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# 2019 Jr. Camp Handbook



## 2019 Summer Camp Dates

### Session One:

June 24 - July 5, 2019

Check-in Day: June 23, 2019

### Session Two:

July 8 - July 19, 2019

Check-in Day: July 7, 2019

### Session Three:

July 22 - August 2, 2019

Check-in Day: July 21, 2019

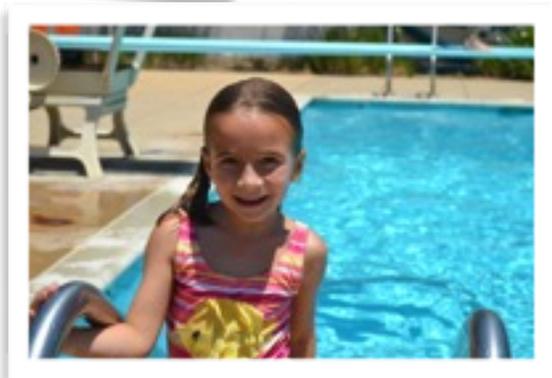
**Welcome to OVS! We are excited your camper will be joining us this summer. Our goal is to provide a safe and caring environment for campers to connect, contribute and of course, have fun!**

**This handbook is designed to help you prepare for camp and become familiar with camp policies and procedures. Please take the time to read and review the handbook with your camper, and contact us with any questions.**



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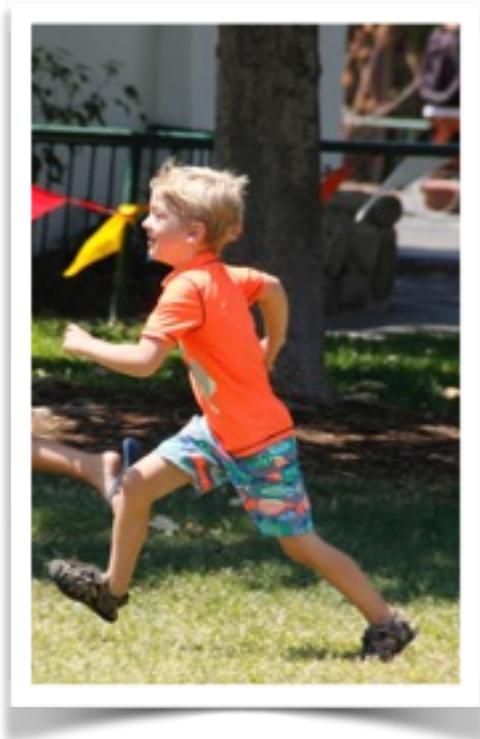


## Camp Community

The community at OVS is the basis of your camper's summer experience. Learning to work alongside others and contribute to camp is key to a successful summer. Campers should arrive at camp with a cooperative and positive attitude, ready to learn and play in a group environment. Campers will be guided with respect by camp staff and are expected to treat each other and the faculty and staff with that same respect. As a part of the community, campers will pitch in with crew jobs, cafeteria clean up, grounds and classroom upkeep.

## Check-in Day

Jr. Camp check-in day is a great opportunity for young campers to meet camp staff, receive basic orientation and feel comfortable in a new environment. Parents will have the opportunity to meet camp staff, drop off camper items, ask questions and leave feeling comfortable and confident about the program. We will send more specific Check-in Day information approximately two weeks before your session begins.



## Daily Attendance & Contact Information

Jr. Campers must be signed in and signed out by a parent or guardian each day. The sign-in sheet is located near the entrance door. Parents are asked to contact the Camp Office if campers will not be attending camp or will be picked up/and or leaving early for any reason throughout the day. We will communicate with families using the email and phone contact information provided on your admission form. Please make sure your contact information is current, so you receive the most up-to-date camp information. If you wish to reach us with questions or concerns, please contact the main office or the appropriate administrator.

