

INTRODUCTION

Welcome, Hashem Imachem and thank you for choosing Camp Stone.

We are looking forward to having your child(ren) join us for a wonderful camping season. Please feel free to contact the camp administration should you have any concerns while preparing for or when your child is at camp. The head counselors, your child(ren)'s division head, and bunk counselors are also available to speak with whenever need be. While camp is in session, please call (814) 489-7841 and fax (814) 489-7800; before or after camp, please call (216) 382-8062 and fax (216) 382-8977. **Email address for the administration is campstone1@aol.com for all times during the entire year.** Please see the section in this manual "communicating with campers" for a different email address to email campers and seasonal summer staff while camp is in session.

This guide contains information which will help acquaint you and your child(ren) with Camp Stone and its policies. It will also answer many questions that you may have. Please save this booklet to use as a reference during the camping season.

It is very important that you review the guidelines outlined in this manual with your children and stress to them the importance of adhering to these guidelines in order for camp to be an enjoyable and safe experience. The contents of this manual will be reviewed with your children again, during their first day orientation program.

PLEASE READ THIS MATERIAL CAREFULLY, EVEN IF YOUR CHILDREN HAVE BEEN TO CAMP STONE IN THE PAST AND YOU HAVE READ IT BEFORE. In our effort to provide the best possible service, some of our camp practices and procedures are revised and updated from year to year, thus some information contained in this manual is included here for the first time.

SECTION I

CAMPER PRIVACY POLICY

It is our policy not to share our camper mailing lists with outside organizations. However, there are times when National Bnei Akiva programs as well as programs run by other Bnei Akiva Moshavot request our graduating camper lists in order to notify you of such available programs. Note that we will give Bnei Akiva the parents' names and mailing addresses, not the campers, so that the mailings will come to the parents and not go directly to the campers without the parents' knowledge of them. Although we are aware of these programs, we do not run them ourselves, thus we can not take responsibility for the quality of any program that is not run by us. We do, however, strongly suggest that you look into them, as they are long running, national Bnei Akiva programs that may be appropriate for your children. At the same time, we recommend that if you are interested in any of these programs, you follow up with their directors and administrators directly, to research if you feel the program is right for your child.

FEES AND TUITION

One-half of the tuition balance was to be paid by February 15th and full tuition by May 1. Please send in required amount if you have not yet. Transportation fees are listed on the transportation form (pink form) contained in the parent packet. Both the completed form, along with payment, must be returned to our office by May 20.

REFUNDS

Registration and tuition fees will be refunded according to the following scale:

<u>Non Refundable Amount</u>	<u>Conditions</u>
\$75.00 Registration Fee	Once submitted with application
\$250.00 Deposit (less above) (\$350 if machal or both sessions)	Request received after February 1, as listed on initial application form
\$250. & 50% Tuition Fee	Request received after May 1
All Camp Fees	Request received after June 1, or Camper leaves the program after session begins, other than for health reasons

Any camper who leaves camp for any reason other than health will not receive any refund or any percentage thereof. Campers leaving the program in mid-session for health reasons will be refunded their tuition on a prorated basis.

MEDICAL FORM / PHYSICAL EXAMINATIONS

A medical check-up is required of all campers within 3 months of their departure to camp. An official HEALTH EXAMINATION FORM (green form) has been provided. It must be signed by your physician and YOU in the EMERGENCY AUTHORIZATION box on the back of the health form. In addition, we need to have a copy (photocopy is okay) of both sides of your medical insurance card for doctor/hospital visits, if needed, as well as drug prescription card (if different), in order to pick up prescription drug for your child, if needed. There is a space provided for this attachment on the back of the medical form. Make sure the cardholders I.D. number, along with phone number of insurance company that is usually listed on back of the insurance card is copied clearly and is easily readable. Please return this form to our office no later than May 30th. NO child will be permitted on the bus without this completed and signed health form in our possession.

PERSONAL/CONFIDENTIAL CAMPER RECORD and EVALUATION FORM (orange form included in parent packet)

Please complete this form so that we may get to know each child before getting to camp. Information as to his/her traits, interests and education help our staff and specialists prepare and integrate your child into the bunk and camping program. IT IS VERY IMPORTANT THAT YOU, the PARENT, COMPLETE THIS FORM - NOT YOUR CHILD. Your complete and honest answers will greatly facilitate our ability to best accommodate your child. YOU MUST DISCLOSE ALL PERTINENT INFORMATION so that the most positive camping experience can be provided to your child(ren).

SECTION II

Camp Stone's primary concern is for the safety, health and welfare of your child. To this end, we have established a comprehensive health and medical program including a full time licensed physician on campus. At the same time, emergency assistance is accessible to all campers when participating in off-campus field trips, hikes and overnights, through local hospitals in the areas where the children are situated. We are located just 15 minutes from two regional hospitals - WCA in Jamestown, NY - telephone: (716) 487-0141 and Warren General in Warren, PA - telephone: (814) 723-3300 where we have access to a full compliment of specialists and facilities.

While minor injuries and illness are a part of camp life, you can help minimize many problems by doing your part. This involves properly completing our personal/confidential camper evaluation (orange) form and medical (green) form, and by heeding the information requirements and suggestions that follow.

- **Emergency Information**

It is extremely important that if you are planning to be out of town at any time during the camp session, you provide alternate phone numbers where you can be reached.

- **Inoculations**

Please be sure all inoculations are up to date, especially tetanus.

