
2019 Parent/Camper Handbook



2019 Summer Camp Dates

Session One:

June 23 - July 6, 2019

Check-in Day: June 23, 2019

Session Two:

July 7 - July 20, 2019

Check-in Day: July 7, 2019

Session Three:

July 21 - August 3, 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.

Academic Class Communication

Teachers will communicate class information and updates via the email provided at registration. Parents may bring any questions or concerns directly to teachers, or contact the Academic Coordinator. At Check-in Day, parents will be instructed on how to enroll with SeeSaw, an app that is used by OVS teachers and staff to share pictures, videos and class updates. Parents will also receive a copy of our camper-created newspaper "Summer Scoop" at the conclusion of each session.

Camp Store

The camp store is open on Tuesday and Friday afternoons. The store sells souvenir items such as T-shirts, sweatshirts, hats etc. as well as sundries and school supplies. Day campers may bring cash to purchase items in the Camp Store and resident families may set up an account upon arrival. The store will also be open on Check-in day(s) so parents can get a glimpse of the items we carry.

Camping

As an extension of our camp mission, campers (2nd-10th grade) will have the opportunity to participate in overnight camping trips during the summer. Camping trips take place at Lower Campus, Upper Campus, Lake Casitas and Pine Mountain. Camping trips will include outdoor education games and activities, team building exercises, meals prepped outside and sleeping under the stars. Additional information and the specific schedule for your camper's session will be provided on Check-in Day.

Cell Phone/Smart Watch Policy

Camp at OVS is a unique opportunity for children to practice independence and make meaningful connections with others in a safe and nurturing environment. In order to maintain that environment and provide the highest level of reward for our campers, we allow very limited cell phone/smart

watch use during the summer program. Resident camper cell phones/smart watches will be collected upon arrival and will be returned upon departure.

Day campers are discouraged from using cell phones/smart watches on campus during camp hours and are discouraged from bringing them. Day campers may visit the main office to use the phone to contact parents if needed. Resident campers will be discouraged from calling parents in the first few days of the session (to help with acclimation to camp) and will be encouraged to call home on the first weekend. Parents may call the Camp Office to leave important messages for campers during business hours, 8:00 a.m. to 4:45 p.m. We understand this policy may be uncomfortable for some, but we ask that you support it. This will allow your child to experience independence and personal connections at camp.

Check-in Day

On check-in day, campers meet camp staff, receive basic orientation, and connect with friends old and new. Parents will have the opportunity to meet camp staff, ask questions, settle in their campers and leave feeling comfortable and confident about their program. Day campers will go home at 4:00 p.m. and return Monday morning at 8:00 a.m. for the start of classes. We will send more specific Check-in Day information approximately two weeks before your session begins.

Code of Conduct

The Ojai Valley School and Camp expects campers to show respect for each other, the staff, the property of others and the policies and procedures of the school and camp at all times. In recognition of the Camp's responsibilities to the law and the Camp's responsibilities to other members of the community, ***there are major infractions which will be handled seriously and may result in immediate dismissal without refund.***

They are as follows:

1. Violations involving drugs and alcohol, which include, but are not limited to: Use and/or possession of any harmful drugs or chemicals and/or paraphernalia; use and/or possession of alcohol, use and/or possession of marijuana, use and/or possession of cigarettes, electronic cigarettes or tobacco.
2. Unauthorized absence from camp, or leaving off campus excursions without permission.
3. Violations of honesty, integrity, and consideration of other members of the school community which include but are not limited to: lying, academic dishonesty, stealing, willful property



damage, harm to oneself, harm to another camper or threats to others, any activity which would disrupt the operation of camp.

4. Campers may not create a hostile environment for one another, which includes teasing, taunting, bullying and/or harassment.
5. Involvement in explicit sexual activity.
6. Violations involving computers and telecommunications including, but are not limited to: misuse of computer equipment; introduction of computer viruses; unauthorized access of on-line services, misuse of electronic mailing services, including telephones, to harass, intimidate or bully the internal or external part or person of the Ojai Valley School and Camp community; use of the internet, computer software or video games involving acts of violence, racial hatred, drugs, alcohol, explicit sex; and misuse of social media.

Contact Information & Daily Attendance

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.

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 pack your 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.
- Shorts should not be too long, too short or too tight for active play.
- Tops should cover undergarments and may not expose midriff.



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- 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.
 - Hair should be one natural color and hairstyles should not be extreme.
 - Piercings are allowed in ears only.

