

# PARENT SURVIVAL GUIDE



## *Your Questions are Important to Us*

Parents have questions. Lots of them! You want to know every aspect of camp, and we want you to know everything you need to know to make your child's stay as warm and as welcoming as possible.

We surveyed parents over the past few years, and have come up with the most frequently asked questions. If your question doesn't appear below, please call us! We also suggest that you review the Camper Survival Guide located on our camp website with your child to see details about the camping experience.

# Index

## **Section One: The Philosophy**

[So, You're Embarking on a Summer Camp Experience Too...](#)

[What We Want Camp To Offer](#)

[How to Prepare Your Child for Success At Camp](#)

[The H-Word - Homesickness](#)

[Your Reverse Homesickness](#)

[A Tech Free Camp](#)

[Camper Behavior](#)

[The Camp Counselor](#)

[A Day at Camp: Parent Highlights](#)

[Classes at Camp](#)

[Extreme Weather](#)

[Safety at Camp](#)

[The Camp Nurse and Infirmary](#)

[Medications](#)

[Cabins and Bunk mates](#)

## **Section Two: The Logistics**

[Registration and Cost of Camp](#)

[Health forms](#)

[Cancellations /Changes to Sessions](#)

[Refunds](#)

[Dates of Camp and Themes](#)

[Requirements to Attend Camp](#)

[Check In Time](#)

[Check Out Time](#)

[Early Drop Off Sundays](#)

[Cabins and Bunkmate Request](#)

[What to Bring to Camp](#)

[Homesick / SAD Campers](#)

[Sending Mail to Your Child](#)

[Phones and Cell Phones at Camp](#)

[Visiting Camp \(Tours and Visits\)](#)

[Classes at camp](#)

[Illnesses and Medications](#)

[Behavior Issues](#)

[Safety at Camp](#)

[Our Staff](#)

[Camp Internet Policy](#)

[Camp Privacy Policy](#)

[After Camp](#)

## Section One: The Philosophy

### So, You're Embarking on a Summer Camp Experience Too...

Welcome to the Lindley G. Cook Parents Survival Guide. We know that sending your kids to camp for a week is as much of an event for you as it is for your campers, so in these pages we hope to answer all your questions and help you give your children the tools to have a successful and impactful week here at Camp. We aim to offer your children one of the best weeks of their summer (and honestly, their whole year), which we imagine is your goal for their time at camp as well. So let's get down to it.

### What We Want Camp To Offer

Some Camps offer the promise of Advanced Placement College Credits or to play tennis competitively with any of the top 500 amateurs in the United State. **This is not our camp.** What we endeavor to offer is a classic camping experience, with all the same virtues that have made summer camp one of the great American traditions. Lindley G. Cook has been operating since 1951. We have campers whose parents attended this camp, and one of our principle goals is to give campers a similar experience to what their parents had; a point of continuity in our quickly changing world.

There are four main areas we concentrate on when we think about what we want camp to offer our campers. They are **belonging, generosity, independence, and mastery.** Studies indicate that youth whose needs in these four categories are met in positive ways are likely to develop into active citizens and contributing members of their families and communities. Our camp program endeavors to ensure that all our campers will have the opportunity to participate in 4-H experiences that strengthen a young person's sense of belonging, generosity, independence, and mastery.



**Belonging – Youth need to know they are cared about by others and feel a sense of connection to others in group settings. 4-H gives youth the opportunity to feel physically and emotionally safe while actively participating in a group.** Campers will be members of a variety of groups during their time here. In their cabins, their classes, their chosen rec times, and their animal groups campers will have the opportunity to interact and make new friends with a vast variety of different children, of different ages, interests, in backgrounds, all having in common their shared membership of the camp community.



**Generosity – Youth need to feel their lives have meaning and purpose. By exploring 4-H community service and citizenship activities, youth can connect to communities and learn to give back to others.** Camps golden rule is to behave with respect and kindness at all times. We pride ourselves on the character of our campers. We make sure our counselors and staff exhibit characteristics of generosity, from interest in our campers days and personal feelings, to going out of their way to making sure everyone is involved and having a good time. It is our belief that this modeling of behavior then spreads to our campers, and it is they who truly create an environment where everyone feels they belong.



**Independence – Youth need to know that they are able to influence people and events through decision-making and action. By exercising independence through 4-H leadership opportunities, youth mature in self-discipline and responsibility and learn to better understand themselves.** One of the most essential skills Camp can instill is that of personal independence. From the simple tasks of making their bed and brushing their teeth, to more complicated concepts of being in charge of their own behavior in classes and activities with counselors and new friends, this sense of personal responsibility is often new to campers, and the first small step to adulthood. In a very structured, organized, and supervised environment, they are responsible for what they wear, what they do, how they take

care of themselves, and how they behave. This well supervised freedom is often one of the first things that make a child fall in love with camp.



