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# CAMP JCC

## THE PLACE TO BE



# FAMILY HANDBOOK



SUMMER  
2014

Dear Camp Families:

*Shalom* and welcome to Camp JCC Summer 2014! By choosing Camp JCC, you are providing your camper with a fun and exciting summer, and more importantly, giving your camper opportunities to enhance self-esteem, build Jewish Identity and grow in every way.

This *Family Handbook* contains valuable information that will answer many of the questions that may arise throughout the summer. It will also help you and your child get the most out of your Camp JCC experience. Please read through this carefully and keep it for future reference.

Ensuring the safety of our campers is our top priority at Camp JCC. Soon we will begin an extensive orientation and training for our carefully selected, enthusiastic and caring staff. Make sure you are familiar with all of the policies and procedures, including the "Arrival and Dismissal" section.

Our theme this year is "Super Heroes"! This summer we will be celebrating each week of our seven weeks of camp with a different super hero theme.

All Camp JCC required forms, including health forms, are now available in [CampMinder](#) from your personal dashboard. To access the forms, please log into [CampMinder](#) using the log in email and password you used to apply for camp and on the click on the yellow "Forms & Documents" tab. The deadline for submission of all forms is May 1, 2014.

If you have questions or need help, please contact us at [campjcc@jccgw.org](mailto:campjcc@jccgw.org).

In order to stay in touch with our Camp JCC families, in addition to the general Camp Office e-mail address, each program unit (Adom, Lavan, Kachol, Yarok etc.) has its own e-mail address. See the contact list on page 1. You will begin to receive emails from your camper's Unit Head close to the start of camp. We will also be sending mass e-mails to families before and throughout the summer. In addition to providing general reminders and announcements, this system will be used in the event of an emergency, to notify everyone quickly and effectively. Please be sure your contact information in CampMinder is always current.

We are delighted that you are sharing your child with us this summer. We look forward to seeing you at **Parent Orientation on Wednesday, June 11 at 7:00 p.m.**

*L'Hitraot!*

Fara Gold	Stacy Katz Olivera	Sarah Weissman	Jill Brenner Gessner
Camp Director	Assistant Camp Director	Camp Program Director	Camp Office Manager

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# 1 COMMUNICATION

## 1.1 IMPORTANT DEADLINES AND DATES

**Thursday,  
May 1**

Deadline for all required forms. These forms are available for online submission and accessed through [CampMinder](#)

Camper Health History and signed Physician's Form

Camper Sun Block form

Camper ARRIVAL/DISMISSAL form

Statement of Understanding form

Campers are **NOT** permitted to attend camp without all completed and processed forms on file.

**Wednesday,  
June 11  
7:00 p.m.**

☆ **Parent Orientation Meeting - for parents only of enrolled campers in any session.**

**7:00 - 7:45 p.m.** All parents meet in the Social Hall.

**Session A: 7:50-8:20 p.m.** Parents meet by program in individual rooms as posted.

**Session B\*: 8:30-9:00 p.m.** Parents meet by program in individual rooms as posted.

**\*Session B Provided as a repeat of Session A for parents with more than one child at camp who need to hear information about a different program.**

**Sunday,  
June 22,  
3:00-5:00 p.m.**

**Family Open House for parents and campers:**

ADOM	3 p.m.	LAVAN	4 p.m.
MACCABIAH	3 p.m.	KACHOL	4 p.m.
OMANUT	3 p.m.	KOCHAVIM	4 p.m.
YAROK	3 p.m.	MITZVAH CORPS	4 p.m.
HABIMAH	3 p.m.	ZAHAV	4 p.m.

