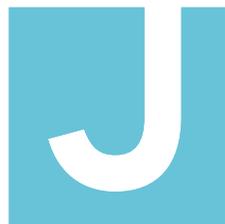


# WELCOME TO CAMP BUTWIN

## PARENT HANDBOOK

Revised January 2020



## **CAMP BUTWIN PHILOSOPHY**

At Camp Butwin, we specialize in children. Our friendly, cooperative atmosphere fosters individual growth at the camper's own pace. Campers are encouraged to learn new skills and master old ones, to express themselves creatively and to grow in their ability to relate to others. In this supportive environment, a true sense of community develops. By building a feeling of both independence and involvement in community, and developing individual abilities to the fullest, each camper at Camp Butwin excels.

## **2020 SUMMER THEME: Mishnah Mage**

Join us as we explore the values and wisdom of the ancients, as each age/unit will take ownership of its own special value to investigate and share all summer long!

## **IMPORTANT PHONE NUMBERS**

Camp Butwin Telephone: 651 + 423 1485 (8:30 AM - 4 PM)

Camp Butwin Fax: 651 + 423 1507 (9 AM - 4 PM)

St. Paul JCC: 651 + 698 0751

St. Paul JCC Fax: 651 + 698 8591

## **REPORTING ABSENCES**

Absences: If your child will not be attending camp, please leave a message on the camp voicemail 651+ 423 1485 prior to 9 AM.

Early dismissal: If your child needs to be picked up early, please send a written note in advance, and we will have your child waiting for you at the nurse's office, where you must sign your child out. Photo ID will be required.

Out of town: If you plan to be out of town while your child attends camp, please advise us accordingly and give us the contact information of someone who can be reached in your absence and who is authorized to pick them up.

## **SECURITY: CHECK IN/OUT POLICY**

Unscheduled visitors on campgrounds during camp makes it more difficult for us to provide a safe and secure summer for your camper. Anyone who would like to come to camp must make prior arrangements with the Camp Director. Those dropping off or picking up children must check in with a photo ID at the camp office when arriving at camp. You must check your child in and out at the nurse's office. We ask all visitors to park in the main lot and walk into camp.

- Please remember to park only in the designated parking areas.
- Please park in the camp parking lot and do not drive into camp.
- Please inform the Camp Director of any special arrangements that may be needed over the camp season in relation to pick-ups and drop-offs for your child.
- Permission slips from a primary parent will be needed for unusual pick-up circumstances.

## **VISITING CAMP**

Visiting arrangements should be made several days in advance. If at any time you would like a tour to "just see what's going on", arrangements can be made through the Camp Director. Family events are the best ways to see camp and are listed on the following page.

## **DIRECTIONS TO CAMP:**

From St. Paul: Go over the Mendota Bridge and continue east on Highway 55. Take a right turn at the intersection of Highways 55 and 149 South. Continue on 149 South to Route 3 (South Robert Trail). Turn right on Route 3. Follow Route 3 south to 120th Street. Turn right on 120th Street (at the VFW Club) and continue until you see the Camp Butwin sign on the right.

From I-35E: Take I-35 E. south to the Pilot Knob exit. Turn right onto Pilot Knob to Cliff Road. Turn left on Cliff Road to Route 3 (South Robert Trail). Turn right on Route 3. Follow Route 3 south to 120th Street. Turn right on 120th Street (at the VFW Club) and continue until you see the Camp Butwin sign on the right.

At Camp: Pull into the camp and park in the parking lot. Walk up the road past the caretaker's home. Please check in at the camp office, located in the Retreat Center. There will be no driving up to the camp unless there is an emergency.

Camp Address: 945 Butwin Road, Eagan, MN 55123 Note: Available on Yahoo Maps and Google Maps

## **IMPORTANT DATES**

### **CAMP BUTWIN OPEN HOUSE FOR FAMILIES OF CAMPERS ATTENDING ANY SESSIONS**

SUNDAY, JUNE 14 • 1 - 3 PM

Spend an afternoon at camp and meet your child's counselors and the entire camp staff. The pool and boating area will be open, so don't forget your swimsuit!

