2024
Camp Ben Frankel Starter Session Parent & Guardian Manual

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CAMP BEN FRANKEL

2024 Camp Ben Frankel Checklist

Login To Your CampMinder Account (Your Online Account)
▢ Pay tuition balance in full (**due May 15, 2024)**
▢ Login to your CampMinder account via this link or at the top of campbenfrankel.org

Pre-Camp Forms Completed
All forms available through your CampMinder Account must be completed and signed. Remember that no campers with missing forms will be admitted to camp. (**due May 15, 2024**)
▢ Camper Health History Online Form (including immunization records) - to be electronically completed and signed by parent/guardian
▢ Medical Provider Form - to be printed, completed and signed by medical provider
▢ Code of Conduct and Consent Forms - to be electronically completed and signed by Camper AND parent/guardian
▢ Travel and Supplemental Information Form - to be electronically completed and signed by parent/guardian

Pre-Camp Documents Uploaded To Your CampMinder Account
Documents can also be emailed to sarah@campbenfrankel.org. No campers will be admitted to camp if documents are missing. (**due May 15, 2024**)
▢ Insurance card copy (front and back)

Transportation Arrangements Submitted
▢ Submit transportation plans in the Travel and Supplemental Form (**due May 15, 2024**)

Packing
▢ All items are permanently labeled with first and last name
▢ Packing is completed within the limit of 2 duffel bags/suitcases and one backpack/carry on per camper.
▢ Medications are packed and clearly labeled with camper's first and last name

Pre-Departure Lice Check
▢ Check your campers for head lice. If your child arrives at camp with head lice you will risk forfeiting your payments and having your camper sent home.

Camp Communications
▢ Like the Camp Ben Frankel's Facebook Page: www.facebook.com/campbenfrankel
▢ Join the CBF Families 2024 Facebook Group: Camp Ben Frankel Families 2024 | Facebook
▢ Follow Camp Ben Frankel on Instagram @campbenfrankel
▢ Follow our LinkedIn Page: https://www.linkedin.com/company/69058641/
▢ Bookmark our website for easy reference: www.campbenfrankel.org
▢ Do our emails go to spam? Add our domain, campbenfrankel.org to your list of trusted senders
▢ Join our free online photo viewing & download service, Waldo: Click this link and enter code cbf24 or text cbf24 to 735-343

Family + Alumni Camp: July 19-21, 2024
▢ Consider joining us as we celebrate our 75th Anniversary during our Family Camp + Alumni Reunion Weekend July 19-21, 2024. For more information head to campbenfrankel.org

KEY PARTNERS AS SEEN IN

2024 Camp Dates

Camp Program	Start Date	End Date
Starter Session Five night session	**Sunday, June 23, 2024**	**Friday, June 28, 2024** Starter Session campers can elect to extend their stay through the two-week rookie or full four weeks of camp
Rookie Program Two week session	**Sunday, June 23, 2024**	**Sunday, July 7, 2024** Rookie Program campers can elect to extend their stay through the full four weeks of camp
Full Session	**Sunday, June 23, 2024**	**Friday, July 19, 2024**
Family Camp + Alumni Reunion	**Friday July 19, 2024**	**Sunday July 21, 2024**

Vision, Mission, and Values

Camp Ben Frankel's Vision:
For every Jewish child, a place to belong.

Camp Ben Frankel's Mission Statement:
Creating a welcoming, inclusive, lifelong community for Jewish children, teens, adults and families of all backgrounds.

Camp Ben Frankel's Core Values:

- **Prioritizing campers** - We use training, experience, and good judgment as guides towards the primary responsibility of ensuring each camper's physical and emotional safety.
- **Living Jewishly** - we celebrate being Jewish and help every camper, from any Jewish background, to discover joy and meaning in their Jewish identity.
- **Promoting inclusivity and kindness** - We support and celebrate each camper's individual needs by valuing diversity, guided by the belief that every Jewish child deserves a welcoming Jewish community that supports their emotional, physical, and financial needs.
- **Developing leaders** - We create an environment that welcomes curiosity and embraces innovation by supporting campers as they develop the skills of independence, responsibility, confidence, and resilience.
- **Creating immersive experiences** - We encourage campers to experience and appreciate the unique community and activities that camp offers.

KEY PARTNERS AS SEEN IN

- **Creating family** - We aim to build a lifelong community of campers and staff who respect and support one another through open communication, respectful debate, and shared experiences.

Statement of Purpose and Rights of Campers and Staff

Camp Ben Frankel is located in Makanda, IL and is a coed, overnight camp for Jewish children and teens. CBF is a program of the Jewish Federation of Southern Illinois, Southeast Missouri, and Western Kentucky. Since 1949, our campers have developed lifelong friendships and strong connections to Judaism and Israel. At Camp Ben Frankel, we aim to create an inclusive community where campers from all backgrounds will be inspired to learn about Jewish traditions, values, and Israel; establish lifelong connections to their Jewish peers; and develop leadership and life skills through participation in a wide array of camp activities.

Camp Ben Frankel strives to be inclusive in serving the needs and respecting the rights and dignities of all its campers and staff. Individuals are expected to treat other members of the camp community with kindness at all times and without regard to differences in religious background, race, age, gender, sexual orientation, physical and mental ability, economics, culture, or other individual differences. We respect and value the contributions of all members of our community. We encourage open and honest communication and feedback, with the expectation that all communication will be undertaken respectfully. Staff are a reflection of our camp values and are expected to be positive role models of thoughtful decision-making and caring for others, both in and out of camp. Campers are inspired to learn and act on these same values both in and out of camp.

