



# Summer 2018 Parent Manual

## Important Summer Dates

Session 1A:	Thursday, June 28 – Thursday, July 12
Session 1:	Thursday, June 28 – Sunday, July 22
Session 2A:	Thursday, July 26 – Thursday, August 9
Session 2:	Thursday, July 26 – Sunday, August 19
CSL in Israel:	Sunday, June 24 – Wednesday, July 25
Tuscarora:	Thursday, June 28 – Sunday, August 19

## Numbers to Remember

Camp Seneca Lake Phone Number: 315-536-9981

Camp Office Hours are 9am – 8pm.

## Email Addresses to Remember

Neil Pickus (Interim Director) [neil@jccrochester.org](mailto:neil@jccrochester.org)

Lisa Martin (CSL Registrar): [lmartin@jccrochester.org](mailto:lmartin@jccrochester.org)

Staci Hiller (Associate Director): [shiller@jccrochester.org](mailto:shiller@jccrochester.org)

General Information, change of plans, other: [csl@jccrochester.org](mailto:csl@jccrochester.org)

## Village Information

Cayuga: boys entering grades 3-6

Onondaga: girls entering grades 3-6

Mohawk: boys entering grades 7-9

Seneca: girls entering grades 7-9

Tuscarora: boys and girls entering grade 10

## Keeping In Touch With Campers

Twitter: [@CSL\\_Official](https://twitter.com/CSL_Official)

Instagram: [@CSL\\_Official](https://www.instagram.com/CSL_Official)

Photos/Blog: [Campsenecalake.com](http://Campsenecalake.com)

CampGrams (Camper Email): Through CampMinder

## Camp Mailing Address

Camper's Name, Village Name

Camp Seneca Lake

200 Camp Road

Penn Yan, NY 14527

\*Mail is delivered daily, in the late afternoon directly to villages.



## Suggested Packing Guide for Summer

Packing is one of the most important preparations that will take place for your camper. Below is a suggested clothing/gear list for you to consider. Camp will provide laundry, once a week, for all campers. Campers will use individual bags (camp provided) that will be picked up by a laundromat and returned 2-3 days later, cleaned and folded. As you pack for the summer, **we encourage you to keep the more expensive, nice things at home!** We have found that extra quantities of socks and underwear are always useful. This list is also designed for our full session campers. Those staying 2 weeks, should adjust accordingly.

**ALL ITEMS, CLOTHING AND OTHERWISE, MUST BE LABELED WITH YOUR CHILD'S FIRST AND LAST NAME. THIS INCLUDES SLEEPING BAGS, WATER BOTTLES, CAMERAS, ETC.**

### Suggested Clothing

- |                             |   |
|-----------------------------|---|
| 10 pr. shorts               | 1 pr. sturdy shoes for hiking ( <b>*optional</b> )    |
| 12 t-shirts                 | 1-2 pr. Sandals <u>w/back straps</u> like Keens/Crocs |
| 14 sets underwear           | 1 pr. aqua shoes ( <b>*required for waterfront*</b> ) |
| 14 pr. socks                | 1 pair rain boots or similar for rainy days           |
| 4 pr. jeans or long pants   | 1 pair flip flops for bathroom, in village use only   |
| 3 bathing suits (or more!)  | 1 poncho/raincoat with hat                            |
| 4 sweatshirts or sweaters   | 1 warm jacket or fleece                               |
| 2-3 pr. lightweight pajamas | 1-2 baseball caps for sun protection                  |
| 2-3 pr. heavier pajamas     | 2-4 outfits for Shabbat and final banquet             |
| 2 pr. sneakers              |   |

### Gear and Linens

- |                              |  |
|------------------------------|--|
| 2 sheets (twin or cot)       | 2 laundry bags labeled with name                     |
| 1 pillow                     | 1 flashlight, extra batteries (label it!)            |
| 2 pillowcases                | 1 extra pr. of prescription glasses with sport strap |
| 1 blankets, 1 sleeping bag   | toiletry articles                                    |
| 3 hand towels                | sunscreen (important)                                |
| 4 bath towels                | stationery items (pre- addressed helps the kids)     |
| insect repellent (label it!) | 3 beach towels                                       |
| 2 water bottles              | Backpack (Daypack)                                   |

### Consider Bringing These Optional Items

- |                |                       |
|----------------|-----------------------|
| Baseball mitt  | Tennis Racquet        |
| Lacrosse Stick | Rainbow loom supplies |
| Playing cards  | Field Hockey sticks   |

### Senior Campers Only

Mountain Bike with Helmet and Water Bottle (label these!)