**Mastery – Youth need to feel and believe they are capable, and experience success at solving problems and meeting challenges to develop their self-confidence. Through the exploration of ideas and activities related to their interests, youth learn skills and participate in experiences that help them make positive life choices for their future.** Camp offers a long list of subjects and skills to master. From the three classes they take each day, to the variety of all camp games they play and recreation activities to choose from, each day is a parade of new ideas small conquerable challenges. At the end of the week, we want them to feel as if they have mastered going away to summer camp. (No

small feat.)

## How to Prepare Your Child for Success At Camp

Chances are if you are reading this section with rapt attention, you are considering sending your child to camp for the first time. Rest assured we spend a lot of time training our staff to deal with children for whom this might be their first significant time away from home.

One of the statistics we're proudest of here at camp is our return rate. Over 65% of our camp population is routinely made-up of returning campers, and a large number of our counselors and staff also attended camp as campers. All these folks who come back summer after summer after summer have one thing in common, and that's that they all started out as brand-new first time campers themselves.

The next couple sections will detail some guidelines for how to prepare your children (first-timers and otherwise) for a successful week here at 4-H Camp.



### The H-Word

The first challenge to pop into the minds of many parents and campers approaching summer camp for the first time is the dreaded H-Word: *homesickness*. Well first off, we don't use that term here at camp. Homesickness sounds like an illness, a physical problem that they need to head on down to the infirmary to cure. We call them **SAD campers**. This stands for *Separation Anxiety Disorder*, but also of course because the first symptom is that of sadness. We train our



staff extensively in dealing with SAD campers, and the goal is always the same: the get them involved in the camp program. A camper who misses home will often try to pull themselves out of an activity. This only serves to make the problem worse. Sitting and thinking about how much they miss home isn't that fun, what is fun is the camp game they're currently NOT playing. So we encourage our campers to get involved, meet new people, and remember that we were ALL once first time campers, and being away from home and at camp for a whole week is an accomplishment to be proud of.

It is routine for a first-time camper to be in tears on Monday because they miss home, and for that *same* camper to be in tears again on Saturday morning...because they had so much fun at camp and don't want it to be over. This is something we see almost every session here, and our staff work so hard to get the campers involved in the camp program because they have seen the great rewards that come from it.

Expert Advice on Homesickness can be found on the American Camp Association website at [http://www.campparents.org/home\\_sickness](http://www.campparents.org/home_sickness)

One more thought before we get to ***your*** role in this. We strive for camp to be a place where everyone belongs, and our goal is that every camper loves camp so much they return each year until they age out of the camp program. However, not every child will fall in love with camp,



and some children will decide that summer camp (or this summer camp) is not for them. That's okay. In fact, some SAD campers might show up on Monday, not have a great time, and continue to not have a great time straight on till Saturday morning despite our best efforts. It is still our belief that it is in this camper's (and their parents) best interests to successfully finish out the week. If they learn that summer camp is not for them by successfully finishing out the week, and getting all the valuable lessons in responsibility and independence that come from a spending six days away from home, then we feel that camper's week was a success regardless.

We think it's far better than discovering summer camp is not for them by *not* making it through the week and being picked up early. In this child's mind camp would become something they couldn't do, and they might count it as a failure. Instead we want Camp to be proven to be something they *could* do, even if they decide they didn't love it. It is therefore our goal for every single child to finish out their week at camp.

In the past five years, we haven't sent one camper home for SAD or homesickness related reasons. This is another statistic we're quite proud of. Here's how you can help, broken down in convenient **do/don't** format.

- Please **don't** tell your child they can come home whenever they want if they don't like camp. We find this builds into their minds that there might be something not to like, and as soon as they hit that first level of anxiety that comes from being in a new place with new people, they might want to take that "go-home" option. Please **do** tell them what a great and fun week they're going to have, building in that their success at camp is an inevitable achievement.
- Please **don't** tell your child they can call home whenever they want. Cell phones are prohibited (more on that later) and we do not allow children to call home at any point. Our experience and extensive camping research has shown that SAD Campers who call home, often go home. No direct contact with the outside world ties into our goal of camp independence. Please **do** encourage your child to keep a journal, send home letters and postcards with the day's events, and keep track of everything they do because you just can't wait to hear about it! (Know that the way the Postal System works, if they write a letter Wednesday it might not be picked up and in the mail until Thursday, and thus you won't receive it till after your child returns from camp. However, the simple act of writing and sending the letter will make them feel as if they've been in touch with home.) Please **do** write or email your child (we print out emails and deliver them to the cabins each day).
- **Do** let them know how proud you are of them, that you're thinking of them, and that you're interested in what they're doing at camp. **Don't** go into details about how the dog is crying all day without them, the cat can't sleep, and the goldfish refuses to eat until they return. Feeling as if home misses them *too* much can magnify SAD camper symptoms.





