

BCCD Summer Camp

Parent Manual



Please read! This contains important information you need to know!!

Welcome to Camp!

Thank you for choosing to enroll your child in one of our summer camp programs. This manual is to orient you and your child with our camps. Whether your child is coming to Camp Redwing, Ducktails, or Redtail, this should give you all the information that you will need for the camp season. Our programs will be conducted with safety for the campers and staff being our primary concern. If you have any questions or concerns, please feel free to contact the Camp Director at (815) 547-7935.

Camp Goals

Ducktails

The goal of Camp Ducktails is to expose preschool children to the natural world and instill within them a curiosity about nature that leads to positive experiences and lasting respect.

Redwing

The goal of Camp Redwing is to help young people develop a life-long appreciation for the natural world and a desire to conserve its resources.

Redtail

The goal of Camp Redtail is to model the principles of responsible outdoor recreation to young people by:

- Identifying nearby outdoor recreation opportunities.
- Teaching Leave No Trace™ practices.
- Stressing the importance of habitat preservation.
- Modeling safe outdoor recreation habits.
- Teaching outdoor life skills and building self-confidence.



Fees

Camp Redwing

Camp Redwing is a 7-week day camp program for ages 6 to 11 years. Each week costs \$100 for Boone County residents and \$120 for non-residents.

Camp Ducktails

Ducktails is a 7-week preschool camp with a half-day morning session for 4 and 5 year olds. Each week costs \$50 for Boone County residents and \$60 for non-residents.

Camp Redtail

Camp Redtail offers two 4-day camping trips for ages 12 to 15 years. Each trip costs \$200 for Boone County residents and \$220 for non-residents.

Deposit & Payments

All deposits are non-refundable after June 1st.

For each week a camper is registered for Redwing or Ducktails, a \$25 deposit is required. Balance due for each week must be paid **prior** to that week at our office, *not at camp*. There is a \$100 deposit for each Camp Redtail trip.

Camp T-Shirts

Each camper will receive one free t-shirt the first week attended. Past seasons' t-shirts can be purchased for \$5 while supplies last.

Scholarships

Scholarships are available to qualifying families. Please request a form at the time of registration.

Extended Care

Available to Camp Redwing for an additional \$10 a day.

Forms of Payment

Cash and checks are accepted for payment. Sorry, but we do not accept credit/debit cards.



Photographs

Parents are asked to sign a photo release. Camp pictures are not available to purchase but they will be posted on our Facebook page for you to view but you must be a fan of our page to do so. Photos may also be used in future advertising, newspaper articles, and camp information. Camp Redtail participants will receive a complimentary CD with trip pictures at the end of the summer.

Extended Care

- ✓ Extended Care hours are from 7:30 a.m. - 9:00 a.m. and 3:00 p.m. - 5:30 p.m.
- ✓ Cost for extended care is \$10 per day per camper.
- ✓ Payment may be made at the Rec Hall at the end of each week.
- ✓ The cost of extended care is NOT covered by camp scholarships.
- ✓ At the time of registration, please note if you will be using this service. You may also schedule it on an "as needed" basis by calling the office **ahead** of time. (815) 547-7935
- ✓ Please make sure that morning care campers eat breakfast at home. After care campers will get lemonade and a snack.
- ✓ There is no PM extended care for Ducktails campers.

The \$10 extended care fee will be applied to any camper who arrives before 8:45 a.m. or is not picked up by 3:15 p.m.



Absences

If a camper is unable to attend camp for a day, please inform our office that morning at (815) 547-7935. No refund is available for days missed. If a camper is unable to attend an entire week of camp, please notify the office ASAP. We do have a waiting list, and a replacement may be made. Your deposit is non-refundable after June 1st, regardless of whether or not a replacement is made.



Donations

In an effort to defray the costs of our programs we solicit donations. Each year we receive many gracious donations from local businesses and camp families. Every summer the camp provides popsicles, snacks, and lemonade to our campers. If any family would like to make a donation to our summer camp programs, below are a few items that we go through on a regular basis. These items can be brought directly to camp or dropped off at the BCCD office.

- Lemonade mix (sweetened)
- Goldfish crackers
- Water bottles
- Teddy grahams
- Fruit snacks
- Popsicles
- Pretzels
- Animal crackers

Gift certificates and/or monetary donations can also be given. Please contact us with any questions. We appreciate any and all contributions to our summer camp programs. Thank you for your support!!