**First session parents, bring your campers to meet other campers and staff and see their base rooms! Second and third session campers and parents are also welcome.**

## 1.2 DATES AND TIMES OF CAMP SESSIONS

**Session 1: Monday, June 23 – Thursday, July 3 (2 week session)**

(Note: There is no camp on July 4)

**Session 2: Monday, July 7– Friday, July 18 (2 week session)**

**Session 3: Monday, July 21 – Friday, August 8 (3 week session)**

**Camp Hours: 9:00 a.m.-4:00 p.m.**

**Extended Day: 7:30-9:00 a.m. and 4:00-6:00 p.m.  
(for an additional fee)**

### 1.3 STAYING IN TOUCH

Campers receive a roster of their Camp JCC group to help new friends keep in touch with one another outside of camp. Newsletters, weekly schedules, notices of special events, theme days and more will come home via e-mail. Please keep your contact email and phone numbers current in [CampMinder](#).

### 1.4 PARENT FEEDBACK

Camp JCC is planned and improved upon based on feedback from parents, campers and staff. We really do want to know what you think about camp. When our online survey is sent to you, we hope you will complete it, so we all can benefit from your comments and suggestions.

### 1.5 CAMP PICTURES

Camp pictures will be available online through [CampMinder](#). We will be taking lots of pictures and posting them so you can see how much fun your campers are having each day at camp. You will log into your [CampMinder account](#) to view and even order your favorites!



## 2 CAMP JCC APPROACH AND STAFF COMMITMENT

### 2.1 THE CAMP JCC APPROACH TO WORKING WITH CHILDREN

At the JCCGW, we relate to children as unique individuals who should be given opportunities to learn new things, experience new challenges and develop new skills (both physical and social), while feeling good about themselves. We believe this can be accomplished most successfully in a relaxed and fun atmosphere, with the support provided to bring out the best in every single camper.

Being part of a group offers each child opportunities to share, work and play together, to strive for common goals and to better understand the needs of others. Each camper also takes pride in the group's achievements and recognizes the significance of his or her own contributions to the group's success.

Every day at camp is filled with activities, friendship, spirit and adventure. All of this is intertwined with important Jewish values, enabling our campers to connect their good feelings and camp to their own identity. Camp themes followed throughout the summer also allow your child to explore Jewish values and culture.

### 2.2 STAFF/PARENT COMMUNICATION

Staff/parent conferences may be arranged. We ask that you please refrain from meeting with staff during morning drop-off and afternoon pick-up times. To speak with a Unit Head, call or email the Camp Office or e-mail the Unit Head and you will be contacted as soon as possible to schedule a meeting. **For your child's safety and for the safety of all children, no adult is permitted in camp program areas without the permission of the Camp Director. Please report directly to the Camp Office upon arrival for assistance.**

### 2.3 STAFF COMMITMENT

Each member of our camp staff is carefully selected and trained and is an enthusiastic and caring member of our camp community. Each staff member participates in an extensive camp orientation and training program and pledges to keep all children safe from physical, sexual, verbal and emotional abuse.

## **2.4 HEART OF GOLD MEMORIAL ENDOWMENT FUND**

The JCCGW does not allow staff tipping. If you wish to recognize or express appreciation to your camper's counselors, you may make a contribution to [The R. Andrew Helgeson "Heart of Gold" Memorial Endowment Fund](#). This fund supports and perpetuates the R. Andrew Helgeson Heart of Gold Recognition Program for outstanding Camp JCC counselors, in the name of your child's counselors. Each honored staff member receives a personal notification of your tribute. Donated funds will be used to publicly recognize those staff selected as most outstanding. The R. Andrew Helgeson Heart of Gold Recognition Program was established to honor the memory of a much-loved and missed extraordinary young counselor who exemplified wonderful generosity of spirit and heart. Thank you for helping us to continue the time-honored tradition of showing appreciation for your special staff member while also acknowledging our most outstanding camp staff!

## **2.5 VISITORS**

Visitors are not permitted to interact with campers or counselors during regular programmed activities. To be approved to be onsite, please obtain permission from the Camp Office. Adults identified as non-camp staff in program areas during the camp day will be asked to leave, unless they have prior approval through the Camp Office.