## Your Reverse Homesickness

So, we are well aware of the secret that a campers first (or second and third or so on for that matter) time away from home can be just as rough on the parent as the camper. In the next section (A Tech Free Camp) we are going to discuss the virtues of our campers being screen-free and “out of contact.” We know that with cell phones and other tools, parents are more comfortable than ever with their ability to “check-in.” Just a quick text to know that everything is going okay, that they arrived at a destination safe, and so forth. We’ve also observed that not having this ability at camp can be even more disconcerting for the parents than the campers. Also, though we love that our camp still sends letters the old fashioned way like we did in 1951, we know letters sent mid-week will arrive home after the campers do, so often parents will be without news or contact a whole week (just like their children).

Here are a couple things to help you through this. First of all, know that if any issues arise with your camper, we will contact you as soon as possible. If it’s a medical issue our Camp Nurse will call, and if there is a behavioral issue or anything else one of our camp directors will get in touch. Likewise, if you have any concern or issue you can always get in touch with us at the camp office. If you call and ask for a report on how your camper is doing, we’ll speak with their counselors and observe the camper in action, and call back in a couple hours to let you know how your child is holding up. Parents have told us they found their child’s week at camp taught them as much about independence and time away as it did their camper.



A parent talks with our Camp Nurse at Check-In.

## A Tech Free Camp

Of the many unique experiences camp offers, none are more vital to us than spending a week in the woods without technology. When and where else will your children have the opportunity to go six whole days and nights without interacting with a screen? Cell phones, tablets, and computers are all prohibited here at camp. As these devices become more ubiquitous and relied upon, we think the importance of spending time without them at camp only grows. It is very important to us that our campers get to make friends and interact with their community here at camp in face to face only fashion, without the complexities of social networks, texting, and the like. We hope you'll agree that this a more valuable benefit of camp now than ever before, and work with us to ensure that campers do not bring any of these banned devices with them to camp.

"So I tell some girls at the camp I'm at about LGC... they said because this place has no WIFI, or cell phone connection it's not the "ultimate camp experience" and that taking classes is boring.... Ha... somehow I wish they could experience the magic that LGC possess. Thanks for a great summer guys!"

*Camper Rachel Summer 2013*

It is very important to us that we offer this tech free experience, and in recent years we've had many parents express to us that one of the key reasons they send their children to Camp is to get a taste of what the world is like for a week without their constant modern battery powered companions. While we can't go back in time completely (the music at the Talent show is played on an I-Pod and not a record player), we do extend this rule and philosophy to our staff as well. There will be no cell-phones or computers in the cabins, or used by our counselors at any point they are around the children.

For more details on both our policy and our reasoning behind it, see our official [Technology Policy](#).



## Camper Behavior

It is our expectation that all campers exhibit what we call “camp appropriate behavior.” This includes appropriate language, topics of conversation, and acting according to our golden rule of camp; be respectful, and be kind. This encapsulates our expectations of how campers treat each other.

It is very important to us that all children feel welcomed, accepted, and as if they belong. In fact, we have had many children who say they don’t feel like they fit in anywhere else, but they do fit in at camp. To create and maintain this atmosphere; we take any instances of bullying, teasing, or harassment very seriously. We approach bullying as a societal problem, often with no clear good guy or bad guy, and two sides (or more) to each story. We hope that camp can help all children learn how to behave with the principles of kindness and respect, and they can take these principles back to their schools and the rest of their lives.

**However**, if a child’s behavior is continuously detrimental to other camper’s enjoyment of camp and is not corrected, that child could face going home. Rather than punish we hope to alter negative behavior, but a camper who is repeatedly disrespectful or unkind to their cabin mates or others here at camp will not be tolerated.



Negative behavior affects more than just the camper involved in the misconduct; it affects all those around them. Our goal is to assist in the growth of the camper through positive reinforcement and the understanding of consequences. We highly recommend you look over the parent/child participation agreement section of the registration and go over it with your child.

