

2024 PARENT & CAMPER
HANDBOOK

WELCOME TO
CAMP NAZARETH

Welcome from Camp Nazareth

Thank you for choosing Camp for your child's summer camp experience! You've given your child a wonderful gift—the opportunity to experience the natural world, learn new skills, make meaningful new friendships and rediscover themselves outside of the pressures of the modern world. We're looking forward to a safe and fun summer that instills confidence in you child and creates wonderful memories.

Located in Woodgate, NY on 200+ acres of forest and lakefront in the Adirondack Park, Camp Nazareth has been providing resident camping for boys and girls in the foothills of the Adirondacks since 1953.

We want you to know that we are available to answer your questions and listen to your needs. Simply call us at 315-801-7015, text 315 796 6133, or email us at campnazinfo@ccharityom.org.

We look forward to meeting your child this summer!

Dave George

Dave George, Youth Services Manger

Catholic Charities of Oneida/Madison County

- ◆ Toiletries (shampoo, soap, toothbrush, toothpaste, deodorant...Shower caddy/bucket to carry belongings to bathroom is helpful) Please note that campers are required to shower EVERY DAY

- ◆ REFILLABLE WATER BOTTLE (We will have multiple water stations around camp to fill water bottles)

- ◆ Snacks are allowed as long as they are PEANUT FREE!

- ◆ Sufficient warm clothing for length of stay

- ◆ Two (2) pairs of sneakers (One (1) old for water hikes)

- ◆ Appropriate swim attire, raincoat, sweaters, jackets

- ◆ Non-aerosol bug repellent and hair products

- ◆ Please pack your items labeled with your camper's name in a bag/tote/suitcase etc.

Cell phones and other electronics interfere with camp activities and are not permitted. These devices will be confiscated until parent/guardian pick up. Please refrain from bringing them.



Evacuation Procedures

In the unlikely event that Catholic charities would decide to evacuate Camp Nazareth, we will attempt to contact the family starting with the parent or guardian, then the emergency contact, in that order. At that time, the person we make contact with will be given further instructions to how the evacuation will proceed. For this reason, it is truly important that we have accurate contact information for parents and emergency contact person during your child's camp experience.

Behavioral Problems

It is our policy to consult with parents on strategies for dealing with campers who experience behavioral problems. Camp staff will make every effort to call the family starting with the parent or guardian, then the emergency contact. When the welfare of the camper, other campers, or camp property/equipment is jeopardized, the parent or guardian will be notified to pick up their camper. Program fees will be forfeited.



Lost & Found

Label each piece of your child's camp gear and clothing with his or her first and last name. At the end of each session, we will attempt to return lost and found items to campers before they leave camp. All lost and found items left at camp will remain at camp until the last full session week. Please contact the camp office with inquiry of an item. Please check your campers items before leaving camp (including any medications). Left items will be donated. Camp Nazareth is not responsible for lost, damaged, or stolen items.



Suggested Items for Packing

All personal items must be clearly labeled with camper's name.

- ◆ Sleeping bag, blanket, pillow, and a twin sized fitted sheet to cover the mattress.
- ◆ Pajamas/clothes to sleep in (it can get very chilly at night so bring warm things as well!)
- ➔ 2-4 Bath towels
- ➔ A pair of shower shoes
- ➔ Flashlight
- ➔ Sunglasses (if needed)
- ➔ Sunscreen
- ➔ Bug Spray (non-aerosol)
- ◆ Socks (recommended to pack 1 pair per day, plus an additional 2-3 pairs), walking shoes, or boots
- ◆ Appropriate clothing for outdoor activities such as hiking, sports, boating, etc.
- ◆ 1-2 beach towels
- ◆ Rain jacket, umbrella
- ◆ Many campers pack a nice outfit to wear to the dance on Wednesday night (This is completely optional)

COMMUNICATION

Contacting Your Camper In An Emergency

Should you need to contact your camper in emergency circumstances, please do so through the contact numbers below.