## **2.6 CAMP JCC BEHAVIOR SAFETY GUIDELINES**

Camp JCC staff takes the safety of your child(ren) seriously. It is our job to protect your child(ren's) physical and emotional safety. Our staff receives extensive training on proactive behavior management techniques, health, safety and security.

Staff and campers are expected to treat each other with respect. Campers will face consequences for behaviors that disrupt activities, harm the safety (physical or emotional) of other campers and/or staff, or violate camp rules. Consequences will be fair and appropriate, based on the intensity, duration and frequency of the behavior. Campers will never be punished physically. However, camp staff may use reasonable force to break up a fight, prevent violence or restrain an unsafe camper.

Camp JCC uses a multi-step discipline policy to address disruptive and/or unsafe behavior. To begin, all staff members are involved in the pre-camp training on proactive and preventive behavior management strategies. If a camper is involved in a behavior that compromises the safety of anyone and/or breaks a camp rule, a parent/guardian will be contacted and an incentive program (star/sticker chart, daily contract or other techniques) targeting specific behaviors will be discussed. Campers will earn reinforcements at camp and/or at home for demonstrating improved behavior.

If the camper continues to display the same unsafe or similar behaviors, a parent/guardian will be contacted to take the camper home early (camper may not ride the bus) and the camper may be suspended from camp for the following day. If a suspension occurs, the camper and parent/guardian will meet with camp administrative staff the next morning to help re-enter the camp program successfully.

Should another incident occur, the camper may be sent home early and suspended for the next day. A reoccurrence of the same or similar behavior will result in the camper being requested to leave camp. The parent/guardian will pick up the camper. No refunds will be given. The camp director reserves the right to make final decisions on any of the above guidelines.

## **2.7 BULLYING**

Bullying involves a person expressing his or her power through the humiliation of another person. Camp JCC supports the rights of everyone to participate and enjoy all activities, free from any form of bullying. Camp JCC will make every reasonable effort to promote awareness of the problem of bullying among all its participants, and to respond quickly and effectively to complaints or disclosures of bullying. The Camp JCC staff orientation curriculum includes a section on training staff about bullying lead by the Camp JCC Yoetzet.

### 3 HEALTH & MEDICAL INFORMATION

Maryland Youth Camp regulations require that children be admitted to camp **ONLY** after the required health forms are on file. We will check each camper's file for complete records before camp starts. **No child will be allowed to attend camp, including pre and post camp weeks, until the forms have been received and processed by our Health Center.** Processing of health information can take up to a week after receipt. Contact the nurse now (nurse@jccgw.org) if you have specific questions or need additional information. The deadline for the submission of all required health information is May 1, 2014.

#### 3.1 CAMPER HEALTH FORMS

To submit required camper health forms, log into [CampMinder](#) using the email address and password you used to apply for camp. From the "Dashboard", click the yellow "Forms & Documents" tab and there you will find all of the required forms, by camper.

##### Health Forms:

- **Health History** – basic health information, including immunizations - complete and submit online. If your camper was enrolled last summer, health information will pre-populate the forms.
- **Physician Examination** (PDF) – print, give to your child's physician to complete and sign, then fax to **301.686.8611**.
- **Camper Sunblock** – complete and submit online.
- **Authorization to Medicate** – only required for a camper taking medication at camp. Print form and bring to Health Room with medication.

##### Additional Required Forms:

- Statement of Understanding – complete with your camper and submit online.
- Camper Arrival/Dismissal – complete and submit online, one per camper.

If you need help accessing or submitting forms, please contact the Camp Office at [campjcc@jccgw.org](mailto:campjcc@jccgw.org) or 301.348.3883.

**All required forms are due by May 1.**

#### 3.2 HEALTH ROOM AND MEDICATION

Please do not send your child to camp if he or she has a cold, fever or does not feel well in the morning. An ill or injured child will be escorted to the Health Room by one of our staff for the health professionals to determine if the child's illness or injury warrants the parents/guardians to be called. Parents are expected to respond promptly and pick up their child.

