

LUCKY DOG CAMP

POLICIES AND PROCEDURES

Welcome to Lucky Dog Camp! I look forward to a growing relationship with you and your child/children. In order for camp to operate safely and efficiently, I ask the parents read and become familiar with the procedures listed below.

GENERAL SCHEDULE

10:00-10:45 welcome, morning meeting and story time

Children put away their lunches, have a few minutes of free play, fill their water bottles and get their nature journals. We take attendance, announcements are made, talk about the day's themes and read a story. Then the campers are set on their way rotate between 4 planned activities: nature, art, games and "free choice". The group's schedule rotates each day there for no one group always has the same activity at the same time each day.

10:45-11:30 1st Structured activity (nature)

At nature kids take a walk in the woods, work on their nature journals and learn habitats and who lives in them.

11:30 -12:15 Lunch

Children provide their own lunch. The entire camp eats together. Supervised free play follows.

12:15-1:00 2nd structured activity (art)

Art is where the campers turn trash into treasures! We creatively make things out of materials that are normally thrown away, reinforcing the importance of reusing and recycling.

1:00 -1:45 All Camp Activity

The counselors lead the entire camp in a spirited game such as capture the flag, dodge ball, kick ball, snatch the bacon, egg toss and spud. We encourage everyone to join in, but if a child would rather have free play that is ok too!

1:45-2:30 3rd structure activity (games)

Games are a time where the campers, as a small group play, a theme based game. On bird day we might have a scavenger hunt or we might prepare the "compost" snack when we are learning about importance of good soil.

2:30-3:15 4th activity (free choice)

The "free choice" activity is a counselor guided activities that the child can choose from. Campers can choose from activities such as: gaga ball, 4 square, bocce, croquet, wiffleball, Frisbee, art, basket weaving, story time, tetherball, fort building, board games, music, gardening, soccer, lacrosse, pet care, or swings. A counselor is assigned to an activity.

3:15-3:50 snack, clean up free play

The children will eat snack that is provided by camp.

3:50-4:00 Dismissal

MORNING DROP OFF

Camp starts at 10:00am. You are to enter the driveway marked 18 & 24 Elm Ridge Road (double mail boxes), pull up to the drop and pick up “zone” near the “green Shed”. A counselor will safely get your child out of the car and bring them to their designated picnic bench for their group. No children are permitted to get in and out cars without a counselor. We ask they continue on out the driveway in a one-way flow and exit out to Elm Ridge Rd. If for any reason you would like to get out of the car you need to pull up and park away from the drop off zone. All campers are expected to be there by 10:10 am.

PICK UP

Pick up is at 4:00 pm. Be patient...no pulling around cars when waiting in line. We will only permit campers to get into cars at the drop off/pick up zone.

Please let Melita Wright know if you have authorized anyone else to pick up or your child.

BASIC RULES

- Shoes must be worn at all times.
- Absolutely no feeding or petting the horses.
- No going into the main house without a counselor
- Know where your buddy is.
- Tell your counselor when you need to go to the bathroom.
- At the sound of the bell all children report to the “green Shed”
- Nothing should be thrown into the air unless it is a ball or Frisbee. No rock or stick throwing.
- Children may not climb trees unless it is during the “club” with a counselor.
- Children are not permitted to bring toys or games in from home, especially electronics.
- Children are permitted to bring in a show and tell and will have an opportunity to share with the rest of camp at the morning meeting.
- Profane or abusive language, hitting any kind of abuse is not permitted at any time. Physical assaults (hitting) and / or verbal abuse are justified grounds for parent conferences and /or dismissal from camp.
- Please be friendly and kind and do not exclude other kids.
- The slide is the way down and the ladder is the way up.
- No climbing on the monkey bars.

LUNCH AND FOOD RULES

Children are expected to bring their own lunches every day. This should include a nutritious meal and drink. Lucky Dog is an environmental awareness day camp so please keep that in mind when packing. Please use reusable containers when possible. They should pack in an insulated lunch box. No juice boxes please! The boxes are 100% recyclable but the straws and wrappers are not and they NEVER make it into the garbage!

Lunch is from 11:30-12:30.

We will provide a snack at 3:30 so if you feel your child will get hungry in between you may pack an additional snack.

LOST AND FOUND

All of your child's belongings and clothes (lunch bags, thermos, backpacks, bathing suit, towels, books, toys, etc.) should be clearly labeled with his/her name. Lucky Dog Camp is not responsible for lost items. All items will be placed in a lost and found container located near the “Green Shed”. Please check the container periodically for your child's lost belongings. Unclaimed items are donated at the end of the camp season.

EMERGENCY PROCEEDURES

Upon enrolling children, parents are asked to provide detailed information concerning each child's health, including chronic illness or conditions, allergies, susceptibility to disease or injury, and any other medical considerations. Copies of these forms are kept in kept confidential and on site. In case of illness, accidental injury or emergency during the camp day, camp staff will contact parents at home or at work immediately. We also ask parents to provide us with the numbers of relatives, friends or neighbors in the event we are unable to contact them (parents) during school hours. In the case of serious medical or health emergencies, camp officials will contact a local hospital for professional advice or, if needed, ambulance service and/or treatment by a physician. Parents are asked to provide us with information concerning emergency treatment preferences. Each child must have an EMERGENCY FORM on file prior to the first day of camp. We cannot admit children into the program without this form.

DISCIPLINE

The following are examples of unacceptable behavior that will not be tolerated and will cause for disciplinary action to be taken:

-Hitting/fighting/causing physical harm Verbal assault -Profanity/disrespect to staff or other campers Refusal to cooperate -Bullying Stealing -Temper tantrums -Leaving facility grounds -Biting/spitting -Possessing weapons/drugs/tobacco -Sexual misconduct
Our goal is to provide each child with the skills necessary to solve conflicts in a manner that is appropriate and with regard to others' feelings. We seek cooperative and effective solutions by using techniques listed below.

-Physical force or abusive language is never used. -Teach ground rules -Use time out effectively -Establish mutual respect

-Offer realistic choices -Redirect child's attention -Provide encouragement -Clarify expectations

-Be consistent -Offer a positive role model -Encourage problem solving -Offer assistance - Be willing to start over -Establish eye contact -Negotiate and avoid threats

Disciplinary action, when required, will be documented. Depending on the severity of the offense, staff will take the following steps:

- 1) Discuss what the appropriate behavior with the child is.
- 2) Time-out, where the child will be set aside, in a safe place, away from the group.
- 3) Talking with the parent or guardian. Dismissal may be considered.

CANCELATION POLICY

There is ABSOLUTELY NO REFUND unless there is waiting camper to the space. There will be a \$50 processing fee for the cancellation.

2012 SESSIONS, FEES and REGISTRATION

Monday- Friday 10:00am to 4:00pm

Session 1 June 25th-July 6th

Session 2 July 16th-July 27th

Each session is \$675.00 for the 2 weeks.

Full camp payment is expected at the time of registration.

Lucky Dog Camp

24 Elm Ridge Rd Pennington, NJ 08534

A camper health history/medical record must be completed, signed and submitted with registration form. New Jersey state law requires that all campers submit a current health record each year.

Confirmation will be emailed to you upon receipt of forms and payment.

Thank you for your cooperation in helping me run a safe and fun summer camp. Your comments are always welcome, as it is my intention to have an intimate personalized camp where communication is emphasized and the entire family is important. Please feel free to contact me if you have any questions or concerns.

Melita Wright

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609.658.3958

Founder and Director

Lucky Dog Camp

