



2017 Camp Guide

This guide is designed to help campers and their families prepare for the Rotary Camp experience. If you have any questions or need additional information, please feel free to call the main office at 330.644.4512.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



Dear Friends,

Greetings from Akron Rotary Camp!

For over 90 years the Akron Rotary Camp has been providing unforgettable camping experiences and I'm honored that you have chosen us to provide that opportunity to your loved ones. This camp manual is intended to help you and your camper prepare for their stay, whether it is for one week or the entire summer.

This manual is revised annually so please be sure to read it completely. It contains important information for you and your Rotary camper. You will want to retain this document for the entire camping season.

At Rex Lake we are excited that Piper will be the day camp director. While this is her first year in this role, she has been an amazing camp leader for years. We have a new water trampoline and are replacing many of our mattresses for this season. Please pay particular attention to the transportation section if your camper is attending day camp at Rex Lake. Since we are not contracting with a bus service we want to develop an organized system of pick up drop off that is safe for our kids.

We are excited to continue this collaboration with the Portage County Board of Developmental Disabilities. I'm sure the campers will enjoy the great activities planned. Wendy Reynolds will once again be the day camp director at Portage.

We are especially grateful that you have chosen Akron Rotary Camp and are eager to make your entire experience both fun and meaningful! If you have any questions about the content of this manual or about your camper's experience this summer, please feel free to contact me directly at 330.926.4952 or email me at danr@akronymca.org.

In the Spirit of Camping,

Dan Reynolds
Director of Endless Possibilities

How to Reach Us:

Mail: Akron Rotary Camp
4460 Rex Lake Drive
Akron, OH 44319

Phone: 330.644.4512

Fax: 330.644.1013

Web: www.gotcamp.org

Email: rotarycamp@akronymca.org

Akron Rotary Camp's Mission

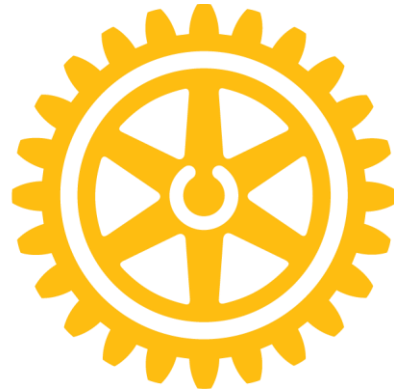
Creating a world where there are only abilities

Goals of Rotary Camp:

- To increase camper's self confidence, self worth and uniqueness
 - To develop camper's independence
- To involve campers in activities that increase physical skills
- To provide appropriate opportunities for socialization with peers
- To further develop interest and respect for the natural environment

**Rotary Camp has been a project of the
Rotary Club of Akron since 1924 and is
operated by the Akron Area YMCA.**

Rotary



Forms

The forms you received are very important to your camper's overall experience. Please take the time to read through all of the forms and fill them out completely. The forms include:

- Registration Form
- Physician's Form (must be signed by a physician each year)
- IEP, My Plan, and/or behavior plans
- Financial Assistance Request (if applicable)
- Any additional notes, comments from parents or professionals which could aid in providing a positive camp experience.

All forms must be returned to the camp office **at least one week prior to the start of your camper's session.**

If you are missing any of these forms visit our website at

<http://www.akronymca.org/RotaryCamp/Downloads/> or call the camp office at 330.644.4512. Campers will not be permitted to stay at camp if any of the forms are missing.

Staff Contact Information:

Here are the names of contacts in case you have questions or concerns in any of the following areas.

Billing: Dawn Housley

Overnight Camp: J.D. Detsch

Rex Lake Day Camp: Claire Piper

Portage Trailblazer Day Camp: Wendy Reynolds

Volunteers: Amanda Warner

Donations: Mella Castner

Executive Director: Dan Reynolds

Accreditation

Akron Rotary Camp is accredited by the American Camp Association. The American Camp Association's standards program is continuously evaluated and updated to reflect current, state-of-the-art camping programs. Although many state and federal laws/regulations may address basic food and sanitation concerns, the American Camp Association standards address the specific areas of programming, personnel and management practices that relate specifically to summer camp. Separate standards are applied to activities such as aquatics, horseback riding and trip/travel programs. The American Camp Association accreditation is recommended by the National YMCA Camping Division.

