



INCORPORATED VILLAGE OF BELLEROSE

SUMMER DAY CAMP 2026 • PARENTAL INFORMED CONSENT & LIABILITY WAIVER

July 6–10, 2026 • 9:00 AM – 12:00 Noon • 50 Superior Road, Bellerose Village, NY 11001

Participant / Child Name(s)

Parent / Guardian Full Name

READ CAREFULLY BEFORE SIGNING — This Agreement waives certain legal rights, including the right to sue for negligence. Consult an attorney if you have questions.

1. ASSUMPTION OF INHERENT RISK

Parent/Guardian acknowledges that participation in outdoor recreational activities involves inherent risks, including but not limited to: falls and physical injury, heat exposure, insect or environmental allergen contact, dehydration, peer conflicts, and exposure to communicable illness. Parent/Guardian voluntarily assumes all such risks on behalf of themselves and the Participant.

2. EMERGENCY MEDICAL AUTHORIZATION

If the Participant requires emergency medical care and Parent/Guardian cannot be reached promptly, Parent/Guardian authorizes the Village to call 911 and consent to such emergency treatment as a licensed medical professional deems necessary. Parent/Guardian assumes full financial responsibility for resulting medical expenses. No medication will be administered by camp personnel without a separate written Medication Administration Authorization on file.

3. LIABILITY WAIVER, RELEASE & COVENANT NOT TO SUE

In consideration of the Participant's enrollment in the Program, and to the fullest extent permitted by the laws of the State of New York, Parent/Guardian, on behalf of themselves, the Participant, and their respective heirs and legal representatives, HEREBY RELEASES, WAIVES, DISCHARGES, AND COVENANTS NOT TO SUE the Incorporated Village of Bellerose, its elected officials, officers, employees, agents, and volunteers ("Released Parties") from any and all claims, damages, and liabilities arising from the Participant's participation in the Program, including claims arising from the NEGLIGENCE of the Released Parties, except in cases of gross negligence, recklessness, or intentional misconduct. Parent/Guardian further agrees to INDEMNIFY and HOLD HARMLESS the Released Parties from any third-party claims arising from the Participant's conduct or Parent/Guardian's breach of this Agreement.

4. HEALTH, PHOTOGRAPHIC CONSENT & PROGRAM RULES

Parent/Guardian agrees not to send the Participant to camp while symptomatic of illness (fever, vomiting, diagnosed communicable disease) and will arrange pickup within one hour of notification. Photographic and video consent is governed by the election made on the Registration Application. Parent/Guardian agrees the Participant will comply with all Program rules; the Village reserves the right to remove any Participant for conduct detrimental to the safety or well-being of others, without refund. This Agreement is governed by the laws of the State of New York; any dispute shall be subject to the jurisdiction of the courts of Nassau County.

BY SIGNING BELOW, I certify that I have read this Agreement in its entirety, fully understand its terms, and execute it FREELY AND VOLUNTARILY. I have full legal authority to sign on behalf of the Participant.

Signature of Parent / Guardian

Date

Print Full Legal Name of Parent / Guardian

Home / Cell Phone

Email Address

Relationship to Participant

Received by / Date

Application / File #

Payment Verified

For Village Use Only



INCORPORATED VILLAGE OF BELLEROSE

SUMMER DAY CAMP 2026

VOLUNTEER CAMP COUNSELOR APPLICATION

Session #1: July 20–24, 2026 | Session #2: July 27–31, 2026 | 9:00 AM – 12:00 Noon

★ APPLICATIONS MUST BE RECEIVED BY JUNE 20, 2026 ★

Open to all Village residents entering 7th grade or above in Fall 2026 • One applicant per form • Volunteer position (unpaid)

APPLICANT INFORMATION

Full Name (First, MI, Last)

Gender

Male Female Non-binary / Other

Date of Birth (MM / DD / YYYY)

Age as of July 20, 2026

Grade Entering Fall 2026 (7th or above)

Home Address

City

State

ZIP Code

Cell / Home Phone

Email Address

School Attending in 2025–2026

Current Grade

PARENT / GUARDIAN INFORMATION

Required for all applicants under 18 years of age.

