



2022 Family Handbook

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CONTACT

Office Telephone: 207-244-0365

Fax: 207-244-3355

General Email: info@campbeechcliff.org

Camp Director's Email: Matt@campbeechcliff.org

WHAT TO BRING - *THE #1 MOST COMMON QUESTION*

Camp will be an enjoyable experience if you send your camper each day with a backpack containing the following labeled items:

- Lunch
- Hat
- Healthy snacks
- Light jacket/sweatshirt
- Full water bottle
- Rain jacket (everyday)
- Swimsuit & towel
- Sneakers/athletic shoes (wear these!)
- Sunscreen
- Water shoes or crocs for wearing at the waterfront only (optional)
- Masks
- Hand Sanitizer If you want it

Note: Campers should **NOT** wear open-toed shoes or flip-flops to camp. These kinds of shoes increase the risk of injury and decrease the number and types of activities in which they can participate. Campers may bring water shoes or crocs for wearing at the waterfront areas only.

Please be aware of weather predictions and prepare your camper accordingly. Unless there is thunder and lightning or a major downpour, we will be outside all day. Please mark all items with your child's name using a name tag or permanent marker. **Because campers are highly active and tend to get hungry, we recommend that you pack a little bit more nourishment than you might ordinarily.**

WHAT NOT TO BRING - *THE #2 MOST COMMON QUESTION*

Weapons -- real or pretend (this includes knives of any kind) · trading cards · Gameboys, cell phones or any other electronic devices (except for devices necessary for specialty camp programs such as cameras for photography camps) · clothing with inappropriate language or logos · personal sports equipment, (unless approved by the director) · valuables/money · Cigarettes/e-cigarettes/vape pens/Juuls/drugs/alcohol · pets or animals of any kind

If campers must have a cell phone for transportation needs, the phone must remain **powered off** and inside the camper's bag. If this proves to be difficult, the camper may drop off the phone at the office in the morning to pick up at the end of the day. If a camper is asked more than once to return their phone to their backpack, a counselor will bring it to the office where it will stay until the end of the day. Exceptions are made for medical reasons only and require approval by the Camp Director.

PLEASE NOTE! Camp cannot be responsible for lost or stolen items, and we highly recommend that valuable items be left at home.

ATTENDANCE & TRANSPORTATION

Confirming attendance and transportation for 200+ campers, each day, occupies the majority of our office staff's time throughout the summer. You can help ensure that your camper's day runs smoothly through prompt and clear communication with our office staff about your family's plans and intentions. Please remember that any changes in your normal routine need to be communicated with our office by a parent or guardian (207-244-0365 or info@campbeechcliff.org). Our campers are often far too distracted by friends and camp activities to reliably transmit a message passed on at the bus stop.

Absences

Attendance is taken every day when camp begins and again at the end of the camp day. **If your child will be late or absent, please contact the office before 8:30 AM to let us know.** A voicemail system at 207-244-0365 is in place for messages if you call the previous night or before anyone is in the office in the morning. Please leave the message at extension 101 for the Office Coordinator or email info@campbeechcliff.org.

Note: If a camper is marked as absent and we have not received notice of the absence, a call will be placed to a parent or guardian to confirm that the camper is not coming to camp that day. Sometimes this can mean that a group activity is delayed while this call is made.

Drop Off/Pick Up (not using bus)

Camper Drop Off for 2022 will run from 8:45 to 9:00 am. Upon arrival to drop off a camper, all parents must pull into one of two lanes of drop-off traffic as directed by a staff member. You will be greeted by a member of our leadership team, who will check your camper in and let them know what group they are a part of. They will then be asked to exit the car and join their group.

If you have any questions or concerns when you pull into camp or if you wish to join our Monday Morning Mug-up, you will be directed to a separate parking lot and staff will be there to assist you. We are **not** restricting parent access to the campus this year, but any visitors must check in at the office for a pass.

All campers who are dropped off must also be picked up in the afternoon by an approved person. Pick up begins at 3:45 pm and runs until 4 pm. When you arrive to pick up your camper, you will be directed to join a single lane of traffic. Campers will be brought back to the parking lot and dismissed by a counselor to waiting vehicles. For pick up we will utilize a single lane for easy exiting once your camper has been picked up.

This Drop Off and Pick Up process worked well for us last year, and we appreciate the patience and understanding of all parents as we continue to perfect the process for the summer of 2022.