- **Medication / Special Medical Treatment (IMPORTANT POLICY)**
The following procedure must be adhered to for children who take medication on a regular basis:

Please go to the website: www.911medalert.com (phone number is 805-428-3565). Go to the search box in upper right hand corner and type in the following item numbers for the specific medicine cases you need to order:

◆ If your child takes meds 1 time per day, you should order item # 4092. This may also be easy to find in your local drug

store, however, a dispensing kit for a month long stay is sometimes hard to find. You do not have to order from this company if you can find an item like this elsewhere.

◆If your child takes 2 or more doses per day you should type in item # 3659 or #3124. The first item # is for 4 weeks and the second item # is for 5 weeks (we only need four weeks), however, the 5 week kit is substantially less expensive, for some reason, so you can order that one and leave the last tray empty (only fill 4 weeks worth). You do not have to order from this company if you can find an item like this elsewhere.

Once you receive the pill organization kit, you must:

- 1) Fill in each slot for each day with your child's medication as it is to be dispensed and with sticker, date each individual box;
- 2) You must be certain that your child's name is clearly marked on each piece of the kit with a sticker label so that there can be no error in distribution;
- 3) On separate sheet of paper, you must outline all of the instructions regarding name of drug, (can also use description in addition to name of drug, (i.e., "little green pill", "½ pink pill"), time of day and dosage (in complete detail) and enclose it with the medication distribution box. You may use sticker labels with special notes if you need to identify something specific on an individual square (section) of the pill box(es);
- 4) Each day must be filled completely to take your child through the last day of camp. In the rare situation where your medical insurance will not allow you to have all the medicine needed for the entire stay at camp, you must make a personal note to yourself as to the last dose we have in our possession and make sure you FedEx the medication to us so that it arrives at least two days* before we run out of your child's medication. *It is your responsibility as the parent, to know when the medication will run out.* We will then fill in the box with the remaining medicine when it arrives.

The initial medicine box and instruction sheet MUST be sent either registered mail or via FedEx or UPS so that it arrives at camp at least 1 week* prior to your child's arrival. If your child's medication schedule does not fit into any category above, please contact Nancy Newmark to review specific situation. Please make certain to address the package as follows:

Camp Stone
ATTN: NANCY NEWMARK
2145 Deer Run Road
Sugar Grove, PA 16350

*Note - As Camp Stone is located in a rural area, you are never guaranteed overnight delivery, so gauge your mail time accordingly.

In addition, parents of any child who is taking medication should call the Cleveland office and speak with Nancy Newmark or Yehuda Rothner to be sure nothing is overlooked. **Please also call and advise us if your child has any limitations, which preclude any activity, as well as if your child has a severe food or other allergy, again, to be certain these important issues are not overlooked.**

- **Over-the-counter Medications**

Under no circumstances may over-the-counter medication be kept in your child's bunk, even if you feel he or she is old enough or responsible enough to dispense these medications on their own. Examples of such meds (but not limited to) are: Tylenol, Ibuprofen, Ex-Lax, cold/cough syrups or tablets, etc. These items are available in our infirmary and are dispensed by our physician if needed. If you would like to send specific over-the-counter meds for your child you **MUST** send it registered mail or via FedEx or UPS to the address above (under "Medication" heading) and we will store it and dispense it to your child as needed. If a child is found to have over-the-counter medication in his/her possession during camp, it will be confiscated and this will be considered a first strike situation

(see “guidelines for immediate dismissal” within this handbook) and parents will be contacted.

- Parental Contact by Camp Physician or Camp Personnel

The camp physician or another camp representative will contact the parent if a child has to go to an outside doctor or hospital. We will also contact the parent if a child has a fever for longer than 2 days or is exhibiting symptoms of more than minor concerns as defined by our physician. A parent might not be called if the child has a cold, cough, or minor abrasion. If you receive a letter from your child stating that s/he is not feeling well, please contact Nancy Newmark, Yehuda Rothner, or Adina Rothner so that we can follow up on the matter, as sometimes a child may tell you in a letter, but never tell their counselor or the camp doctor. In this regard, please explain to your child that in addition to letting you know, it is very important that they tell their counselor or the camp doctor if they do not feel well.

Parents will also be contacted should child need to be put on antibiotics or other medication by our doctor. Often times we have the medication in stock and will let you know the drug they are being put on. If we do not have the prescribed medication in stock, we will contact you to let you know choice of pharmacies we may pick up from in order to see if your insurance will cover it, and at the same time have you call in your credit card number to the given pharmacy so that it will be paid for upon our pick up.

- Medical / Accident Insurance

Please be sure to include complete information regarding your health carrier as outlined below. YOUR health insurance policy is the primary coverage for your child while he/she is in camp. **Due to changes in managed care, we need to have a copy (photocopy is okay) of both sides of your medical card.** Be certain that the cardholders I.D. number as well as the insurance companies telephone number that is usually located on the back of the card is copied clearly and is easily readable. There is a space provided for this attachment on the back of

the medical form. In the event that your child requires prescription medication during the course of the summer, you will be contacted and will be required to forward payment to cover this expense, as outlined in above paragraph.

- **Lice**

In a “communal” living setting, like camp, lice can periodically become a problem. We would like to avoid this situation from occurring as it is extremely difficult and uncomfortable for your child to deal with when at camp. **A thorough check at home, prior to leaving for camp** can greatly reduce the chance of your child being in an undesirable predicament at camp. **If your child does have lice before his/her departure from home, please contact Nancy Newmark or Adina Rothner before leaving for camp, so we may discuss the best plan of action.**

We also check for lice upon arrival, as well as periodically during camp. If any camper requires treatment for lice, Camp Stone will use only natural, organic treatments. If your physician recommends the use of any other lice shampoo, it must be stated on the medical form.