Catholic Charities Main Office—315-724-2158 Ext 7015

Camp Nazareth Office—315-392-3791

Contacting Your Child Through Mail

We encourage you to write to your child. Please send letters early (1 week before your camp week) as they typically take longer to get to camp:

Camp Nazareth

Attention: Camper Name

112 Long Lake Road

Staff/Parent Communication

Staff are trained to handle day-to-day situations that may arise during your camper's stay at Camp Nazareth in a safe and caring manner. Instances when you might expect to hear from camp staff for consultations or to arrange to pick up your camper may include:

- * Behavioral issues including bullying or verbal or physical aggression
- * Severe homesickness
- * Illness, including vomiting or respiratory symptoms with a fever over 100F
- * If your child receives medical care outside the ordinary including bee stings, fractures and sprains
- * If your child requires medical care off-site we will do our best to reach you before we leave camp. A cell phone will accompany your child and staff so you may be in contact with your child.
- * Emergencies or evacuations



ODDS & ENDS

Late Arrivals & No Shows

If your camper will arrive late to camp or will be picked up early, please notify us at least two weeks prior to the session to make arrangements. If a camper does not show up at camp by evening of the opening day, staff will call the primary contact to determine the camper's whereabouts. Not refunds are given for late arrivals or no shows.

Drop Off and Pick-Up Times

Registration begins Sunday at 2:00pm and concludes at 4:00pm. Friday pick up is between 4:00pm and 6:00pm. No dinner is served on Friday. Please adhere to the designated time frames. If someone other than parent or guardian will be picking up the camper, please notify at drop off or by contacting the camp office prior to Friday.

Camp Canteen—NEWLY IMPROVED FOR 2024!

Snacks, drinks, clothing, and camp gear can now be purchased at the canteen. A \$10.00 credit from the registration fee will be available for campers to make purchases during the week. Additional funds can be added to your campers account for the week and can be paid via credit card at camp (new for 2024), check, or cash at drop off or prior to camp. No refunds for unspent balances so please stop by the canteen at pick up to use any last remaining funds.

HEALTH INFORMATION

Important!

The health and safety of your child is our primary concern. To ensure our camp health care providers have the information necessary in advance, the Health History Form must be returned one(1) week prior to the campers scheduled week. Staff cannot accept health forms at Check-In.

Illness at Camp

Our camp's health area has a limited capacity to keep campers in extended isolation. In our experience, campers with medical conditions feel more comfortable recuperating at home. In such situation, the camp staff may contact parents and request that they come early and pick up their child from camp.



FINANCIAL

Payments

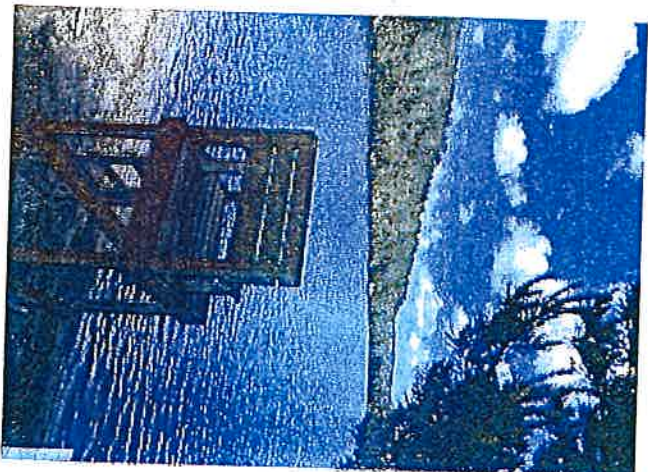
Outstanding balances must be received to our Main Office prior to camp. Please contact our Main Office with any issues or questions. *Please refrain from making payments at Camp.*

Make checks payable to Catholic Charities, and send to:

Attention: Camp Nazareth
1408 Genesee Street
Tucson, NY 13502

Refund Policy

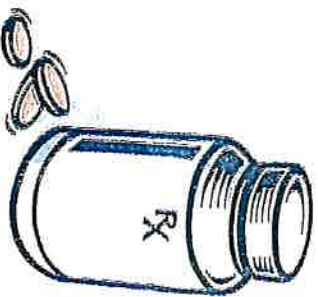
The \$75.00 deposit fee is non-refundable and non-transferable. It is paid at the time of registration for each week reserved. Refunds beyond the deposit will be for illness or injury only and will be prorated. You must notify the camp office in writing with a letter from your attending physician. No refunds are given for homesickness or children sent home for violating the camper code of conduct.