Complaint Resolution

At Rotary Camp we strive to ensure that everyone has a successful experience. If you have any questions or concerns, please contact the Executive Director, Dan Reynolds, at 330.644.4512. In accordance with the Ohio Department of Jobs and Family Services, we are required to provide you with the number for the local health department and the Public Children Services Agency. You may contact these numbers with any concerns.

Summit County Children's Services 330.379.9094

Summit County Health Department 330.923.4891

Portage County Children's Services 330.296.2273

Portage County Health Department 330.296.9919

Keeping Staff Informed

Please keep us informed about any changes in emergency numbers, addresses, work numbers, etc. If you plan to be out of town or at a place other than our information indicates, it is your responsibility to inform us where to reach you in case of an emergency.

Additionally, please let us know of any changes in your camper's world that may affect him/her (school problems, sickness of a family member, separation or divorce of parents, etc.). Camp staff strives to be sensitive to our campers' needs and feelings.

Staff Training

Staff training is conducted prior to the first week of camp. We follow state, American Camp Association and Akron Area YMCA Camping Services guidelines when we train our leaders. Fundamentally, three factors are involved: safety, fun and teachable moments.

Lost and Found/Personal Property

Rotary Camp will not be responsible for clothing and/or personal property brought from home. While the staff will help your child, it is considered the responsibility of the camper to keep their belongings together.

Please make sure that all clothing, toiletries, bags, and sleeping items are clearly marked with the camper's name. *Do not send their best clothes; new clothes may look like old clothing when it gets home.*

A **lost and found** is located at camp. Please check the lost and found table at check-out when you pick up your camper. Unclaimed lost and found property will be kept for two weeks following the end of each session. After that time, it will then be donated to a charitable organization.

Rotary Camp Trading Post

Camp souvenirs are available at our trading post. It will be open on check in and check out days only. Campers do not need any money while they are at camp.

Behavior Management

To ensure that campers feel safe while they are at camp, we believe that camp staff and parents must work together. It is critically important that parents and guardians provide camp with as much information as possible about the camper and their behaviors before the start of a session. Parents are encouraged to write a summary about the camper if necessary. Copies of behavior programs used at school or home can also be helpful.

Camp staff will contact the guardians if a camper is acting in a disruptive manner and needs further support. Through this conversation, the camp staff and the guardians, determine what appropriate steps need to be taken. This may include a modified behavior plan, a parent conversation with the camper, or dismissal from the program. It is the underlying philosophy of Rotary Camp that campers are expected to participate to the best of their ability in all programs.

All staff members consistently use positive reinforcement throughout the day. Staff members are not permitted to use corporal or verbal punishment. Discipline goes hand in hand with an attitude of mutual respect. We care about what the campers are feeling, not just what they are doing. We recognize that misbehavior is often a camper's way of showing us that something is wrong.

In teaching appropriate behavior, it is always important to be sensitive to the developmental characteristics of each individual. We need to be realistic in what is expected. Consistency is a must – campers cannot learn appropriate behavior if the message changes according to staffs' moods.

Campers who act out in an intentional way, either physically or verbally, with the intent to hurt themselves, other campers or staff will be sent home immediately under the discretion of the Camp Director or designee. Bullying of any kind will not be tolerated while at camp. If the behavior does not stop after counselor and director intervention, the camper will be sent home. Rotary Camp should be an enjoyable place for everyone.

Homesickness: Below are a few tricks we've picked up.

- Before camp be positive and excited about the experience. Camp is a cool, fun, exciting experience. You can let them know that they're going to have a great time.
- Telling campers they can call/come home may seem like the perfect thing to say, but it actually encourages homesickness. It's like a crutch. Like we mentioned in the first bullet point, camp's going to be amazing. Keep reminding them about that.

- Staff make every effort to ease the transition to camp. We spend quite a bit of time during staff training teaching our counselors how to redirect, or refocus a camper who is missing home. It's o.k. to miss home. Home will be there at the end of the week. Camp is special, and the campers are a part of something special when they're here. We'll remind them of that.
- Initial letters home often have strong feelings of homesickness so don't panic. Give us a call (330.644.4512) and we'll give you an update on where your camper is at with their experience.
- If your camper is having a really hard time with homesickness, we'll reach out to you and we can figure it out together.