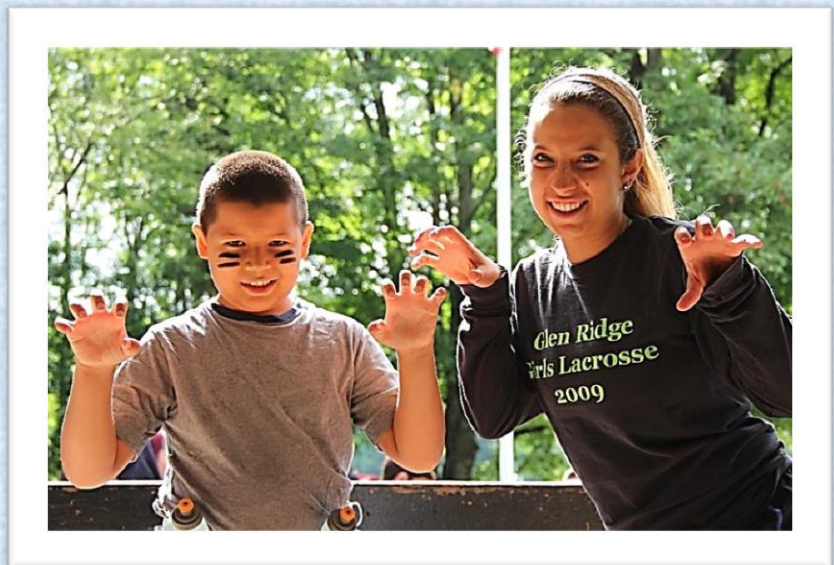
While we will make every attempt to make your child's stay enjoyable, if your child is a disruption to camp, they will be sent home with no refund.

## The Camp Counselor

We find that nothing has more of an effect on a child's time at camp than their counselors. We at L.G. Cook believe "it's all in the casting", and we spend the off-season searching for caring, compassionate, enthusiastic, energetic, responsible young people with a passion for mentoring children and a love of the outdoors to be our camp counselors. All must have prior experience working with youth. Many have been through the Counselor in Training program at this very camp, and have looked forward to being a Camp counselor here since they were campers themselves. All must have no higher priority than their camper's physical safety and emotional well-being.

We screen our applicants and conduct in-depth interviews and criminal background checks on all staff that work at camp to ensure the best possible staff team for your child. We provide our staff with an intensive week long pre-camp staff training.

All staff members are trained in First Aid, CPR and emergency situation response procedures. Our counselors bring with them both camp's heart and personality. We endeavor to hire only staff who we can trust with the safety of your children, and who they can be proud to call their friends and role models.



## A Day at Camp: Parent Highlights

For more info on Cabin Life, the Camp Schedule, and a whole lot of other facets of life at camp, please check out our Camper Survival Guide. Also look at the Forms links on the website. However, we wanted to give you a quick overview here as to a day at camp from a parents perspective.

Each of our camp day features a whole lot of “programming”. We have the philosophy of keeping our campers days jam-packed and always moving, so that down-time is the rare exception to the rule. Campers who have attended multiple camps have told us what they like best about L.G. Cook is we are always doing *something* here. There is no consistent every-day schedule (as we change to allow for different all camp-games and to keep the variety going), but below are some things we include every day that parents might have particular interest in.

**Wake-Up:** Yup, we wake-up every single day. The bell on the dining hall porch rings promptly at 7 am each morning. If your campers awake with a lot of energy, they can jump right into some of our optional morning activities. If they’re not quite morning people, they can grab an extra fifteen minutes of sleep and slowly start preparing for the day.

**Meals:** The whole camp eats together in our dining hall three times a day. Meals are served family style, with up to nine campers and at least one counselor at each table. There is an entrée, several sides, and a vegetable served at every meal. There is also a salad bar that every camper is encouraged to use each meal. Please see the [Food](#) section of this Survival Guide for more info.



**Camp Duties – Personal Responsibility at**

**Work:** One of our policies through the week here is that camp is *everyone’s home*, and we *all* have to take care of it. Therefore, after breakfast each day we have something called “Camp Clean-Up.” Each day the campers, assigned to one of the four animal groups, rotate through a series of Clean-Up duties, so by the end of the week every camp has done all four. These include patrolling for litter on the camp grounds, some small work projects around the facility, cleaning the White House bathrooms, and Kitchen Patrol. Though it consists only of light chores and lasts about fifteen minutes each day, it helps campers have an ownership of camp and want to take care of it. Kitchen Patrol is a personal favorite of parents. Campers on KP set and clear the tables for each meal, and bring the dishes of food from the kitchen to the table. Some

parents have even reported of campers setting the table at home when the return from camp (for a few days at least).

**Rest Hour:** To recoup from our otherwise hectic schedule, there is an hour of cabin time after lunch each day. This time is for leisurely and more restful activities, whether it's reading, writing home, playing board games or cards, or just spending quality time bonding in the cabin. Active games or sports outside the cabin are not allowed during this time, to make sure campers take the opportunity to rest a bit, whether they know they need it or not.