Managing Your Child's Online Account To Upload Forms, View/Pay Balances

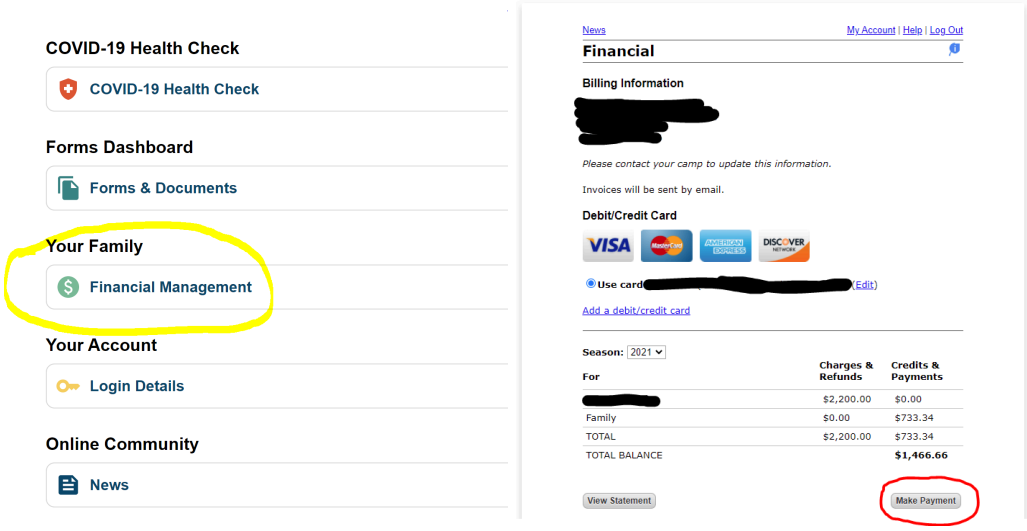
Accessing CampMinder, Your Online Account

- CampMinder is your online account to register for camp, submit forms, provide updated contact information, and make payments. It allows Camp Ben Frankel Staff to easily access all of your camper's information in one place.
- Access your online account through CampMinder by clicking CAMPMINDER LOGIN at the top of campbenfrankel.org or by using the link below. Log in with the email address and password that you established when your camper was registered for the summer: https://benfrankel.campintouch.com/v2/login/login.aspx
- If you are having trouble accessing your account, email sarah@campbenfrankel.org

KEY PARTNERS AS SEEN IN

Camp Fees Due By May 15, 2024

- Camp fees are due in full by May 15, 2024 unless other arrangements have been made with the Camp Director.
- To make a payment online, select the “Financial Management” option in your CampMinder account and then select to make a payment, as pictured below:



- To request a scholarship application, email info@campbenfrankel.org

Cancellation and Refunds

We have designed our refund and cancellation policy to be as family-friendly as possible, while still allowing us to fully plan for the camp season. We ask that you notify us as soon as possible if your plans change.

<u>Cancellation and refund policy:</u>

A. Cancellations must be submitted in writing to the camp registrar at info@campbenfrankel.org.
B. The $350.00 overnight camp deposit is not refundable.
C. There will be no refunds given for cancellations after May 15, 2024.
D. No refunds will be issued if a camper is withdrawn for any non-medical issues including, but not limited to: camper’s homesickness; camper’s refusal to participate in normal camp activities; and/or camper’s violation of any rules, regulations or policies at camp for which the camper has been provided notice and/or as described in our other written policies.
E. There will be no pro-rated or full refund if a child leaves voluntarily for non-medical reasons, does not fully participate, or is dismissed due to violations of the camper code of conduct, before the end of the period for which they have been registered.
F. Camp Ben Frankel reserves the right to cancel programs if they do not meet minimum enrollment criteria or due to ongoing health and safety needs, such as those necessitated by the COVID-19 pandemic.

KEY PARTNERS AS SEEN IN

Minimizing Homesickness

Things to Do

Homesickness among first time and returning campers can occur regardless of their age or experience being away from home. Although the specific causes of homesickness differ from camper to camper, there are things you can do prior to your camper leaving to help prepare and prevent homesickness.

- Attend any of Camp Ben Frankel's weekly online Shabbat services, the first Friday of every month, except when camp is in session, at 6:15pm Central at bit.ly/cbfprograms.
- Talk about camp in a positive way with your camper. These positive conversations help build excitement and anticipation.
- Visit the Camp Ben Frankel website together and look at photos on our Facebook Page.
- Go shopping together for camp gear, including at the Camp Ben Frankel online store accessible at bit.ly/cbf-store
- Label clothes together.
- Talk about all the great things they will be able to do at camp.
- Talk about all the new friends your camper will make.

Reassure your camper that missing home is normal. We suggest discussing strategies on how to cope with these feelings. Encourage your camper to talk with their counselors or other staff if they feel sad.

If your camper is not used to spending the night away from home, make sure to schedule some sleepovers with friends or relatives prior to camp. These small experiences can make a big difference.

Things To Avoid

Studies have shown that family influence is a powerful factor in whether a camper will be homesick.

The following statements can cause children to feel guilty about being away and having fun while you are at home:

- Telling your camper how much you'll miss them (even though you will).
- Telling your camper that the house will be empty without them (even though it will).
- Most importantly, DO NOT tell your camper that you will come to camp and take them home if they are not happy.