Being that our main concern is for everyone’s health and safety, please be aware that omission of any medical, including pertinent psychological information, is grounds for immediate dismissal from camp.

SECTION III

TRANSPORTATION

A transportation (pink) form has been provided. Please review this form immediately and return it to our office by May 20th (for both session campers) so that we can finalize travel arrangements. If we do not receive your response by May 20th, your child will not be guaranteed a seat on the bus as we have to submit final numbers to the bus company.

Traveling by Plane

There are children originating from cities without a direct bus to camp. We will attempt to group these campers on the same flights so that they travel together (whether by plane or other mode of transportation). Therefore, please attach their travel information to the transportation (pink) form (included in parent packet) which you must return to our office by May 20th. Please send us a complete copy of the itinerary including confirmation number so we have access to up-to-date airline information and we can communicate with the airlines directly regarding the passengers. If you need assistance, (i.e., quickest route, nearest airport, others traveling from your city), please contact the camp office. You may send a copy of your child's itinerary or e-ticket to us via regular mail (attached to transportation form) or via email: campstone1@aol.com . If you send the itinerary/e-ticket via email, you must still also mail the completed transportation form to our office.

Transportation Related to Camper Arrival/Departure for Camp Session

- ❖ Campers who travel to and from camp by airplane and are under 14 years old (or whatever age is defined by each specific airline) as “unaccompanied minors” will have a designated adult pick them up with their luggage prior to the start of camp and drop them off at the end of camp according to a schedule maintained by the administrator. The airline unaccompanied minor fee is to be paid by the parent.
- ❖ Busses/vans from each departing city will have a designated leader on board who is responsible for the supervision of campers en route to and from camp. That leader will have a complete list of campers and will check that each and every camper is accounted for during the trip.
- ❖ Campers are dropped off at the entrance of the campgrounds where they are met by additional camp staff and grouped with their counselors and rest of bunkmates.
- ❖ Campers' luggage is handled by our support staff and delivered to each camper's assigned bunk.

Bus/Van Safety Procedures and Group Management Regarding General Camper Transportation To / From Camp

Bus chaperones will maintain orderly conduct in the “meeting place” parking lot where the buses originate and drop off campers. **Parent**

vehicles are not permitted to be moving in the area where campers are congregating to load or unload the buses. Chaperones on each of the buses have reviewed guidelines pertaining to the procedures below and will verify that all remain in action while traveling.

- Evacuation procedures
- Wearing seatbelts if provided
- Remaining seated while the vehicle is in motion
- Not blocking exit doors with equipment
- Not distracting the driver
- Behavior management during in camper transport i.e. keeping campers engaged in appropriate bus/van activities, how to effectively and appropriately work with rowdy campers, etc.
- Accounting for all passengers; making certain all are present
- Vehicles are loaded with only the passenger seating limits established by the manufacturer

The above safety standards are also adhered to by all staff, not only when transporting campers to and from camp, but also whenever transporting during camp, i.e. field trips.

CONTACT PARENTS IN EVENT OF TIME / LOCATION CHANGE OF BUS TRAVEL

In the event that anything changes from the way it is outlined on the transportation form, new instructions will be sent to you in ample time. If you are planning a trip away from home at any time during camp, please provide a telephone number where you can be reached.

Baggage

Please understand that storage space is limited on both the bus and in the cabins. Camp Stone would prefer that you pack your children's belongings in soft sided baggage, i.e., duffel bags, rather than in trunks or hard sided luggage. This will greatly aid in our ability to transport and store luggage more efficiently. **As far as traveling on our camp buses, each child is permitted to bring 2 pieces of luggage plus a sleeping bag.** As far as traveling by plane, most of the airlines are now even charging for one piece of luggage (not allowing even one free bag). They have also cracked down on overweight, oversized, and additional pieces of luggage. Please check with the airline that you are using as to their policy on cost per bag, as well as the luggage

regulations and proper dimensions. Each airline has different regulations. In the past it has been easier to *sometimes* get special permission from an airline to take an extra piece of luggage, rather than to have one that is overweight or oversized (never permitted), however you must take care of this with the airline in advance and have it noted in their computer for both coming and going; you can not take care of it upon arrival at the airport.

In lieu of this situation and in order to help make packing for camp easier across the board, we have added the (non mandatory) option for you to order some of the bulkier items through Camp Stone directly. These items will be delivered directly to camp and will be waiting in your child's bunk upon his/her arrival. Please see the detailed "Bedding and other Misc Items Order Form" (white form) included in the parent packet.

Over the past couple of years fees have been charged when we take your children to the airport upon their return. These fees may include charges for luggage, in general, fees for overweight or oversized bags, as well as for children traveling as unaccompanied minors - these fees will be charged back to the parents as we are unable to absorb these extra costs.

SECTION IV

CLOTHING AND EQUIPMENT

While clothing tends to be a very personal matter, there are guidelines for appropriate clothing and equipment for camp. In general, keep in mind that clothing undergoes a lot of wear & tear in camp. Do not send particularly fancy or delicate clothing, as they are prone to damage.

Laundry

Laundry is sent out to a local laundromat once a week. This is a simple "rough & dry" service. No flat-finished, ironed, or dry cleaning service is offered. Permanent press materials are recommended.

New this year, we will implement a system that will make it easier for campers to identify their laundry and aid in handing their laundry back

to them. Each bunk and camper will receive a color coded laundry bag supplied by Camp Stone. To this end, please do not pack a laundry bag for your child.