**Vespers:** After dinner each day, the whole camp takes a silent stroll out to Vespers Island, an idyllic setting on the lake. There, we sit on several rows of benches and just take in the stillness of the pre-dusk summer day in the middle of the woods. Then, one of our counselors will get up and share a thought, story, or song with the camp. In our long day of running around, jumping and screaming and playing and laughing, it's one of the rare times where the whole camp gets to sit quietly for an introspective moment, thinking about the day and the week. Then we're back to the running and jumping and laughing in no time.

For more of a play by play on the day at camp, check out the Camper's Survival Guide.



## Classes at Camp

Campers choose three different classes to take during their week at camp, chosen from the four course areas of Outdoor Education, Creative Arts, Shooting Sports, and Waterfront. Each class they choose will meet for 3 one hour and fifteen minute class sessions. With each class limited to just three hours and fort-five minutes of lesson time, we have several specific goals we want to accomplish. One is the instilling of some basic skills in whatever the class may be. For example, this includes how to cast in Fishing, make a fire in Survival, use a pottery in wheel in Pottery, basic oar strokes in Canoeing, and how to safely and accurately use a bow in Archery. With such limited class time, it is an overview in each subject, where we then hope the campers will have the basic skill set and understanding of their class subject and the foundation for further learning in the area if they choose to pursue it. In addition, all the classes emphasize learning by doing in a fun, hands on environment. This focuses on encouraging the campers to have curious minds and enthusiastic outlooks in whatever subject they are approaching, a habit we hope resonates.



## Food

We have a full and experience kitchen staff whose single goal all-summer is to keep our campers (and counselors) well-fed with meals designed to be both delicious and nutritious. Various components are served with every meal to accommodate a variety of tastes, and we also have a fully stocked salad bar. We have alternate entrée options for vegetarians, lactose allergies, gluten allergies, and other dietary restrictions upon request. Our camp menu routinely receives high marks from our campers, and at our end of the week “Thank You Circle”, the biggest and loudest thank-you is almost always reserved for our kitchen crew.

A snack is served each day during our evening activity, and fresh fruit is available periodically throughout the day as well.

These are some of the reasons we ask you **not** to send any extra food along with your campers. Our kitchen staff works hard to provide a full and nutritious diet here at camp, and any extra junk food hidden in the camper's luggage works against these goals. Also, we love our wild-life here at camp, as long as the wild-life stays *outside* the cabin. Food in the cabin almost always results in that wild-life coming *inside* the cabins, where we love them significantly less.

[Click here for our sample camp menu.](#)



### Extreme Weather

As we do spend most of our time at camp outdoors in the woods, weather is always a factor. If we stopped camp every time there was heat, or rain, or some other inconvenient weather we wouldn't have much of a summer left to work with, so we have contingency plans for them all. For heat waves, we limit active activities in the sun while increasing time in the shade and in the lake. **Hydration** is always a key, and we keep our campers drinking way more water than they think they need. We have a variety of plans for rainy days as well. Unless it's *pouring*, we'll often continue with our regular programming...you'd be surprised how much fun campers have in the lake when it's raining.



For more serious downpours, all of our classes have rain-day lesson plans, and we have several all-camp activities we only pull out on rainy days. Of course, if there is thunder and lightning ALL outdoor activities are brought inside. Campers will often stay in their cabins until a storm passes, and in case of a particularly bad storm all of camp will meet in a central and secure structure.

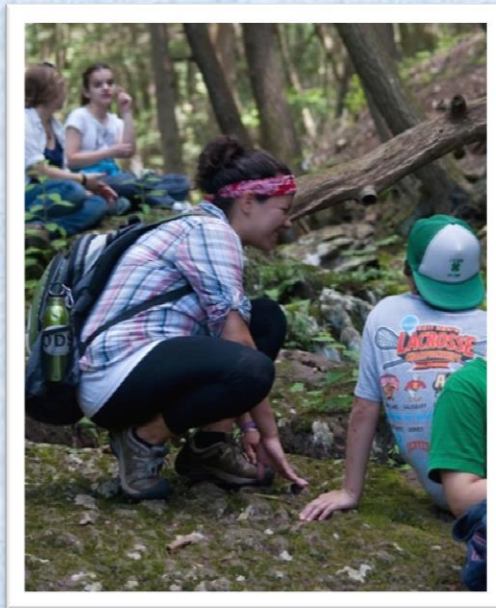


## Safety at Camp

Many activities at camp involve a known and reasonable risk. We do everything possible to provide a safe environment for our campers. However, as with any type of physical activity, there is always risk involved and the possibility of the unforeseen. We make every attempt to make camp a safe place for children to learn and grow. During their entire stay at camp, they are always under the supervision of a staff member, whether it is during recreation time, mealtime or their cabin at night. Senior staff members patrol every evening and secure the gates at night.