Many parents/guardians tell their campers this with the best of intentions, but it can signal to your camper that you don't believe in their ability to succeed at camp. Second, it can create low expectations about their camp experience. These feelings can lead campers to take an easy way out if they are ever sad at camp instead of working through their feelings of homesickness and discovering newfound resilience.

Finally, make sure to avoid telling camp "horror stories." What is funny to you or an older sibling about camp memories may scare your first-time camper.

Communicating With Campers

Letters from home mean a great deal to campers. To help prevent homesickness we recommend the following:

- Write cheerful letters when possible.
- Avoid mentioning how much the camper is missed.
- Share news, updates, and highlights from home.
- Avoid mentioning exciting things going on while the camper is away that they may be sad to miss.
- Encourage your camper to have fun at camp.

#1 Recommendation: Sending Snail Mail

Campers receive their mail at a specified time each day. It is a highlight for them, so encourage your family and friends to write often! Send mail through the US Postal Service to the following address:

Camper Name
203 White Path
Schafermeyer Hall, % Camp Ben Frankel
Makanda, IL 62958

Please send your camper with an address list and plenty of paper, envelopes, and stamps to write to you and other family and friends. For younger campers, sending pre-addressed and stamped envelopes may be helpful.

Email From Parent/Guardian To Campers (One Way Only)

- All camp families have access to Camp Ben Frankel's one-way email system address at no additional cost.

- Due to the high volume of messages we receive combined with the data limitations that come from operating at a campsite on a forest preserve with limited internet access, please observe the following guidelines to email your camper:
    - Limit your emails to one per day per camper (from each sender).
    - Limit your email message to one page only.
    - Emails will be printed in black and white only.
    - If you have more than one child at camp, send a different email for each camper. Each email will be printed only once.
    - Avoid sending photos or attachments. As these are difficult to download and print at camp, <u>photos and attachments will not be printed.</u>

- Emails are printed and given to campers as part of their mail. This convenience is only available to camp families; campers will not be able to respond via email (only through snail mail).

- To email your camper:
    - Compose a message to camperemail@campbenfrankel.org
    - Insert your camper's full name in the subject line (one camper per email)

Phone Calls Or Text Messages To Our Directors

Sometimes letters just aren't enough and you need to speak to a staff member at camp with questions or concerns.

- The fastest and most reliable way to reach a member of our camp staff is to text our Camp Director or Assistant Director and request a call back. You may also email or call, but please be aware that because of the nature of the camp schedule, texting is the preferred method to reach us.
    - Camp Director, Aaron Hadley: 618-975-2416 or aaron@campbenfrankel.org
    - Assistant Director, Sarah Sherer-Kohlburn: 314-518-7830 or sarah@campbenfrankel.org.
- For any health concerns, please email our Health and Safety Director, Cyndee Levy, at cyndee@campbenfrankel.org.
- Campers are not permitted to use phones while at camp (please refer to our screen-free electronic device policy). Phone calls often interfere with a camper's adjustment to camp, increase the likelihood of homesickness and can disrupt scheduled activities.
- If you need to speak to a staff member, please reach out to the Camp Director, Assistant Director, or Health and Safety Director only. Although you may have personal relationships with other members of our staff, we ask them not to discuss questions or concerns regarding campers with any parents or guardians in order to ensure that all questions and concerns are handled as effectively and promptly as possible by our Camp Leadership Team.

Packages

Remember to send packages to the correct address listed on the previous page

Camp Ben Frankel's package policy is meant to balance the needs and wishes of parents/guardians, campers, and camp staff with safety and feasibility of distribution. We need to control what is entering camp and the amount of packages that we receive on a daily basis, but we understand that it is fun for parents/guardians to send things to their campers while they are away.

For safety and to ensure that camp policies are followed, all packages sent to campers will be opened prior to being delivered to campers or opened by campers in the presence of a staff member. Food and other contraband will be confiscated from packages and will be disposed of. Items confiscated from packages will not be returned, and we therefore ask that you do not send items such as food, electronics, or other items not permitted at camp.

If sending small items for a camper to share with their cabin for an event such as a birthday, we ask that you send enough for all members of the cabin so that everyone is included.

If your camper has a birthday at camp and you would like to send items to be opened on their birthday or for a special treat for their cabin, please label the package clearly with the date to be given to the camper and/or reach out to the Camp Director or Assistant Director directly so we can assist with coordinating this.

To ensure that packages are received during the camp session, we recommend that you send all packages at least one week prior to the end of camp (no later than July 12, 2024). Because of our remote location, it often takes a few extra days for packages to make their way through the mail system.

What are some things I can send in packages?

There are many items you can send to your camper in packages during the summer. Some ideas include:

- Books, comics, coloring books, and crossword puzzles that your camper can enjoy during rest time.
- Small toys such as balls, cards, and stuffed animals.
- Art and letter-writing supplies such as special markers, pens, and stickers.
- Small clothing items such as a t-shirt, socks, or baseball hat. Remember that your camper must pack and bring home all clothing and personal items at the end of the summer, so we suggest you avoid sending large amounts of items for your camper to pack at the end of the summer.
- Accessories such as hair bands, ribbons, bandanas, and camp-appropriate jewelry. Camp is not the place for expensive or precious items, so we suggest sending jewelry such as bracelets or necklaces made from plastic, rope, and other durable and inexpensive materials.

Why can't campers receive food in packages?

Packages cannot contain food for a variety of reasons.

