



## BOARD OF HEALTH

525 CANTON AVENUE

MILTON, MASSACHUSETTS 02186

(617) 898-4886 (617) 696-5172 FAX

[www.townofmilton.org](http://www.townofmilton.org)



**Public Health**  
Prevent. Promote. Protect.

**TO:** Milton Recreational Camps for Children Operators

**FROM:** Michael Blanchard, Health Director  
Nelly Browne-Janga, Health Inspector  
Caroline A. Kinsella, RN, Public Health Nurse

**DATE:** May 9, 2011

**SUBJECT:** 2011 Recreational Camp for Children Applications

2011 Camp Applications for the Town of Milton, and other required forms and documents, can be found on the Health Department's website ([www.townofmilton.org](http://www.townofmilton.org); click on "Departments"; "Health Department"; "Applications and Forms"; then scroll down to "Camps"). Please read **ALL** documents carefully and fill out the appropriate forms completely; any incomplete applications or those missing the required plans will be returned to you, unless you have included a note as to when we can expect any outstanding information or plans. A check made payable to the Town of Milton with the appropriate permit fee must also be included.

Don't forget to update all of your plans and to call the Fire Department (Brian Doherty, 617-898-4906) and the Building Department (Joseph Prondak, 617-898-4925) to schedule the required fire and building inspections.

As always, we will be reviewing both camper **AND** adult health records. We found last year that adult health records were **seriously lacking**. As a result, we have adopted a **new immunization record policy**. Please see the attached memo detailing this new policy which will be **strictly enforced**.

We need your applications as soon as they are ready and **at least two weeks before opening day**. While camps that were licensed last year do not have to be inspected prior to opening this year, your application and fee must have been received, your CORI and SORI check information received back, and your Permit approved and issued prior to opening day.

Please remember, media attention is very high with regards to camps this year. If you do not have a **CORI, SORI, and immunizations** for each staff member, they cannot work or be present on camp grounds until they are received. **This includes** camp directors, nurses, administrators, etc.

We hope you and your staff have a safe and fun filled camping season. Please call with any questions.

cc: Joseph Prondak-Building; Brian Doherty-Fire Prevention