

DAY CAMP PARENT MANUAL 2022

Covenant Harbor is thrilled to welcome your child to summer camp in 2022!

As you and your camper plan for this experience, please review the information in this manual to help you know what to expect and how to prepare well.

If you have any questions, please call the Covenant Harbor office at 262-248-3600 or email camp@covenantharbor.org.

Covenant Harbor's top priorities are camper safety, creating positive life-long memories, offering fun and adventurous experiences, and clearly communicating God's love for all people. This manual is intended to equip you and your camper to be as ready as possible for those experiences.

Covenant Harbor's Mission

Covenant Harbor draws people from their routines into opportunities to enjoy creation, recreation and relationships, so that all will experience God through Jesus Christ.

Covenant Harbor's Summer Camp Goals

The goals of Covenant Harbor's summer camp programs are to love kids and share Jesus. The staff works hard to:

Keep kids safe

Let kids be kids and have fun

Build great relationships through open and honest community

Value each camper for who they are

Create positive, life-long memories

Challenge campers to try new experiences

Teach the truth of the Bible

Allow opportunities for each camper to take a next step in their faith

DAY CAMP PROGRAMMING

Covenant Harbor aims to offer the best possible experience for day campers with excellent, unique, and age-appropriate programming. With programs for 1st-6th graders every week, some campers choose to come for just one week of camp, while others come back again and again.

Day campers may overlap at meal times, sessions, and some large group activities. This allows campers to cross paths with a friend or family member in a different Day Camp age group.

At Covenant Harbor, we recognize that every kid is different, and believe that building unique elements into the schedule for 1st-3rd and 4th-6th grade campers is a great way for campers to learn and grow. Each age group will have its own goals and counselors. Younger campers will receive specific attention from staff as they're introduced to the Day Camp experience, Bible lessons, and activities. Older campers will get to know staff as they grow in understanding the gospel, conquering new challenges, and making decisions to personalize their camp experience.

CAMPER EXPECTATIONS

Covenant Harbor's hope is that every camper has a life-changing experience at camp. While campers are having fun, growing in self-confidence and building friendships, they'll be learning more about Jesus. On the first day of each week of camp, rules and expectations will be discussed with every camper. Campers will be given more specific direction, but here's a brief summary of camper expectations at Covenant Harbor:

1. Respect Each Other--Make friends at camp by saying and doing kind things and by standing up for each other. Respect the privacy of other people. Follow the code of conduct, which includes no hitting or kicking at camp, no bullying, no threats, no bad words, etc. Campers who choose to bully others, fight with or physically attack another person, or use hate speech that attacks another person with words, especially pertaining to their race or background, will have serious consequences.
2. Respect Camp--Keep camp clean and leave things the way you found them.
3. Respect the Staff--All staff are here because they care about you. Make sure to listen to the staff and stick by your counselor.
4. Respect God--God created everything and every single person at camp. Respect God by respecting his creation!

Any camper who feels unsafe or threatened at any time should talk to their counselor or another staff member immediately, so that the situation can be dealt with in a timely manner.

Cell Phones/Devices

Camp offers a unique opportunity to connect face-to-face in relationships and shared experiences. **Cell phones, smartwatches, and other electronic devices are not allowed at camp.** Campers will have one opportunity to turn in their devices (for safe-keeping in the camp safe) on the first day of camp. Any devices discovered after that point will be understood to indicate a camper's choice not to participate fully in the program and may result in immediate dismissal from camp.

Disciplinary Action

In all situations, it is our hope that we can work with the camper to take responsibility for their conduct and identify a plan to move forward that allows for them to grow, adapt, and restore community with others. Violation of Covenant Harbor's policies, refusal to participate in the program or follow instructions from our staff, or other gross misconduct may result in disciplinary action up to and including being sent home. In the case of serious discipline, issues will be addressed by the full time Youth Ministry Team and, when necessary, the Executive Director.

PREPARATION AND COMMUNICATION

Emails From Covenant Harbor

The latest information and the most important details will be communicated via email. For reasons of safety and security, specific details for arrival and departure are only listed in information that is emailed directly. To be fully prepared for the camp experience, please completely read each email from Covenant Harbor.