- While at camp, your camper is living in the woods. Having snacks or candy may attract unwanted critters into cabins. No one likes living with mice, which inevitably show up once food is present in cabins.
- With the prevalence of so many food allergies, sending food to your camper may put other campers at risk of an allergic reaction. We want to keep all campers safe.
- It is a trying task for our staff as well as your campers when we have to confiscate food that is sent in packages. Campers are disappointed when they receive a package that is nearly empty because food items were confiscated.
- The presence of food causes disagreements between those who have and those who don't. To avoid these arguments, once per week we treat all campers and staff to a special selection of fun candy, snacks, and other special treats. We call this "Canteen time."
- We are a kosher camp and our kitchen directors therefore monitor all food that is brought into camp.
- We make sure everyone gets plenty to eat. We have three meals and three snacks each day and we work hard to accommodate a wide variety of dietary needs by providing plenty of options!

Why Aren't Parents/Guardians Allowed To Visit During Camp?

While camp is in session, Camp Ben Frankel does not hold a visiting day and does not permit friends or family to visit while passing through the area. Over the years, we have found that these visits are not only disruptive to your camper but to all campers.

For safety reasons, family and friends will only be allowed to drive to designated drop off/pick up locations during pick up and drop off and will be unable to fully enter the campgrounds. We appreciate your understanding as we strive to create the safest environment possible for your campers this summer.

This year, we will host a Family Camp and Alumni Reunion from July 19-July 21, 2024. This is a great way to get to experience camp with your camper and to see our campsite in depth. To register for Family Camp and Alumni Reunion, visit our website at: Alumni – Camp Ben Frankel

CBF Families Facebook Group And Online Photo Access

We love sharing what is happening at camp with our camp families during the summer! Our Family Facebook group allows families to connect with one another and provides another opportunity for us to share important updates and exciting announcements both before and during camp. We also post photos from camp throughout the summer - and many after the summer is over!

We know that families are always eager to see photos of camp and we love being able to share them throughout the summer. **Our goal is to post photos at least three times each week**. However, because of our campsite's location, we do not have the fastest internet speeds for uploading photos and it can take a variable amount of time. Things like weather and unstable internet can unexpectedly limit our ability to upload photos at times. We are not able to post photos every day and are not always able to post all of our photos at once. We will always do our best to get as many photos posted on a regular basis, and appreciate your understanding in any delays.

- A private **Facebook Group** has been created for 2024 called Camp Ben Frankel Families 2024. You can access it here: Camp Ben Frankel Families 2024 | Facebook
    - After you click the link you will need to request membership. A group administrator will approve your request within two business days
- We utilize the website **Waldophotos.com** to post pictures throughout the camp season.
    - To view photos for free, click here: https://waldophotos.com/@campbenfrankel and use code **cbf24** when prompted.
    - To register for an account, click here: https://waldophotos.com/search/ or text 735-343 (SEL-FIE) with our join code: **cbf24**
    - Waldophotos galleries are free to view. For an additional monthly cost, you can sign up for a facial recognition account to be alerted when a photo of your camper is added.

- Please share the sign up information with family and friends who want to see photos throughout the summer.

Medical Information

Caring for your child is a serious business. Our goal is to provide a safe and healthy atmosphere for all of our campers. We hope that your child will not require medical attention while at camp. We have a nurse on duty at all times at camp, a doctor on call, and access to medical clinics for children to be seen by a doctor for more specialized treatment. If needed, the hospital in Carbondale is approximately 15 minutes from our camp. Treatment, including the administration of medication, is carried out at the direction of our medical staff or medical staff at clinics and hospitals.

Medication at Camp

Should your child require medication while at camp, please furnish written instructions for all equipment such as nebulizers and medications, including over the counter antihistamines, vitamins, and other medication. If there has been a recent change in your child's medication, whether they are taking new medication or have recently stopped taking medication, we ask that you let us know so our medical staff can properly care for your child. If there is a change in your child's medication needs after you submit your health forms, please email any changes to our Health and Safety Director, Cyndee Levy, at cyndee@campbenfrankel.org.

Please follow these guidelines when sending medication with your child to camp:

- **All medications must be sent in the original container or packaging and labeled with your child's full name. Our Health Center staff is not permitted to distribute medication unless provided this way.**
- All medications for your child must be placed in a freezer-size Ziploc bag. More than one bag may be used per child if necessary to accommodate all medications. Each bag must be clearly labeled with your child's full name.
- Please send a list of instructions for your child's medications and include this in the Ziploc bag with their medications.
- Prescription medications will be distributed exactly as directed on the prescription package. If your child takes the medication in a way other than prescribed, you must get a note from the child's physician indicating how the medication should be taken.
- If your child regularly takes over the counter medications such as antihistamines, supplements, vitamins, etc. please provide these. OTC medications and supplements must also be provided in their original container/packaging. It is not necessary to provide OTC medications that your child takes occasionally and that are regularly stocked in our health center such as Tums, acetaminophen and ibuprofen (see Medical Provider form for full list of regularly stocked medications).
- If your child CANNOT have some OTC, you must let us know in their health history form.
- Please clearly label any medications that must be refrigerated. Refrigerated medications should be sent to camp on ice so that they are not ruined during travel.
- For safety reasons, all medications will be kept in the Health Center and distributed only by our Health Center staff, absent extenuating circumstances as approved by Health Center staff, such

as inhalers and epinephrine pens. If your child needs to keep an inhaler or epinephrine pen with them at all times, clearly note this on your pre-camp medical forms.