Weather

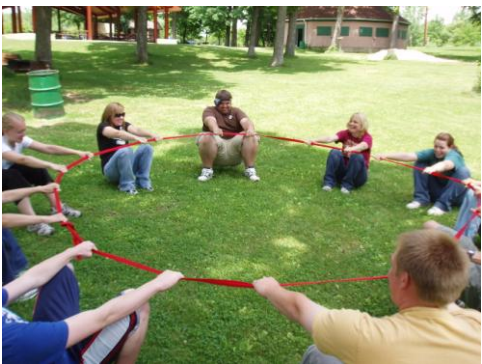
The camp director follows the daily weather forecast and tries to anticipate any weather related issues that may occur. The staff is aware that weather situations may arise at any time and is constantly monitoring the weather. In the event of severe weather campers will be moved to the Administration Center where a storm shelter is located if needed.

Please send your child with appropriate clothing on rainy days or when rain is in the forecast. On overly hot and humid days we try to stay in the shade and limit high energy activities. We also remind the campers to keep sipping on their water bottles so that they stay hydrated. It is essential for you to send a water bottle every day. Please call the office if you have any concerns regarding our weather procedures.



Camp Redwing Basics

- ◆ Camp Redwing began in the 1970's in conjunction with the Belvidere YMCA.
- ◆ Camp Redwing is divided into four groups based on age: Nestlings, Fledglings, Flyers, and Redwings; with an average of ten campers per group.*
- ◆ Each group is staffed with two First-Aid certified counselors. Every staff member undergoes 40 hours of training in child development, environmental education, safety procedures, and leadership. Junior counselors must be at least 15 years old, and lead counselors must be at least 18 years old. Background checks and drug screens are performed on all staff interacting with children.
- ◆ Camp hours are from 9:00 a.m. to 3:00 p.m. (extended care hours are available). Every camper is to be signed in and out by an adult **every day**. Only the people you authorize on the camper registration form will be allowed to pick up the camper. **NO EXCEPTIONS!** If you choose to add or remove an individual from the pickup list, please notify our office before the end of the day. If an individual who is not on the list comes to pick up the camper, the child will not be released.



- ◆ Camp is based out of the Rec Hall in Spencer Conservation Area. Area closed signs are posted for the general public during camp hours. Parking is marked at the Rec Hall for pick up and drop off. Please follow the traffic signs and obey the speed limit. ☺
- ◆ Camp staff is in radio contact at all times. Emergency personnel can be contacted immediately if necessary.

**Please note that being in a certain group one year does not necessarily constitute being moved up the next year. The breakdown of numbers fluctuates from year to year. Group size limits must be maintained for safety reasons. We thank you for your understanding.*

Clothing & Activities

Non-brightly colored clothing and unscented bath products will help reduce insect bites and stings. Because of the nature of our camp and the possibility of ticks,* we recommend campers wear long pants, tennis shoes and socks. No flip flops!

Shorts and sandals are acceptable on Wednesdays, or on days when the weather is too hot and/or humid for long pants.

Sunglasses, hats, bug spray and sunscreen are all recommended.

Please mark all items clearly with your child's name.



<u>Day</u>	<u>Activity</u>
Monday	Fishing or Lab and Craft
Tuesday	Fishing or Lab and Craft
Wednesday	Prairie Planting & Swimming at YMCA Swimsuit and towel, ear plugs/goggles
Thursday	All Camp Activity & Family Night
Friday	Field Trip *CAMP SHIRT DAY*

It is very important that your child bring a water bottle each day.

** There is a possibility that your child will get a tick. Ticks like warm areas on our bodies and are generally found on the scalp. However, this is not the only place they can be found. A simple check every night will help to keep your child safe.*



Fishing

Fishing takes place at Spencer Conservation Area in one of our ponds. The campers are required to wear life jackets at all times while near the water. A fishing instructor and all equipment (poles, bait, etc.) are provided by the DNR.

Camp Redwing Lunch

Please pack a nutritious lunch with your child every day. Lemonade will be provided for all meals except Friday (field trip). Do not send carbonated beverages, as they can be dehydrating. Remind your camper to eat a good breakfast so he or she has plenty of energy for fun!



Please help your child pack lunch in reusable containers that can be rinsed out and used the entire week. All campers are encouraged to participate in our "No Waste Challenge." The total amount of trash collected during lunch each day is charted. Our goal for the summer is to reduce the amount of trash collected each week. We appreciate your help.

Redwing Swimming

Every Wednesday Camp Redwing campers go swimming at the YMCA after lunch. Campers are shuttled to and from the YMCA by bus. Campers leave Spencer Conservation Area at 12:30 p.m. and return at 2:30 p.m., approximately. Be sure to accurately note your child's swimming ability on the registration form and notify the camp staff of any restrictions or limitations (i.e. shallow end only).

Any camper wishing to swim in the deep end of the pool must pass a swimming ability test conducted by the lifeguards at the YMCA. Color coded wrist bands will help us to identify your child's swimming abilities.

Please make sure to pack a suit and towel with your child. If a camper forgets his/her swimming gear, every attempt will be made to contact you. Goggles, earplugs and nose plugs are allowed, however, face masks that cover the face and nose are prohibited by the YMCA. Water wings and floaties are also prohibited. Your child will be provided with foam flotation devices if requested.