Parent / Guardian Full Name

Relationship to Applicant

Home / Cell Phone

Email Address

EMERGENCY CONTACT (OTHER THAN PARENT / GUARDIAN LISTED ABOVE)

Emergency Contact Full Name

Relationship to Applicant

Primary Phone Number

Alternate Phone Number

AVAILABILITY

Counselors are expected to be present for all five days of their selected session(s). Please check the session(s) you are volunteering for:

Session #1 Monday – Friday, July 20–24, 2026

I am available to volunteer for Session #1

Session #2 Monday – Friday, July 27–31, 2026

I am available to volunteer for Session #2

Counselors may volunteer for one or both sessions. If you have any scheduling conflicts within a selected session, please explain below:

EXPERIENCE & QUALIFICATIONS

Have you previously volunteered or worked at a summer camp or in a childcare setting?

Yes No

If yes, please describe:

Do you hold any current certifications (First Aid, CPR, lifeguarding, coaching, etc.)?

Yes No

If yes, please list:

Please describe any special skills, interests, or activities you could contribute to camp (sports, arts & crafts, music, etc.):

HEALTH INFORMATION

Do you have any known allergies (food, insect, medication, environmental, or other)?

Yes No

If yes, please describe allergy / allergen and any required treatment or medication:

Do you have any medical conditions, physical limitations, or other needs staff should be aware of?

REFERENCES (NON-FAMILY)

Please provide two adults who can speak to your character, responsibility, and ability to work with children.

Reference 1

Full Name

Relationship to Applicant

Phone Number

Email Address

Reference 2

Full Name

Relationship to Applicant

Phone Number

Email Address

PHOTOGRAPHIC / VIDEO CONSENT

During Bellerose Village Summer Day Camp, photographs and/or video recordings may be taken of counselors and participants for use in Village publications, the Village website, social media, and promotional materials.

- I GRANT permission for my image / likeness to be used for Village purposes.
- I DO NOT grant permission for my image / likeness to be used.

APPLICANT CERTIFICATION & PARENTAL / GUARDIAN CONSENT

By signing below, the applicant certifies that all information provided on this form is accurate and complete. The applicant agrees to abide by all rules and guidelines set forth by the Incorporated Village of Bellerose and its Summer Day Camp staff, and understands that this is an unpaid volunteer role. Applicants under 18 must also have a parent or guardian sign below granting consent for participation.

Applicant Signature

Date

Signature of Parent / Guardian (if applicant is under 18)

Date

Print Name of Parent / Guardian

Please mail completed application to:

Village Clerk | Incorporated Village of Bellerose | 50 Superior Road, Bellerose Village, NY 11001

Questions? Contact the Village Clerk's office at villageclerk@bellerosevillage.gov



INCORPORATED VILLAGE OF BELLEROSE
SUMMER DAY CAMP 2026
VOLUNTEER CAMP COUNSELOR — EXPECTATIONS & CODE OF CONDUCT
July 6–10, 2026 • 9:00 AM – 12:00 Noon • Bellerose Village, Nassau County, NY

All volunteer counselors are required to read, understand, and comply with the expectations set forth in this document. A signed acknowledgment is required before the first day of camp.

1. ROLE & PURPOSE OF THE VOLUNTEER COUNSELOR

Volunteer counselors are an essential part of the Bellerose Village Summer Day Camp experience. Your role is to support the Camp Director and Village staff in creating a safe, welcoming, and enjoyable environment for every camper. Counselors serve as positive role models and activity leaders — not disciplinarians or decision-makers for program policy.

- Serve as a positive role model in attitude, language, and behavior at all times.
- Support, assist, and take direction from Village staff and the Camp Director.
- Lead, encourage, and participate enthusiastically in all scheduled camp activities.
- Foster a spirit of inclusion, fairness, and kindness among all campers.
- Represent the Incorporated Village of Bellerose professionally and with pride.

2. ATTENDANCE & PUNCTUALITY

Reliable attendance is critical. Campers depend on a consistent, stable team of counselors throughout the week.

- Counselors must arrive no later than 8:45 AM each day — at least 15 minutes before campers — to receive the day's briefing from staff. Arrival:
- Counselors are expected to be present for all five camp sessions (July 6–10). If an unavoidable conflict arises, you must notify the Camp Director as early as possible — at minimum 24 hours in advance. All-week commitment:
- Counselors must remain on site until all campers in their group have been signed out by a parent or guardian, and until officially dismissed by Village staff. Do not leave early without explicit permission. Departure:
- If you are ill, notify the Camp Director immediately. Do not report to camp if you have a fever, are vomiting, or have any symptoms of a communicable illness. Illness:

3. DRESS CODE & PERSONAL PRESENTATION

Counselors should dress practically, modestly, and appropriately for active outdoor and indoor activities with children.