Contained within the folder you will find a printed list of suggested clothing and equipment needs (purple list). Use this as a guide, not a rule. You know your child best. Items can be added or deleted as you see fit. Storage facilities are limited, so please refrain from sending clothing in excess of this list.

During the course of the summer children tend to misplace clothing and other personal items. There is an established lost and found in the main misrad (office). Throughout camp and especially on the last day of camp, children may claim their lost items. Every Friday items with names are returned directly to the campers by our staff.

Please remind your children to check the lost and found on a regular basis and especially on the last day when they are packing. Because some children tend to lose more clothing than others (you know your children best), and it is IMPOSSIBLE for camp to sort and return the exorbitant amount of clothing that has been left behind, it is advisable that you send inexpensive, not high quality clothing. Wal-mart and the Salvation Army are in vogue shopping boutiques for camp clothing. At the end of camp, all lost & found items, with or without names, are taken to a local donation center. Camp Stone does not make up for any losses that may occur.

SPECIAL ITEMS REQUIRED

- Small Ashkenaz Art Scroll Siddur - name printed on inside cover (Campers in 6th grade and below are not required to bring siddurim)
- Sleeping Bag (name on case and sleeping bag) - unless ordering from Camp (see white “bedding and other misc items order form”)
- Flashlight
- Knapsack
- Canteen for water
- Hat
- For boys - AT LEAST 3 pairs of tzitzit & 3 extra kipot

Children are required to make their beds daily with sheets and blankets. No child may use a sleeping bag as their primary bedding. It is both messy and unhealthy.

ITEMS NOT TO BRING

For health and safety reasons campers are **not permitted to bring the following**:

- Knives, hatchets or sharp edged tools or objects (if needed for camp-outs, we will provide)
- Air guns or projectile devices
- Fans
- Matches, lighters, fireworks, flammable materials or any other related items
- Weapons; drugs; cigarettes; alcohol or related items
- Portable heaters
- Any type of cooking appliances
- Mini Refrigerators

It is the parent's responsibility to make your child aware of these restrictions and that none of these items are packed or brought to camp. **These items will be confiscated** . Possession of weapons or drugs is grounds for immediate dismissal.

Jewelry, expensive cameras, expensive games/toys, excessive cash in bunks (see "Sending Money" section) and the like are also discouraged, as we will not replace or reimburse lost or broken items.

ELECTRONIC DEVICES, INCLUDING BUT NOT LIMITED TO CELL PHONES

Technology represents a paradigmatic example of the way that Camp Stone seeks to educate its chanichim (campers) in its most holistic sense. Firstly, this section, by its very nature is reactive. In most situations policies and laws react to new sets of circumstances, and the very fact that we have found it necessary to delineate new policies means that Camp Stone continues to monitor and be vigilant of all stimuli that affect the educational experience.

Camp Stone has very specific educational objectives. A number of these objectives specifically center around the development of mature interpersonal and social skills. In order to develop these skills it is necessary for the camper to constantly interact with other people in order to learn how to navigate a variety of social situations. It is

impossible to assume that our children will become adept at understanding the nuance laden landscape of human interactions if they spend more time interacting with a book or an electronic device, rather than with people. Thus, in order to fully appreciate all that Camp Stone has to offer, we highly suggest that parents and camper discuss in detail the appropriateness of bringing any electronic device to camp.

At the same time, we recognize that everything in life requires balance, and that some campers have a real need for personal down-time. Some campers like to spend this time with books while others enjoy interacting with their music or games. Camp Stone recognizes this and thus has set aside appropriate times during the day specifically for this purpose. Thus, in terms of policy, no camper may use any permitted electronic device during regular programming hours. If this happens the camper will be made aware of the policy and be asked to return the said device to the bunk. If this occurs a second time, the device will be confiscated.

Additionally, the purpose of setting these policies, we hope, will also give parent and child the opportunity to review and discuss many of the issues and choices that people make today concerning the content and nature of electronic viewing and listening. As you read through the following list and the subsequent paragraphs, it should become clear to the reader the various educational considerations that have resulted in these updated policies. Below we will cover as many devices with all of their various technological features as we are aware. Please use this list as a rule for all mechanisms. If your child brings a device that we may have accidentally or unknowingly omitted from the following list, please understand that it will be up to the Administration's discretion to allow its use.

◇ CELL PHONES - Communication with campers, in general, is kept to a minimum. This is in order to foster a sense of independence and promote personal problem solving skills. While you may send a cell phone with your children for traveling to and from camp only - they are not permitted in their bunks or on their person AT ALL during the entire month they are with us. Cell phones must be turned in to their counselors the day they get to camp and we will store them in the camp safe. We will give them back to each camper the night before camp ends so that they can charge them and have them to travel home

the next day. If a cell phone is found after the first day of camp, parents will be notified, and it will be viewed as a first strike situation. The phone will be confiscated and returned to the parents.

◇ I-PODS / MP3's - In general this policy will hopefully initiate a review of appropriate visual and audio media by both parent and child.

Music only and/or video - First we will address the video component. All videos must be deleted from the ipod or equivalent device prior to coming to camp. There will never be an opportunity where we will allow campers to view videos on their ipods and therefore they can not even be downloaded on ipods brought to camp. It is not the content of the video that we are solely concerned about, but more so the length of movies/videos tend to take up a lot more time and will distract child from activities, camper interactions, and needed rest at bed time. We will, therefore, confiscate any ipod that has videos on it and return it to the camper on the last day of camp. If, however, the camper wants the ipod during camp for other reasons, we will erase the videos from it, and return to the camper for other use during camp. If the camper does not want us to erase the videos, then we will keep the ipod until the camper goes home.