Late Drop-off/Early Pickup

Campers arriving at camp after morning attendance (9:00 AM) need to be signed in by a parent at the office. Likewise, a camper being picked up early will need to be escorted to the vehicle of

a parent or person with written authorization to take the child from camp. **Please let us know ahead of time if your camper will be arriving late or leaving early.** We need to be notified as early as possible in order to make arrangements with the staff, so your camper is ready to leave when you arrive.

Note: It is difficult to have a camper ready for early pick-up once we begin our end-of-day routine. Please schedule your arrival for an early pickup before 3:00 pm.

Transportation/Buses

Families have the option of arranging their own transportation to and from camp or taking advantage of Camp Beech Cliff's free transportation school buses from Trenton and points around Mount Desert Island. Whichever option you elect, our camp office needs to be notified of your decision. Likewise, if there is ever a reason that you need to modify your camper's transportation arrangements (different person picking up), our office must be notified before 12:00 noon on the day of the change.

Campers that will be riding a CBC bus must have elected this option at registration or have notified our office of this intention. The transportation schedules are available at the camp office throughout the summer, or you can download the current bus schedule from our website at <https://www.campbeechcliff.org/bus-schedule>. The bus schedule can be modified several times throughout the summer as routes are adjusted for enrollment and traffic changes. So please check the current schedule before each week of camp.

- CBC's bus transportation is free to our families and is a big expense for CBC. If you can afford to make a tax-deductible contribution of \$25/week, that would be greatly appreciated. Thank you!
- Any changes to a camper's normal transportation arrangements (even if it is a one-time only change) must be submitted to our office in writing, by noon of the day of the change, email is acceptable, but please be sure to look for an email reply from our office so you know we have received your message).
- Changes must be communicated to office staff. A change communicated to a bus driver or bus monitor is **not** sufficient notice.
- Bus drivers will pick up and drop off only at scheduled stops. We cannot make exceptions.
- If a camper has permission to walk to and from the bus stop unaccompanied, the office must be notified so this can be noted on the transportation list. Without notification a camper will not be released from the bus stop.
- If there is unclear communication with camp resulting in confusion about a camper's end-of-day transportation and a parent or guardian cannot be reached, the camper will be held at camp until picked up by a parent or guardian.

- Should we learn of any major problems with transportation (i.e., vehicle problems or traffic jams), a text will be sent to notify a parent or guardian immediately, with follow up phone calls/email so that alternate plans can be arranged.
- Traffic is always unpredictable, but this is especially true in the busy summer months. We will do our best to adhere to our schedule, but arrival and departure times can only be estimates.
- CBC staff supervise the campers on the bus and at camp (or camp program off-site); it is a parent or guardian's responsibility to supervise their camper at the pick-up and drop-off locations.
- Drivers cannot wait for campers who are not at the stop when the bus arrives; nor can they stay with your child if you are not present in the afternoon. Please arrive at least 10 minutes before the scheduled bus arrival/departure time.
- Parents or guardians at a bus stop must check in with CBC staff (i.e., give a wave) to ensure supervised drop-off and pickup. If a parent or guardian is not present at a bus stop to pick up a child, the child will re-board the bus to continue the route and it will be the parent's responsibility to meet the bus at a later stop.
- There will be a staff member on the bus with the bus driver to supervise the campers and help with any complications that might arise. Transportation is a privilege. Please be sure to inform your children that if they do not follow the basic transportation rules, the camp has the right to immediately suspend this privilege.

Transportation Rules

- Campers must keep their masks on for the duration of the bus run (as will staff)
- Stay seated while the vehicle is moving
- All bus windows will be down during the run
- Offensive language is not acceptable
- No open food or drinks are allowed on the bus
- Wear a seatbelt whenever one is available
- Keep hands inside the windows
- Do not throw anything out the windows
- Keep your hands to yourself
- Keep bags and personal items out of the aisle

DAILY SCHEDULE

In the following pages, we have provided sample schedules that your campers' may follow. Camper activities and routines will vary through the week. Please understand the camp schedules are subject to change depending on weather, special activities, or off-site trips. If you are planning to pick up your camper early, it is always a good idea to check in with our office ahead of your arrival to ensure that your camper will be on site or even top side (i.e., not at the waterfront) when you arrive.