### **FAMILY NIGHTS AT CAMP BUTWIN**

TUESDAY, JUNE 23 • 5-8 PM

TUESDAY, JULY 21 • 1-4 PM

Campers will perform songs and skits. Families will have a chance to swim in the pool, take a boat ride, and participate in camp activities. Families should bring their own picnic dinner consistent with the JCC kosher policy, OR to purchase a camp style cook-out dinner from our CIT hot dog stand . No pork or shellfish, please! Please do your best to be on time; this allows for all campers to be matched up with their families and for our program to begin with you as our audience.

## **PARTICIPATION**

Many of Camp Butwin's programs and activities are new experiences for our campers. Since parents are important members of our camp family, we urge you to stress to your child the need to try new things and to not be afraid to tell their counselor when they may need extra help or encouragement. Please feel free to call us with special concerns about your child's participation at camp. We hope campers go home every day having experienced something new.

## **WHAT TO BRING TO CAMP DAILY**

Campers dress informally at camp. The key is to bring clothes that are serviceable and comfortable. Don't wear or bring anything to camp that you don't want to get wet or dirty. All items brought to camp should have your child's name clearly marked. Every reasonable precaution is taken to protect the camper's personal items, but the camp is not able to assume liability for loss or damage to property of the campers.

To wear daily:

Hat, shorts or pants, t-shirt and closed-toe shoes. This is a required policy, as dictated by our insurance carrier. Please help us enforce this policy and keep our campers' feet safe. If campers come in inappropriate shoes, they will have to sit out of activities and the parent may be called to bring appropriate shoes.

To bring daily in a sturdy cloth or nylon bag or backpack:

Lunch, water bottle, insect repellent, sun protection (SPF-30 or higher), swimsuit and towel (all clearly marked.) Girls' swimsuits must be one-piece or two-pieces where bottom and top touch (tankini).

On days when your child has horseback riding, long pants and closed toe shoes are required. On days when your child has Outdoor Adventure or Nature, closed-toe shoes are required. Check your child's schedule for the days they will be having these activities.

On cool days: light jacket, sweatshirt or fleece.

On rainy days: poncho/raincoat, hat and water resistant footwear.

If needed, campers may leave a change of clothes at their village, including one of each: shorts, t-shirt, pants, socks and underwear.

Please do not send MP3 players, cell phones, video games or other expensive electronic personal items to camp.

Please do not send trading cards/ games; they easily get wet, damaged and/or lost.

Remember: camp is a rustic, outdoor environment - Camp Butwin is not responsible for loss or damage of such items.

### **LOST AND FOUND – LABEL, LABEL, LABEL!**

Please mark all lunch boxes, backpacks, water bottles, clothing, hats, sunscreen, and insect repellent with first and last name. Lost and found items are displayed at all family activities. All unclaimed lost and found items will be displayed at the JCC for one week after the camp season ends. At the end of this time, the unclaimed clothes will be donated to a charitable organization. **PLEASE LABEL IN CLEAR WRITING, WITH FIRST AND LAST NAME OR FIRST INITIAL AND LAST NAME. USING NAME LABELS IS RECOMMENDED.**

### **PARENT COMMUNICATION**

Please check our parent portal, beginning June 21. You will have to log in using your Camp Butwin account.

Each week you will receive by email our newsletter, "Kol Butwin". The newsletter will have up to date information about the summer, news from camp and permission slips. Please take time to read it each week. [Like us on Facebook for camp updates.](#)

Many times we send specific information home with your camper via their backpack. Please check your child's bag each evening. This will ensure you don't miss a trip, an updated notice or even asking to bring a t-shirt for tie-dye.

The best way to reach us is by phone: 651 + 423 1485, M-F, beginning at 8:30 AM. Our general email is [staff@campbutwin.org](mailto:staff@campbutwin.org). Our office manager is available to answer all of your general camp questions. If you need to speak to your child's Unit Head or any other administrative staff, our office manager will get them a message.

**Important:** In order to stay connected with parents and share with you important camp happenings, weather, updates, transportation issues or other emergencies, we have added a text/phone communication system.