We do allow ipods (music only) in general, as we do allow some quiet time for campers and listening to music is acceptable. Remember, though, that we encourage campers to engage in talking with and spending time with other campers, in lieu of isolating themselves with their ipod. However, if they want to spend some limited time listening to music, that can be done during rest time in their bunks or at night before going to sleep. At the same time, we want to emphasize that we can not monitor all music that is on all ipods. We will, however, confiscate ipods that contain inappropriate music/lyrics, if it is brought to our attention by counselors or other campers. We again recommend that parents review the music choices that are on your child's ipod prior to coming to camp.

◇ Portable DVD Players - not permitted at all.

◇ Gaming Systems (including but not limited to PS2, gameboy, PSP, etc, with or without internet access). **Those with internet access are not permitted at all!** Those without internet access may be used during the times outlined above under “ipods”, but again, we encourage campers to interact with others in camp, even during down time, rather than isolating themselves by occupying their time with these gaming devices.

◇ Blackberry, Palm, I-Phone, I-Touch (or any other type of phone or device with internet access) - **NOT PERMITTED AT ALL!**

DRESS CODE / RELIGIOUS GUIDELINES

Camp Stone is operated by the Young Israel of Cleveland and Bnei Akiva. Both are orthodox institutions dedicated to Torah observance and a love for Eretz Yisrael. We expect behavior respectful of our religious attitudes as well as your cooperation regarding dress code, Shabbat observance, Kashrut, etc. **Camp Stone has a dress code that is strictly enforced.** Please keep this dress code in mind when you are packing for camp.

GIRLS ARE PERMITTED TO WEAR:

- Pants/shorts/capris, at least knee length, while sitting
- Skirts that cover the knee or below, while sitting
- Sweat pants
- Jeans, slacks, pants, etc.
- One piece bathing suits and tankinis are acceptable, but not bikinis

GIRLS ARE NOT PERMITTED TO WEAR:

- Short shorts or skirts (above knee)
- Tight (spandex) leggings or biker shorts
- Any clothing with writing across the rear end
- Any excessively tight top or bottom
- Short skirts, even with leggings worn underneath them
- Tank tops, cap sleeves, low cut V-neck shirts or “belly shirts” (those that rise above the pant/skirt waist line, revealing any portion of the stomach or lower back) - bottom of shirts **MUST generously overlap** waist of pants/skirts, if not tucked in.
- Shrugs - any style (even though worn on top of another shirt) are not permissible - leave them at home!

Girls are expected to dress appropriately while going to and from the pool, shower and lake.

On Friday night and Shabbat day

• **girls must wear** white tops and navy blue skirts on Friday night. (Recently, Old Navy has navy “yoga” skirts that are appropriate for camp, however if you can not find them locally or on-line, and have a difficult time finding them elsewhere, we sell blue skirts at camp as part of “Stonewear” and they can be purchased at camp.

• On Shabbat day, regular Shabbat dresses/skirts are appropriate.

Please note that weekday clothes are not appropriate to be worn on Shabbat at any point during the day, i.e., jean skirts.

BOYS MUST WEAR:

• Kippot and Tzitzit at all times

BOYS ARE NOT PERMITTED TO WEAR:

- “Gym” (spandex) type shorts
- Tank tops or muscle shirts
- Pants that slide down past the waistline, revealing boxers, etc.
- Any clothing with writing across the rear end
- Any excessively tight top or bottom

Boys are expected to dress appropriately while going to and from the pool, shower and lake.

On Friday night and Shabbat day

• **boys must wear** white shirts and navy blue slacks on Friday night.

• On Shabbat day, regular Shabbat clothes are appropriate.

Please note that weekday clothes are not appropriate to be worn on Shabbat at any point during the day, i.e., jeans, shorts, t-shirts, sneakers.

A child’s madrich/a, in consultation with the Rosh Moshava or Director, may deem certain clothing inappropriate (i.e., inappropriate language or pictures on clothing, or immodest fit) and will require camper to change clothing.

******While you may adhere to a different dress code at home, Camp Stone requires you to adhere to that outlined above. It is your responsibility as the parent to make sure your child is aware of how to dress and pack the appropriate attire for camp******

LABELING

All clothing and equipment **MUST** be labeled. Labels should be sewn, ironed or written with permanent ink, onto each article of clothing as well as all equipment and accessories such as towels, flashlights, canteens, etc. Everything brought to camp should be labeled. There have been times when expensive items have been found, with no name. Unfortunately they cannot be returned unless we are contacted by you. We have included an order form from a company that provides different types of labeling. You are under no obligation to order from them.

LIABILITY

Camp Stone assumes no responsibility for wear and tear, damage to, or loss of campers clothing, equipment or belongings. We recommend that you do not send any expensive items, i.e., cameras, watches, electronic games, palm pilots, radios, jewelry, fancy clothing, etc. to camp as we will not be responsible for loss or damage. The insurance policy carried by Camp Stone does not cover these items. However, if such coverage is desired, you are urged to make arrangements either with your own insurance company or through the organization used by camp's insurance company. You can get their contact information by calling the camp office. (This coverage is not mandatory).

SECTION V

GROUPING OF CAMPERS

Campers are assigned to groups on the basis of school grade. Camper preference as to friends, interests and skills are considered when and if possible. In most cases, camper assignments are worked out to the satisfaction of all concerned. We do, however, reserve the right to make the final decision as to camper placement. **If you did not make**

bunk requests on the original application form and wish to do so, or if there is a change in your child's original bunkmate requests, please contact Nancy Newmark at the camp office.