Starburst Camp

For campers going into kindergarten and 1st grade. With a schedule designed to meet the developmental needs of our youngest campers, we provide Starbursts with an introduction to camp. They have an active daily schedule full of activities including arts & crafts, field games, swimming and canoeing in Echo Lake, clay play, story time, yoga, nature explorations, and more!

Starburst Camp Sample Schedule, 9am – 4pm

9:00 – 9:10 am Morning Gathering
9:10 – 9:20 am Snack
9:20 – 10:20 am Upper Camp Activity: e.g., Climbing Wall
10:20 – 11:20 am Upper Camp Activity: e.g., Archery
11:20 – 11:45 am Lunch & Refill Water Bottles
11:45 – 12:15 pm Cabin Story Time
12:20 – 1:20 pm Upper Camp Activity: e.g., Yoga
1:20 – 1:30 pm Bathroom & Refill Water Bottles
1:30 – 2:00 pm Change and Walk to Waterfront
2:00 – 3:00 pm Waterfront Activity: e.g., Swimming
3:00 – 3:30 pm Change and Walk to Upper Camp
3:30 – 3:45 pm Closing Gathering and Chalk Art
3:45 – 4:00 pm Dismissal for Buses/Vans/Parent pick-up

Thunder Camp

For campers going into 2nd–3rd grades. This program provides a nurturing setting to introduce young campers to activities in each of our program areas. We encourage them to try new things and discover hidden talents with ample support from staff. The day will begin and end with a Thunder Camp circle for songs, announcements, and attendance. Campers will travel with their group counselor to each of their activity areas where they will join specialized program staff. These same staff will accompany the group to off-site activities to support, supervise, and bond socially with the campers. Activity blocks will be approximately 50 minutes long to ensure a dynamic schedule with plenty of opportunities to try the various program areas that camp has to offer.

Thunder Camp Sample Schedule, 9am – 4pm

9:00 – 9:15 am Morning Circle

9:20 – 10:10 am Upper Camp Activity: e.g., Archery
10:15 – 11:10 am Snack & Upper Camp Activity: e.g., Pottery
11:15 – 11:45 am Lunch
11:45 – 12:00 pm Transition and Changing for Waterfront
12:00 – 2:00 pm Waterfront Activity: Canoeing
2:15 – 3:30 pm Camper Choice Activity
3:35 – 3:45 pm Camper Groups
3:45– 4:00 pm Dismissal for Buses/Vans/Parent pick-up

Lightning Camp

For campers going into 4th–5th grades. We are introducing Skill Classes! Lightning campers will have a schedule allowing them to choose two program activities to dedicate themselves to each day. In addition to regular scheduled waterfront activities (swimming, kayaking, canoeing, sailing, and nature/outdoor skills), each camper will choose two upper camp program activities to visit everyday Monday through Thursday (leaving Friday for our specially themed programs). Skill Classes will give each camper the opportunity to dream big and dive into their interests with more time to have individualized instruction and to work on in-depth projects to promote skill building and connections with campers and counselors who have similar interests. Your camper will be able to rank their choices for skill class via a link sent prior to their arrival at camp. The Camper Choice Activity will continue to be the time when campers choose to try something new or end their day with an old favorite.

The goal of Lightning Camp is to provide a wide variety of activities for excitement, exploration and skill building. Yet we understand that this age group still needs plenty of support and supervision. Lightning campers will begin and end each day in smaller groups routinely checking-in with a dedicated group counselor. This consistent social setting encourages respectful interactions with peers and strong connections with counselors.

Lightning Camp Sample Schedule, 9am– 4pm

9:00 – 9:15 am Morning Circle
9:15 – 9:30 am Transition and Changing for Waterfront
9:30 – 11:45 am Waterfront Activity: Swimming & Snack Break
11:50 – 12:20 pm Lunch
12:20 – 1:15 pm Skill Class 1: e.g., Challenge Course
1:20 – 2:10 pm Skill Class 2: e.g., Arts & Crafts
2:15 – 3:30 pm Camper Choice Activity
3:35 – 3:45 pm Camper Groups
3:45 – 4:00 pm Dismissal for Buses/Vans/Parent pick-up

Quasar Camp

For campers going into 6th–7th grades. Program areas are activities designed specifically for Quasar Campers to learn new skills, share ideas on group projects, or work independently. Campers design their week by choosing skills classes to delve deeper into the programs area

you want to focus on! Your camper will be able to rank their choices for skill class via a link sent prior to their arrival at camp.