Medical Forms

Medical forms may be completed as early as you would prefer, but must be completed by May 15, 2022. Log back into your online registration account by clicking the "Register" button on the Covenant Harbor website to complete and submit the "Medical Form Summer 2022" for your camper. If any medical information changes after you have filled out your camper's medical form, please call Covenant Harbor.

Teammate Requests

Covenant Harbor makes significant efforts to honor teammate requests for campers in the appropriate age groups who register more than 5 days before the start of their session. Up to two teammate requests are allowed per camper. A group of more than three campers may be separated.

Campers have registered for programs aimed at 1st-3rd graders and 4th-6th graders and will be assigned to teams within those age groups. If your camper wishes to be on a team with a camper in a different age group, please call Covenant Harbor. Campers may be allowed to move into a younger age group if desired and if space allows.

Please be honest about your child's age and grade, and contact Covenant Harbor if you have any questions about programming or team requests for your child. If you misrepresent your child's age and/or grade level, they may be removed from the program.

HELPING CAMPERS SUCCEED

In order to give your child the most successful week at camp possible, any special accommodations must be requested prior to your child's arrival at camp. The Covenant Harbor team can, with limits, provide additional staff support to specific campers in order to set them up for success. This is available on a first-come, first-served basis. In all cases involving special accommodation, please contact Covenant Harbor as early as possible (and at least three weeks in advance of your child's anticipated arrival at camp) so that the Covenant Harbor team may gain a complete understanding of your child's unique circumstances, and with your input, assess if your child's needs can be met. The Covenant Harbor office number is (262) 248-3600.

Parents must inform Covenant Harbor of any medical, physical or behavioral conditions that may require special or beyond usual assistance from staff. This includes, but is not limited to the following:

- Any condition for which the camper receives special assistance from an aid at school, such as:
 1. ADHD
 2. Autism
 3. Any need for a companion/comfort animal
 4. Diagnosed Intellectual disability
- Any physical limitations for which special accommodations are required.
- Any pre-existing medical issues that require special observation or intervention.
- Any behavioral or social issues that require special interventions or accommodation.
 - a. Any noteworthy behavioral challenges that may affect cabin dynamics or social interactions with others.
 - b. Any "triggers" for behavioral issues (e.g. PTSD, etc.).

Be aware that Covenant Harbor has the following parameters for summer campers:

- Covenant Harbor cannot accommodate campers that require a one-on-one buddy/supervision all of the time while at camp.
- Child should be able to follow directions and schedule without displaying aggressive behaviors.
- Child cannot be verbally or physically abusive toward other children.
- Child must be able to be redirected without the use of restraint.
- Child must be able to receive medicine and food orally or by injection (e.g. no G-Tubes).
- If a child has a history of seizures, they must be controlled (inquire with camp Health Director to determine if Covenant Harbor can serve the camper).
- Child needs to be able to self-ambulate around the property (use of an assistive device such as a wheel chair is okay; however, Covenant Harbor has significant hills and not all buildings are ADA accessible).
- Child must not be a flight risk.
- Child must be able to independently use the bathroom facilities.

If you have any questions about the above guidelines or if you would like to discuss whether your child is ready for camp, please call Covenant Harbor at (262) 248-3600 and ask to speak with Covenant Harbor's registrar.

CHECK-IN AND CHECK-OUT

Check-in

Day Camp check-in will take place each day between 8:30 am and 9:00 am. The drive-through check-in process allows Covenant Harbor staff to quickly sign your child in to camp without you having to leave your car. Leave a little extra time for the first check-in of your session of camp, as campers will have the opportunity to put spending money in their camp store account and drop off all medications with the nurse (more information below). You'll also have the option to purchase a t-shirt and team photo (or save time by purchasing items in advance through the online registration).

If you wish to drop off your camper via boat or by walking up along the lake path, you can do so between 8:50 am and 9:00 am. Please use Covenant Harbor's northernmost pier, closest to downtown. Walkers can also check in at that same pier.