If your child is given the Varivax vaccine for chicken pox immediately prior to the beginning of camp or during camp, please watch your child carefully. If a rash develops, do not send your child to camp and contact the Health Room immediately.

A child with a rash, fever, diarrhea or vomiting should not be sent to camp. Your child should be free of symptoms for at least 24 hours before returning to camp. Please report all communicable diseases to the Health Room at 301.348.3752.

In the Greater Washington community, lice are an inherent problem in camps. If your child is sent home with lice, note that Camp JCC has a nit-free policy. Campers will be checked by a camp nurse upon their return to camp and must be determined to be nit-free in order to attend. **It is critical that you check your children BEFORE sending them to camp.**

**HELP KEEP CAMP JCC SAFE: Please do not send any medication in a camper's lunch or backpack.** This includes over-the-counter medications. Please take all medication directly to the Health Room. Prescription medicine must be in the original pharmacy container with a pharmacy label and the child's name on it. Over-the-counter medication should be in a new unopened container.

If you administer medication to your child in the morning before camp, please contact the Health Room at 301.348.3752 or by e-mail at [nurse@jccgw.org](mailto:nurse@jccgw.org). Clearly indicate the camper's full name, unit and group so that there will be no chance of overmedication, if a standing order already exists. The camp carries no stock medications. Medications sent from home, including over-the-counter, prescription or homeopathic medications, will be administered by camp medical staff only with written doctor's (physician) authorization. "Permission to Medicate" forms, if needed, are accessible online through [CampMinder](#).

**Medication may be dropped off in the Health Room:**

**Wednesday, June 11 during Parent Orientation, 7:00 - 9:00 p.m.**

**Sunday, June 22, between noon and 5:00 p.m.**

**By appointment June 16-20, 2014.**

**All medication must be in the Health Room with the (physician’s) or doctor’s written authorization before your child(ren) arrive for their first day of camp, including Aleph, Bet & Gimmel weeks. If you have questions about the delivery of medication, please call the Health Room at 301.348.3752.**

The camp nurse will discuss any concerns you might have. Please do not attempt to contact the counselors directly regarding medical matters. The nurse will update the Unit head and counselors with medical matters when necessary.

### **3.3 SUN PROTECTION**

We recommend that your child be protected with sunscreen, preferably a long-lasting, water-resistant variety. Apply the lotion every day **BEFORE** your child(ren) leave for camp. Please also send additional sunscreen to camp to be reapplied during the day. Remind your child(ren) **NOT** to share sunscreen – another child may have an allergic reaction to the sunscreen your child(ren) use. Please fill out and submit the **required** “Permission to Apply Sun block” form. This form is accessible online through [CampMinder](#). We also suggest campers bring a hat to wear outside and on field trips to help shield their faces from the sun. Clearly labeled hats, should stay in your child’s bag and be brought to camp every day.

### **3.4 INCLEMENT WEATHER POLICIES**

The following inclement weather policies are in place:

**Excessive Heat/Poor Air Quality** - If temperature or air quality necessitates changes in the regular schedule, outdoor activities will be limited to periods of no more than 30-45 minutes at a time and lunch will be eaten indoors. Campers will be encouraged to take frequent water breaks. Field trip destinations may be changed due to weather conditions. Some indoor activities may be substituted for outdoor group time as conditions necessitate.

**Lightning** - The pool will be closed and the pool area cleared until 30 minutes after the last sighting of lightning in the area. Outdoor activities will move indoors.

## **4 ARRIVAL AND DISMISSAL**

### **4.1 ARRIVAL**

The camp day begins at 9:00 a.m. Campers arrive at camp by bus, carpool drop-off line, AM Extended Day or Parent Walk-In. If you and your camper arrive at the JCCGW after 9:00 a.m. on any camp day, you will need to park your car and walk your camper to the Camp JCC Office to sign in. A counselor will be called to the office to escort your camper to his/her group. You will need to wait with your campers until the counselor arrives in the office to pick them up.