### Do Not Pack These – They Will Be Confiscated

- |                            |                  |                    |                           |
|----------------------------|------------------|--------------------|---------------------------|
| Cell Phones with sim cards | Candles/Incense  | Knives of any kind |                           |
| Tablets                    | Matches/lighters | Walkie Talkies     | iPod docks (iPods are OK) |

***To make sure important items make it home we suggest sending a checklist for packing!***

**PLEASE REMEMBER – Label everything, including gear and optional items**



## Information on Getting Campers and Baggage to Camp: Session 1, 1A, and Tuscarora

### Campers – Thursday, June 28

**Rochester Buses:** We will begin loading buses at 10am and will leave the JCC at 10:15am.

**Syracuse Buses:** We will begin loading buses at 10am and will leave the JCC at 10:15am.

**Buffalo Buses:** We will begin loading buses at 9am and will leave the JCC at 9:15am

**Maryland Bus:** We will begin loading the bus at 5:15am and will leave at 5:30am

**Drop-off at Camp:** Campers who are being brought to Camp by car should arrive between 10-11am on June 28. Campers will be dropped off, with their baggage, at the Camp office and will say their good-byes there. No tours are provided on opening and closing days at Camp.

**Late Arrivals:** If your camper will not arrive by our 12pm lunch on the first day, it is extremely important that you notify the Camp office as soon as you know.

**\*We expect and ask families from Rochester, Syracuse, Buffalo, NYC, and Maryland to use the buses we provide to get their children to Camp on Thursday, June 28.\***

### Baggage

**Rochester Campers:** On **Tuesday, June 26** (2 days before Camp starts), you will drop off your campers baggage between 10am and 12pm at the Rochester JCC. This also includes Tuscarora bikes. Please make sure all items are labeled with your campers name and village, as well as taped shut (plastic drawers). We will transport all baggage to Camp and will have it waiting for your camper at their cabin.

**Rochester Bus but not from Rochester:** We will bring a baggage truck with us to the buses on **Thursday, June 28**. Please arrive early enough to allow time to load your baggage onto the baggage truck.

**Buffalo, Syracuse, NYC, and Maryland Campers:** On **Thursday, June 28**, please bring all your baggage with you to departure location to load on our Camp truck. These trucks will accompany the buses to Camp.

**Drop-off at Camp:** Please bring baggage with you to Camp. You will unload baggage at the Camp office and we will deliver the baggage. You may also ship your baggage (see below)

**Shipping Baggage:** Baggage can be shipped via USPS, UPS, or FedEx to Camp. We highly recommend shipping baggage several days prior to Camp, so that the baggage will arrive before your camper does.

**\* Please limit your camper to one trunk and one duffel, or just two duffel bags. Label all pieces with your camper's name and village. This includes optional plastic drawers and sleeping bags. Plastic drawers should also be taped shut to avoid any accidental openings. \***

**Bus Safety:** All campers on our buses will be supervised by Camp staff. Campers are required to wear seat belts, remain seated, and follow all designated bus rules. Buses are equipped with the usual safety equipment and first aid kits. We will have at least 1 staff member on each bus in addition to the driver. Parents and other family members are not permitted on the camp buses.



## Information on Getting Campers and Baggage to Camp: Session 2 and 2A

### Campers – Thursday, July 26

**Rochester Buses:** We will begin loading buses at 10am and will leave the JCC at 10:15am.

**Syracuse Buses:** We will begin loading buses at 10am and will leave the JCC at 10:15am.

**Buffalo Buses:** We will begin loading buses at 9am and will leave the JCC at 9:15am

**Drop-off at Camp:** Campers who are being brought to Camp by car should arrive between 10-11am on July 26. Campers will be dropped off, with their baggage, at the Camp office and will say their good-byes there. No tours are provided on opening and closing days at Camp.