- Please send enough medication for the entire camp season. If your child will need a refill of any prescription while at camp, please communicate with us in advance to ensure your child receives all necessary medication by emailing cyndee@campbenfrankel.org
- Any medication purchased for your child during camp will be billed to you directly.
- Medications must be provided directly to a member of the Camp Leadership Team on the first day of camp. If Campers are arriving unchaperoned on a flight, medications can be placed in their luggage with instructions for the camper to provide to Camp Leadership Team upon arrival.

Medical Phone Calls

In case of emergency, we will contact you as soon as possible via phone. Our Health Center staff will also consult you by phone if we feel your child needs out-of-camp healthcare for more routine concerns (i.e., ear infection, strep throat treatment). The phone numbers you provide on your child's health form will be accessed. All contact and attempts to contact you regarding medical issues will be documented in your child's medical information maintained by our camp medical staff.

Because of timing and schedule conflicts, we cannot promise that we will be successful in reaching you prior to obtaining or administering treatment for your child, although we will make a sincere effort to do so. If you have voicemail, we will leave a message which briefly and tactfully describes the situation and requests you to call us.

We generally will not contact you if your child is seen in the health center for routine problems (skinned knee, common cold, bug bites, and headache) that do not require a physical referral. The decision to consult you in these situations is determined on a case-by-case basis by our Health Center staff.

If this notification policy does not meet your needs, please make arrangements to discuss your concerns prior to your child's arrival at camp.

Head Lice Policy

Head lice can be a problem in schools and other programs, such as camps, where people are in close contact with one another. The nature of the lice life cycle can make it very difficult to identify cases of lice, particularly in the early stages. With this in mind, we have implemented the following policies and procedures to reduce the likelihood of a lice outbreak at camp and remain sensitive to the workload of Health Center staff.

1. Prior to camp, we strongly recommend having your camper checked for lice by your pediatrician or a certified lice specialist. This is especially important if your camper has had lice or been exposed to lice in the months leading up to camp.

- CDC head lice recommendations: https://www.cdc.gov/parasites/lice/head/parents.html
- CDC lice treatment guidelines: https://www.cdc.gov/parasites/lice/head/treatment.html

2. Upon arriving at camp, every camper will undergo a lice check. Lice checks are most effective if campers have washed their hair within 24 hours of arrival at camp. Campers will only be allowed to unpack and move into their cabins after passing a lice check. If your camper is identified as having lice or nits during their arrival, parents/guardians may be required to take their camper home without the ability to return later and without refund.

3. If your camper is identified as having lice or nits at any other time while at camp, a member of the Camp Ben Frankel Health Center staff will contact you. Parents/guardians may be required to pick up their camper within 6 hours of the phone call informing them of the lice and/or nits.

4. If your camper has recently had lice, you will be asked to provide details of this in your health history form. Campers will NOT be denied entry to camp if they recently had lice, but we need this information so that we can perform additional lice checks throughout the summer, as lice treatments are not always effective the first time.

We have created this policy in consultation with medical professionals, lice specialists, and other overnight camps, which all recognize the challenges in identifying and removing lice from camp communities. Our hope is that detecting any suspected lice or nits upon arrival at camp will reduce or eliminate this issue from camp.

COVID-19 Policy

Camp Ben Frankel's staff are committed to a summer camp experience where safety is our number-one priority, and we need your help to ensure a safe and fun summer. Our goal is to have the most "normal" summer possible. Procedures will be in place to prevent and/or limit the spread of COVID-19 to campers and staff. We will follow the best practice guidelines provided by the Centers for Disease Control, American Academy of Pediatrics, American Camp Association, Association of Camp Nurses, and the state and local health departments. We envision that recommendations might change as new data becomes available closer to the start of the camp season and we will be prepared to respond accordingly. We will communicate any changes to our COVID safety plan to parents and guardians.

Pre-Camp

- We strongly recommend all individuals to receive all COVID-19 vaccines and boosters for which they are eligible.
- We are asking campers and staff to be especially vigilant for 10 days prior to coming to camp: limiting activities to those with the lowest possible risk of COVID-19 exposure and proactively practicing social distancing, mask wearing, and handwashing. We encourage families to limit visiting with those outside of the home/family to outdoors activities as much as possible.
- Within 24 hours prior to arrival at camp, all campers must receive an at home test. **A photo of the camper, with their negative COVID test, must be uploaded to CampMinder or emailed to cyndee@campbenfrankel.org by 9am central time on Sunday, June 23, 2024.** You will not be able to upload this photo until Saturday, June 22, 2024.

KEY PARTNERS AS SEEN IN

Arrival Day

- Staff and campers will be screened for symptoms upon arrival and tested if deemed necessary.
- Family members will not be allowed to enter the campsite if dropping off their camper.

At Camp

Remain Outdoors:

- We will do as many activities outside as possible, including eating outside in open-air tents with tables and chairs, to limit the possible spread of COVID-19 and other diseases.

Testing:

- All campers and staff will be monitored, assessed, and tested during camp if deemed necessary. We are prepared to conduct additional testing during the camp session as needed.

Sanitization:

- There will be a rigorous system of cleaning and sanitizing throughout our spaces.
- We will emphasize handwashing and hand-sanitizing. Hand washing stations will be available throughout camp, especially by meal tents, and hand washing protocols will be established throughout the day.