We screen our applicants and conduct in-depth interviews and criminal background checks on all staff that work at camp to ensure the best possible staff for your child. We provide our staff with an intensive weeklong pre-camp training. All staff is trained in First Aid, CPR and emergency situation response procedures. In addition to this, here at camp we use the “Buddy System”. This means that anytime campers go anywhere, they take someone with them. Our counselors and staff also follow a form of the “Buddy System” in that, barring emergencies; they are never allowed to be alone with a camper. It is very important that all campers understand this policy.

Emergency procedures are in place and practiced by campers and the staff team. The first day of camp we practice an emergency drill. In the case of an actual emergency, 4-H Camp, in partnership with local agencies, has procedures to provide for the safety of campers and contact all parents.



## The Camp Nurse and Infirmary

The Infirmary is located right in the center of camp. It is staffed 24 hours a day by certified staff. Our Health Director is an RN, LPN or EMT resides on the property providing medical attention as needed. We are in contact with a local physician who has issued standing orders for most ailments, and is just a phone call away. We are also a short distance to Newton Memorial hospital.

If your child becomes sick, the Health Director will attempt to contact you to arrange an office visit. Whenever possible, we encourage parents to take their child to their family physician. If you are unable to do so, arrangements will be made with our camp doctor. Your child's Health Form with release and all pertinent insurance information will be provided to the attending physician at the time of the visit. Parents are responsible for all fees charged by the camp doctor or any physicians and pharmacy for any medications or services prescribed that are not immediately covered by your existing insurance. If a camper needs transported to the hospital and the parent cannot transport them (or it is urgent), and ambulance will be called and a camp staff member will accompany them on the trip.



## Medications

If your child is currently on any medication that they will need at camp you will need to turn this into the camp health director during registration. All medications, both prescribed and over-the-counter, (including vitamins) are kept in a locked closet in the camp infirmary.

**Medications must be in the original container from the pharmacy, with clear instructions.**

Please make sure to include enough medication for the entire session. Please note that all medications that require injections must be self-administered.

## Cabins and Bunk Mates

We have eleven cabins on camp, and occupancy of the cabins is divided by age and gender. There is a boy's side of camp, and a girl's side of camp. Within each side cabins are divided along age (not-grade) lines. There can be up to fifteen campers in a cabin, and two counselors reside there permanently as well. Anytime campers are in a cabin, the counselors are also in the cabin. Cabins are always supervised.

Campers can request a bunkmate when they register for camp. We highly recommend this bunkmate is of a similar age to the camper; it is not good for anyone's camp experience to be in a cabin outside his or her age group. If an age difference is too drastic, the bunkmate request may be denied. Also, to be guaranteed bunkmate requests must be reciprocal. The campers must BOTH request each other as bunkmates when registering.

Each camper may make only one bunkmate request. **We do not bunk groups of campers together.** A huge part of camp is meeting new people and making new friends, putting large groups of campers who know each other previously together works against this purpose. If campers are the same age they will most likely be together regardless, and if a group is coming together they can pair off in bunk mate request to ensure they are bunked with at least one of their friends. We have had many campers come with a group of friends, and come back another year or session alone and voice how they made more friends and had more fun having to meet all new people. Also, we spend most of our camp days outside of the cabin. If a camper happens not to be bunking with a friend, they will have plenty of chances to spend time with them at meals, classes, rec times, all camp games, and so on. If you have questions about this, please contact the camp office.



So, hopefully this first section of the Parents Summer Camp Survival Guide covers *why* you should send your child to Lindley G. Cook 4-H Camp. Our next section will discuss *how*. One final statistic in the “we’re proud of” category before we move on: in our 2013 Parent survey open to all parents who sent their children to camp that year, **100%** said they would send their child back to L.G. Cook 4-H Camp.



## Logistics:

### Dates and Themes for Camp/ Registration and Costs

For camp dates and themes, as well as the most up-to date registration fee, check out our camp webpage.

Registration is available online *only* at <http://www.nj4hcamp.rutgers.edu/registration.htm>

### Health Forms

Health forms are now a part of the online registration process. After you fill out your registration, re-log on and fill out your camper's health information. You are not fully registered until you fill out the camper health form.

### Changes to Sessions/Activities/Cabins

We want to make sure your child gets the classes they sign up for. We have over 700 children we register for classes. If you contact us to change your classes, or move your session, there is no guarantee that the classes you want are available.