Medications

If you will be sending prescription or over-the-counter medications (i.e. Ibuprofen, Benadryl, Claritin, vitamins), please follow the instructions below:

1. Authorization for Administration of Medication Form must be filled out and signed by prescriber for all medication that are being administered at Camp Nazareth. This includes all Over the Counter (OTC) medications. Camp Nazareth no longer provides Over the Counter medications.
2. Regulations require us to dispense medication only from the original container according to the prescribed dosage. Your pharmacy can provide you with an extra container if needed.
3. Only send the exact dosage (plus two extras) your camper will need during their session.
4. Place all medications in a clear zip lock bag to be given to our Health Professional at time of check-in.



All medications must be held in our Health Office. Campers are prohibited from having drugs or medications in their possession.



Just a Reminder:

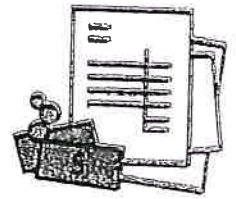
All Camp Registration Forms must be received at our Main Office at 1408 Genesee Street, Utica, NY 13502, prior to week of camp. These forms include the Camper Code of Conduct, Liability Form, and a completed Health History Form, including Immunization Record and Medication Authorization Form.

NO Health History Forms will be accepted at the time of Drop Off on Sunday's. The camper will not be allowed to attend their scheduled week of camp if we do not have this form at least **1 week prior** to drop off.

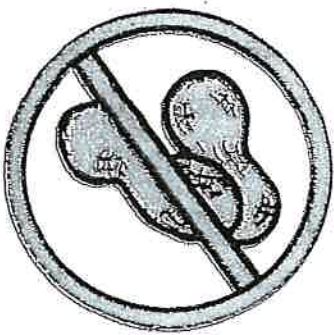
Please complete payment prior to attendance at camp. **NO payments will be taken at Camp on Drop Off Sunday.** Your child will not be able to attend their scheduled week of camp if complete payment is not made prior to drop off.

We strive to make drop off/registration day go as smoothly as possible so as the campers can start their fun filled week as soon as possible!

Thank you for your compliance with these matters.



Camp Nazareth Peanut and Tree Nut Policy



As we face a growing number of children dealing with food allergies and, specifically, potentially life-threatening peanut and tree nut allergies, Camp Nazareth will be a peanut and tree nut free camp.

As a summer camp dedicated to all the campers that come each year, we continue to strive to make this a great experience for every camper. The goal of this policy is to promote the wellness and safety of all campers and limit any opportunity for any child to be exposed to foods that could harm him/her.

Prevention is the best approach. Therefore, we ask you cooperation in **not sending any food items that contain or may contain peanuts or tree nuts.**

We appreciate your cooperation with this policy—the sacrifice of not having peanut or tree nut products at camp is a small one to make compared to the consequence a child with severe allergies could face.

Thank you!



CANTEN SNACKS



- CANDY**
- Airheads.....\$0.25
 - Cow Tails.....\$0.50
 - Starburst Pops.....\$0.50
 - Pop Rocks Dips.....\$1.00
 - War Head Sour Chews.....\$1.00
 - Hershey Bar.....\$1.50
 - M&M's.....\$1.50
 - Skittles.....\$1.50
 - Big League Chew.....\$1.50
 - Nerd Ropes.....\$2.00
 - Freeze Dried Skittles.....\$5.00