## Daily Drop-Off & Pick-Up

- Jr. Camp Classes begin at 8:30 a.m. You may drop off your camper as early as 8:00 a.m.
- Jr. Camp ends at 4:30 p.m. and campers must be picked up no later than 4:45 p.m.
- Parent/Guardians must sign Jr. campers in and out of camp each day
- Jr. Camp Parents should enter the school via the EAST entrance for Jr. Camp pick-up



### Day Bus

OVS provides a day bus for campers living in the Ventura area. There is an additional fee for this service. The bus stop is located at **Marina Park, 1400 Greenock Lane, Ventura**. The bus leaves the park at 7:40 a.m., arriving to camp at 8:05 a.m. Day campers leave camp each day at 4:45 p.m. and arrive back to Marina Park by 5:15 p.m. Contact the Admission Office at [summer@ovs.org](mailto:summer@ovs.org) with any questions.

### Dress Code

Campers are expected to wear clothing and footwear that is modest and appropriate for an active camp program. Our goal is to focus on what campers are doing, not what they are wearing. Camp clothing will get dirty and worn so please don't send your camper in their best items. All clothing items should be marked with camper's FULL name in indelible ink or sew on patches. Respect for the camp dress code is an important component of community cooperation, and is expected of all campers.

- Attire should be neat, size appropriate, cover undergarments and may not be ripped or torn.
- Campers should wear T-shirts, shorts and athletic type shoes for recreational activities.
- Athletic shoes or sandals with heel straps are required during activities.
- Clothing relating to alcohol, drugs, violence, death, sexual innuendo or containing bad language are unacceptable.
- If worn, jewelry must be modest and may need to be removed for safety purposes.
- Bathing suits should be modest and appropriate for active swimming and play.

### Field Trips

Jr campers will travel by school bus or OVS van to local parks, zoos and areas of interest during the summer. Teachers and Aides will accompany campers and provide supervision on all field trips. Sack lunches and snacks will be provided. Parents are informed of trip destinations, times and any special requirements for each trip at the start of the session. Field trips provide additional learning and adventure opportunities and fun for Jr. Campers.



## Health & Medical

Campers must have all camp health forms, current immunizations and health insurance on file prior to May 1, 2019. If immunizations are not current, campers will need a medical exemption signed by a Physician, Physician's Assistant or a Nurse Practitioner.

The Camp Health Center maintains a team of highly qualified and compassionate nurses who care for all campers. The Health Center staff is comprised of Tanishia Brown, R.N., Rebekah Wellik, R.N., and Paloma Sandoval. In addition, all camp faculty and staff are CPR and First Aid Certified. Ojai Valley Community Hospital is located three blocks from Lower Campus, where a physician is on duty 24 hours a day in the unlikely event that an emergency does take place.

### Health Center Protocols

#### **Circumstances in which a student is admitted to the Health Center for observation:**

- Fever
- Nausea/Vomiting/Diarrhea
- Injuries, including all head injuries
- Severe pain/headache
- Allergic reaction
- Illness of unknown etiology
- Any health concern which inhibits class participation



#### **Circumstances in which a parent is to be notified:**

- Any illness or injury requiring further medical assessment
- Camper sustains head injury, or any type of facial injury
- Fever over 100 degrees – orally
- Suspected joint sprains
- Any illness, or symptoms of an illness, that differs from student's historical information
- Dental emergencies
- Demonstration of psychological behavior out of character from student's historical information
- Before and after any doctor's visit to relay information regarding diagnosis, treatment and laboratory results

- If a camper requires medication
- Before any credit card number on file is used for medical services or medication purchased

**Circumstances in which a student may be sent home:**

- Fever over 100 degrees – orally
- Diarrhea or vomiting
- Any unusual discharge or drainage from the eyes, nose, ears or wounds
- When diagnosed by a doctor as having a communicable disease requiring isolation
- If camper has pediculosis (head lice) and has not received treatment
- When diagnosed with a condition that requires 24 hour observation by a nurse
- Camper requires treatment out of the scope of the school nurse practice
- Camper is found to be a threat to himself/herself or to others
- When diagnosed with an illness requiring intensive education and treatment (example: Diabetes)