**Late Arrivals:** If your camper will not arrive by our 12pm lunch on the first day, it is extremely important that you notify the Camp office as soon as you know.

**\*We do expect and ask families from Rochester, Syracuse, and Buffalo to use the buses we provide to get their children to Camp on Thursday, July 26.\***

### Baggage

**Rochester Campers:** On **Sunday, July 22** (4 days before Camp starts), you will drop off your campers baggage between 12:30pm and 2:00pm at the Rochester JCC. Please make sure all items are labeled with your campers name and village, as well as taped shut (plastic drawers). We will transport all baggage to Camp and will have it waiting for your camper at their cabin.

**Rochester Bus but not from Rochester:** We will bring a baggage truck with us to the buses on **Thursday, July 26**. Please arrive early enough to allow time to load your baggage onto the baggage truck.

**Buffalo & Syracuse Campers:** On **Thursday, July 26**, please bring all your baggage with you to your JCC to load on our Camp truck. These trucks will accompany the buses to Camp.

**Drop-off at Camp:** Please bring baggage with you to Camp. You will unload baggage at the Camp office and we will deliver the baggage. You may also ship your baggage (see below)

**Shipping Baggage:** Baggage can be shipped via USPS, UPS, or FedEx to Camp. We highly recommend shipping baggage several days prior to Camp, so that the baggage will arrive before your camper does.

**\*Please limit your camper to one trunk and one duffel, or just two duffel bags. Label all pieces with your camper's name and village. This includes optional plastic drawers and sleeping bags. Plastic drawers should also be taped shut to avoid any accidental openings.\***

**Bus Safety:** All campers on our buses will be supervised by Camp staff. Campers are required to wear seat belts, remain seated, and follow all designated bus rules. Buses are equipped with the usual safety equipment and first aid kits. We will have at least 1 staff member on each bus in addition to the driver. Parents and other family members are not permitted on the camp buses.



## Information on Getting Campers and Baggage Home: All Sessions

### Session 1A

For campers enrolled in Session 1A, there is no Camp provided transportation home. All campers will need to be picked up on **Thursday, July 12** between 9:30 – 10am. You will be able to drive directly to your camper's village (after checking in at the Camp office) where you will be able to load your camper and their baggage into your vehicle.

### Session 1

**Rochester, Syracuse, and Buffalo Campers:** Your campers will be returning on our Camp buses and arriving at your local JCC around 12pm on **Sunday, July 22**. Your camper's baggage will accompany them, via truck, to the JCC. Please be prepared to load your baggage into your car. We ask that you be patient and exercise caution as unloading baggage can be dangerous. Unclaimed baggage will be kept at the JCC in a locked room until it is picked up.

**Pickups at Camp:** Please plan to arrive at Camp around 9:30am. You will be able to drive directly to your camper's village (after checking in at the Camp office) where you will be able to load your camper and their baggage into your vehicle.

**Shipping Baggage:** We are happy to help with the shipping of baggage back home via UPS or FedEx. We ask that you arrange the pickup and prepay. You may schedule the baggage for pickup anytime on **Monday, July 23**.

### Session 2A

For campers enrolled in Session 2A, there is no Camp provided transportation home. All campers will need to be picked up on **Thursday, August 9** between 9:30 – 10am. You will be able to drive directly to your camper's village (after checking in at the Camp office) where you will be able to load your camper and their baggage into your vehicle.

### Session 2 and Tuscarora Campers

**Rochester, Syracuse, and Buffalo Campers:** Your campers will be returning on our Camp buses and arriving at your local JCC around 12pm on **Sunday, August 19**. Your camper's baggage will accompany them, via truck, to the JCC. Please be prepared to load your baggage into your car. We ask that you be patient and exercise caution as unloading baggage can be dangerous. Unclaimed baggage will be kept at the JCC in a locked room until it is picked up.

