



**WAMPANOAG TRIBE OF GAY HEAD (AQUINNAH)  
EDUCATION DEPARTMENT  
SUMMER TURTLE PROGRAM POLICIES AND PROCEDURES**

*WELCOME TO THE SUMMER TURTLE PROGRAM! PLEASE CAREFULLY REVIEW THE FOLLOWING BEHAVIOR GUIDELINES AND PROGRAM RULES WITH YOUR CHILD/CHILDREN, SIGN AND RETURN THIS DOCUMENT TO THE TURTLE PROGRAM STAFF MEMBER.*

**Program Operations**

The program will run 7 weeks each summer.

**Attendance & Sickness Policy**

If your child will be absent or not attending camp for an extended period, please call or send a text to the Education Department at **(508) 560-5686**. Staff must know ahead of time of any planned absence. Camp activities will begin promptly at 9:30AM. Late drop-offs are highly discouraged.

If your child is feeling ill or with fever, then he/she may not attend the program for their health and the health of others.

**Program Rules**

All students are expected to follow and respect the Program Rules. These are in place for the safety of ourselves and each other.

- Children may not leave the program grounds unless accompanied by a parent or counselor.
- A child must notify Turtle Counselors when he/she needs to leave the room for any reason (such as going to the bathroom, getting a drink). No child is allowed outside the room without a teacher being present. Children must remain within visual sight of an adult.
- No purposeful damaging of recreational equipment. If something is damaged, inform a Turtle Counselor; faulty equipment puts us all at risk!
- If someone does something or says something to you that you don't like or hurts your feelings, ask them to STOP and tell them why. If they don't stop, tell one of the teachers/adults.

- If you see unfamiliar children or adults inside the program area, tell one of the staff members immediately.
- Bullying will not be permitted or tolerated.

Physical assaults (hitting) and/or verbal abuse or any unsafe behaviors that are potentially harmful to themselves or to others are justified grounds for parental conferences and immediate dismissal and/or expulsion from the Summer Turtle Program. When an incident occurs, parents/guardians of all involved children will be notified.

**Behavior Guidelines & Expectations:**

It is the goal of the Turtle Program to provide a nurturing learning environment to foster independence and responsibility in our tribal youth. We work to create a safe, secure, respectful environment for all participants and staff. Please review the following Behavior Guidelines with your child(ren).

- Children are encouraged to participate in all program activities, even if it's just trying out a new activity.
- Children must be respectful, honest and considerate of other children, staff, volunteers, and guests. This includes using kind words and gentle hands.
- Children must be respectful of others' personal space, including their artwork, clothing and belongings. Always ask others for consent.

**Personal Property**

All of your child's belongings should be clearly labeled with his/her name and returned to the assigned cubby after each use, this will be provided on the first day of the Summer Turtle Program.

Sending money with your child is highly discouraged due to the potential of it being lost. Staff are not responsible for your child's lost money. If your child is bringing in money for a field trip, inform program staff at drop-off.

**Lost and Found**

The Turtle Program Staff will do their best to help your child keep track of his/her personal items but is ultimately not responsible for lost items. All items will be placed in a lost and found container. Please check the container periodically for your child's lost belongings.

## What to Bring/Wear to Turtle Program

### **Clothing & Shoes**

Children should come to the Turtle Program dressed for a full day of activity. We recommend outdoor activity clothes and athletic (**sneakers**) shoes. Open-toed shoes are highly discouraged and may prevent your child from participating in certain activities.

Dress your child appropriately for the weather, and consider the potential for cool winds and rain. We will be playing outside daily.

Each student must have a LABELED change of clothes and an extra pair of shoes to keep in their cubby.

Each day a clean/dry and labeled towel and bathing suit should be brought along. If unused, they can be kept overnight in their cubby.

### **Water Bottle**

Water is a vital component when physically active. Parents are asked to send a water bottle/squeeze bottle each day, labeled with your child's name.

### **Topical Medications**

Please thoroughly read through this section about the topical medications that parents are expected to provide and the Education Department will provide. All medications will not be applied directly by staff (unless spray-on) and students will be guided to apply themselves.

**Sun block:** Each student is required to bring a bottle of sun block of your choice labeled with their name on the first day of the program (to leave at the program). For protection from the sun's rays, we recommend applying SUN BLOCK (SPF15 or higher) on your child, prior to arrival. Sun block is most effective when applied one half hour before exposure.

**Bug repellent:** Each student is required to bring a bottle of bug repellent of your choice that is labeled with their name. This will be left at the program. We encourage parents to choose repellents that specialize in repelling ticks.

**Aloe and Calamine Lotion:** These topical medications will be provided by the Education Department and will be applied in the event of sunburn, poison ivy rash, or bug bites. We will provide <brand of Aloe> and <brand of Calamine lotion>. If you would like to supply your own for your child, please bring in a labeled bottle for your child's cubby.

### **Snacks and Lunches**

**Children are expected to bring their own lunches every day.** This should include a nutritious meal & drink. We discourage children from eating too much sugar and junk food, **so please no candy or soda.**

The program provides a healthy snack for the children twice a day. If you prefer your child eat a home-packed snack, please inform program staff.

In the event of a student with a severe allergy, all parents will be informed and asked to not send in foods with that allergen. We ask that all parents comply for the safety of others.

**Beach & Water**

When at the beach, no child may swim without the presence of a lifeguard. If no lifeguard is present, students may wade below the torso.

Note that Turtle Counselors are not required to possess a lifeguard certification.