At Check-in You'll Need

- All medications
- Any spending money for your camper and payment for t-shirts, team photos, etc. (unless submitted in advance)

Camper Medications and Inhalers

- All medications will be administered by Covenant Harbor's on-site health staff throughout the week.
- All medications must be given to the health staff at check-in and **must be in original containers with instructions**. Medication must be current; expired medications cannot be accepted. This is a state law.
- Campers may not keep any medications on their person or in their belongings (including over the counter medications).
- Please do not bring nonprescription medications (vitamins, fluoride pills, etc.) that are not essential for maintaining your child's health while at camp.
- If your child uses an inhaler, please send two inhalers to camp, if possible. One will be kept at the health center and one will be carried with the counselor throughout the week. Both inhalers need to be labeled with the camper's name directly on the inhaler.
- Epinephrine delivery systems (Epi-pens, AuviQ, etc) must be current and labeled directly on the pen with your camper's name.

Check-out

Check-out is also a drive-through process and will be in the same location as check-in (except in case of bad weather, when staff will direct you) from 4:00 to 4:30 pm each afternoon. Staff members will sign children out only to people listed on their registration or at check-in, and all pick-up individuals must present a photo ID.

Boat and walking check-outs are also available at our northernmost pier, at the same location as check-in. Please arrive for boat and walking check-outs between 4:20 and 4:30 pm.

Late Check-Out

If you are unable to pick your camper up by 4:30 pm, your camper can stay for an extra activity and eat dinner at Covenant Harbor. Late check-out will be from 6:00 pm to 6:15 pm. You can register online for \$12 per day or \$48 for the week (5 days). If space allows, you may also register at check-in.

Arrival or departure outside of the listed timeframes causes significant disturbances to the camp program, is strongly discouraged, and should only be considered in extenuating circumstances. Campers may come and go only once per day.

PACKING LIST

Clothes (see specifics below)

- Swimsuit
- Beach towel
- Closed toed shoes
- Flip flops/sandals (for waterfront time)
- Raincoat/poncho (if necessary)
- Water bottle
- Sunscreen and bug spray

Optional

- Camera
- Water shoes
- Face masks or coverings

Packing Tips

-Label your items. Please write your camper's first and last name where possible.

-Covenant Harbor recommends sending your camper's items in a bag/backpack and including a separate plastic bag for wet items.

-Kids play hard at camp. Only bring things to camp that you wouldn't mind getting dirty, stained or possibly lost.

-Adventure activities (such as climbing tower, zip line, giant swing, indoor wall, etc.) require closed-toed shoes and longer shorts or pants.

-Day campers are served a snack each morning, lunch each day, and also have access to the camp store (where they may purchase drinks or snacks) each afternoon. Campers are generally discouraged from bringing other snacks.

Clothing at Camp

Clothing choices should not make anyone else feel excluded or uncomfortable. With the desire for all campers to feel comfortable, a camper whose attire does not follow these parameters will be asked to change. Please monitor your camper's packing to align with the following:

1. No clothing with logos that reference violence, sex, drugs, tobacco, or alcohol. Logos, slogans, and statements should not be divisive.
2. Clothing must cover any undergarments. Please no crop tops, low cut shirts, or short shorts. Athletic shorts and t-shirts are perfect camp wear!
3. Modest swimsuits must be worn at camp. Due to the high energy activities done at the waterfront (i.e. tubing, banana boating, water trampolines) a one piece is recommended for girls and swim trunks for boys.

Lost and Found

Covenant Harbor is not responsible for lost or stolen belongings. At check-out, lost and found items are brought to a designated area. If one of your items is missing, contact the Covenant Harbor office. Items can be returned via mail (shipping reimbursement is required). At the end of the summer season, unclaimed items are donated to charity. For health reasons, socks, underwear, toothbrushes, used soap, etc., will be thrown out.

Questions?

Call: 262-248-3600

Email: camp@covenantharbor.org

covenantharbor.org

Other

- Bible (or use one of Covenant Harbor's)
- Pen/pencil
- Paper/notebook
- Medications (given to nurse at check-in)

What not to bring

Personal sports equipment (scooters, bikes, etc.)

Cell phones, electronic devices, and smart watches

Cash (instead, deposit in spending money account)

Pets

Weapons of any kind

Fireworks

Tobacco, alcohol, and drugs

Nut products of any kind