**Before your child begins at camp, you will receive a text from 888 + 239 2858. Please save this to your phone, as all mass communications from Butwin will come from this number. Thank you!**

## **THE FACILITY**

Camp Butwin is situated on a rustic 88-acre wooded campsite, with excellent opportunities for many creative and exciting activities. The St. Paul JCC Lodge on the Lake is located in the main area of camp. It includes the camp office, the nurse's office, the arts and crafts area, restroom facilities and a kosher kitchen. The facility is equipped with an elevator. The lower level includes space for shelter from severe weather.

At the lake, campers will have the opportunity to swim, boat and relax at the waterfront area. The waterfront area includes a designated swimming area, canoeing, kayaking and paddleboats.

Campers will participate in recreational and instructional swimming in the Jean Harris and Sid Froman heated outdoor swimming pools. The large L-shaped pool is designed for swim instruction and a variety of other programs. The 10-foot diving well is equipped with a waterslide and Aqua Wall. The pool is also equipped with a lift system and graduated stairs for individuals with disabilities. The zero-gradient wading pool is 30-foot x 30-foot, designed with a gradient slope for accessibility and assisting people to become comfortable around water.

This pool is equipped with two play features: a large mushroom shaped waterfall and several fountains that spray water in the air. Umbrella tables provide shade and areas to sit and observe. A large deck area around the pools provides space to spread out and relax.

The camp specialty areas include a large recreation building (the Ulam) with basketball and volleyball courts nearby. The athletic fields provide an excellent space for field games.

A horse stable provides enclosed riding and shelter for the horses. Camp Butwin also has a series of groomed trails for riding in camp.

The campers spend some of their time at one of five villages. Each village has electricity, running water, bathrooms and a shelter for inclement weather.

An all-natural amphitheater is situated between the Lodge and the lakefront. The amphitheater provides the perfect spot for flag raising and lowering, afternoon snack, Z'mirot (singing after lunch, Oneg Shabbat (Sabbath celebration) and large camp programs.

## **THE CAMPER'S DAY**

The camp bus arrives at a central site for pick-up where your child is welcomed onto the bus by the bus counselor. The ride is filled with bus games and songs planned by the bus counselor, while keeping safety in mind. At 9 AM, the campers arrive at Camp Butwin, where the flag raising ceremony and singing, sets the tone for the day.

The camp day is divided into six periods: three in the morning and three in the afternoon. Lunch is at noon, followed by some free time and an opportunity for the entire camp to come together for singing and special group presentations at Z'mirot. Campers participate in a wide range of camp activities with additional periods that are spent at instructional and recreational swim. The rest of the day is spent in activities led by the counselors, such as learning camping skills, hiking, games or listening to a story. All activities at Camp Butwin are geared to meet the developmental needs of each camper.

Campers in our specialty camps will participate in the specialty activity from 9:30 AM - Noon each day and in the afternoon they will have a range of activities including free swim.

## **GROUPING ASSIGNMENTS**

Group assignments are made at Camp Butwin by:

1. Grade
2. Age
3. Grouping requests

Groups may be mixed gender or same gender based on enrollment.

Any special request regarding the group assignment of a camper should be submitted to the camp registrar in written form or indicated on the camp application. The Camp Director will honor these requests whenever possible, but only one request can be guaranteed. While we make every effort to keep groups together, a camper's group could change over the course of the summer at the discretion of the Camp Director. Parents will be notified of any changes to their child's grouping.

### **Taste of Butwin (entering Kindergarten)**

In Taste of Butwin you child will have the opportunity to get a taste of many of the activities Camp Butwin has to offer modified to fit their developmental stages. Activities will include music and movement, nature, arts and crafts, sports, swimming and swim lessons, a taste of boating, Jewish-themed programming and group time.

Special attention is given to the needs of our pre-kindergarten campers as they adjust to the camp program and being in a setting with peers of all ages similar to a kindergarten setting. Activities are planned with their developmental needs in mind and more time is included in their schedule for quiet activities and projects.