**Maryland and NYC Campers:** Your campers will be returning on our Camp bus, arriving around 3:30pm, traffic dependent. Please be prepared to load your baggage into your car. We ask that you be patient and exercise caution as unloading baggage can be dangerous.

**Pick-ups at Camp:** Please plan to arrive at Camp around 9:30am. You will be able to drive directly to your camper's village (after checking in at the Camp office) where you will be able to load your camper and their baggage into your vehicle.

**Shipping Baggage:** We are happy to help with the shipping of baggage back home via UPS or FedEx. We ask that you arrange the pickup and prepay. You may schedule the baggage for pickup anytime on **Monday, August 20**.



## Medical Care at Camp

**Paperwork:** We have made life easy for you when it comes to medical forms. We utilize CampMinder, which allows you to input your camper's medical information directly and securely into an online system. It is easy and only requires you to upload copies of your insurance card, immunizations, and the medical form your camper's physician must complete. Information stored is available for editing in subsequent summers. You can access this paperwork, anytime, through your CampMinder login.

**Medications:** This summer we are requiring families to send medications/supplements **one-week** ahead of their campers' arrival at CSL. Here is what you need to do, before you send your campers' medication to us.

- ALL MEDICATIONS that we administer must be listed on your campers' health care form that is signed by your physician. **Note:** CSL will accept the custom form that your physician has. In other words, it doesn't have to be the CampMinder form, but we have to have some sort of medical confirmation, signed by the doctor.
- **ALL MEDICATIONS, over the counter or prescription, needs a signed medical confirmation, including inhalers and epipens.**
- ALL MEDICATIONS must be in the original packaging, labeled with your camper's name – with the signed confirmation – and sent to us **one-week** before your camper arrives. Address it to Neil Pickus c/o (your camper), 200 Camp Road, Penn Yan NY 14527
- We ask that this includes any OTC medications like Zyrtec, Claritin, multivitamins, etc...
- If necessary, inhalers and epipens can be brought to Camp, with your camper, on opening day. For those campers taking our bus to Camp, our Camp staff will be available to accept inhalers and epipens directly from you. We recognize that some of these inhalers are used daily, and are not available to be sent ahead of time to Camp; however, it is our preference that you send it ahead of time.

### The Camp Infirmary

Camp's medical staff oversees two daily sick calls. These are opportunities for campers to see our Camp physician. One is held after breakfast and the second is after dinner. We will notify you by telephone whenever...

- We take your child out of Camp for medical reasons (ER visit, x-rays, etc...)
- Our Camp physician would like to place your camper on any prescription medications
- We are concerned about an injury that may require an x-ray
- If your camper will be spending the night in our infirmary
- If our medical staff feels you might want to consult your own pediatrician

**Illness Policy:** If your camper becomes ill for what we anticipate being a prolonged period of time and must be restricted to the infirmary, we will contact you to see if you would prefer to have them home in a more comfortable environment until they are fully recovered.

**\*Campers who are forced to leave Camp permanently for a medical situation will be refunded pro-rated tuition for the time missed, upon request from the parents\***



## Camp Paperwork

Prior to your camper's arrival at Camp – we will be sending an important packet of paperwork for you to complete. We will need you to complete these forms well in advance of the summer. Some of these forms are accessible through CampMinder – others will be mailed to you. The forms we need completed are as follows:

**Camper Code of Conduct:** An agreement by the camper to follow camp's policies in areas we feel could have serious results if not adhered to. It must be signed by campers and parents.

**Bunk Request:** Your opportunity to make cabin requests for your camper.

**CampMinder Health Information(Online):** A variety of information is found in your camper's health profile. Emergency contacts, allergies, health history, medications, etc...

**Terms of Registration:** Covers many different topics of information for parents

**Transportation:** Confirms for us how your camper will be travel to/from Camp

**Confidential Camper Information:** Helps us set your camper up for success. We ask for your openness and honesty when completing. This form is highly confidential and only shared with those who we feel need to know.