FOOD PARCELS

Over the past couple of years the amount of food in the bunks has become excessive and out of control. This can lead to insects, mice, and small animals being attracted to the bunk areas as well as very unhealthy eating habits. It may also lead to a number of negative sociological issues such as jealousy, competition, peer pressure, a forced need to have to share, as well as many others. Since we do realize that children enjoy having some access to their own food and look forward to receiving care packages in the mail, we have decided not to outlaw food in the bunks completely. We have, however, created a POLICY that will limit the amount of food that each child is permitted to have in his/her cabin. We will be very strict in adhering to this policy, so please follow the guidelines carefully so that your child(ren) will not be disappointed or have to have food taken away from them. Each child is permitted to have a "Tupperware/Rubbermaid" type plastic storage box with a tight sealed lid. These storage boxes vary in size, but you are permitted to have one that is no larger than 12 quarts, which is approximately 6.4 x 10.9 x 16.3 inches. These hard plastic storage boxes are available at stores such as Target, Walmart, and Bed, Bath & Beyond, to name a few. Any food that the child brings to camp initially or is thereafter sent via the mail, must all fit in this box with the lid sealed. Any food in their possession that does not fit in this box will be removed from the bunk immediately. As it will be too difficult to store and return to each child, **we will donate all overage to a local charity.** As children like to receive mail and care packages, please be creative in what you pack. Replace food items with inexpensive toys, games and novelties. Please do not hesitate to call camp to confirm child(ren)'s receipt of packages.

Campers are provided daily with refreshing, nutritional and satisfying meals and snacks. It is fine for children to share food with friends, however, **children who have food allergies should be instructed by their parents not to take food products from their friends under any circumstances.** **CAMPERS ARE ALSO NOT PERMITTED TO SELL ANY**

FOOD to another camper for a profit, EVER. We also ask that all food be certified with the strictest kosher certification. **This, coupled with the fact that many other campers have severe food allergies and may eat something by mistake, requires that NO CAMPER BRING ANY HOME BAKED GOODS OF ANY KIND.** Camp reserves the right, based on the guidance of Rabbi Naphtali Burnstein of the Young Israel of Cleveland and Camp Stone, to deem certain foods unacceptable.

CANTEEN / SHEKEM

As in the past, we are providing each camper with 1 canteen snack item at no charge, on a daily basis. A variety of items, including drinks and nutritious snacks are available. We permit campers to buy 1 extra “treat” item in addition to the one provided by camp. In order to reduce the number of cans (no glass bottles permitted), our cold fountain drink machine proves to be beneficial. We recommend that toiletries, postcards, batteries, stamps, film, etc., are sent to camp by parents, however if a child runs out of any of the above, they can notify the office and we will pick them up for them at your expense. Please send some extra spending money to camp for your child(ren) to use for extra canteen expenses, field trips, or the purchase of “Stonewear” clothing. (See below).

SENDING MONEY

In addition to the canteen, children sometimes go on a hike or trip out of camp. They may wish to purchase a cold drink, snack or souvenir. It is advisable to send some pocket money for your children for such occasions. (Reminder: 1 daily canteen snack item is provided at no charge). Unfortunately, sometimes money kept in bunks gets lost or misplaced. As already stated, Camp Stone is not responsible for these losses. Therefore, we have created a system to minimize any of these unfortunate occurrences. In your packet you will find a large craft envelope. We kindly request that you place a check in it (it can be dated the current date, or if helpful, it may be post-dated to June 22, 2009 for 1st month campers (or) July 27, for 2nd month), payable to Camp Stone. We will cash the check and keep the money in your child’s envelope in the camp safe. \$60 is the recommended amount. \$150 is suggested for Machal. \$20 is suggested for Kaytana. **Make your children aware that this money is available for them and they should ask for it when needed**, i.e. for extra canteen, field trips, a hike to town, or the purchase of “Stonewear” (see below). Sometimes kids

don't know the money is there for them, so again, remind your child(ren) to ask his/her counselor for his/her money in the safe before going on a trip, etc. Prior to any trip out of camp that allows for campers to take extra money, the counselors ask each of their campers how much money they want to withdraw from their account for that trip. Based on where they are going, we set an appropriate limit as to how much is advisable for them to take. Any money that is left over after camp is returned to the camper on the last day of camp. In this way we minimize the amount of cash kept in the bunk. Please ask your child for the returned money when they get home

CLOTHING SOLD AT CAMP

We will be selling "Stonewear" (various items of clothing) with the Camp Stone logo on them which will be available for purchase by all campers. The prices will range from \$15-\$20 per item. Machal campers, those entering 10th grade, will have the option to purchase a Machal sweatshirt for \$30, in addition to any stonewear they may also want to purchase. Please keep this in mind when calculating how much money to send with your child. The clothing will be available in child sizes as well as adult sizes, both in small, medium, large, and x-large.

BIRTHDAYS AT CAMP

Many parents wish to provide birthday treats for their children at camp. It is an old Camp Stone custom that all campers with birthdays during the camp session celebrate with a simple party, which includes a birthday cake **provided by Camp Stone.**

PRIVATE INSTRUCTION

If you wish to have your child receive private tutoring or Bar/Bat Mitzvah lessons while at camp, please contact the office. We will make every effort to accommodate, however, keep in mind that the camp schedule is full of dynamic programming and a lot of free time is not available. We will provide as much extra instruction as possible.