Check-out Procedures (for all programs & sites)

Every camper's guardian must sign out with the appropriate staff member. Parents/guardians must either submit in writing or call the camp office if someone other than the camper's guardian is picking them up. Staff must check photo id to ensure safety. If someone comes to pick up a camper without any notification camp staff are responsible to contact the parents/guardian before releasing camper to that individual.

Vehicles

Campers are not permitted to have vehicles on camp.

Absentees

If a camper is not able to attend a registered session or day program, camp must be notified as soon as possible. At the beginning of each program, all registered campers that have not shown up within an hour of registration must be contacted to confirm their absenteeism. This occurs daily at each day camp site.

Campers who do not attend and do not call off for a registered program will be assessed one half the session fee and cannot sign up for another program until the balance due is paid.

Medical Care at Camp

Campers and parents/caregivers will speak with the health officer during check in. *All medications, prescription and non-prescription, must be given to the health officer in their original containers.* Medications will normally be distributed at meal times and before lights out.

The health officer will keep a log indicating the time the medication was administered and by whom. A medical history must be completed and turned in prior to camp. The camper will not be admitted to camp without this. Prescribed medications will be administered as directed on the bottle and must be clearly marked with camper's name, name of medication, and name of physician.

Camp will notify parents/guardians for a variety of health care concerns which may include: vomiting or diarrhea, a suspected broken bone or sprain, rashes, lice, any medical situation that requires care we cannot provide, and behavioral concerns.

If your camper is injured at camp, the camp director will take necessary steps which may include, but are not limited to the following:

1. Call the local paramedics.
2. Contact parents/caregivers. If parents/caregivers are not reachable, the camp may choose to contact an alternate emergency contact person.

Medical insurance is the responsibility of the parents. Paramedics will transport the camper in an emergency situation and charges associated with the commute will be the responsibility of the parents.

Service Animals at Camp

Rotary Camp follows the American's with Disabilities Act (ADA) definitions when it comes to allowing service animals at camp. Under the ADA, a service animal is defined as a dog that has been individually trained to do work or perform tasks for an individual with a disability. The task(s) performed by the dog must be directly related to the person's disability. This means the dog must be trained to take a specific action when needed to assist the person with a disability. For example, a person with epilepsy may have a dog that is trained to detect the onset of a seizure and then help the person remain safe during the seizure.

ADA makes a distinct difference between service animals and support, therapy, comfort, and companion animals. These terms are used to describe animals that provide comfort just by being with a person. Because they have not been trained to perform a specific job or task, they do not qualify as service animals under the ADA.

If sending a service animal to camp, it is the responsibility of the parent/guardian of the camper to provide someone to take care of the animal. Rotary Camp staff will spend all of their time providing excellent care to your camper; we are unable to provide care for an animal as well. Please call the camp office at 330.644.4512 if you are intending to bring a service animal to camp.

Alcohol and Drugs

Camp is a drug free environment. The use of alcohol or any recreational drugs, legal or illegal, by campers, volunteers, or staff is strictly prohibited and will be cause for immediately dismissal from property.

Pictures: We do our best to take pictures of everybody's child at camp. Below are a couple of FAQ's regarding pictures.

- Where do I go to get pics? Pictures can be found on Smug Mug at www.akronrotarycamp.smugmug.com. The password for Smug Mug will be given to you when you drop your child off on Sunday, or sent home with your child on Monday if they are doing day camp.
- My child isn't smiling. Are they having a good time? So, not everyone is smiling the whole time. They're not lunatics, but if you're truly concerned, give us a call and we'll give you a quick update on your camper.
- Our waiver states the following, I authorize the YMCA to take and use any photographs, comments, and videos of my child for promotional purposes. If you're not o.k. with the previous statement, please send us a written note that states otherwise. We will inform our staffs who take pictures and let them know. We generally will still post pictures on Smug Mug, which is a private site for you to view.

Overnight Camp Information

Camp Arrival Day

1. Arrive in parking area
2. In the rec hall:
 - Sign in and receive cabin assignment
 - Meet with the health officer
3. Each camper checks into the cabin and then goes to the waterfront for a swimming evaluation (weather permitting). Some campers find it helpful to wear swimsuits on the first day of camp.
4. During check-in, the Health Officer will do a health check on each camper. For the health and safety of all campers, campers will be sent home if lice, fever and/or contagious or infectious conditions such as pink eye are discovered.