Please be sure BEFORE you register that you know which classes your child wants and which session you would like to send your child to.

If you must make a change, contact our office, and we will make the arrangements. There is a \$25.00 fee for each change after your first change. We also cannot guarantee that when you move to a new session that the class choices you want will be available. Please submit all changes in writing to [4hcamp@njaes.rutgers.edu](mailto:4hcamp@njaes.rutgers.edu) with the \$25 fee. If you do not receive a confirmation that the change in registration has been made, please call 973-948-3550.

### Refund Policy

We want to provide your child with the best experience at camp. To do so, we must hire staff, purchase food and obtain supplies based upon the number of children we expect to have at camp at any given week. Some of the registration fees are used well before your child arrives.

A non-refundable deposit of \$200 per session is part of the registration fee. The \$200 per session deposit will not be refunded for any reason. The balance of the camp fee after the

deposit is deducted will be refunded if the request is made in writing and received at the camp no later than June 15<sup>th</sup>. Refunds are disbursed in the same form that payment was made.

In case of an accident or illness (verified by a doctor) or death of an immediate family member, a camper will be offered the next available session or a refund would be considered on an individual basis.

Lindley G. Cook 4-H Camp reserves the right to cancel programs that do not meet the minimum enrollment. All fees will be refunded if the camper is not placed in another program.

**Homesickness does not qualify for refund purposes. Campers sent home due to behavior problems will not be refunded.**

### Requirements for Camp

Camp is for all youth who have completed 3rd grade through those who have completed 10th grade.

Most of our campers come from New Jersey, New York and Pennsylvania, but everyone from everywhere is welcome to attend.

Your child does not have to be a 4-H Member to attend our camp; any youth can spend a week in the great outdoors. 4-H Club members do receive a discount to attend.

4-H Members from any county or state are welcome to attend the session(s) of their choice.

### When to arrive at camp: Checking into Camp

Check - In Time at camp is from 10 am to 11 am Monday Morning. We cannot accommodate early arrivals Monday morning.

Camp staff will be on hand to direct you through the check-in process at the main Dining Hall. Please give yourself one hour for this process. You will need to sign your camper into camp, confirm medical information, hand in all medications, purchase any store items, participate in a health screening, meet your camper's counselor and get settled into the cabin.

For your child's safety, at Check-In you will be required to name the person or persons who will pick-up your camper on Saturday morning. Please remind your pick-up person to carry ID, as it will be necessary for Check-Out.

If for some reason your child needs to leave camp early, please notify the camp in writing. Do this as early as possible to ensure that arrangements can be properly made. It is important to understand that early pick-ups may disrupt a camper's sense of closure at camp.

## Early Drop off

Early drop off Sundays are available for Sessions 2 - 6 for an additional fee of \$75. You must sign up for early drop off at least one week in advance of the session. It is preferable that you sign up for early drop off when you originally register your child.

Earl Drop off Sunday night is between 7 pm and 8 pm in the main dining hall. Staff will be on hand to sign in your child and settle them in to their cabin. Please make sure your child has eaten dinner before they arrive. An evening snack will be provided, but dinner will not be provided. Staff will have activities planned to get your child settled into camp.

## When to Pick Up Your Child

On Saturday of each session, parents may arrive at the Dining Hall as early as 9:30 AM to sign their child out of camp, pick up medications, and look through the lost and found. We ask that you don't arrive earlier than 9:30 am, since your children will still be involved in programs until that time.

We encourage parents to attend **Closing Ceremonies**, which usually lasts about 15 minutes. Each camp session ends with this event, which begins at 10:00 AM. You will be directed to the Closing Ceremonies location from the Check-Out station in the Dining Hall. This ceremony highlights the events of the camp week, accolades the winners of the Honor Camper Awards and awards polar bear and rooster run certificates.

All campers must be picked up directly after this ceremony. If you know you will be late, please call us as soon as possible. Please remember to have your ID ready when signing out your child.

## What To Bring

This is one of the most commonly asked questions parents and campers have regarding camp. We have created a very specific Packing List of items that we suggest you bring to camp, along with items that we request you do not bring with you. The packing list takes into consideration the length of the camping session. Please carefully consider what you bring as there is no laundry service available at camp. If you child has a history of bed wetting we ask that you indicate this on the health form and this matter will be taken care of in a discrete manner.

Please label everything you send to camp. Many campers arrive with new items and may not remember what belongs to them at the end of the week. Also, include a list of items they brought and a laundry bag to help your child at the end of the week.

Camp is an active place that has many tripping hazards. For this reason we ask that children wear closed toe shoes, or sandals with heel straps, during their stay. Campers **cannot** wear flip flops for camp activities.