**\*Electronic copies are always available via the CSL website by logging into your CampMinder account**

We ask all that paperwork be completed by the deadlines

**Session 1, 1A, and Tuscarora: May 1, 2018**

**Session 2 and 2A: June 1, 2018**

## Mail, Phone Calls, and Packages

**Mail from Campers:** Your camper is required to write home, twice, each week. Generally, Monday and Thursdays are Camp's letter writing days. Camp provides each camper with a stamped and addressed postcard for each letter writing day and all postcards are mailed the next day. Most letters home are received around 2-3 days after they are mailed. Our rural location, unfortunately, slows down outgoing mail. We appreciate your patience.

**Phone Calls to Campers:** CSL does not permit campers to receive phone calls during the Camp session. We do, however, allow campers to call home if they have a birthday while at Camp. If you have any questions or concerns about your camper – we encourage you to call the Camp office to speak with one of our Camper Care Staff. The leadership team at CSL cares deeply about the success of your camper at Camp and will welcome any opportunity to discuss it.

**Packages for Campers:** Campers are allowed to receive one package for each session they are at Camp. If you need to send your camper something they forgot (it happens), please contact us and send the package c/o Neil Pickus. Flat envelopes containing magazines and letters are not considered packages.

**\*As a reminder, food and beverages items are not permitted in Camp. All packages are opened at the Camp office to ensure that our policies are enforced fairly for all campers.\***



## CSL Camper Policies

**Food & Beverage:** All food, beverages, and candy are prohibited from being brought into camp or sent into camp. Any outside food that is delivered to camp will be confiscated and discarded. If your camper has specific food allergies and/or dietary restrictions, please address your child's unique circumstances with the Camp Director prior to the start of camp.

**Drugs, Alcohol and Tobacco Products:** Smoking, and/or the use or possession of alcoholic beverages or drugs of any kind by campers are strictly prohibited (this includes drug paraphernalia). Campers violating this rule will be sent home immediately.

**Safety:** Any camper who physically, psychologically, or verbally abuses another member of the Camp community will be sent home at the discretion of the Camp Director. This includes, but is not limited to, bullying, hazing, fighting, and teasing.

**Cell Phones:** No camper may possess an activated cell phone at camp. If they do, the camper will be sent home with the cell phone! Deactivated cell phones are allowed in Camp for listening to music, reading e-books, and for taking pictures.

**Electronics:** Only music playing devices and "readers" like the Kindle are permitted. Devices containing games on them are not permitted and will be confiscated. If you have questions about a particular device, please contact the Camp Director.

**Defacement of or Intentional Damage to Camp Property:** Parents and campers are asked to carefully consider and discuss the policy included on the Code of Conduct form.

**Sneaking Out:** Intentionally leaving the village unsupervised after bedtime is an extremely foolish and dangerous action. Sneaking out is not permitted. Campers will be (at minimum) suspended from Camp for a period to be determined by the Camp Director.

**Social Relationships:** Our social relationship policies are targeted towards our campers in grades 7 – 11. Camp views any sexual activity beyond what is age appropriate as inappropriate. The consequences of going beyond this limit will be determined by the Camp Director. Relationships between staff members and campers are strictly prohibited.

**\*Tuition is not refunded if a child is sent home for any non-medical reason.  
Parents must pick up their camper the same day.\***

**Absence from Camp:** Campers will be permitted to leave Camp, for a period of time, for significant life events (weddings/b'nai mitzvah) after a discussion with the Camp Director. We do not permit campers to leave Camp for concerts or social events. All pickups and drop-offs must occur between 8am and 8pm. Camp will not provide any refund of tuition for time missed.

**Lost & Found:** Lost and found is available beginning a few days after each session ends. You will be notified when it is available to go through at the Rochester JCC. We wash, sort, and place all lost and found on tables downstairs at the JCC. After 2 weeks, all items are donated to charity.

**Open House:** New families are invited to our Open House from 2:30 – 4:00pm on Sunday, June 24. You'll receive a tour and the kids will meet their counselors! New Session 2A and Session 2 campers are also welcome to attend, as this is our only open house!

**Money at Camp:** Campers are not permitted to bring cash to Camp. Other than Tusc campers (for their Tusc trip), there is no need for money at Camp, as we cover all costs associated with our programs. We are not responsible for cash brought by campers and will not reimburse money believed to be lost or stolen.