Overnight Camp Check-In Time

Parents/caregivers are required to provide transportation to and from camp. Check in is on Sunday from 3-5 pm starting in the dining hall. *Check-ins will not be accepted prior to 3 pm.* The first meal served to the campers will be Sunday evening. Your camper's activities will begin at 5 pm. You are asked to meet your camper's cabin counselor and to look around camp prior to 5pm.

Due to the high volume of campers checking into overnight camp on Sundays, our first med pass will be at 8pm Sunday during check in. It is the responsibility of the parent/guardian to give the campers any medication needed before 8pm.

Overnight Camp Check-Out Time

Our parent program starts promptly at 11am on Friday.

Check out procedures start in the Rec Hall at 10:30am. *Parents/caregivers are required to sign out their campers upon arrival. Please bring proper identification.*

Clothing List for Campers

Campers are very active while at camp, so we suggest that you not send new clothing. Clothing should be practical and clean.

In order to keep track of your camper's clothing, we ask that you put your camper's name on each item of clothing and equipment. Clothing not claimed will be kept at camp for two weeks then donated to a local charitable organization.

The following is a suggested list of clothing for the best camp experience. You may add to it or subtract from it as you wish, but please make sure your camper is properly equipped so that he/she may enjoy their stay. Baggage should be limited to one suitcase and bedding. Attached in the end of the packet is a packing list. Fill this out and tape it on the inside of the suitcase to aid your camper and our counselors when checking in and out.

Necessary:

Sleeping bag or blankets	Deodorant
Pillow	2 bath towels
Laundry bag	2 wash cloths
Rain coat or poncho	6 pairs of socks
1 long sleeve shirt	Pajamas
5 t-shirts	1 pair of tennis shoes
1-2 sweatshirts	1 pair of crocks or sandals*
Swim suit	1 pair of swimming shoes
1 jacket/sweater	2 pairs of pants/jeans
Comb or brush	3-4 pairs of shorts
Toothbrush/paste	6 pairs of underwear

Shampoo
Soap

Sunscreen
Mosquito repellent

Convenient but not necessary:

Flashlight
Box/bucket for toiletry items

Camera/film
Hat

*Campers spend many hours running around outside throughout the week and therefore need shoes that protect their feet and provide support. Flip flops and shoes that do not cover toes and heels are not appropriate footwear for camp. Campers are required to wear shoes at all times.

Things to NOT bring:

- **Cell phones:** I know this may be a difficult thing, and if we're being honest, it's probably most difficult for you as the parent. I understand and sympathize with this. I know how accustomed you've become to having near constant access to your child. However, at this point we find it to be a very healthy concept to disconnect from the tech world. Our camper's lives are very structured, and that structure remains true for their time at camp. Every minute of the day is planned. We plan to help our campers socialize, problem solve, and learn new skills. This can be very difficult if our campers are focused on cell phones and not the campers and staff next to them. Here is an article that talks a little about why camps have banned cell phones at camp. If there is an emergency at home and you need to contact your camper, or if you're just worried how your campers is doing; please call the office at 330.644.4512. If no one answers your call please leave a voicemail on the emergency voicemail system and we will promptly return your call.
- **Valuable electronic devices:** These items are expensive and we are near lakes, dirt, and bugs. We climb, run, and jump. This environment is often very strenuous on expensive electronic devices. Please help us avoid a broken heart and keep these at home.
- **Snack for in the cabin:** They attract unwanted attention from squirrels, mice, skunks, and hungry counselors! For the safety of the cabin, please, please, don't send snacks. If you do please send them in care of the camp director, and I'll find something to do with them ;-)

Proper Footwear in the Water

Due to an increase in zebra mussels in our lake it is recommended that all campers come with swim shoes. While we do our best to make sure our swim area is free of anything that could potentially be dangerous, zebra mussels are becoming more common in the Portage Lakes. Therefore we recommend that all campers and staff wear swim shoes while in the lake.

We make every attempt to keep your camper's belongings together. However, it is not always possible and at times items can come up missing. It is assumed that the parents/guardians are responsible for any items brought to camp by the camper, including appropriate and inappropriate items. *The Rotary Camp and the Akron YMCA and its representatives cannot be held responsible for missing items.*

Food Service for Campers

Balanced meals are planned and served by the food services staff for overnight camp. Campers eat with their cabin groups at the dining hall where the food is served in abundant quantities. Special dietary considerations are made for food allergies and other dietary needs.