### **Galim (entering 1st grade)**

In Galim, your child will have an opportunity to experience camp life. Exciting activities will include boating, music, wilderness, theater, arts and crafts, Jewish-themed programming, sports, Outdoor Adventure and group times.

Special attention is given to the needs of our kindergarten campers as they adjust to the camp program. Activities are planned with their developmental needs in mind and more time is included in their schedule for quiet activities and projects.

### **Sabra (entering 2nd grade)**

Camp Butwin's Sabra program was developed for children entering 2nd grade. Sabra is the perfect transition between Galim and Kfar. Sabra campers will get to experience all aspects of camp including boating, music, wilderness, theater, arts and crafts, Jewish-themed programming, sports, Outdoor Adventure and group times, plus horseback riding.

Special half-day trips each session are included to give our Sabra campers increased variety. Trips include destinations such as: MN Zoo, Como Town, and environmental activities. In addition, there will be one overnight (after-camp late night) per session. The overnight will be held at camp. All campers will be transported to the JCC for pick-up at 8 PM.

### **Kfar (entering 3rd and 4th grade)**

Kfar gets campers ready to participate in the Kibbutz program for the following summer. Kfar campers will get to experience all aspects of camp including boating, music, wilderness, theater, arts and crafts, horseback riding, Jewish-themed programming, sports, Outdoor Adventure and group times. In addition, there will be some choice periods for these campers.

There will be one overnight and one under night (after-camp late night) each session. The overnight will be held at camp and all campers will be transported to the JCC for pick-up at 8 PM. The overnights will take place at camp.

### **Kibbutz (entering 5th and 6th grade)**

In this program your child will participate in the entire range of camp activities. A focus on outdoor camping skills is also a part of Kibbutz. All campers participate in Outdoor Adventure, which is comprised of group initiative games, challenge course, adventure activities and a 40' climbing tower.

Every week, an overnight will be scheduled for Kibbutz campers. Every overnight has a field trip. Possible trips include water parks and Skateville. Overnights are usually Thursdays, with the exception of the last week of camp.

### **Tzofim (entering 7th and 8th)**

In this village, your child will participate in the entire range of camp activities, including more choice of the programs they are interested in at camp. Tzofim campers will take part in Outdoor Adventure, comprised of group initiative games, challenge course, high ropes course, adventure activities and a 40' climbing tower.

Tzofim campers will spend Tuesday and Thursday mornings exploring the Twin Cities while focusing on leadership, social action and community building through social experiences. Field trips include: water parks, volunteering at Feed My Starving Children and various summer attractions. Sessions 1 and 4 include one night overnight camp outs in Lebanon Hills Regional Park.

This summer Tzofim groups will also have two 3-night trips. During session II they will travel to Camp Herzl in Webster, Wisconsin and during Session 3, they will travel to Flandrau State Park, near New Ulm. These longer out of camp trip experiences are a highlight of the Camp Butwin experience that campers look forward to forward to as younger campers and remember for a lifetime!

## **OVERNIGHTS, UNDERNIGHTS AND COOKOUTS**

Galim campers have a lunchtime cookout each session. On these days, the campers do not need to bring their own lunch.

Sabra and Kfar campers will have a late night (extended day at camp) with a cookout each session. These extended days allow campers to use the Butwin facilities and build towards overnight camping. On these days the campers should bring lunch, but do not need to bring their own dinner.

All campers must be picked up at the St. Paul JCC at 8 PM on late night days.

Kfar and Kibbutz overnights are on the Camp Butwin site. A cookout, sleeping in tents, and singing around a campfire are just a few of the activities these groups will experience. Kibbutz groups begin each overnight, every other week, with an exciting field trip. Kfar groups utilize the Butwin facilities like the climbing tower, the swimming pool and horseback riding. Breakfast and lunch will be provided after all overnights.

Tzofim trips are off of the Butwin site. Detailed schedules and packing lists will be sent home the week before the trip. All transportation, activities, food, and lodging are pre-arranged and are included in the price of the session.

