - Adding/Dropping Camp Weeks (there is a long waitlist for each week and campers will be offered open spots in the order they appear on the list).
    - Adding/Dropping Early/After Care.
    - Covid
- **Ellen Weaver**, Little Cubs Head Counselor: [ellen.weaver@capeelizabeth.org](mailto:ellen.weaver@capeelizabeth.org)
- **Jen Murphy**, Little Cubs Head Counselor: [jennifer.murphy@capeelizabeth.org](mailto:jennifer.murphy@capeelizabeth.org)



- 
- Emma Raftice, Little Cubs Head Counselor: [emma.raftice@capeelizabeth.org](mailto:emma.raftice@capeelizabeth.org)

We appreciate your support in making this a wonderful summer!



Love and Polka Dots,

Miss Ellen and The Little Cubs Staff