Quasar Camp Sample Schedule, 9am – 4pm

9:00 – 9:15 am Morning Circle
9:15 – 9:30 am Transition and Changing for Waterfront
9:30 – 11:45 am Waterfront Activity: Boating & Snacking
11:50 – 12:20 pm Lunch
12:25 – 1:15 pm Skill Class 1: e.g., Archery
1:20 – 2:10 pm Skill Class 2: e.g., Pottery
2:15 – 3:30 pm Camper Choice Activity
3:35 – 3:45 pm Camper Groups
3:50 – 4:00 pm Dismissal for Buses/Vans/Parent pick-up

Northern Lights Specialty Camps

For campers going into 4th–7th grades. Campers typically spend their day immersed in the specialty theme. For 2022 our Specialty Offerings are focused on the Visual Arts, STEM based Programming, and our Junior Maine Guide Program focused on building and testing outdoor skills. Time will still be set aside each day for waterfront activities like swimming and boating. Don't miss these quality sessions led by dynamic experts in their field!

Traditional Teen Camps

For campers going into 8th–11th grades. Our Traditional Teen Camp program is created to cater specifically to the interests, independence, and social dynamic of young teens. Based at the beautiful Mains' building on Echo Lake, Teens will engage in team building activities, swimming, boating, and paddle boarding, and many other camp-based activities led by both our CBC program heads, or through self-exploration.

HEALTH & SAFETY

Camp Beech Cliff strives to make camp a safe place – both physically and emotionally – for campers to spend their summer. We work hard to minimize risks and to educate campers about the differences between healthy and reckless risk-taking. We also train our staff to focus on how to prevent incidents and injuries and what to do when they occur. All staff members working with campers are certified, at a minimum, in Basic First Aid and CPR/defibrillator (we have four defibrillators on site). The camp's Health Center is supervised by a Camp Nurse.

COVID-19 Protocols, 2022

Camp Beech Cliff is heeding guidance by the CDC, State of Maine, and local boards of health. As such certain expectations have been put in place for all campers, families, and staff. Camp Beech Cliff strongly encourages all eligible campers and their families to obtain a COVID-19 vaccination. We ask the following of everyone to keep CBC a healthy and thriving space for all our campers and our community this summer.

It is essential that parents monitor their children for any signs and symptoms of illness on a daily basis. If your child exhibits any of the following symptoms, please do not send them to camp.

- Shortness of breath or difficulty breathing
- Fever
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell
- Nausea

In addition, we ask all camper families to keep the health and safety of our camp community in mind when undertaking activities outside of camp and encouraging good health and hygiene with your campers at all times.

All families of campers who test positive for COVID-19 must notify the CBC as soon as possible. Individuals with COVID-19 will isolate for at least 5 days. If they are asymptomatic or their symptoms are resolving (without fever for 24 hours), and have a negative antigen test (BINAX, etc), they may return to camp and wear a properly fitting mask (masking required for five days following negative test). If they are still positive, they will need to quarantine for another 5 days before returning to camp.

A camper identified as a particularly close contact, that is vaccinated and not showing any symptoms, may continue to attend camp.

A camper identified as a particularly close contact, that is NOT vaccinated and not showing any symptoms, will be required to quarantine from camp for five days.

What constitutes “Close Contact”? Because our program is mostly outdoors, the opportunities for camper-to-camper transmission is somewhat minimized. The most likely scenarios that we might determine a camper as a close contact is if they are generally “joined at the hip” at camp, share a bus seat, or we are aware of potential high-risk connections outside of camp like a sleepover (FYI, sleepovers are *always* where lice gets traced back as well).

Camp Beech Cliff is unable to offer refunds for days of camp missed to COVID infections or exposure.

Masking

Masks are a proven defense against transmission of the COVID-19 virus, as well as other communicable diseases. While transmission rates outdoors are statistically very low, campers still will find themselves in close quarters with other campers at times throughout the day. As such CBC has adjusted our masking policy to reflect the recent guidance by the CDC, while still keeping the health and safety of the most vulnerable around us in mind.

When Hancock County is ranked as high-risk for transmission (“Red”), masks will be worn, regardless of vaccination status, whenever campers are indoors or undertaking an activity that will bring them in prolonged physical contact with other campers including, but not limited to, singing and chanting, climbing on our indoor climbing wall, or undertaking projects in one of our program cabins or the yurt. When Hancock County is ranked as “Yellow” or “Green” by health authorities, masks will be optional for campers. When campers are fully outdoors and able to maintain safe physical distancing, masks will not be required of anyone. CBC fully supports any camper or family who wishes to remain masked throughout the day.