- ALL food served by Camp Butwin is kosher.
- A vegetarian option is provided for each cookout. If you require any additional food accommodations, please notify your child's Unit Head at the beginning of the session.
- We ask your assistance with sending NO additional food on overnights. Ample snacks are provided by Camp Butwin. All snacks provided by Camp Butwin are peanut-free.
- Campers will not be allowed to participate in overnights, undernights or trips unless a signed permission slip is returned for each event.
- Medication can only be given with a doctor's signed permission form. This form gets sent home before each trip.
- Please do not send money for snacks or souvenirs on trips.

## **CHILDREN WITH DISABILITIES ARE INCLUDED AT CAMP BUTWIN**

Camp Butwin is excited to celebrate its 31st summer as a fully inclusive day camp. We welcome children of all abilities to join us for a wonderful camp experience.

All of our campers, including those with special needs, will be grouped together. Campers who would benefit from a dedicated advocate will be matched with an Inclusion Facilitator, a staff member to provide extra support to ensure a successful experience for all campers. Both Inclusion Facilitators and other camp staff will receive training throughout the summer on how to achieve and maintain an inclusive, welcoming environment for all Camp Butwin campers.

If you have any inclusion-related questions about your child's camp experience, do not hesitate to contact Megan McClanahan, Inclusion & Accessibility Coordinator, at 651 + 255 4772 or during camp at 651 + 423 1485.

## **BUS TRANSPORTATION**

**Bus Sites:** Camp Butwin offers central pick-up and drop-off sites for all families to use. These sites are **Beth Jacob Congregation** (110 and Lexington in Mendota Heights), **Trapp Farm Park** (841 Wilderness Run Road in Eagan), **Shir Tikvah** (1360 W Minnehaha Pkwy in Minneapolis), and our our main hub at **St. Luke Lutheran Church** (1807 Field Ave) around the corner from the St. Paul JCC.

Please see bus confirmation letter that will be sent a week prior to your first day.

**Morning Pick-Up:** Camp Butwin staff supervises all central sites. Children can be dropped off at a site 5 - 15 minutes prior to the departure of the bus. Buses will leave promptly at the scheduled time. Parents will have the option of dropping their child off or waiting with them until the bus arrives. Families needing extended childcare should contact the Camp Butwin registrar, Ben Forman at 651 + 255 4744 regarding "Before Butwin Care".

Extended childcare is only provided at the JCC Afternoon Drop-Off: All children must be picked up when the buses arrive at end of the day. You will receive your bus schedule in the mail. Bus rules are located on the Camp Butwin site under "Transportation". No child will be left unattended; however, a late fee of \$1 per minute will be assessed if your child is picked up more than 15 minutes after the buses arrive. Families needing extended childcare should contact the Camp Butwin registrar, Ben Forman at 651 + 255 4744 regarding "After Butwin Care". Extended childcare will only be provided at the JCC.

**Upon arriving at their afternoon bus site, campers will need to be checked out with their bus counselor by their parents or guardians. Adults are expected to show a photo ID. We ask that you follow this procedure for the safety of everyone.**

The St. Paul JCC reserves the right to switch a child into After Camp Care at the St. Paul JCC and bill the family if that child is picked up late on a consistent basis.

If your child is to return to a different Bus Site than usual, we must receive advanced request in writing. No child will be returned to any other point unless we have received a written request. Children will not be allowed to walk home alone from a central site without advanced written parental permission.

Please do not wait in or leave your car in fire lanes at any bus site. Park in designated spaces only.

### **Bus Safety**

Bus site, times and safety information will be mailed to you a week before your session begins. Please go over the rules and guidelines to help prepare your child for their first day on the bus. We will also go over

these rules at camp. If children are not able to follow bus safety rules, bus privileges may be revoked. Each bus is equipped with a First Aid Kit.

### Staying Seated

Children must always remain seated, facing forward while the bus is moving. Children should not get up until the bus is at camp or the central site. All arms, hands, heads and other body parts must remain inside windows. The driver will allow time to get seated or exit safely before pulling away.

### **BAGS**

Please send a bag or backpack with your camper every day. Loose items cause serious hazards for campers as they get on or off the bus. Almost all accidents that occur around a bus are caused by children going back or stopping to pick up papers or other items that have been dropped or forgotten.