### **4.2 ATTENDANCE**

Please notify the Camp Office by e-mail at [campjcc@jccgw.org](mailto:campjcc@jccgw.org) of absences or schedule changes as soon as possible. You also may call the Camp Office 24 hours a day at 301.348.3883. Please do not leave messages on the JCCGW main number.



### 4.3 DISMISSAL

The camp day ends at 4:00 p.m. Campers leave camp by bus, carpool pick-up line, PM Extended Day, or Parent Walk-In and sign out.

**Each camper must have a completed [Camper Arrival/Dismissal Form](#) on file to confirm a regular ARRIVAL/DISMISSAL schedule—bus, carpool line pick-up, PM Extended Day OR Parent Walk-In. This required online form must be submitted to the Camp Office by May 1. In case of emergency, and you need to change your child’s regular dismissal, including early pick-up (by 3:00 p.m.), you must e-mail this change to [transportation@jccgw.org](mailto:transportation@jccgw.org) – **no later than 12 noon on that day.** You will receive a reply e-mail confirming that your message was received. If you do not receive a reply, please follow up with a phone call to 301.348.3883.**

*To ensure the safety and security of all campers, ALL EARLY PICK-UPS MUST BE MADE AT THE CAMP OFFICE by 3:00 p.m., or know your camper will be held until the regular dismissal time at 4:00 p.m. Be prepared to show photo ID upon entry into the building, as well as in the Camp Office. We appreciate your cooperation to help us keep all of our campers safe.*

### 4.4 BUSES

If your camper rides a bus, you will receive a confirmation e-mail noting the bus stop location and proposed times. Closer to camp, you will receive a schedule with the names of the campers at each stop on your route, parent contact cell phone numbers and updated approximate morning pick-up and afternoon drop-off times.

**Each bus is equipped with a cell phone/two-way radio to ensure contact with Camp JCC and the bus company at all times.**

If you are at the bus stop in the afternoon and the bus is late, we ask that you wait patiently for a reasonable period of time. At the beginning of each session this could be 15 to 20 minutes, later in the session, 5 to 10 minutes.

**If the bus is running very late, we will make every effort to notify you. Please be sure the contact information in CampMinder is up-to-date so that we can reach you. This applies specifically to your cell phone numbers and cell phone numbers of your local emergency contacts.**

**Important Note:** Campers under 7<sup>th</sup> grade must be met at the afternoon bus stop by a parent or pre-authorized guardian or the bus counselor will not release them. If no one is at the stop to meet a camper, the parent will be contacted and the camper will be returned to the JCCGW on the same bus. The camper will need to be picked up by the family at the JCCGW and a \$60 fee will be charged to the family account.

### 4.5 CARPOOL DROP-OFF/PICK-UP LINE

#### **Carpool Line Participation**

Any camper not taking the bus, not enrolled in PM Extended Day, or not designated for 4:00 p.m. Parent Walk-In and sign out, is a “Carpool line camper”. Carpool line includes driving your camper ONLY, as well as driving your camper AND others.

**After you have submitted the required Camper Arrival/Dismissal Online Form, you will receive several official Camp JCC numbered cards with your unique family number. An official Camp JCC numbered card must be displayed in the front windshield of your vehicle in order to enter the JCCGW parking lot and the carpool line. This Arrival/Dismissal form is accessible online through [CampMinder](#).**

Numbered tags will be available for distribution during Parent Orientation on Wednesday, June 11, in the Camp Office or at the Camp Family Open House on Sunday, June 22.

Carpool line families enter and exit the JCCGW from the East Jefferson Street entrance. This entrance will be available to cars for DROPPING OFF campers from **8:40 to 9:00 a.m.** and for PICKING UP campers from **3:50 to 4:30 p.m.** each day camp is in session (June 23-August 8, 2014). Access to the carpool line is **not** available from the Montrose Road entrance.