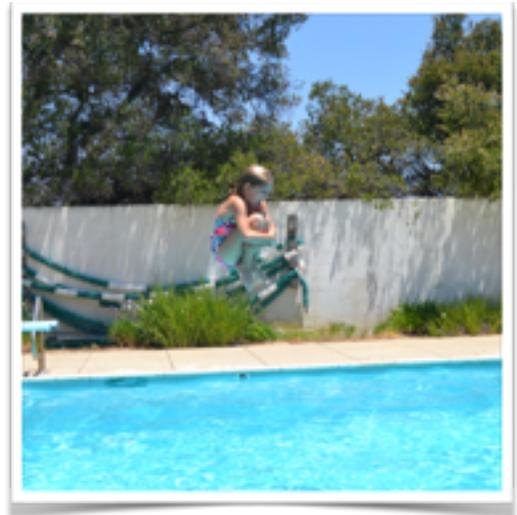


Email/Mail

You may email the Camp Office at campoffice@ovs.org with questions for our staff or to send messages you would like forwarded to your child. We also encourage parents to mail letters to resident campers. Resident campers will receive mail (either email or post) each evening at dinner. Please address mail to CAMPER: Your child's name at 510 Country Club Dr. Ojai, CA 93023.

Health/Medical

Campers must have all camp health forms, current immunizations, health insurance and credit card information 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. During off hours, the nurse on duty can be reached by cell phone for emergencies. If a resident is ill and needs to be isolated, staff will remain overnight with the resident camper. 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 camper 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 day camper 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

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- 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 day camper 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, day campers receive morning and afternoon snack as well as lunch. Resident campers receive all meals and snacks. 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 or dorm counselors. 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 for questions or additional information.

Money & Valuables

Campers are discouraged from bringing money or valuables of any kind to camp. Because of our group living environment, campers will not have the ability to lock away any valuable belongings. Passports and other important documents will be collected upon arrival and stored in the Admission office.

If there is a special event or field trip that requires additional expenses, day campers will be notified in advance and residents will be able to check out money from their camp store account. Very little money is needed, as most camp activities are funded by the camp.

Summer Camp Contacts

Camp Office

(805) 646-1423 campoffice@ovs.org

Director of Summer Programs

Kelly Espinosa- kespino@ovs.org

Assistant Camp Director

Ben Malkin- bmalkin@ovs.org

Academic Coordinator-

John Rowan- jrowan@ovs.org

Director of Equestrian

Stephanie Gustafson-

sgustafson@ovs.org

DAY CAMPERS

Daily Pick-Up

- Day Camp Classes begin at 8:30 a.m. You may drop off your camper as early as 8:00 a.m.
- Day Camp ends at 4:30 p.m. and campers must be picked up no later than 4:45 p.m.
- Pick-up Placards will be issued to parents and guardians on Check-in Day.
- Placards must be displayed during pick-up or campers must be signed out by authorized adults.
- Parents should enter the school via the WEST entrance (near the stables) for day camper pick-up.

What to Bring To Camp

- Bathing suit appropriate for active swimming
- Backpack/Book bag
- Camp issued water bottle
- Pool towel
- Sun hat/baseball cap
- Sunscreen



Equestrian Equipment

The following equipment is required for campers who are enrolled in Equestrian Camp:

- Riding boots
- Equestrian helmet (NOCSAE approved)
- Long pants or riding pants

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 to complete Day Bus forms.

RESIDENT CAMPERS

Arriving at Camp

Resident Campers should arrive at camp at 2:00 p.m. on the Sunday their session begins. Please plan your travel accordingly. Unfortunately, we cannot accommodate early arrivals. OVS offers a transportation service (for a fee) to resident campers, to and from Los Angeles International Airport (LAX) at the start and end of each session.

All flights must be scheduled to arrive and depart between 10:00 a.m. and 1:00 p.m. on the following dates for the 2019 Summer season:

SESSION 1

Flight Arrival: June 23, 2019 between 10:00 a.m. - 1:00 p.m.

Flight Departure: July 6, 2019 between 10:00 a.m. - 1:00 p.m.

SESSION 2

Flight Arrival: July 7, 2019 between 10:00 a.m. - 1:00 p.m.

Flight Departure: July 20, 2019 between 10:00 a.m. - 1:00 p.m.

SESSION 3

Flight Arrival: July 21, 2019 between 10:00 a.m. - 1:00 p.m.

Flight Departure: August 3, 2019 between 10:00 a.m. - 1:00 p.m.



Calls Home

Camp is about leaving home and building the confidence needed to take care of yourself and find your place in a new community. It is also a time for parents to trust their children and allow for the growth and maturity camp can offer. To that end, we will limit parent contact (other than letters and emails) to weekend communications. Campers with phones may use them from 6:00 p.m. - 6:30 p.m. on Saturday evenings. Campers without phones may use the camp phone or computers during this time. This is a great opportunity for campers to share the events of the week and for parents to hear of their adventures. On Check-in day, parents may notify staff of the best means of communication.

Crew Jobs

Resident campers are responsible for the daily cleaning of their rooms, their personal laundry and other jobs related to their living environment. This will include cleaning common areas of the dorm, dining hall and recreational areas. As campers work together to care for the camp and the community, valuable skills are learned and independence and responsibility are strengthened.

Homesickness & Separation

First time separation anxiety is a common issue for campers and parents. It is important to recognize that this is normal, and that learning to live apart from parents is an element of growth and maturity. The camp environment is an ideal place to experience this growth. Camp is a nurturing place, so it provides love and support without a parent being present. It is this absence of a parent that allows for a child's understanding that they are a unique individual, capable of solving and dealing with issues on their own. There is no greater skill we can help a child identify, than that of self-power.