Health Monitoring:

- All staff will be trained by the Health Center team to assess campers daily for signs and symptoms of COVID-19 and other diseases. Any individual presenting with symptoms of COVID -19 will be brought immediately to the Health Center for further evaluation by the Health Center team.
- A Covid-19 response plan will be in place in the event a positive COVID-19 case is confirmed. All Health Center staff are trained to identify COVID-19 symptoms and respond accordingly. Any individual who presents COVID-19 symptoms will be isolated. We will conduct a COVID-19 test and the camper's parent/guardian will be contacted by our Health and Safety Director, who will work with the family to implement a plan for testing and treatment. If a participant tests positive for COVID-19, all campers and staff in their cabin group will be immediately tested and appropriate quarantine procedures will be enacted if deemed necessary.

Individual Considerations

Individuals who are immunocompromised – as defined by their medical professional – or live in a home with an immunocompromised person should consult with their doctor(s) before deciding whether or not to participate in a camp program. Although we are taking extensive actions to keep our community safe, Camp Ben Frankel is not able to guarantee that a person on our site will not be exposed to COVID-19; thus, participation in a camp program during the Coronavirus pandemic is not recommended for individuals with known vulnerabilities that put them at greater risk.

Vaccination Policy

In keeping with current recommendations from the CDC, local health departments, and the American Camp Association (ACA), we have adopted the same minimum immunization requirements as used by the State of Illinois for school children during the 2023-2024 school year.

The health and safety of our campers and staff is our top priority. Every summer, our families entrust us with ensuring a positive and healthy environment for campers to grow, learn, and make friends. In order to ensure a healthy and safe environment for all our participants, we remain committed to enacting and following policies to prevent the spread of disease in our community.

By requiring everyone to be vaccinated, we hope to protect the health and safety of our entire camp community – campers, camp staff, and their families.

A full list of required immunizations can be found here: Minimum Immunization Requirements for Children Enrolling or Entering a Child Care Facility or School in Illinois, 2023-2024

Exemptions will be considered on a case by case basis with a letter from a licensed physician. We recognize that individuals who have a documented allergy or have had a severe adverse reaction to a particular vaccine may not be able to receive further doses of that individual vaccine. In addition, individuals with some medical conditions may not be able to receive certain vaccines. In these instances, a physician's note documenting the problem and exempting the child from that specific vaccine must be provided to Camp Ben Frankel.

Thank you for your support in ensuring a safe, healthy, and meaningful summer for all.

Medical Forms and Documents

Camper Medical Forms - due May 15, 2024

There are two medical forms required for all campers. These forms are available through your CampMinder account.

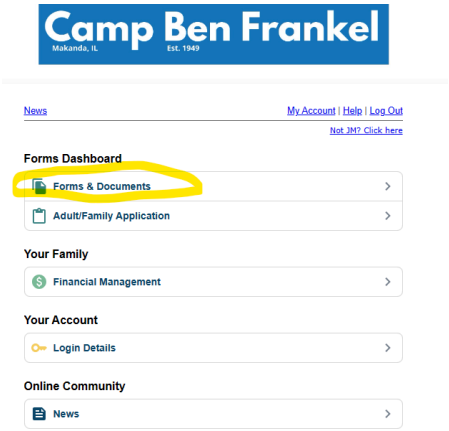
For returning campers, your answers from last year's Health History will automatically populate the online form. Please be sure to review all answers and provide or change any new information before submitting.

The following Medical Forms must be submitted:

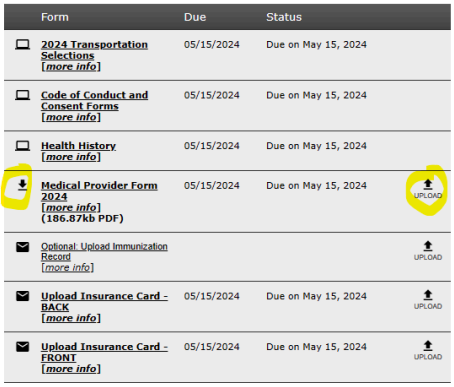
1. Medical Provider form
2. Camper Health History (including immunization record) *Immunization record can also be uploaded separately if you prefer*

In order to access forms, follow these steps:

1. Log in to your CampMinder account here (you can also always find the login link at the top of campbenfrankel.org): https://benfrankel.campintouch.com/v2/login/login.aspxl
2. Select "Forms and Documents" as pictured below:



3. For the Medical Provider form, click the down arrow to the right of the form to download the form. Click the up arrow to the right of the Medical Provider form to upload the form once your camper's medical provider has completed and signed it. Form may also be emailed to sarah@campbenfrankel.org



Form	Due	Status	
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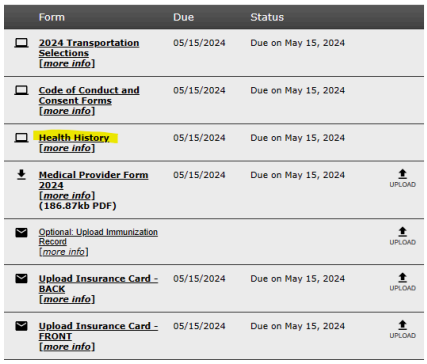
Code of Conduct and Consent Forms [more info]	05/15/2024	Due on May 15, 2024	
Health History [more info]	05/15/2024	Due on May 15, 2024	
Medical Provider Form 2024 [more info] (186.87kb PDF)	05/15/2024	Due on May 15, 2024	UPLOAD
Optional: Upload Immunization Record [more info]			UPLOAD
Upload Insurance Card - BACK [more info]	05/15/2024	Due on May 15, 2024	UPLOAD
Upload Insurance Card - FRONT [more info]	05/15/2024	Due on May 15, 2024	UPLOAD

4. For the Health History form, simply click on the form name to submit the form electronically. The immunization record is included in this form. If you would rather submit your immunization record separately, it can be uploaded in the "Upload Immunization Record" optional form spot.