### **AM Carpool Line Drop-off**

**Camper drop-off begins at 8:40 a.m.** Please display your official numbered tag in the front windshield of your vehicle when you enter the JCCGW parking lot from the East Jefferson Street entrance. All cars follow the directions from the crossing guard at the entrance and staff in the parking lot to the drop-off area. Please wait in your car until a Camp JCC staff member arrives to take your campers from the car. **For the safety of all of our children, do not get out of your car or talk on your cell phone during the drop off process.** All cars follow staff direction to exit the parking lot onto East Jefferson Street.

**If you arrive after 9:00 a.m., you will need to park your car, escort your campers to the Camp Office, sign in your campers and wait in the Camp Office until counselors arrive to accompany your campers to their groups.**

### **PM Carpool Line Pick-up**

**Camper pick-up begins at approximately 4:00 p.m.** The carpool line will open at **3:50 p.m.** You will not be permitted to line up in front of the rope before **3:50 p.m.** Please display your official numbered tag in the front windshield of your vehicle when you enter the JCCGW parking lot from the East Jefferson Street entrance. All cars follow the flow to the camper pick-up area. Follow the directions from the crossing guard and staff and wait in your car until your campers are brought to you. Once your camper(s) are in the car, please clear the lane, make the U-turn and pull forward *before* getting out of your car to buckle seatbelts. Our counselors are not permitted to buckle in campers. All cars must follow the lane and exit the JCCGW onto East Jefferson Street.

**If you arrive after carpool has ended, you will need to park your car and enter the building to pick up your camper from the PM Extended Day program and you will be charged the PM Extended Day daily drop in rate.**

## **4.6 PARENT PICK UP**

You can pick up your campers from the Parent Pick up room beginning at **4:00 p.m.** You will be asked to check in upon arrival. When you have your campers, you will be asked to sign them out. Be prepared to show ID if asked. **Any campers not picked up by 4:30 p.m. will be placed in PM Extended and you will be charged the daily drop in rate.**

## **4.7 EXTENDED DAY**

Campers under 7<sup>th</sup> grade must be supervised while at the JCCGW. Any campers dropped off by parent walk-in prior to 8:50 a.m. must be registered for and signed into the AM Extended Day program\*. AM Extended Day campers may arrive any time after 7:30 a.m. Any child picked up after 4:00 p.m. must be registered for the PM Extended Day program\*. PM Extended Day is offered until 6:00 p.m., Monday through Friday.

When you pick up your campers from PM Extended Day, you will be asked to sign them out. Be prepared to show ID if asked. Extended care is available per day for mornings and afternoons on a **space-available** basis. If you are using AM/PM Extended Day “drop-in”, your CampMinder account will be charged the daily rate.

\*additional fee required

**If a camper is picked-up after 6:00 p.m., the person picking up is required to pay a \$1.00 per minute late fee directly to the Camp JCC staff member.**

# **5 PERSONAL PROPERTY AND EQUIPMENT**

## **5.1 CAMP T-SHIRTS**

Each camper will receive one complimentary camp t-shirt on the first day of camp, in the size indicated on the camper’s online application. If you did not indicate a size, we will guess what might fit a camper of a specific age and that is what your child will receive.

## 5.2 CLOTHING AND EQUIPMENT

Campers should wear comfortable, practical clothing to camp. This is camp after all and messy activities are likely. All clothes and other possessions, including towels, swim bags, water bottles, goggles, sneakers, etc., should be clearly labeled with your child's full name, unit and group. For example, "Happy Camper, Adom 4-Chicken Soup", with an indelible laundry marker or name tag. **FLIP-FLOPS, CLOGS, CROCS, SANDALS, "JELLIES" OR SIMILAR RUBBER SHOES ARE NOT PERMITTED**, except as pool shoes, which should be sent in your child's backpack. Closed-toe and closed-heel shoes are the safest (sneakers or tennis shoes, but no "heeries"). Hats are strongly recommended. Swimming goggles may be used in the pool.