There are a number of very clear and concise concepts to help both parents and children deal with homesickness:

- *Do not be afraid of the topic. It should be openly discussed. Remember your attitude sets the tone for your child.*
- *Communicate that some fear and anxiety is normal and there will be other children at camp with the same type of concerns.*
- *Make sure your child knows that the camp staff have dealt with these issues and are trained to assist them through any difficulties they may experience.*
- *Please do not make a deal with your child "that if you don't like it, I will come get you." The first time a child is unhappy, they may hold you to that promise, and you will be left without any options. You can promise that if there are any problems you will be working with the Director and the counselors to make sure the child is supported.*
- *You should discuss the topic often enough so that your child becomes comfortable with the concept and is ready for the challenge.*

At camp we will work with your child to help them acclimate to the program. We will respect their ability to overcome their fears and trust that they can handle change. We will redirect them into fun and interesting tasks and activities and guide them gently towards positive solutions. It is typical for most children to adjust within 2-3 days and once they do, they carry that feeling of pride and accomplishment with them throughout camp and beyond. Parents will be contacted if a child does not respond to staff coaching and is still upset or anxious after the first few days. If you have any questions or concerns about your child's ability to acclimate to camp, please contact the Director of Summer Programs.

Laundry

Campers will be guided by counselors and instructed in the cleaning of their own laundry. Washers and dryers are located on campus in/near each dormitory. Laundry will be done as scheduled on the weekends, and soap and quarters will be provided. Campers are responsible for gathering their items (in their laundry bag) and after washing and drying, returning their items to their dorm room. Counselors will supervise laundry time, and campers will learn valuable skills as they prep for the start of a new camp week.



Resident Spending Money

On opening day, parents or guardians may authorize money into a personal account for their camper's supplies, souvenirs and personal expenses while at camp (\$20.00 per week is recommended). Campers may purchase items from the Camp Store, or withdraw money from their account. The Camp Store will be opened for checking out money before excursions or special events requiring pocket money. Campers must check-in all money at Check-in Day, as it should not be kept in dormitory rooms.

Transportation

It is very important for resident families to complete and return the transportation form no later than two weeks before their session begins. The form provides vital information to staff, and travel information tips for families to ensure a smooth experience for each camper. You may contact the Admission office at summer@ovs.org with any questions.

Visiting Camp

To help all campers ease into camp life, socialize with new friends and avoid homesickness, we do not allow visitors on campus Monday-Friday. Visits on weekends are allowed mid-session on the weekends. Parents should check weekend plans and make arrangements through the Camp Office at least 24 hours prior to your arrival. Upon arrival, please check in at the Front Office. If you plan to leave campus during your visit, you must sign your camper out at the Front Office.

Weekend Excursions

On Saturdays or Sundays and some weeknights, resident campers and staff will travel to local towns and beaches in Ventura or Santa Barbara counties. Off-campus field trips provide opportunities to visit parks, shops, museums, theaters and other local attractions. Camp Counselors accompany campers and provide guidance, supervision and added fun.

Resident Campers Packing List

Please follow the packing list carefully. Numbers (in parenthesis) designate the number of items required. Campers will do laundry each weekend, so the list below provides needed clothing for one week. Campers have limited space to store belongings, so please do not pack additional items.

Remember camp clothing will get dirty and things will be lost. Please pack casual clothing appropriate for active play and items (like towels) that aren't the best from home.

Casual Clothing	Personal Items	Optional Items
• Long pants (2)	• Bath Towel (2)	• School Backpack
• T-shirts (8)	• Pool Towel (2)	• Pens & Pencils
• Pajamas (2)	• Sunscreen (1)	• Notebook
• Swim Suits (2)	• Soap/Lotion	• Hair Dryer
• Shorts (3)	• Washcloth	• Camera
• Pants (1)	• Laundry bag	• Sunglasses
• Socks (6)	• Shampoo/ Conditioner	• Sleeping Bag
• Underwear (7)	• Toothbrush	• Summer Reading
• Sweatshirt/Sweater (1)	• Toothpaste	• Leisure Reading
• Hat/Baseball Cap (1)	• Comb/Brush	• Flashlight
• Athletic Shoes (2)	• Medication (to be checked in with the Health Center)	• Costumes for dress-up
• Flip Flops (1)		• Bed Linens/Pillow
• Strapped Sandals (1)		

Bed Linens

Camper beds are made when they arrive with a set of standard twin size sheets, blankets and pillow. You may bring your own if desired, but most campers do not.

Camping

Campers may participate in overnight camping trips during the session. Most equipment, including ground pad, sleeping bag and eating/cooking utensils will be provided. Campers may bring their own if desired, but most do not.

Dress-up Days

We have many fun days at camp where dressing up is part of the fun! Campers may bring costumes and outfits to participate. Please check your session calendar to view Dress-up days.

Please do not bring:

- Candy/treats/food
- Cell phones (will be collected)
- Electronic Devices
- Knives or weapons
- Laptops/computers
- Mp3 players
- Tablets
- Trading cards