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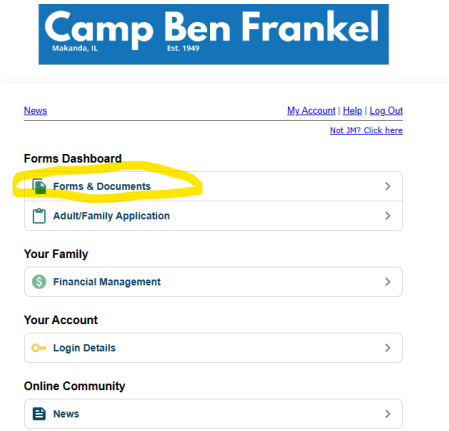
KEY PARTNERS
AS SEEN IN

Camper Insurance Card - Due May 15, 2024

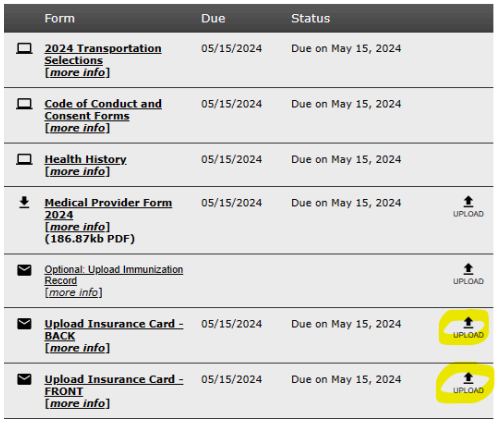
Your camper's insurance card (front and back) may be uploaded directly to your CampMinder account. If you have trouble uploading documents, you can also email them to sarah@campbenfrankel.org

In order to upload this, follow these instructions:

1. Log in to your CampMinder account here (you can also always find the login link at the top of campbenfrankel.org): https://benfrankel.campintouch.com/v2/login/login.aspxl
2. Select "Forms and Documents" as pictured below:



3. Click the up arrow to the right of each document to upload that document.
   Please note that we need both the front AND back of your camper's insurance card



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No campers will be permitted at camp without completed forms and required documents

Campers will not be permitted to attend camp unless all of their medical forms are signed and received prior to the beginning of camp. Refunds will not be provided for campers denied entry to camp due to

incomplete or missing forms.

Upon arrival at camp, all campers will meet with a member of our Health Center staff or designated Camp Leadership Team member for a health screening to include: 1) review for observable illness, injury, and/or communicable diseases or conditions, including COVID-19 and lice; 2) verification of health forms to verify medications, changes in health status, and/or other special needs requiring follow-up by Health Center; and 3) review and collection of all medications to be administered to camper.

The importance of accurate and complete medical information

Accurate and complete medical information is a must in order to properly care for your child. **Please take extra time** in completing and filling out the Camper Health History. If your child has an ongoing chronic illness or condition please let us know and indicate your doctor's telephone number(s). Please communicate in writing any strategies or treatments used at home or at your child's school to help your child, family or child's teachers cope with this illness or condition. For campers with special health needs, Camp Ben Frankel staff will discuss necessary accommodations and/or strategies with the camper's parent/guardian prior to camp. For this reason, it is especially important that we are alerted to your child's health needs so we can plan to best care for them on an individual basis while they are in our care.

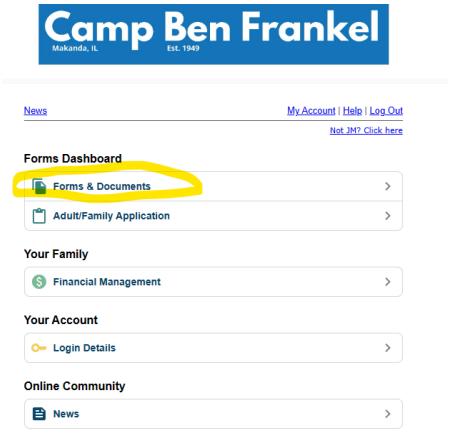
In some instances, families request that our medical staff communicate directly with a child's healthcare provider in order to best care for specific illnesses or ongoing conditions. If you would like us to be able to communicate with one of your child's medical providers in order to provide them the best, ongoing care while at camp, please email sarah@campbenfrankel.org to request a health information release form that will allow us to communicate with your child's medical provider.

Policy Acknowledgments and Supplemental Forms and Information

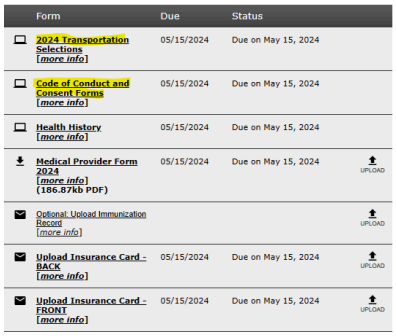
How to Access Forms:

In order to access forms:

1. Log in to your CampMinder account here (you can also always find the login link at the top of campbenfrankel.org): https://benfrankel.campintouch.com/v2/login/login.aspxl
2. Select "Forms and Documents" as pictured below:



3. The Supplemental Forms and Policy Acknowledgments are all completed online. Simply click on the form name to complete.



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The following supplemental forms must be submitted **by May 15, 2024**

Code of Conduct and Consent Forms - Required

To be reviewed and signed electronically - Due May 15, 2024

Read and review our updated Code of Conduct form together with your camper. All campers are required to follow our camp code of conduct while at camp.This form requires electronic signatures by both the camper and the camper's legal parent/guardian. A copy of this code of conduct is also available in this manual for parents/guardians who wish to print and review a hard copy with their child.