**When a student may come back to camp:**

- If camper has been fever-free for at least 24 hours
- If vomiting and/or diarrhea have stopped for 24 hours
- If symptoms of cold/flu are over, may attend school with a minor, clear fluid nasal drip
- If eye irritation and drainage have stopped and medical treatment received
- If an infectious wound is properly covered and medical treatment received
- If after being diagnosed with a communicable disease that requires isolation (i.e. Chicken Pox), the doctor provides a written release for the student to return to school
- If pediculosis is being effectively treated
- Following a mental health crisis, a doctor provides a written release for the student to return
- Following surgery, significant injury, or having received a new diagnosis of a major illness, a doctor must provide a written release to attend school and explicit instructions regarding care, medication administration and follow-up treatment



*All medical releases, orders and recommendations written by a licensed doctor or nurse practitioner must be submitted to the Health Center, which will then confidentially convey the information to the appropriate staff members.*

*During a public health crisis, Ojai Valley School's health policies may be modified to correspond with those interim guidelines set forth by the Centers for Disease Control or the Ventura County Public Health Department.*

## Meals

Meals are freshly prepared on-site by our OVS food service team. Included in tuition, Jr. campers receive morning and afternoon snack as well as lunch. Please make sure to list any allergies on your camper's health forms. If you have concerns about your child's dietary needs, please contact the Director of Summer Programs. We can accommodate most needs, but will consult with health and kitchen staff if allergies are severe.

## Medication

All camper medication must be turned into the Health Center on Check-in day. These medications are stored in the Health Center and administered by Health Center staff. All medication(s) must be labeled in English with the camper's name, dose, frequency, expiration date and name of prescribing physician. All changes in medication administration must be submitted to the Health Center in writing by the prescribing physician. Contact the Health Center at (805) 640-1423 ext. 1238 or email [healthcenter@ovs.org](mailto:healthcenter@ovs.org) for questions or additional information.



## Summer Camp Contacts

### Camp Office

(805) 646-1423 [campoffice@ovs.org](mailto:campoffice@ovs.org)

### Director of Summer Programs

Kelly Espinosa- [kespinos@ovs.org](mailto:kespinos@ovs.org)

### Assistant Camp Director

Ben Malkin- [bmalkin@ovs.org](mailto:bmalkin@ovs.org)

### Academic Coordinator-

John Rowan- [jrowan@ovs.org](mailto:jrowan@ovs.org)

## Swimming

Each day Jr. Campers will visit the pool for swim lessons and water play. Certified lifeguards and swim instructors work with small groups of campers to ensure they feel safe and supported at the pool. Campers are grouped by swimming ability (from non-swimmers to experts) and each group works on improving swimming skills and building water confidence. Our goal is for all campers to become water safe and learn to enjoy the pool.

## What to Bring To Camp

- Bathing suit appropriate for active swimming
- Backpack
- Camp issued water bottle
- Pool towel
- Sun hat/baseball cap
- Sunscreen
- Change of Clothes in a labeled ziplock bag
- Crib sized sheet (3-4 year olds)



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## Junior Camp Daily Schedule

8:00 a.m.	Campus Opens
8:30 a.m. - 8:45 a.m.	Opening Circle, Songs & Attendance
8:45 a.m. - 9:45 a.m.	Learning Stations, Small Group Instruction, Art Projects
9:45 a.m. - 11:00 a.m.	Snack, Outdoor Play Stations, Prep for Lunch & Swim
11:00 a.m. - 11:35 a.m.	Lunch
11:45 a.m. - 12:30 p.m.	Swim Lessons
12:30 p.m. - 1:00 p.m.	Quiet Time, Reading & Stories
1:00 p.m. - 3:30 p.m.	Science, Art, Barn Visits, Music, Cooking, Water Play, Snack
2:00 p.m. - 3:00 p.m.	Rest Time (3-4 year olds)
3:30 p.m. - 4:30 p.m.	Outside Play, Games, Races, Special Events, Parent Pick-up