### **LUNCH**

As Camp Butwin takes a deeper look at our environmental footprint, we will be implementing a bigger recycling and composting program, as we will be eliminating our village refrigerators to help with energy costs! Lunches will be stored in safe containers and your use of an icepack will ensure a ready- to-eat lunch.

- Please provide a lunch in a non-disposable container and include an ice pack for refrigeration.
- Camp will be a peanut sensitive environment this summer.
- Names must be marked on the lunches.
- We prefer that you send juice boxes instead of pop.
- For cookouts and the day after overnights, camp will provide all food and drinks.
- Juice and a snack are provided daily at the end of camp.
- All food provided by the camp is kosher. Vegetarian options are always available.
- Please do not use pork or shellfish in your camper's lunch.
- If you require any additional food restrictions to be provided by the camp (including food allergies or vegetarian meals,) please be sure to inform your child's Unit Head at the beginning of each session.

### **A SAFE AND PEANUT SENSITIVE ENVIRONMENT: WHY?**

The danger of nut allergies is a real and growing health concern among camps, daycare centers and schools throughout the country. As many as 6% of school-age children may be allergic to foods such as peanuts and tree nuts. Peanuts are one of the most common food allergies and the leading cause of "anaphylaxis", a reaction that may result in airway closure that is potentially fatal.

In many cases, if a child with a peanut allergy eats, touches or even breathes a tiny amount of peanuts, serious side effects may occur, including death. This year at camp, several campers have a serious nut allergy. Therefore, we are strongly encouraging camp families to avoid the use of nuts or nut products in lunches or snacks brought from home. All snacks provided by Camp Butwin will be nut-free and any "PB and J style" lunches provided by camp (i.e. overnights, lunches left at home) will be made from sunflower seed butter. Nut-free tables in eating areas will be provided at all meals and counselors and children with completely peanut free lunches will be encouraged to eat with other campers who must remain peanut free.

Soynut butter is a one of many wonderful and healthy peanut butter substitutes. Many varieties (crunchy, smooth, with and without honey, chocolate) are available at: Trader Joe's, Cub, Whole Foods and Byerly's and other local groceries.

While our goal is to provide a safe camping experience for all our campers, we must rely on our camp families to help us with this effort by:

- Labeling sandwiches when using peanut butter alternative (can look and smell like peanut butter)
- Washing hands before you leave for camp, especially if peanut butter was eaten
- Reminding your child that camp does not allow food sharing
- Talking to your child's counselors about appropriate food for celebrating birthdays

## **SWIMMING**

Campers will participate in recreational and instructional swimming in the camp's heated outdoor pool. Everyone has swimming at least once a day and twice on days when the group has instructional swim. Tzofim campers will not have instructional swim unless the parent or guardian specifically requests it. The swim program is an important and integral part of camp life and is greeted with enthusiasm by campers. Our pool staff, supervised by the Camp Aquatics Director, are trained lifeguards and water safety instructors

(WSI), certified by the American Red Cross with skills in helping campers to adapt to the water and to develop stronger swimming skills. Instructors encourage the campers to participate in the program, but will at no time force a child to swim. At the end of each session, progress reports will be sent home to inform you of how your child is progressing in our instructional swim program.

## **WEATHERING THE WEATHER**

We take the weather very seriously, but we do not let it spoil our fun at camp. Camp Butwin is open rain or shine. You can help your child stay comfortable by sending the appropriate attire.

We constantly monitor the weather using a NOAA weather radio system. When the weather turns bad, we have several options.

Rain: When it rains, all activities move to sheltered areas.

Heavy Rain and Thunderstorm Watches: We require all campers to return to their own villages. The counselors tell stories, play small group games and do other creative activities.

Thunderstorm Warnings or Tornado Watches/Warnings: All campers come to the Lodge. Often we split up into smaller groups, one upstairs and one downstairs. We play Rainy Day Olympics, sing downs and large group games (for small spaces). If a tornado warning is issued for our area, we move the campers to the basement and keep the campers calm.