COMMUNICATING WITH YOUR CHILDREN

Mail time is an important time at camp. Everyone loves to receive mail and a pleasant letter from home will certainly be more than welcomed by your children. Campers tend to feel VERY left out and sad when their friends receive mail and they don't, so please be aware and send regular mail to your children **very often**. A cheerful letter is of great

assistance in promoting your campers adjustment to camp. Telling a child how much he/she is missed is **not** helpful. Telling them what you (and other siblings) are doing at home without them, is also **not** helpful. Be positive, encouraging, and focus on him/her at camp. Telling them how much you love them and are proud of them will help build self-confidence.

Mail should be addressed as follows (note new address):

*Campers Name
C/O Camp Stone
2145 Deer Run Road)
Sugar Grove, PA 16350*

Campers are required to write home one time per week. We will do our best to adhere to this policy. However, mail delivery may be slow and sometimes delayed, so please be patient.

TELEPHONE POLICY

Telephone calls from campers are not permitted while on camp grounds. These calls often lead to expressions of emotion that reflect momentary, immediate needs and can cause unnecessary worry. These phone calls also tend to disrupt our camp program. The desire to call home can distract and take children away from important activities. *This policy is more difficult for the parents than your child(ren)!* If for some reason, the Rosh Moshava, along with the Director and/or Administrator feel that it is important for a child to call their parent, you will be contacted and we will, without the child present, advise you of the given situation and then have your child speak with you.

Again, the nature of camp does not permit us to call children to the phone. Parents, of course, may always feel free to speak with the Director, Administrator, Doctor, Head Counselor, etc., whenever necessary. You may also leave messages for your child with our office staff. If you should need to speak with any of the above, please call the camp at (814) 489-7841. Parents may also fax or e-mail messages to their children. **Both of these options are limited, however, to 1 time per week - each camper may only receive a total of 1 e-mail or fax per week,** except those who are from overseas and mail will not

reach them in a timely fashion. The direct fax number is (814) 489-7800. The e-mail address for you to send e-mails to your children is: campstonemail@gmail.com. **When e-mailing, write your child's first and last name in the subject matter along with the grade he / she is in (entering in September) so that we can sort them accordingly.** This e-mail address is for corresponding with your children only. *{If you would like to e-mail the camp administration, please direct those to: campstone1@aol.com}. We will download e-mails to campers and distribute at regular mail time. Please note, however, campers will not have access to fax or e-mail back to parents, unless parents are overseas. They are required to write letters and use regular U.S. mail service. **Again please note that sending emails and faxes are limited - be certain that relatives and friends communicate using regular mail, so keep the mail coming on a regular basis.***

Campers from out of the country will have access to fax or e-mail home. If this is relevant please let your child know to see Nancy Newmark, Adina Rothner, or Yehuda Rothner to send the fax or set them up to e-mail. You should instruct your child to ask his/her counselor to fax/email from Nancy's office if they live out of the country.

During each camp session campers are taken into town once or twice, on a special trip, usually after the first two weeks. They are permitted to use pay phones and telephone their family, collect or with your own calling card. In most cases, all children who want to call, are able to make contact with their parents. If a child has been unsuccessful, we will make allowances for that camper to contact home during hachanot erev shabbat. **Please make your child aware of this policy.** They are to come to the office and request to follow up in the above situation, as we do not seek them out, since some campers prefer not to call at all.

Cell phones are not permitted under any circumstances, even when on such field trips mentioned above, as they were to have been turned in on the first day of camp - see section on "cell phones".

VISITING

Based on past experience of campers' adaptability, requests by the majority of parents, and the recommendations of child psychologists, the Board of Directors has established a no visitor's day policy.

Unauthorized visits are not permitted at Camp Stone at any time!!

TALKING TO YOUR CHILDREN ABOUT HOMESICKNESS

Coming to camp is a huge step for many children. Leaving home and taking care of themselves for a whole month is a challenge for any child. Being homesick is a normal emotion. Let your children know that being homesick is okay. It will pass, but there will be times, most likely at the beginning of camp when it will be most prevalent. It will most likely be worse at night when it is quiet and they have time to think of home. Often the first Friday night is the hardest since many children miss home the most on Shabbat. Preparing your child for homesickness, may, in some cases, be helpful, however, making "deals" with them, is NOT.

You should send your child to camp with full confidence that they will succeed and stay in camp for the entire four weeks (two weeks for the Kaytana program). Telling them that if they don't like it after a week, they can come home, is detrimental to their ability to succeed in camp and is not a good approach. If they are always considering going home, they never fully involve themselves in camp life and therefore will never allow themselves to fully enjoy it. YOUR CONFIDENCE in THEM is crucial. If they feel that you, their parents, doubt their ability to stay in camp, they will doubt themselves as well.

If you are nervous that your child will be very homesick in the beginning, please call the camp office before camp begins and we will help you develop a strategy of dealing with it and give you good suggestions as to what to tell them other than making a "deal" that they can go home after they have given it a try. Sometimes letting the child know that s/he can call after a few days at camp is helpful, however we generally do not advise calling home during the first 24 -48 hours.

There are times when a child's homesickness comes as a surprise to everyone. If a camper is having a hard time getting over homesickness,

we will contact you to discuss the situation and develop a plan to overcome it.

There are certain (very rare) cases when a child really does need to go home. Again, we will work with you to try every method to help your child acclimate to camp. If in the end it is determined that staying at camp is not the best decision for your child, we will work with you to make their departure as smooth as possible.