Please be sure to indicate your camper's dietary needs on the Camper Information Form. If your camper has extensive dietary needs, such as gluten free, please contact the camp office before your camper attends camp.

Camper Mail

Mail will be delivered at each evening meal. Please send mail to your camper at this address:

Rotary Camp
Camper's Name, Cabin Name
4460 Rex Lake Dr.
Akron, OH 44319

Faxes (330.644.1013) and emails (rotarycamp@akronymca.org) will also be delivered to campers. Please include the camper's name and cabin.

How to Contact Us

For registration information, billing, and general questions please call the Rotary Camp office at 330.644.4512. In case of emergency call the camp office and leave a message on our emergency voicemail system by following the directions given by our voicemail system. A staff member will be immediately paged and we will return your call as soon as possible.

Day Camp Information

Rotary Camp operates day camps at two sites: Happy Day School in Ravenna, and at the Rotary Camp on Rex Lake. These programs are similar in staffing and policy, but have some unique programs which are specific to each site.

Day camp sites will receive more specific information for that site at least one week prior to the camping session. *If you have questions, please contact the camp office at 330.644.4512.*

How to Contact Us

For registration information, billing, and general questions please call the Rotary Camp office at 330.644.4512. If you have questions or concerns (such as lost and found, behavior supports, and schedules) first talk directly to your camper's counselors. For call offs, or to talk to the director of your program, please call the site numbers listed below.

Portage Trailblazers	330.678.2400	Director: Wendy Reynolds
Rex Lake Day Camp	330.644.4512	Director: Claire Piper

In an *emergency situation* when you are unable to reach someone at the above numbers, please contact Dan Reynolds, Executive Director, at 330.606.9207.

Arrival/Departure

Drop off and pick up times are noted below specific to each site. Please stay within those times. Rotary Camp reserves the right to charge \$20 per each 15 minutes the camper is supervised beyond the normal pick up times. If there is a change in the departure routine (early pick up, different authorized person picking up, etc) please notify the camp in writing.

All campers are required to sign in/out daily with a staff member. Rotary Camp reserves the right to ask for photo identification.

Drop off (Rex Lake)

Rotary Camp 10:00am-4:00pm

Drop off times are from 9:30am – 10:00am. We are unable to supervise your camper before 9:30am. All parents are expected to personally greet the appropriate staff member while dropping off their child. Please park in the parking lot at camp or in the grassy area at the Masonic Lodge at 4395 Rex Lake Drive. Please hand the staff directly any medications that the camper may take during the day. If you have any questions or concerns, please share them with your camper's counselors directly. You must drop your camper off and sign them in at the flag pole.

Pick Up (Rex Lake)

Pick up will begin at 3:45pm and run through 4:15pm. Please sign out with the appropriate staff person. Please park in the parking lot at camp or in the grassy area at the Masonic Lodge at 4395 Rex Lake Drive. Please hand the staff directly any medications that the camper may take during the day. You might sign your camper out and pick them up at the flag pole.

Drop Off (Portage Trailblazers)

Portage Trailblazers 9:00am-3:00pm

Parents must park in the side parking lot. No cars are to be parked or left idling in front of the building. All campers are to be brought through the front entrance by their parent/guardian, and must sign in with the designated camp staff. Drop off times will be as follows:

- 8:45-9:00: campers ages 6-11
- 9:00-9:15: campers ages 12 and up

*If dropping off/picking up more than one camper, please follow the schedule for your youngest camper. Please hand the staff directly any medications that the camper may take during the day.

We are unable to supervise your camper before 8:45am.

Pick Up (Portage Trailblazers)

Parents must park in the side parking lot. No cars are to be parked or left idling in front of the building. All parents must enter and leave through the front entrance. Each camper must be signed out with the designated staff member. If someone other than the listed parent/guardian is to pick up the camper, please notify us in writing or during drop off procedures. Individuals will need to present matching photo ID. Pick up times will be as follows:

- 2:45-3:00: campers ages 6-11;
- 3:00-3:15: campers ages 12 and up.

*If dropping off/picking up more than one camper, please follow the schedule for your youngest camper.