- Wear comfortable, closed-toe athletic shoes every day. Flip-flops and sandals are not permitted.
- Shorts and t-shirts are acceptable; clothing must be appropriate for a public children's program (no offensive graphics, slogans, or revealing cuts).
- A camp t-shirt or lanyard may be provided by the Village — wear it as directed.
- Apply sunscreen before arrival and bring any personal items (water bottle, hat) you need to remain comfortable outdoors.

4. SUPERVISION & CAMPER SAFETY

Camper safety is the highest priority of every person on the camp team. The following rules are non-negotiable.

4a. Constant Supervision

- At all times, every camper in your group must be within your line of sight and within earshot. There are no exceptions. Sight and sound:
- Perform a head count of your group every time campers transition between locations (indoors to outdoors, activity area to restroom, etc.). Report any discrepancy to Village staff immediately. Head counts:
- Escort groups to and from restroom areas. Wait outside the restroom door and account for all campers upon exit. Never enter a restroom occupied by campers of any gender unless there is an emergency. Restroom supervision:
- Follow all staff instructions regarding shade, hydration, and sun safety. Encourage campers to drink water frequently. Water and outdoor activities:

4b. Medical Emergencies & Incident Reporting

- If a camper is injured, becomes ill, or reports any physical complaint, notify Village staff immediately. Do not attempt to administer first aid beyond basic comfort unless you hold a current certification and are authorized to do so.
- Do not administer any medication to a camper — prescription or over-the-counter — under any circumstances. All medication administration is the exclusive responsibility of designated Village staff.
- All accidents, injuries, altercations, or unusual incidents — no matter how minor they appear — must be reported to Village staff before the end of the camp day so that an incident report can be completed.
- In a life-threatening emergency, call 9-1-1 first, then notify Village staff and the Camp Director immediately.

5. APPROPRIATE COUNSELOR-CAMPER RELATIONS

Building positive, trusting relationships with campers is a core part of your role. At the same time, clear professional boundaries are essential to keep every child safe and to protect you as a volunteer. These guidelines are not meant to make interactions cold or impersonal — they exist so that every camper and every counselor can participate with confidence and security.

5a. The Two-Adult Rule

Two-Adult Rule — Mandatory at All Times

No counselor may ever be alone with a single camper, out of sight of at least one other responsible adult. This

rule protects campers from harm and protects counselors from false accusations. If you find yourself in a one-on-one situation, immediately invite another counselor or staff member to join, or relocate to a space where others are present.

5b. Appropriate Physical Contact

Warmth and encouragement are important — but all physical contact must be age-appropriate, camper-initiated where possible, and always visible to other adults.

- **High-fives, fist bumps, handshakes, a brief pat on the back or shoulder to offer encouragement, guiding a camper's hand during a craft or game activity with clear purpose, and side hugs initiated by the camper.** Appropriate:
- **Some younger campers may reach out to hold a hand during a walk or when upset. This is generally acceptable in a visible, public setting. Use common sense, keep it brief, and transition the camper back to independence as soon as they are settled.** Use judgment:
- **Lap-sitting, front-facing hugs initiated by a counselor, tickling, roughhousing, wrestling, carrying campers (unless there is an immediate safety need), or any contact that could reasonably be perceived as sexual or romantic in nature.** Not appropriate:
- **When in doubt, ask the camper's permission before any physical contact ("Is it okay if I give you a high-five?") and respect an immediate "no" or non-verbal hesitation.** Always ask first:
- **If a camper attempts physical contact that makes you uncomfortable, calmly redirect them and report the interaction to Village staff.** Report discomfort:

5c. Language & Communication

- Use clear, age-appropriate, and encouraging language with all campers.
- Never use profanity, slurs, or demeaning language — even in a joking context.
- Do not discuss your personal life, relationships, finances, or problems with campers.
- Avoid making comments about a camper's body, weight, appearance, or clothing beyond matter-of-fact safety reminders (e.g., "Make sure your hat is on so you don't get sunburned").
- If a camper shares something that worries you — about themselves, their home life, or another person — listen calmly, do not promise confidentiality, and report it to Village staff immediately.

5d. Favorites & Fairness

- Treat all campers with equal care and attention. Avoid singling out individual campers for special treatment, gifts, or excessive one-on-one attention.
- Be especially attentive to campers who appear isolated, shy, or excluded. Gently encourage participation and peer connection, and report persistent social difficulties to Village staff.
- Do not share personal opinions about individual campers with other campers or in hearing range of campers.

5e. Digital, Social Media & Out-of-Camp Contact

No Personal Digital Contact with Campers

Counselors must not connect with campers or their families on any personal social media platform, exchange personal phone numbers or email addresses, or communicate with campers outside of the official camp setting. This policy applies during camp week and after the program concludes. All communication with families must go through the Village Clerk's office.