## 5.3 LOST AND FOUND

Items misplaced around the JCCGW will eventually find their way to the Camp JCC Lost and Found shelves in our supply room or "shelf room" (room 141). **WHEN ITEMS ARE PROPERLY MARKED IN PERMANENT INK WITH CAMPER'S FIRST NAME, LAST NAME, UNIT AND GROUP, THEY CAN BE IDENTIFIED AND RETURNED MORE EASILY!** Clothing and other items will be displayed for individuals to claim at the end of each session. All unclaimed items will be donated to a charitable organization.



## 5.4 TOYS AND OTHER ITEMS FROM HOME

Campers must **not** bring toys, water guns, trading or other cards, candy, gum, or expensive personal items to camp (i.e., cell phones, cameras, iPods, jewelry, electronic games, etc.). They may get lost, stolen, broken and will be taken away for the day. The JCCGW is not responsible for items that may be lost or stolen and we thank you for your cooperation.

## 5.5 SPORTS EQUIPMENT

In general, sporting and athletic equipment is supplied by Camp JCC and stored appropriately. If your camper is enrolled in our Maccabiah sports program, you will be notified directly of any equipment necessary for participation.

# 6 FOOD AT CAMP

## 6.1 KASHRUT (KOSHER LAWS)

The JCC of Greater Washington maintains Jewish dietary laws called *Kashrut*. All campers bring a nut-free dairy or vegetarian lunch for their own consumption. No meat, poultry or shellfish may be brought into the building. **No meat of any kind is allowed.**

Families wishing to celebrate a birthday at camp can order a kosher birthday cake or special popsicles for the group. If your camper has a birthday during camp, you will receive an email before camp with specific ordering information.

## 6.2 FOOD ALLERGIES

An increasing number of campers have severe food allergies. **It is critical you instruct your child(ren) not to share food with other campers.**

## 6.3 LUNCH

We are a “nut, peanut/tree nut aware” camp. Do not send *any* nut products to camp. Soy butter is an excellent alternative, especially in sandwiches, as many children cannot notice the difference. If you give your child soy butter sandwiches, let us know, since they closely resemble peanut butter. We need your help to keep all of our campers safe!

Please clearly label your camper’s lunch with their full name, unit and group. While at Camp JCC, lunches will be refrigerated. Please provide your child with a drink in a disposable container. Kosher snacks are provided each afternoon.

### LOTS OF LUNCH IDEAS

**DO NOT send chicken, beef, pork, shellfish, turkey, lamb, meat sauce or *any* nut products!**

Soy butter and jelly sandwich	Veggie burgers	kugels, noodles or other pastas
Cheese sandwich	Vegetable & cheese in pita	Falafel
Cream cheese & jelly sandwich	Yogurt & fruit	Banana & mayonnaise sandwich
Cheese & crackers	Fish sticks	Fried egg sandwich
Cream cheese & olives	Pasta salad	Frittata
Cold pizza bagels	Veggie tacos	Hummus
French toast	Hard-boiled eggs	Tofu spread
Cottage cheese & fruit	String cheese	English muffin sandwich
Raw vegetable and onion dip	Bagel & cream cheese	Cold cheese pizza
Sour cream & bananas	Apple butter sandwich	Gefilte fish
Portabella mushroom sandwich	Tofu “deli” sandwich	Veggie and cheese wraps
Tuna salad	Bagel, lox & cream cheese	Polenta, potatoes
Salads	Muffins	Salmon
Bean burrito	Pita pockets	Soy “hot dogs”, “chicken”, etc.
Egg salad	Cucumber sandwich	Veggie sushi

### Ordering Lunch

Information about ordering lunch from the new café at the JCCGW will be emailed when it is available.

## 7 SAFETY

### 7.1 SAFETY/SECURITY

In addition to our extensive safety guidelines and practices, Camp JCC has developed and implemented a comprehensive security plan in conjunction with local authorities and security consultants.