All trip sites are equipped with appropriate rain and severe weather shelters.

If the children are on the buses at the end of the day, and the weather becomes very dangerous, we will send the buses to the central sites or to the St. Paul JCC, at the determination of the Camp Director in consultation with JCC staff. This is an extreme situation and has not happened often. Staff will be at central sites to let parents know where the buses were sent.

## **THE CAMP BUTWIN PHILOSOPHY ON BEHAVIOR**

Camp Butwin creates a friendly cooperative atmosphere that fosters individual growth at the camper's own pace. Campers are encouraged to learn new skills and master old ones, to express themselves creatively and to grow in their ability to relate to others. In this supportive environment, a true sense of community develops. By building feelings of both independence and involvement in community, and developing individual abilities to the fullest, each camper at Camp Butwin excels.

## **BEHAVIORAL EXPECTATIONS**

Camp Butwin aspires to create a safe and stimulating environment for its campers; an environment where sensitivity, respect for others and cooperation are values.

## **CODE OF CONDUCT- PLEASE REVIEW WITH YOUR CAMPER**

Camp Butwin has developed and maintains a Code of Conduct for the members of its community. The code is intended to be a guide for general behavior.

1. I will be respectful of my fellow campers and all program staff. This means that I will speak to others in a respectful manner and tone of voice, I will follow directions and I will not cause or threaten physical harm towards others. I understand that disrespectful behaviors include, but are not limited to, hitting, punching, kicking, biting, spitting, swearing, lying and refusing to listen to the Camp staff. This includes bullying behavior which is defined as repetitive behavior against a fellow camper(s), and can include physically hurting (as stated above), purposely excluding, telling negative stories about someone, name calling, teasing, and using abusive language. This includes bullying, using social media during the camp season such as texting, Facebook etc.
2. I will be respectful of the Camp grounds, the JCC building, places we may visit and the belongings of others. This means that I will not litter, vandalize, steal or destroy items that do not belong to me. I will behave in a way that will not give a negative image of the JCC or Camp Butwin.
3. I will think about the results of my actions and how they effect others.
4. I will solve disagreements by talking, listening and compromising.

## **CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR**

If a counselor is unable, through discussion with a camper, to get the camper to cooperate, the counselor will send the camper to camp administration (Unit Head, Assistant Director and/or Camp Director) where the following procedure will be implemented:

1. First time - The Unit Head gives a warning, which includes clear understanding of the concerns and some alternative behaviors that should be used in the future.
2. Second time - The Unit gives a second warning and sends communication to the parent(s) explaining the concern(s).
3. Third time - A conference with the camper, parent(Unit Head, Assistant Director and/or Camp Director) will be arranged to discuss a plan for resolution of the concern. This could include suspension from camp for a period of time.\*

If the situation is judged by the administration as very serious, the above steps may be waived and a parent/guardian may be asked to pick up the child from camp and the camper will be asked not to return for a designated period of time.\*

\*No refunds will be given if a camper is suspended due to inappropriate behavior.

## **TEXT MESSAGING AND SOCIAL MEDIA**

Communication between staff and children through social media is not permitted. This includes but is not limited to text messaging, tweeting, online video gaming, and all social network sites. Staff is asked to report any communication outside of camp to an administrative staff member. The supervisor will alert the parent or legal guardian about this communication. Staff members have also been instructed not to communicate in this way and we ask that you report any such communication.

## **MEDICAL CARE**

Campers receive the best care and attention possible from the Camp Butwin nurse. The nurse is supervised by Dr. Sheldon Berkowitz, local pediatrician. The Camp Butwin health program operates with efficiency and high standards. Parents are encouraged to call and speak with the nurse about any health concerns. All counselors are instructed to bring campers directly to the nurse's office if there is ever a health question or concern.

## **IF YOUR CHILD NEEDS TO TAKE MEDICATION AT CAMP**

Give the medication and the signed doctor's order to the bus counselor at your child's bus site. The bus counselor will deliver all medication to the nurse's office at the start of the day.

Under no circumstances can we dispense medication of any type without a doctor's order signed by a parent and physician.