What to Bring

Each day the day campers will participate in all of the traditional camp activities including waterfront (at Rotary Camp). Below is a list of recommend items for each day:

- Backpack
- Change of clothes
- Appropriate footwear*
- Sunscreen
- Swimwear (if applicable)
- Beach Towel
- Lunch
- Water bottle
- Extra snack (camp provides one)
- Water shoes (Rex Lake Only)
- Any prescription medications in the original bottle with correct dosage
- Any notes or messages to the camp staff about the camper or program

Please mark all of your camper's belongings to help us keep them organized. We do not have extra clothes at camp so please make sure your camper has what he/she may need for the day.

*Campers spend many hours running around outside throughout the week and therefore need shoes that protect their feet and provide support. Flip flops and shoes that do not cover toes and heels are not appropriate footwear for camp. Campers are required to wear shoes at all times.

Proper Footwear in the Water

Due to an increase in zebra mussels in our lake it is recommended that all campers come with swim shoes. While we do our best to make sure our swim area is free of anything that could potentially be dangerous, zebra mussels are becoming more common in the Portage Lakes. Therefore we recommend that all campers wear swim shoes while in the lake.

DO NOT BRING

Please do not bring any of the following: cell phones, personal sports equipment, animals, handheld game systems, iPods, iPads, mp3 players, anything that could be considered a weapon (pocket knives, guns, air rifles, matches, fireworks, etc). Gum, candy, pop or food may attract critters. Please leave these items at home as well. Staff will take any items deemed inappropriate to the camp director for safekeeping. The items will be returned at the end of the day or week.

Additionally, please do not allow campers to bring any items of value (monetary or sentimental). Inevitably, these are the things which come up missing creating unnecessary emotional distress on the campers and staff.

We make every attempt to keep your camper's belongs together. However, it is not always possible and at times items can come up missing. It is assumed that the parents/guardians are responsible for any items brought to camp by the camper, including appropriate and inappropriate items. *Akron Rotary Camp, Akron Area YMCA, and its representatives cannot be held responsible for missing items.*

Medications

Please hand any medications (in their original bottles with the correct dosage) that your child will need to be given while she/he is at camp **to our staff members** when you drop off you camper. Please do not leave them in your camper's bag. You will be asked to verify each medication and quantity that is dropped off. At the end of the week, you will receive and verify any empty medication bottles or unused quantities.

Meals

While at camp children use a lot of energy participating in the various activities. Please make sure your child eats a healthy breakfast before she/he comes to camp each day. Parents are required to pack a lunch for their campers as well. If a camper forgets her/his lunch, we will be happy to provide one that day. *If camp needs to provide lunch more than three times throughout the summer, parents will be billed \$8.00 for each meal.*

Rotary Camp will provide a light afternoon snack.

Directions to Happy Day School

2500 Brady Lake Road
Ravenna, OH 44266

From Route 59 turn onto Brady Lake Road. The Happy Day School is approximately two miles on the left.

Directions to Akron Rotary Camp

4460 Rex Lake Drive
Akron OH 44319

From I-77, exit on Arlington Rd. Drive one mile south on Arlington Rd. At the light, turn right (west) onto Rte. 619. Travel west on 619 for approximately three miles. At the fourth light, turn left onto Dusty's Rd. Turn right on Rex Lake Rd. Turn left on Rex Lake Drive. The camp entrance is on your right.

Akron Rotary Camp

Clothing/Personal Item Inventory

Camper _____ Week _____ Cabin/Group _____

Parent Check		Counselor Check		Parent Check		Counselor Check	
Number	Article	In	Out	Number	Article	In	Out
					Washcloth		
	Suitcase				Razor		
	Swimsuit				Shampoo/Cond.		
	Pajamas				Bug Spray		
	Bathrobe				Sunscreen		
	Slippers				Shaving Cream		
	Underpants				Diapers		
	Undershirts				Catheter		
	Bras				Ostomy Equip.		
	Socks				Glasses		
	Shoes/Boots				Contacts		
	Belts				Hearing Aids		
	Pants				Walker		
	Shorts				Crutches		
	Shirts				Wheelchair		
	Skirts				WC Charger		
	Dresses				Camera		
	Sweatshirts				Flashlight		
	Sweatpants				Jewelry		
	Sweaters				Watershoes		
	Coat/Jackets				Other:		
	Raincoat						
	Umbrella						
	Hat						
	Pillow						
	Blankets						
	Sheets						
	Toothbrush						
	Toothpaste						
	Towels						

Counselors _____