

2026 TTCC SUMMER **PROGRAM**



PARENT-CAMPER **HANDBOOK**

2026 TAPPLY-THOMPSON COMMUNITY CENTER

PARENT/CAMPER HANDBOOK

Welcome to the Tapply-Thompson Community Center Summer Camp Program. This handbook provides important information to help your family prepare for camp. Please review it carefully and return all required forms to the TTCC office or Camp Director prior to your child's first day.

Camp Overview

Camp Dates: June 29 – August 21 (8 weeks)

Camp Hours: 9:00 AM – 4:00 PM

Before Camp: 7:00–9:00 AM (\$6/day)

After Camp: 4:00–5:30 PM (\$4/day)

- Each camp goes on a field trip every week (prices vary – see website for more information)
- Some programs include overnight trips
- Overnight return times may vary (see weekly schedules)

Camp Locations & Sign-In/Out

Project PLAY

- Sign In/Out: Kelley Park Playground
- Rain Location: TTCC (downstairs)
- Before/After Camp: TTCC downstairs (with QUEST)
- Locations Used: Kelley Park & TTCC

Project QUEST

- Sign In/Out: Newfound Memorial Middle School (NMMS) Cafeteria
- Rain Location: NMMS Cafeteria/Gym
- Before/After Camp: TTCC (with PLAY)
- Locations Used: Kelley Park & NMMS

Project STREAMS

- Sign In/Out: Kelley Park (softball field)
- Rain Location: TTCC (upstairs)
- Before/After Camp: TTCC upstairs (with KNOTS)
- Locations Used: Slim Baker Area, Kelley Park, Old Town Hall & TTCC

Project KNOTS

- Sign In/Out: NMMS Parking Lot
- Rain Location: TTCC Gym
- Before/After Camp: TTCC Upstairs (with STREAMS)
- Locations Used: Kelley Park & Slim Baker Area

Contact Information

TTCC Office: 603-744-2713 or info@ttccrec.org
Federal Tax ID: 02-0245830

Our Staff

Our summer staff are carefully selected and trained. All staff:

- Complete an application and interview process
- Undergo background checks (if age 18+)
- Are certified in First Aid and CPR

Counselors play an important role in your child's experience. Please communicate any information that will help us support your child.

Pricing/Payment Information

- Weekly Camp Fee: \$125/Week
- Registration Fee: \$20
- Weekly Deposit: A \$25 deposit per week is required at registration. This deposit is credited toward your weekly camp fee, leaving a remaining balance of \$100 per week
- Weekly camp fees are billed to your Rec1 account prior to each week of camp
- Field trips and before/after care are billed at the end of each week

Payment Options:

- Online through Rec1
- In person at the TTCC office (cash, check, or card)

Attendance & Cancellations

Absences

- Notify camp staff or the TTCC office if your child will be absent
- Campers must be fever-free for **24 hours** before returning to camp if they are sick

Cancellations

- 1+ week notice: full refund / no charge
- Less than 1 week notice: no refund

Important

- Repeated absences without notice may result in the loss of your child's spot

Sign-In / Sign-Out Procedures

- Parents/guardians must sign campers in and out daily
- Campers must be dropped off no earlier than 9:00 AM
- Campers must be picked up promptly at 4:00 PM
 - *Unless doing Before/After Camp

Before/After Care

- Early drop-off or late pick-up will result in before/after care charges
 - *see charges on page 6

Safety Requirement

- Parents must park and walk campers to/from the sign-in/out area

Authorized Pick-Up

- Only individuals listed during registration may pick up your child
- Written notice is required for any changes
- Identification may be requested for non-parents
- Campers will not be released without proper authorization

What to Bring to Camp

Daily Items

- Lunch, snacks, and a water bottle (no glass containers)
- Bathing suit and towel
- Sneakers (required for activities; **NO CROCS OR SANDALS**)
- Sunscreen and bug spray
- Extra clothing or rain gear

Field Trips

- TTCC camp shirt is required
- Shirts must be labeled with your child's name
- No shirt = no field trip **OR** you can buy a new camp shirt for \$15 while supplies last

Important

- Label all belongings with your child's name

What NOT to Bring

- Money
- Cell phones or electronic devices
- Personal toys
- Candy, gum, or energy drinks
- Glass containers
- Anything that could be considered a weapon

If unsure about an item, please ask camp staff.

Health, Medications & Allergies

Immunizations

- A current immunization record must be provided before camp begins
 - They can be faxed to us at 603-744-3502 or emailed to info@ttccrec.org

Medications

- Only Camp Directors may administer medication
- All medications must:
 - Be labeled with the child's name
 - Include dosage instructions
 - Be listed on the registration form

Allergy Awareness

We take all allergies seriously but cannot eliminate all risk. We rely on cooperation between staff, parents, and campers.

Parents/Guardians

- Teach your child how to manage their allergy
- Provide necessary medications (EpiPen, inhaler, etc.)

Campers

- Do not share food
- Avoid unknown foods
- Report any symptoms immediately

Staff

- Review allergy information
- Carry emergency communication and medications
- Contact emergency services and parents if needed

Injury & Accident Reports

- Staff will provide first aid as needed
- An accident report will be completed
- Parents/guardians will be asked to sign the report at pick-up

Before & After Camp Program

Before and After Camp provides supervised care before and after the regular camp day for an additional charge. Families may use this program on a drop-in basis; pre-registration is not required.

Hours

- Before Camp: 7:00–9:00 AM (\$6/day)
- After Camp: 4:00–5:30 PM (\$4/day)

Locations

- PLAY & QUEST: TTCC downstairs
- STREAMS & KNOTS: TTCC upstairs

Activities

- Low-energy activities such as games, crafts, and movies
- Light snacks provided (after camp only)

Late Pick-Up Policy

- The regular camp day ends at 4:00 PM
 - Your child will be marked present for after camp if they are picked up after 4pm and you will be charged \$6.
 - After Camp Hours: 4pm-5:30pm
- Late pick-up fees **AFTER** 5:30pm:
 - \$10 for the first 5 minutes
 - \$1 per minute after
 - **Repeated late pick-ups may result in the loss of your child's spot in the program.**

We look forward to a fun, safe, and memorable summer at TTCC.