



# Camp Middlesex

1031 Erickson Road

Ashby, Massachusetts 01431

Phone: (978) 386-7704

[www.campmiddlesex.com](http://www.campmiddlesex.com)

*Steven J. LaFountain, CAGS, Executive Director*

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Dear Day Camp Family:

Welcome to the day camp program Camp Middlesex. We are excited about the start of another great season! The following information is to help you understand our check-in and checkout procedure. Please read through it carefully.

## **Day Camp Times**

### **Drop Off:**

Regular: 8:15-8:45

Extended: 7:30

### **Pick Up:**

Regular: 5:30

Extended: 6:30

Extended Evening: 9:00pm (Mon-Wed) / 9:30pm Thurs / 7:00pm Friday

Band Concert (Optional): 8:00pm at Ashby Common

Thursday Night Dance (Optional): 9:30pm

Friday Candlelight (Optional): 6:15pm Ceremony Begins. 7:00pm Ceremony Ends

## **Day Camp Camper Check-In:**

Day campers are encouraged to check in on **Sunday between 4:00 - 4:30** or on **Monday morning at 8:15**. Day campers that have signed up for more than one session need only to attend the Sunday check-in for their 1<sup>st</sup> session.

### **Sunday Check-In:**

1. Day camp parents are allowed to enter camp after 4:00 pm. Please try not to come to camp before this, as our staff need will be checking in the overnight campers at this time.
2. Campers will be greeted at the bridge where they will receive a checklist for the registration process.
3. Your first stop is the recreation hall, where you will check in with the program director and complete any last-minute paperwork.
4. From the recreation hall, you will proceed to the camp store, where you will allocate money for the camp store, Wednesday night's band concert, and purchase a group photo, if desired.
5. Your next stop will be the dining hall. You will check-in with a director and/or nurse, who will check your health forms online, do a head check and

review medications/health procedures as needed. Families that have registered for more than one week of camp only need to check-in with the nurse during their first week registered, unless there is a change of medical condition or are dropping off meds for the week.

6. Registration ends promptly at 4:30 pm.

#### Morning Check-In:

1. For extended day campers, drop off time is at 7:30 am. At this time, a counselor will greet you at the bridge. If you arrive after this time, please check-in at the Dining Hall, as the Extended Day Campers will be eating breakfast at this time.
2. For regular day campers, drop off time is between 8:15 and 8:45 am. There will be a counselor at the bridge to check you in during these times. If you arrive later, please check your child in at Erickson Lodge (main office).
3. Day campers are invited to stay for Wednesday night's band concert and Friday's Candlelight Ceremony for an additional fee. You will be asked to pick your child up at the band concert or Candlelight Ceremony.

#### Day Camper Check-Out:

1. **Check-out for regular day campers is at between 5:30.** It is at **6:30 for extended day campers.** If you plan to pick up your child earlier, please report to Erickson Lodge (main office) to sign them out.
2. When signing your child out, please be prepared to show some form of ID. **WE WILL NOT RELEASE CAMPERS TO ANYONE OTHER THAN TO WHOM IS STATED ON THE RELEASE FORM.**

If you have any questions or need additional information, don't hesitate to call the camp office at (978) 386-7704 or e-mail us at: [office@campmiddlesex.com](mailto:office@campmiddlesex.com).

Thanks,  
Camp Middlesex