Masks MAY NOT be worn while swimming, boating, or standing on any of our docks at the waterfront as this constitutes a safety issue.

“Masks” include cloth face coverings of at least two layers, neck gaiters, or disposable surgical masks. Plastic face shields or ventilated face masks are not acceptable face coverings at CBC, and we will gladly provide an appropriate face covering should your child forget or come with a covering that does not meet with these standards. We encourage all campers to bring along more than one mask per day, in the event that a mask gets extra wet, incredibly dirty, or damaged.

Due to the enclosed space and crowded seating, masks are always required on buses for the entirety of the summer.

Camper Physical, Mental, Emotional, and Social Health

Camp Beech Cliff is a welcoming and inclusive environment that values the diversity of our campers regardless of ability level. To ensure that all campers are poised to have a positive and enriching experience at CBC, it is essential that CBC be apprised of any special needs your child may have.

The summer camp environment is uniquely different from that of home or school including more prolonged physical activity than a child may be used to on a daily basis, challenging terrain including steep grades and an open waterfront, social interaction in an environment filled with 200 children each day, and different definitions of personal space. We are committed to working with families that identify a camper need and how CBC can best support their camp experience, and what additional steps may be needed to ensure success and a fulfilling and positive experience.

Essential functions that CBC campers need to safely participate in programs include:

- Listening to directions and following instructions given by counselors and staff
- Being able to traverse a large and challenging campus, which includes water and unpaved and often steep terrain, in order to participate in camp activities
- Navigating loud indoor and outdoor spaces
- Being able to interact socially with campers, counselors, and others in a safe, reasonable, and polite manner consistent with the CBC environment, including being kind towards campers and counselors with words, facial expressions, and physical behavior.

If your child may not be able to meet these essential functions or may need extra support to meet these essential functions, please call us to discuss your child's special needs. Full and thorough information allows us to best meet camper needs and prevent surprises that may cause a hiccup in any campers' experience.

Accidents & Emergencies

All on-site program areas have immediate radio communication capabilities with the office and Camp Nurse. Most accidents at camp are minor (scrapes, cuts, bruises, etcetera) and do not prevent a camper from continuing his/her day at camp after receiving basic First Aid. If the Camp Nurse determines that a camper needs immediate medical attention that cannot be provided at camp, the camper will be taken either to the Emergency Room at Mount Desert Island Hospital in Bar Harbor or to the office of the camp physician in Southwest Harbor. Parents or guardians will be notified immediately, and a camp staff member will remain with the camper until a parent arrives. Additionally, if a camper simply needs to go home for the day, parents or guardians will be notified.

Camper health forms (with emergency contact information) are kept on file at the health center. Medical information is kept private and is protected.

Our Responsibility as Mandatory Reporters

For the protection of everyone in our camp community, all CBC staff are mandated by the state and trained as mandatory reporters. Just like teachers at school, if a counselor hears or observes any indication that there may be physical, emotional, or any other kind of abuse going on with a camper, we must report this to Child Protective Services. It is not our job to investigate or determine if the allegation is true or not. We serve as a relay station for information to protect the best interests of the campers who are entrusted to us. Our campers' emotional and physical well-being and sense of personal safety is our number one concern.

Behavioral Expectations & Discipline

Camp Beech Cliff strives to provide a safe environment, both physically and emotionally, for everyone in camp. Camp Beech Cliff emphasizes respect within all aspects of our program. We will be pro-active in teaching, modeling, and reinforcing respect. CBC has a strong reputation for working with challenging behaviors.

If you choose to send your camper here, you are putting your trust in our protocols and practices for responding to challenging situations in an effort to help each camper grow individually as well as keep camp a positive experience for the rest of the campers. Most of the time campers just need a reminder or a gentle redirection. Should the camper persist with behavior that is unsafe, dishonest, uncooperative, or disruptive, he or she may be removed from the group and given the opportunity to talk things over with the Camp Director or Camper Support Specialist.