SNACKS

- Cookies.....\$0.50
- Chips & Cheez Its.....\$1.00
- Beef Jerky Sticks.....\$2.00
- Crickettes.....\$2.00
- Gatorade.....\$2.00



CANTEN MERCH



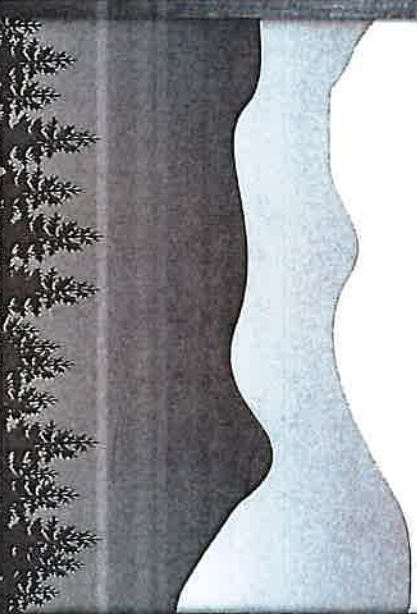
- Postage Stamp (Letter).....\$0.75
- Postcard.....\$1.00
- Postcard & Stamp.....\$1.50
- Glow Items.....\$1.50
- Ankle Bracelet.....\$2.00
- Sticker.....\$2.00
- Mood Ring.....\$3.00
- Finger Lights 4 pk.....\$3.00
- Hacky Sack.....\$3.00
- Bug Wipes.....\$3.00
- Carabiner Spinner.....\$3.00
- Survival Bracelet.....\$4.00
- Flashlight.....\$4.00
- Compass.....\$5.00
- Sunscreen.....\$6.00
- Ceramic Mug.....\$10.00
- Camp Naz Stuffie.....\$12.00
- Travel Mug.....\$20.00
- Water Bottle.....\$20.00
- Beach Towel.....\$25.00



CANTEN APPAREL



- Tee Shirt.....\$10.00
- Hat.....\$20.00
- Sweatpants.....\$25.00
- Sweatshirt.....\$25.00



- the camp is required to be inspected twice yearly; and
- the inspection reports and required plans are filed (address of state, county or city health department) and available for their review.

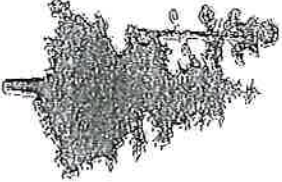
Responsibilities of Local Health Departments

- To review and approve the required written camp plans for compliance.
- To inspect camps to assure that: (1) all physical facilities are properly operated and maintained; and (2) adequate supervision exists to provide a healthy and safe environment in accordance with the New York State Sanitary Code.
- To issue a permit to operate when the required plans and inspection results are satisfactory.
- To investigate reports of serious incidents of injury, illness and all allegations of abuse or mistreatment.
- When requested to provide parents or guardians of prospective campers an opportunity to review inspection reports and required plans.

The time and effort spent in selecting the camp your youngster will attend is important. Keep in touch, especially if it is your child's first camp experience. If possible, visit the camp before and during the camping season.

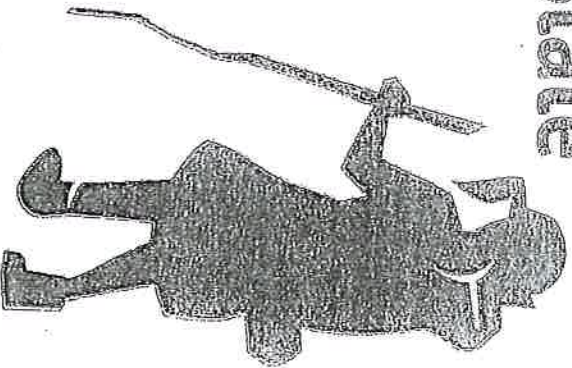
Information

For further information about New York State health laws relating to summer camps, call the State Health Department, Bureau of Community Environmental Health and Food Protection in Troy at 1-(800) 458-1156, ext. 27600.