We also ask that your child dress for success, not to impress. They should bring clothes that they don't mind getting dirty. Campers should not bring clothes that are too revealing, tight or that host inappropriate slogans /artwork. We want to make camp comfortable for everyone.

Please DO NOT send your child to camp with food. We have a very healthy relationship with the wildlife at camp and do not wish this wildlife to visit your child in his/her cabin. Food, including candy, is very difficult to hide at camp due to our well trained ants so please do not send it. Please also refrain from mailing your child packages containing food or gum. If you have questions regarding this policy, please contact the camp office. Please visit our website for the most up to date packing list.

### Keeping In Touch

Please send your camper their snail mail as follows:

Susie Camper  
Cabin 4 Session 2  
Lindley G. Cook 4-H Camp  
100 Struble Road  
Branchville NJ 07826

Please refrain from sending your child food or snacks at camp as these items will be confiscated.

If you'd like your child to write home, your chances of them doing so will be best if you send them to camp with a self-addressed stamped envelope along with a pen and paper. If you are concerned about mail you receive from your child or have not received any mail, please feel free to contact the camp office.

Camp also provides a one way email system for you to send messages to your child. Just click on the link in the website to send a message. (Messages will be delivered at lunch times. Emails arriving after lunch will be delivered the following day. Emails sent after 12 pm on Friday will not be delivered.)

### Camp Tours

To arrange a personal camp tour prior to the camping season, please contact the camp office. Tours are available during the week and on occasional weekends. The earlier you request a date, the more likely it is that it will be available. Opportunities to tour camp once the summer begins are extremely limited.

We are planning a Celebrate Camp Open House day for the Spring. This will be a great opportunity to meet staff and see the camp. Check our events section for details.

### Visiting Your Child During Sessions

We do not allow parent visits to camp primarily for safety considerations. A parent visit would pull the child out of camp programs. Visitations may escalate other children prone to homesickness. If your child is struggling at camp due to homesickness, problems in the cabin, or another reason, you will be



contacted by the Program Director promptly. If you would like to check on how your child is getting along at camp, please contact the Program Director for a report.

### Camp Internet Policy

At Lindley G. Cook 4-H Camp, we share a year-round commitment to our campers' healthy development. We strive to create a culture of care, respect, and kindness through the principle of leadership-by-example. We uphold the highest standards of behavior for ourselves, our staff, and our campers. To be a member of the Camp community means to share this commitment. Our Internet Use Policy for Campers is an extension of that commitment. We ask that all new and returning campers and their families read this policy carefully and we encourage you to call or write if you have questions or suggestions.

Lindley G. Cook 4-H Camp's staff policy states that the only type of relationship that is permitted between a camper and a Lindley G. Cook 4-H Camp staff member is a professional leadership relationship. Socializing between staff and campers in the off-season is permitted only at official, supervised camp functions, such as our Winter Reunion, Halloween Happenings or our Official Facebook Page. Other off-season socializing between campers and staff is not permitted. Staff members are not permitted to "friend" campers on Facebook or other social media websites.

If you become aware of any in-person or cyber-bullying, inappropriate relationships, or unwholesome Internet postings from anyone in the Lindley G. Cook 4-H Camp community, please contact the camp director immediately.

***Our expectation is that all communication and content related to Lindley G. Cook 4-H Camp be accurate and kind.***

We reserve the right to dismiss or prohibit the return of any camper or staff in violation of these policies.

### Camp Privacy Policy

We at camp want to protect the safety of you and your child. We work very closely with Camp Brain to protect your online safety with our registration process. A review of Camp Brain's online privacy policy can be found at <https://registration.campbrain.com/Public/en-US/PrivacySecurity.htm>"

**We do not release your information to any outside organization.**

## Life after Camp

Campers will come home with tales of camp experiences and new friends. Many of the activities offered here at camp are also offered on a year round basis through 4-H Clubs. If you are interested in finding out about 4-H programs offered in your area, please contact your local Cooperative Extension Office (<http://nj4h.rutgers.edu>) or call our camp office. We will assist you in any way possible. We also invite you to fill out the online Parent Survey to let us know how we are doing.



Lindley G. Cook 4-H Youth Center for Outdoor Education provides youth and adults with a safe environment for fun, hands-on residential outdoor educational experiences; fostering independence, leadership development, respect, tolerance and positive self-esteem. This is accomplished under the guidelines of 4-H and Rutgers Cooperative Extension principles and mission.

Rutgers Cooperative Extension is an equal opportunity program provider and employer. Contact your local Extension Office for information regarding special needs or accommodations. Contact the State Extension Director's Office if you have concerns related to discrimination, 848-932-3583