Prairie Planting



Each week the campers head down to the camp prairie where they learn about the importance of prairie habitats. Each camper gets to plant several young prairie plants. They learn the names of their plants and some interesting facts. Take a trip down to visit the camp prairie and ask your camper about the snout plant!

Camp Family Night

Campers (Redwing, Ducktails) and their families are invited to Family Night every Thursday at 6:30 p.m. Please join the campers and staff for a fun filled night of skits, songs, and treats. Campers are able to take home their crafts and show you the cool things they learned in camp that week. An outstanding camper is recognized each week as "Camper of the Week." We meet at the pavilion in Spencer Conservation Area. We hope to see you there!



Redwing Field Trips



Every Friday Camp Redwing goes on an educational field trip that relates to the theme of the week. It is strongly recommended that you drop your camper off by 8:45 on Friday mornings. Some weeks we may ask you to arrive even earlier. If you arrive late, the bus may have left. The bus will not return to camp until 3:00 p.m. and we may arrive late if traffic is congested. Your patience and cooperation are greatly appreciated.

Please pack a drink in your child's lunch on Friday. Lemonade will not be provided on field trip days. On some occasions we may be visiting a gift shop. If you wish to send money with your child please send no more than \$5 or \$10, but it is not necessary to send any at all.

Friday is also "Camp Shirt Day." Please send your child to camp wearing the current Camp Redwing t-shirt. It makes it easier to keep our group together if everyone is wearing the same shirt. The campers may wear the camp shirt any other day of the week as well.

Redwing Camper Rules

Campers will...

- ✓ Treat everyone with respect.
- ✓ Obey counselors and follow directions.
- ✓ Always stay with their groups.
- ✓ Wear a shirt and shoes at all times.
- ✓ Wear a life jacket when fishing.
- ✓ Drink plenty of water.
- ✓ Treat all wildlife and property with respect.
- ✓ Be good scientists and explorers.



Campers will not...

- ✗ Throw rocks, sticks or sand.
- ✗ Cross roads unless with a counselor.
- ✗ Use foul language.
- ✗ Have or use any illegal drugs.
- ✗ Have or carry any weapons, including pocket knives.
- ✗ Hit, poke, tease, kick, or cause harm to another camper or camper's belongings.



Discipline Code

The Discipline Code is to maintain the safety and well being of all campers & staff.

If a camper chooses not to obey the rules, the following may occur:

1. Three warnings from a counselor.
2. Ten minute time out from group activity or swim time.
3. Sent to Camp Director. Lead counselor will speak with parent at end of day and document problem. Three write-ups may result in the camper being dismissed for the week.
4. Notify parents and send child home for the day.
5. Camper dismissed for the week and/or entire summer.



The severity and/or frequency of discipline problems will determine notification of parents and the degree of dismissal. Any incident that causes physical damage to campers, staff, or property will result in automatic notification of parents and possible dismissal.

Camp Ducktails

Camp Ducktails is located in Spencer Conservation Area. Sessions run from 9:00 a.m. - 11:30 a.m. and meet each day, Monday through Friday. **Campers must be signed in and out at the Rec Hall every day.** Each session is staffed by two counselors certified in CPR and First Aid, as well as child development, environmental education, safety procedures, and leadership. Groups are limited to 10 campers. Please call if your child will be absent (815) 547-7935.

Ducktails activities include nature walks, songs, crafts, games, and story time. A small snack is provided each day. Ducktails weeks are themed, and campers will spend time learning about the topic of the week and having fun!

Non-brightly colored clothing and unscented bath products will help reduce insect bites and stings. If your child is particularly bothered by insects we recommend that he/she wear long pants. Sandals and flip flops do not make good walking shoes. Please be sure to send bug spray, sunscreen and a water bottle with your camper every day. *It is a good idea to check for ticks each night.*



Camp Family Night



Campers (Redwing, Ducktails) and their families are invited to Family Night every Thursday at 6:30 p.m. Please join the campers and staff for a fun filled night of skits, songs, and treats. Campers are able to take home their crafts and show you the cool things they learned in camp that week. An outstanding camper is recognized each week as "Camper of the Week." We meet at the pavilion in Spencer Conservation Area. We hope to see you there!

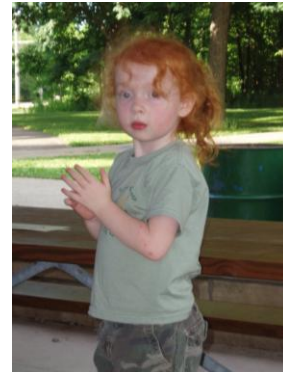


Ducktail Camper Rules

- Campers will treat everyone and everything with respect.
- Campers will listen to counselors and follow directions.
- Campers will always stay with their leaders.
- Campers will wear a shirt and shoes at all times.
- Campers will walk on nature hikes.