CAMPER PARTICIPATION AND COOPERATION

Summer camp offers opportunities and experiences that will lead to the growth and development of your child(ren), while he/she is having an enjoyable and exciting time. However, to ensure a positive and safe camping experience for your child(ren) and other campers, we must have the full and active cooperation and participation of your child(ren) and yourselves. Please make sure to discuss the following central issues and guidelines with your child(ren) before his/her departure for camp:

Camp is a very active place where campers are required to attend all activities. Campers may not remain in cabins during activities;

Girls & boys are not permitted on each other's campuses except during the normal course of organized, supervised and authorized activities;

No child is permitted to leave camp, at any time, except on organized, authorized, supervised camp trips;

Campers should understand that summer camp's "freedom of speech" and relaxed, informal environment is not to be confused with allowing for disrespect or vulgar, mean and abusive language (hurting others feelings). We expect speech and attitude consonant with our educational, moral and religious environment. **To spell this out more clearly, please talk to your child(ren) about the inappropriateness of swearing as well as teasing and using words such as "loser", "fag", "gay". It is always best to address any other person by their name or a nickname of their choice, rather than assuming a nickname that THEY have not chosen. Insulting or actions toward another individual to the point of "pushing that person's buttons" so far that they react**

physically, in defense, is unacceptable and will not be tolerated. At the same time, discuss with your child(ren) that inappropriate discussions with others and/or teasing; using sexual terminology or sexual behavior will not be tolerated and is cause for dismissal from camp, whether they act alone or as part of a group.

Campers are expected to behave responsibly and safely. This includes avoiding areas that are off limits without proper supervision and authorization. These areas will be pointed out to your child(ren) upon his/her arrival at camp;

Respect for counselors, supervisory staff, fellow campers, other camp residents, personal belongings of others, the environment and camp property is expected at all times. If any camper or combination of campers deliberately destroys anyone else's or the camp's property, their parents will be responsible to pay for any damages, repairs or replacements and is possible cause for dismissal. Parents shall be billed accordingly;

Your child(ren) is/are not permitted to bring any items that present potential danger to themselves or others. These items include, but are not limited to fireworks, matches, cigarette lighters, lighter fluid, knives, etc. The possession of items that present potential danger to others is grounds for immediate dismissal. If such a situation should arise, it is the parents responsibility to pick up the child from camp immediately upon notification by the camp director.

Following are the guidelines for immediate dismissal from camp:

1. Leaving camp grounds without permission;
2. Use of any potentially dangerous materials to oneself or others, i.e., fireworks, knives, matches, etc.;
3. Starting a fire for any reason other than at a campsite under supervised conditions;
4. Continuation of disciplinary issue after two warning phone calls home, as explained below:

If there should be a serious disciplinary problem with your child at camp, the parents will be notified immediately by the director. If it is a problem which falls under the rubric of immediate expulsion, the parents will be asked to take their child home. If it is not a breach of

discipline which results in immediate expulsion, the parents should consider the phone call as the first in a possible series of three. The first phone call is to simply notify the parents of an existing problem; enable the parent to speak to their child and to discuss, with the appropriate staff, productive and meaningful ways to solve the problem. If the problem is not solved in a specified period of time, a second phone call will be made and we will once again try to resolve any outstanding issues. If, however, all of these sincere attempts prove fruitless, the third and final phone call will be made and we will ask that the parent make arrangements to have their child picked up from camp at parent's expense.

All campers will receive a thorough orientation. Please advise your child(ren) to carefully listen to this orientation and to ask questions about anything which s/he may not understand. Please also review all of the information contained in this section with you child(ren).

In the unlikely event of a violation of these guidelines or a serious breach of behavior, the director reserves the right to send a camper home. The extreme circumstances will be fully discussed with the parent(s). No refund or partial refund will be made in this situation. It will be the responsibility of the parents to make all arrangements for the child's return home.

It is very rare that instances, such as those outlined above, occur. We anticipate a very positive camping experience for each and every one of our campers and their families back home.

IN CLOSING

This manual contains a great deal of important information. We think that you will find it a useful reference tool and ask that you and your child(ren) become familiar with its contents. Should you have any specific questions about details contained in this manual or other camp policies, please feel free to contact Nancy Newmark at (216) 382-8062 or e-mail the camp office at: campstone1@aol.com.

We are honored and pleased that you have chosen Camp Stone for your summer experience. We look forward to serving you and your child(ren) this summer and for many future seasons.

TABLE OF CONTENTS

Introduction..... P. 1

Section I:

Camper Privacy Policy..... P. 2

Fees and Tuition; Refunds..... PP.2-3

Medical Form; Personal Camper Evaluation..... P. 4

Section II:

Emergency Info; Inoculations..... P. 4

Medication..... PP.4-6

Over-the-counter medication..... PP.6-7

Contact by Camp Physician..... P. 7

Medical/Accident Insurance..... PP.7-8

Lice..... P. 8

Section III:

Transportation: Safety Procedures; Changes; Baggage... PP. 8-11

Section IV:

Clothing and Equipment; Laundry..... PP.11-12

Special Items P. 12

Prohibited Items..... P. 13

Electronic devices PP. 13-16

Dress Code..... PP. 16-18

Labeling; Liability..... P. 18

Section V:

Grouping of Campers..... PP.18-19

Food Parcels..... PP.19-20

Canteen..... P. 20

Money at Camp..... PP. 20-21

Clothing sold at Camp..... P. 21

Birthdays..... P. 21

Private Lessons..... P. 21

Communicating with Children..... PP.21-23

Visiting..... P. 24

Talking to Children about Homesickness..... PP.24-25

Camper Participation/Cooperation..... PP. 25-27

In Closing..... P. 27