We will do our best to listen to campers' needs and feelings when discipline issues arise. We do not, however, have the resources to work with children one-on-one for extended periods of time. Depending on the situation, the following steps will be taken:

1. A plan with specific strategies will be developed with the camper and staff, and parents will be notified.
2. If the behavior is serious or becomes a consistent issue, the Camp Director will hold a parent conference. The camper may be suspended from camp for an amount of time to be determined by the Camp Director.
3. Repeated instances of problem behavior will be grounds for expulsion from camp. There are, unfortunately, no refunds available for campers who are either suspended or expelled from our programs. In some cases, if the repeated behavior happens on one of CBC buses or vans, then the camper will lose the privilege of using camp transportation.

IMPORTANT: Certain behaviors are never tolerated and would require immediate expulsion, such as violent language or acts, grossly inappropriate language or acts, and any behavior that we believe may endanger a camper or staff member, either physically or emotionally.

Bullying and Teasing – There may be times when the staff is unaware that this type of behavior is going on. If your camper feels bullied and you believe that our staff either doesn't know about it or isn't addressing it appropriately, please call the Camp Director.

Deer Ticks

Deer ticks have made their way to Mount Desert Island, and Lyme Disease has come with them. We want all parents and campers to become familiar with these critters and with smart ways to avoid Lyme Disease. Please make a routine of doing a tick check (behind the ears, under waist bands, and around the ankles, and elsewhere) daily when your camper returns from camp.

While tick checks will be discussed and demonstrated during programming, due to the nature of where ticks like to hide, counselors are unable to perform tick checks.

During the summer camp season, deer ticks are typically in their nymph life stage. They will appear on skin or clothing as a small sesame seed size black dot. A good resource for proper removal of a tick or for more information is the CDC's website: <http://www.cdc.gov/ticks/> .

Immunizations/Vaccinations

The following childhood vaccinations are mandatory in the State of Maine: Tdap/DTP (Tetanus, Diphtheria, Pertussis), Polio, MMR (measles, mumps, rubella), Meningitis, & Varicella (chicken pox).

The State of Maine and our ACA accreditation requires Camp Beech Cliff to receive copies of all camper vaccination records before a child and employee attends camp. We can accept copies of vaccination records from a health-care provider, school health office, or other state/local government agency. Most families have their child's pediatrician fax a copy of the immunization/vaccination record directly to our office at 207-244-3355. Our office must receive a copy of your child's immunization records at least 2-weeks prior to child attending camp. Failure to provide this documentation may lead to the loss of registration and deposits.

Currently the State of Maine does allow families to opt-out of mandatory vaccinations if "The parent states in writing a sincere religious belief that is contrary to the immunization requirement or an opposition to the immunization for philosophical reasons." Our required Medical History Questionnaire provides an opportunity for a non-immunized family to make such a statement. Medical exemptions are also allowed.

If there is a report of a communicable disease which is subject to mandatory immunization at camp or in the immediate community, campers that have not been immunized against the reported disease will be asked to stay away from camp for their own safety for as long as three weeks (per local school system policy) or until our camp physician has informed us that the risk of infection has passed. Camp Beech Cliff is unable to provide refunds in such cases.

Lice

Much as we hate to think about it, lice ARE a fact of camp life. Camp Beech Cliff follows the **Maine Association of School Nurses** guidelines for assessment of lice and attendance decisions (https://www1.maine.gov/doe/schoolhealth/manual/documents/intro_pediculosis.pdf). Please

remind your child or children not to share hats, towels, brushes, combs, or hair ornaments. If we find live lice, the camper will be sent home that day for treatment. After treatment, a camper can return to camp once the Camp Medic has determined that there are no signs of live lice. If we receive a report of lice among our camper population our Camp Medic will begin screening all campers to hinder any outbreaks.

We always disinfect all helmets used at our climbing wall and ropes courses after they have been worn by a camper and prior to another camper using them.

Lockdowns and Evacuations

These are the times we live in unfortunately. Camp Staff train and practice for situations that might require a lockdown (e.g., our field is being used for a helicopter life-flight evacuation from the park), or an evacuation (e.g., threatening intruder). While we do not practice these processes with campers, we do brief campers to follow instructions of counselors in the event of an emergency.

In the event of a camp evacuation, local law enforcement will advise camp staff and families where parents can safely meet their campers.

Medications

All prescriptions and medications must be distributed through CBC's Health Center. Campers or parents must check in with our Camp Medic when bringing medication to camp (even over-the-counter meds). **Parents of campers who need inhalers, insulin, epinephrine or other self-administered medications must inform the Camp Nurse of these requirements with written documentation from a physician that also includes a parent's signature. (Download our "Emergency Medication Permission Form")**

Prescription medication must be in the original container and all medications will be kept securely in the camp health office. Written instructions regarding dosages (frequency and amount) must be provided along with the medication. CBC's Camp Nurse will administer medication based on these instructions. We recommend that you talk to your child's physician about having the medication dispensed before or after the camp hours.