- Campers will remember to share.
- Campers will put trash in the right place.
- Campers will not throw rocks, sticks or sand.
- Campers will not hurt others.
- Campers will have fun and learn new things!



Discipline Code



The discipline code is to maintain the safety and well being of all campers and staff.

If a camper chooses not to obey the rules, the following may occur:

1. Three warnings.
2. Five minute time out.
3. Speak with parents and document problem.
4. Three write-ups may result in camper being dismissed from camp.

Camp Redtail

Redtail introduces minimum impact camping and outdoor adventure skills to pre-teens. There are usually two trips each year to a variety of different places. Past trips have included backpacking in the Porcupine Mountains and Chequamegon-Nicolet National Forest, canoeing in the Sylvania Wilderness Area, and caving in Maquoketa State Park. We've also been rock climbing, rappelling, and horseback riding.

No prior camping experience is necessary but some trips are more challenging than others, i.e. rugged terrain, physical exertion, primitive to non-existent amenities. This is not car camping! All equipment is provided, except sleeping bags, clothing, and personal gear.



The trips are lead by two adult Wilderness First Aid certified BCCD staff members along with the help of a volunteer assistant leader chosen from previous Redtail campers. Every trip incorporates Leave No Trace™ principles, outdoor cooking, camping, and safety. Groups are kept to a limited number based on wilderness camping guidelines.

Parent/Camper Orientation

Every Redtail camper and his/her parent(s) must attend the orientation session. This session is held about two weeks before the trips, and covers safety issues, "What to Bring/What to Pack", how to pitch your tent, rules and guidelines, the trip's events, and will answer any questions the parents or campers may have. This is a **mandatory** meeting. Failure to attend will result in being excluded from trips and forfeiture of deposit. There are no exceptions made for first time Redtail campers.



Leave No Trace™

- PLAN AHEAD AND PREPARE
- TRAVEL AND CAMP ON DURABLE SURFACES
- DISPOSE OF WASTE PROPERLY
- LEAVE WHAT YOU FIND
- MINIMIZE CAMPFIRE IMPACTS
- RESPECT WILDLIFE
- BE CONSIDERATE OF OTHER VISITORS

Redtail Trip Rules

- Stay hydrated, eat sensibly
- Wear appropriate safety gear
- Stay with group, use buddy system
- No pocket knives with blades longer than 3"
- Wash dishes, help with cooking
- Be responsible for your own tent
- Keep area clean
- Follow all directions
- Respect park property and the property of others
- Stay in assigned tents after lights out (no coed tents)
- Follow all park rules, including quiet hours
- No littering or taking of natural items
- No foul language or gestures
- No cigarettes, drugs, or alcohol
- Treat each other with common courtesy and respect



Prohibited Items

All bags are inspected prior to departure.

- ✗ No cell phones
- ✗ No lighters/matches
- ✗ No weapons of any kind
- ✗ No coolers or personal tents
- ✗ Nothing you can't afford to lose!
- ✗ **No ultra-caffeinated/high energy drinks**

Any intentional action that results in harm to another person or self or puts another person or self at risk will result in camper's parents being called and asked to come and remove him/her from camp. No refund will be issued and camper will not be permitted to attend another camp. The consequences will be the same for any other serious offense, including but not limited to possessing and/or being in the presence of drugs or alcohol.



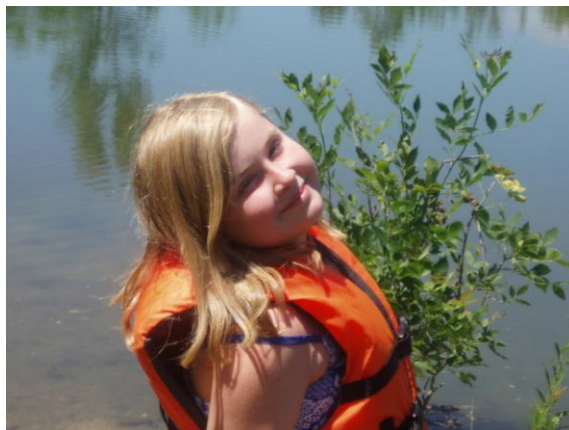
CAMP FUNDRAISER

Order **COOL LABELS** For your camper's gear
and/or SCHOOL STUFF.

Help US Keep track OF THE LOST AND FOUND items at
CAMP and raise **MONEY** at the Same time!

IT'S EASY! JUST Send your order to the LABEL
COMPANY and they MAIL the LABELS to you and the
COMMISSION CHECK to US!

ASK For a **BROCHURE**, details iNSide.





Get Kids Outside