State of New York
Department of Health

Children's Camps in New York State



In New York State, summer camps must have a state, city or county health department permit to operate legally. These permits are issued only if the camp is in compliance with the state's health regulations. The permit to operate must be displayed in a conspicuous place on the premises.

The camp must be inspected twice yearly by a health department representative. At least one inspection must be made during the time the camp is in operation. Each camp is checked to make sure that the physical facilities are safe and that supervision is adequate. When choosing a summer camp for your child, consider the following:

Staff Credentials/Supervision

What are the qualifications of the camp director? The New York State Health Code requires that the director of an overnight camp be at least 25-years-old or hold a bachelor's degree; a day camp director must be at least 21-years-old.

All directors must have experience in camping administration or supervision. Camp directors backgrounds are screened by the Office of Children and Family Services Central Register Database for reported incidents of child abuse and maltreatment. Their backgrounds are also screened by the Health Department for criminal convictions. Only individuals who are considered to pose no risk to campers are accepted by the Health Department as camp directors.

What are the qualifications of the camp counselors and how are counselors supervised?

Counselors must have experience in camping and supervision of children or have completed an acceptable training course. Stringent counselor-to-camper ratios and staff qualifications are mandated for supervision of swimming, archery, rifle and camp trip activities.

At overnight camps, 80 percent of the camp's counselors must be at least 18-years-old; up to 20 percent may be 17-years-old. There must be at least one counselor for every 10 children aged eight years or older, and one

counselor for every eight children younger than eight years old.

At day camps, counselors must be 16 years of age or older. There must be a minimum of one counselor for every 12 children.

Camps that must provide at least 10 counselors may choose to use counselors-in-training (CITs) to meet 10 percent of the required number of counselors. These CITs must be at least 16 years of age at an overnight camp and 15 years of age at a day camp. They must work with senior staff, have had previous experience as a camper and complete a training program. Ask the camp operator if any of their counselors are CITs and how they are used to supervise campers.

Ask about the camp's staff and supervision procedures, including discipline policies. Do they meet your expectations?

Health

Ask about medical coverage and when your child be notified if your child becomes ill or injured. Is a doctor or nurse in residence or on call for campers at all times?

Physicians or nursing services must be available. All summer camps in New York State are required to have a health director and a written medical plan approved by the Health Department. The written plan must include, among other things, provisions for medical, nursing and first aid services. Injuries and illnesses must be reported to the Health Department and are thoroughly reviewed.



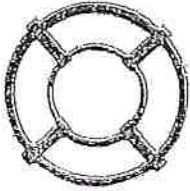
Does the camp require medical records for campers?

Camps must keep current medical history reports on file for all campers. Be sure to detail your child's history of immunization, illness, disability or allergy. Specify special diets and activity restrictions. Provide instruction for any medication your child must take.

Camp Safety

Are the camp facilities and activities safe?

The camp operator must develop a written plan to include maintenance of facilities, provisions for training of campers, supervision of campers, supervisor of campers, campsite hazards, emergency procedures and drills, safety procedures and equipment for program activities.



Swimming

Are waterfront personnel qualified?

All waterfront activities at camps in New York State must be supervised by an experienced certified lifeguard or water safety instructor. On site, one qualified lifeguard is required for every 25 bathers. All aquatic staff are required to be trained in cardiopulmonary resuscitation (CPR).

Camps that use off-site pools or beaches operated by others must make special arrangements to provide a safe activity. Even off site, the camp remains responsible for supervising campers.

Some children's camps use sites for swimming that are not inspected by local health departments. Parental permission is required in these instances, and the camp must follow established guidelines to protect campers. While campers are involved in aquatic activities on site, there must be one counselor for every 10 campers eight years or older, there must be one counselor for every eight children aged six and seven, and one counselor for every six children younger than six years old. When swimming off-site, there must be one counselor for every eight campers six years or older and one counselor for every six campers younger than six years.



Are bathing areas marked off for various swimming skills? Are campers tested to determine their level of swimming ability before participating in aquatic activities? Are nonswimmers kept in water less than chest deep? Is the buddy system used? Are campers required to wear life preservers when boating or canoeing? New York State regulation requires that the answers to all these questions must be "Yes."