- **Cell phones must be silenced and kept out of sight during camp hours except during designated breaks or in a genuine emergency.**

- Do not photograph or record campers on personal devices. Any photography for Village purposes is the exclusive responsibility of authorized Village staff.

6. CAMPER BEHAVIOR GUIDANCE & CONFLICT RESOLUTION

Counselors play an important role in maintaining a positive group atmosphere, but formal discipline is the responsibility of Village staff. Your job is to guide, redirect, and report — not to punish.

- **Acknowledge and praise good behavior often. Children respond better to recognition of what they are doing right than to correction of what they are doing wrong.** Positive reinforcement first:
- **If a camper is misbehaving, calmly redirect their attention to the activity. A simple “Let’s try it this way” is more effective than confrontation.** Redirection:
- **Under no circumstances may a counselor use physical force, restraint, or any form of corporal punishment to manage a camper’s behavior. The only exception is if a child’s immediate physical safety requires brief, minimal intervention (e.g., preventing a fall), which must be reported to staff immediately. No physical discipline:**
- **If a camper is persistently disruptive, uses threatening language, harms another child, or you feel unable to manage a situation safely, notify Village staff immediately. Do not attempt to handle serious behavioral situations on your own.** Escalate appropriately:
- **Minor disagreements between campers are normal. Encourage campers to use their words, listen to each other, and find a solution. If a conflict escalates or involves aggression, notify staff.** Peer conflicts:
- **Any behavior that is intentionally hurtful, repeated, or targeting a specific child — verbal, physical, or social — must be reported to Village staff at once. Do not dismiss it as “kids being kids.”** Bullying & exclusion:

7. MANDATORY REPORTING

You Are a Mandated Reporter

Under New York State law, anyone working with children in a supervisory capacity — including volunteers in a camp setting — is legally required to report reasonable suspicions of child abuse or neglect to the appropriate authorities. You do not need proof. You need only a reasonable suspicion. Failure to report is a violation of New York State law.

Indicators that must be reported immediately to Village staff include, but are not limited to:

- **Unexplained bruises, burns, cuts, or other physical injuries.**
- **A camper disclosing abuse, neglect, or unsafe conditions at home.**
- **Behavior that suggests a camper is experiencing emotional, physical, or sexual abuse.**
- **Any adult — including another counselor or Village staff member — engaging in inappropriate contact or communication with a camper.**

If you are uncertain whether something needs to be reported, err on the side of reporting. Always bring your concern to the Camp Director or Village staff first. If you believe a child is in immediate danger, call 9-1-1 and notify the NYS Child Abuse Hotline: 1-800-342-3720.

8. CONFIDENTIALITY

Information you learn about campers and their families during camp is confidential and must be treated with respect.

- Do not discuss individual campers — their behavior, family situation, medical conditions, or personal information — with anyone outside of Village staff on a need-to-know basis.
- Do not post about specific campers or identifiable situations on social media, even without using names.
- If a parent or guardian asks you questions about their child's behavior or performance, refer them politely to Village staff: "I'd encourage you to speak with our Camp Director about that."

9. GENERAL CONDUCT & PROFESSIONALISM

- Counselors must remain free from the influence of alcohol, cannabis, or any illegal substance at all times during camp hours and while on Village property.
- Smoking and vaping are strictly prohibited on camp premises.
- Do not bring personal guests, siblings, or non-camp children to the camp site without prior authorization from the Camp Director.
- Treat fellow counselors, Village staff, parents, and campers with courtesy and respect at all times. Interpersonal conflicts among staff must never play out in front of campers.
- Any concerns about program operations, fellow counselors, or Village staff should be raised privately and directly with the Camp Director — not discussed publicly or on social media.

10. VIOLATIONS & DISMISSAL

Violations of this Code of Conduct may result in immediate removal from the volunteer program. The Village reserves the right to dismiss any counselor, without prior warning, for behavior that endangers campers, violates law, or reflects poorly on the Village's mission and community trust. Serious violations may be referred to the Nassau County Department of Social Services or law enforcement.

COUNSELOR ACKNOWLEDGMENT

By signing below, I confirm that I have read and understand the Bellerose Village Summer Day Camp 2026 Volunteer Counselor Expectations & Code of Conduct in its entirety. I agree to abide by all policies described herein and understand that failure to do so may result in my immediate removal from the program.

Counselor Signature

Date

Print Name

Signature of Parent / Guardian (if counselor is under 18)

Date