If your child is going on an overnight, the correct amount of medication (in its original bottle) must be brought to the nurse 24 hours before the trip. You can ask your pharmacy for a second bottle with the prescription on it.

Campers are not allowed to carry medications with them at camp. If your child is injured at camp:

- The nurse will immediately examine your child.
- The nurse will notify parents of the injury.
- Appropriate action, as determined by the camp nurse, in consultation with Dr. Berkowitz and the parents, will be taken.

## **MEDICAL EXAMINATION/MEDICAL FORM**

For the health and safety of your child, all children must have a Health History Form on file at camp before camp begins. There is no exception to this rule. The Medical Form is found in your Parent Portal. Access your account using the login info you created to register your camper, and select Forms and Documents. If you are having trouble, please call us ASAP!

Please keep your child at home and notify camp whenever there are symptoms of illness, especially contagious diseases.

If a child shows signs of illness during the day, the child will be taken to the nurse's office. If the child needs to return home, parents will be notified. The parents must make prompt arrangements for the child's return home.

Please notify the camp nurse if your child is suspected of being exposed to any contagious diseases. We will send home informational sheets to a camper's group and/or village as warranted by the Health Department regarding contagious diseases.

## **TICKS**

May to August is prime wood tick time in Minnesota. Ticks are found in all types of vegetation, especially grass, shrubbery and some animals. There are two different types of ticks, the common wood tick and the deer tick. Most of the ticks that we see at camp are common wood ticks.

The DEER TICK (not common wood tick) may cause Lyme Disease. The DEER TICK is very small, orange-brown in color with a black spot near the head.

Please check your child on a regular basis during this prime tick time.

Check child's clothing, entire body and head after they have been at camp or outside playing. Don't forget to check your family pets, too.

#### WHAT TO DO IF YOU FIND A TICK:

- Promptly remove by grasping the tick at the mouthparts (toward the person's skin) with a tweezers or tissue and pull gently but steadily straight back.
- DO NOT SQUEEZE THE TICK'S BODY
- Look to make sure you have removed the whole tick and have not left any body parts in the skin.
- Wash the area with soap and water and wash your hands.

If you have any concerns, please call the Camp Nurse at 651 + 423 1485.

Certain wood ticks are a health hazard in Minnesota, and they may cause infections if not removed properly. Please be aware that the usual tip-off is a red rash that slowly spreads in a circular bulls-eye pattern. Flu-like symptoms - fatigue, nausea, headache, aching muscles and joints - are another warning.

### **A NOTE ON CELL PHONES**

Summer camp is a special place for kids of all ages to 'unplug' for the summer, as they explore new interests, challenge themselves to grow, and build a community of friends and counselors. It is our goal for your camper to experience the full magic of camp, and that is nearly impossible to do when filtered through a screen. This being the case, we urge you to keep your camper's Cell Phone at home. Camp Butwin staff may confiscate cell phones/electronics during the camp day or on overnight programming if it is being used at inappropriate times.

### **CAMP ADMINISTRATIVE STAFF**

Camp Butwin Director | Ben Savin  
Assistant Director | Bess Brown  
Inclusion & Accessibility Coordinator | Megan McClanahn  
Jewish Life and Learning Coordinatar |  
Camp Nurse |  
Aquatics Director |  
Office Manager |  
Taste of Butwin and Galim Unit Head |  
Sabra Unit Head |  
K'far Unit Head |  
Kibbutz and Tzofim Unit Head|  
Specialty Camp Unit Head |

\*Camp Butwin is an accredited member of the American Camping Association, an affiliate of JCC Association, and a beneficiary agency of the Jewish Federation of Greater St. Paul and the Greater Twin Cities United Way.

#### JEWISH COMMUNITY CENTER OF THE GREATER ST. PAUL AREA MISSION STATEMENT

We strengthen the Greater St. Paul community by nurturing physical, intellectual, social and spiritual growth in an inclusive environment defined by Jewish values and culture.

Thank you for sending your child to Camp Butwin. We look forward to a wonderful summer!

Like us on Facebook!

<https://www.facebook.com/CampButwinMN>