Camp Trips

Are camp trips supervised by counselors who have the maturity and experience to make decisions that could affect the safety of campers?

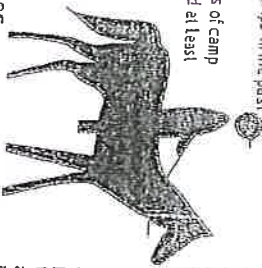
All trips must be supervised by a trip leader who is at least 18 years old and competent in the activity. Counselors must accompany trips and all staff must review the safety plan prior to the trip.

Counselors should have the skills and expertise in the camp activity (canoeing, rock-climbing, etc.) to handle any emergency that might arise. Ask whether the camp has conducted similar trips in the past without incident.

In New York State, the drivers of camp vehicles must be licensed and at least 18 years old. Seat belts must be worn when provided and vehicle capacities not exceeded. When transporting children in a truck, only a truck cab can be used.

Sports and Activities

How are activities in craft shops supervised, especially when campers are using dangerous tools, such as power saws and lathes? Are archery and rifle ranges at a safe distance from activity centers? Are spectators protected at baseball fields and similar areas? Do players wear protective equipment? State regulation requires that archery, rifle and horseback riding be supervised by counselors with special training in those activities.



Fire Safety

Are there periodic fire drills for both campers and staff? Does each floor of every building have fire exits in two different locations? Are flammable materials (gasoline, paint chemicals, etc.) stored away from activity centers and kept under lock and key? Are functioning smoke detectors located in every sleeping room?

All of the above are mandatory in New York State.

Location and Facilities

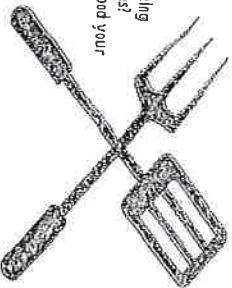
Are barriers erected against such natural hazards as cliffs and swamps? Are foot trails located away from such dangerous areas and from heavily traveled roads and highways? Do the camp facilities (bunks, bathrooms, mess hall, recreation facilities) meet your aesthetic tastes and those of your child? Is the camp located in an area that will not aggravate your child's allergies? Will your child be required to perform chores, such as cleaning or cooking?

For information on the camp's location and facilities, visit the camp or interview the camp operator by telephone, prior to making a decision to enroll your child at the camp.

Nutrition

Are good health practices observed in the camp kitchens, dining areas and food services? Does the camp serve food your child likes?

At camps in New York State, food must be prepared from inspected sources. Food preparation and handling activities are reviewed to assure safe and sanitary practices. Kitchen employees must be healthy and follow hygienic practices. Potentially hazardous food must be maintained below 45° F or above 140° F.



Rights and Responsibilities

The regulatory program of the New York State Department of Health places specific responsibilities on camp operators, and on local health departments that enforce department regulations. Following is a summary of rights and responsibilities:

Rights of Parents and Operators

- To be informed by the camp director or his or her designee, of any incident involving your child, including serious injury, illness or abuse.
- To review inspection and investigation reports for a camp, which are maintained by the local health department. Issuing the camp a permit to operate (present and past reports are available).
- To review the required written camp plans. These are on file at both the camp and the health department. Issuing the permit to operate.

Responsibilities of the Camp Operator

- To inform you and the local health department, if your child is involved in any serious injury, illness or abuse incident.
- To screen the background and qualifications of all staff.
- To train staff about their duties.
- To provide supervision for all campers 24 hours a day at overnight camps, and during hours of operation for day camps.
- To maintain all camp physical facilities in a safe and sanitary condition.
- To provide safe and wholesome meals.
- To have and follow required written plans for camp safety, health and fire safety.
- To notify the parent or guardian, with the enrollment application or enrollment contact, that — the camp must have a permit to operate from the New York State Department of Health or the designated permit-issuing official.