The Camp Nurse may administer the following over-the-counter medications, according to our Physician's agreement and label instructions, to manage illness and injury:

- Sore throat - Vitamin C drops
- Headache - Acetaminophen/Ibuprofen
- Upset stomach - Pepto Bismol
- Menstrual Cramps - Acetaminophen/Ibuprofen
- Poison Ivy – Calamine Lotion/Cortaid/Benadryl

- Insect Bites/Stings - Benadryl

Note: Please use the Camper Medical Form to designate any medications your camper should NOT be given.

Sunscreen Recommendations

Campers spend most of their time outdoors while at Camp Beech Cliff. Even on a cloudy day, every camper should apply sunscreen with a minimum SPF of 15 (30+ is preferred) to all exposed skin. We strongly recommend that you send a bottle of lotion (labeled with the camper's name) with your child each day. Staff will help younger children who may be unable to effectively apply their own sunscreen.

At the Waterfront

- Campers will be swimming and boating most days at Echo Lake (weather permitting).
- All campers MUST complete a swim evaluation on opening day (it is important for campers not to be absent on their first Monday of camp). This is not a test, but an evaluation to place campers in the appropriate "swimming area" for free swim. Due to the physical nature of Echo Lake, staff to camper ratios and safety concerns regarding the number of campers using the pond at one time, some campers may be placed in a "swimming area" that they feel is below their swimming capacity. Swimming in Echo Lake is very different than a private or community pool and safety for all campers is our primary concern when assigning "swimming areas." If a re-evaluation is warranted, one re-evaluation in a session will be set up at a time to be determined by the program head of swimming.
- The camp's swim area will be divided into three color coded areas:

RED - a shallow area for beginning swimmers,

YELLOW – a transitional area for intermediate swimmers, and

BLUE - a deep area for experienced swimmers who can maintain a horizontal position while swimming distances, and capable of treading water for an extended period without showing signs of exhaustion.

- All our lifeguards are Red Cross certified and adhere to Red Cross, State of Maine and ACA regulations.
- All campers on the boating docks and in boats must wear a personal flotation device (PFD) which is provided by the camp and is checked for proper fitting by a CBC counselor.

LOST & FOUND

A staggering number of personal items get 'lost' at camp each week. Our lost & found bins can usually be found in the outdoor (covered) breezeway next to the gym. Please feel free to ask your camper to go look for that missing lunch bag or towel when they arrive in the morning or come by and check it out yourself when you drop your camper off.

Each Friday afternoon, we try to have a "Lost & Found Parade" at our closing gathering. Personal items that have lost their camper are paraded by counselors and campers in an attempt to find their way home. **We will also try to post as many lost & found items as possible on our Camp Beech Cliff Facebook page for your viewing.**

At the end of the summer, unclaimed items (usually 3 large containers filled with clothing and towels) are donated to a local charity. **We highly recommend labeling camper belongings** – such as clothing, towels, bathing suits, caps, lunch bags, water bottles, T-shirts and jackets – in permanent ink or with a printed label. Campers should avoid bringing valuable or highly sentimental items to camp if possible.

VISITING CAMP

We encourage all our camp families to take an opportunity to see camp in action or join us for one of our special Friday evening community events during the summer. We have several scheduled opportunities for you to see camp in action:

Monday Morning Mug 'Ups

If you have the time to join us, every Monday morning we host an informal opportunity for parents, grandparents & guardians to meet our leadership staff, chat with other families, learn about our programs, special events and perhaps have a tour of camp to see what your campers are enjoying...

We'll have coffee and tasty treats! After you drop off your campers feel free to drop-in to the conference room in the admin building 8:30-9:30. It's a great opportunity to listen in on the morning camp songs!

Tours

Can't make one of these events, give us a call and schedule a tour of camp. Bring a friend and introduce them to Camp Beech Cliff. **All camper parents and other visitors to camp must check in at the camp office upon arrival at camp.** All visitors to camp will be required to wear a visitor pass during camp operating hours. While visiting camp, you can expect counselors to verify that you have checked in at the office and that you have the required visitor pass - ***Camper safety always comes first!***