### 7.2 EMERGENCY COMMUNICATION

On rare occasions, it is critical that we be in immediate contact with a parent. Be sure to keep your contact information in [CampMinder](#) up to date with current cell phone numbers *that will be answered* in the event of an emergency. Please inform all of your emergency contacts that they have been listed! All Camp JCC Leadership Team members carry walkie-talkies and are in constant contact with each other, as well as with the Camp Office and the Health Room in the event of an emergency.

## 7.3 AQUATICS PROGRAM AND POOL SAFETY

### Determining Swim Abilities

The first day of each camp session, swim staff assess campers' swimming skills. Campers are placed into swim groups on the second day of the session. Adjustments are sometimes made after the second day. On the first Friday of each session, notices will be sent home with each camper's swim level. Please contact Caroline Cardullo, Aquatics Director, at [ccardullo@jccgw.org](mailto:ccardullo@jccgw.org) with questions any questions.

### Swimming in the Deep End

Each camper, including those who do not have instructional swim at camp, has a chance to earn a deep water bracelet. This bracelet is earned when a camper completes a swim check that demonstrates their ability to keep their head above water and swim to safety. The swim check includes a 25-yard swim (one length of the pool in the lap lanes) and one minute of treading water immediately following the swim. This check is administered by the Aquatics Director during free swim, or by another pool staff member during instructional swim. Once the bracelet is earned, the swimmer can venture past the bubble rope in the shallow end into the lap lane area of the pool (3.5 to 4.5 feet). For more information, please contact our Aquatics Director, Caroline Cardullo, at [ccardullo@jccgw.org](mailto:ccardullo@jccgw.org).

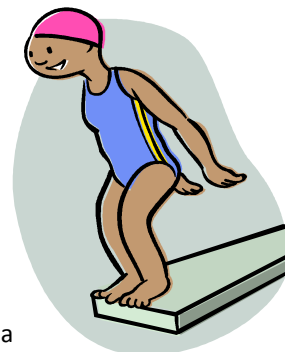
**Slide bracelets** can be earned after the deep water bracelet is earned. To earn this bracelet, campers must be able to recite the safe slide rules and demonstrate safe use of the slide. After jumping in from the side, the camper must tread water for one minute and swim to the side without assistance. A staff member will be in the water with the camper during the check. Slide bracelets can be earned during instructional swim time. This is when the slide is in lowest demand and will be the safest environment to check for these skills.

For campers who do not have instructional swim, specific times will be made for slide checks when the pool is less populated. These checks can be attempted an unlimited number of times as campers' swimming skills improve during the summer. Notices will be sent home when a camper successfully earns a bracelet. We do not pressure any child to take either of the above checks.

### Questions and Concerns

If you have questions or concerns about our swim program, please contact our Aquatics Director, Caroline Cardullo, at [ccardullo@jccgw.org](mailto:ccardullo@jccgw.org) or 301.348.3890. Remember, our leadership team and pool staff spend most of their day on the pool deck with your children and are unable to answer calls until after the camp day. Please leave a detailed message with your evening phone numbers and contact information so your call can be returned after the camp day ends.

The pool manager may close the pool, as required by the Health Department, during the camp day. In the event this occurs, an alternate activity will be provided for campers.



## REQUIRED FORMS SUBMISSION DEADLINE MAY 1, 2014

**Health History** – basic health information, including immunizations. If you were enrolled last Summer, most information will pre-populate. Complete and submit online.

**Physician Examination (PDF)** – print, give to your child's physician to complete and sign, then fax back to 301.686.8611.

**Camper Sunblock** – complete and submit online.

**Authorization to Medicate** – only required for campers taking medication at camp. Print and bring to Health Room with medication.

**Additional Required Forms:**

- Statement of Understanding – complete with your camper and submit online.
- Camper Arrival/Dismissal – complete and submit online, one per camper.

**To access these forms, please log into [CampMinder](#) using the log in email and password you used to apply for camp.**

If you have questions or need help finding or submitting these required forms, please contact the Camp Office at [campjcc@jccgw.org](mailto:campjcc@jccgw.org) or 301.348.3883. **All required forms are due by May 1, 2014.**