A Parent/Guardian must also sign our Authorization for Participation in Camp Activities and acknowledge receipt of this Parent/Guardian Manual.

This form also includes a question regarding whether you would like your child to participate in B'Nai Mitzvah tutoring this summer. The Assistant Director will contact those families who opt in to this tutoring.

2024 Transportation Selections Form

To be submitted by May 15, 2024

Complete this online form to confirm your travel plans to and from camp. Please note that, while we will do our best to accommodate change requests made after May 15, 2024, we may be unable to do so depending on the number of other participants.

Bunking Requests

It is no easy task to group campers and make sure that everyone's requests are met. All campers of the same age are grouped together. Camper groupings are made by the camp Leadership Team. Sub groupings of large grade groups or combinations of grade groups in a single cabin may be made and are made based upon a combination of considerations including age, family, friends and special needs. Camp Ben Frankel cannot accommodate requests for cabin placement, bunk mates, counselor pairings, or other bunking requests.

Staff Tipping

Gratuities and tipping are not accepted directly by our staff. A staff gratuity is collected from all families during registration and you can also write a complimentary letter or make a donation to the CBF Scholarship Fund or General Fund in honor of the staff member who has been helpful to your family at campbenfrankel.org/donate.

Our staff gratuity fund provides staff members with a variety of perks throughout the summer including gifts, swag, fun activities, and snacks to our staff at camp.

What To Pack For Camp

We recommend that you and your camper pack together so you both know what is being sent to camp and where it is packed. For young campers, sending a list for your camper of where you have packed items can also be helpful.

Please use discretion in your choice of clothing. Camp is the place for comfortable, loose fitting, old clothes. Keep in mind that weather can be unpredictable. We have provided a suggested packing list below. Please send clothes for all types of weather (heat, cold and rain). Laundry will not be done for Starter Session campers, but if your camper extends to the two-week Rookie or four-week Full Session, they will have laundry approximately every 11 days. Because campers may change in and out of an outfit for swimming and other activities, it is also recommended to send extra pairs of underwear.

Campers must wear closed-toed shoes or athletic sandals that securely strap to their feet (and around the back of the ankle) at all times. Some activities require closed-toed athletic shoes and campers will only be permitted to participate in these activities with appropriate footwear. Flip flop sandals may only be worn as shower shoes.

CAMP BEN FRANKEL

Please label all of your camper's belongings with their FIRST AND LAST NAME. Camp is not responsible for clothing or other property that is damaged, lost, or stolen. If items are misplaced at camp, it is much easier to return to the campers when they are properly labeled. Clothing may be labeled with indelible markers or families may elect to purchase labels. Some suggested companies that provide labels for camp clothing are:

mabelslabels.com www.namebubbles.com www.brightstarlabels.com

Because space in the cabins is limited, we ask that all items be packed into no more than two duffel bags and one carry-on bag or backpack per camper. If you have more than one camper attending camp, please pack all items in separate bags for each camper and send them with separate toiletries as they may be in separate cabins.

Camp is not responsible for damaged or lost belongings - expensive clothing is not recommended.

If your camper is sent without a required item, we may purchase this item if needed for participation in camp activities and bill the family for the cost.

Recommended packing list:

Clothing ___ 7 pair underwear ___ 6 pair socks ___ 5 pairs of shorts ___ 1 jeans / pants / sweatpants ___ 1 Raincoat / poncho ___ 2 pairs of pajamas ___ 6 short sleeve and 1 long sleeve top ___ 1 sweatshirts ___ 2 Swimsuits ___ Swim goggles ___ Clothing for dress up dinners (we have a dress up dinner once each week, Our theme the first week of camp will be "75th Birthday Party" to celebrate our 75th anniversary) **Shoes** **campers must wear closed-toed shoes or athletic sandals that securely strap to their feet. Flip flops can only be worn as shower shoes.** ___ 1 pair close-toed athletic shoes ___ 1 pair shower shoes ___ 1 pair water-resistant athletic sandals that strap to feet and around ankle	**Linens / Bedding** ___ 1 Blanket or sleeping bag ___ 1 Set of twin sheets ___ Plastic sheets (if needed) ___ 1 Pillow and pillowcase ___ 1 Bath towel ___ 1 washcloth ___ 1 beach towel ___ 1 Laundry bag **Toiletries** ___ Toothbrush & toothpaste ___ Comb & brush ___ Soap, conditioner, shampoo ___ Deodorant ___ Shower caddy ___ Spare glasses / contacts / solution (if needed)	**Miscellaneous** ___ 1 water bottle that is durable, reusable, and clearly labeled with first and last name (very very important!) ___ Flashlight ___ Sunscreen ___ Insect/tick repellent ___ Stationary, Stamps, Pens (we suggest pre-addressed envelopes for younger campers) ___ Small backpack or fanny pack ___ Sunglasses ___ Hat or visor for sun protection ___ Medication (if needed) **Recommended Items** ___ Bathrobe (some campers like to use this to go to and from the shower house) ___ White shirt for tie-dye ___ Books or games ___ Camera & film

KEY PARTNERS AS SEEN IN

Online Camp Store

Campers will receive one Camp Ben Frankel t-shirt during the summer. Additional Camp Ben Frankel logo wear including t-shirts, shorts, tank tops, pajama pants, water bottles, towels, and more can be purchased through our Pack for Camp online store at https://www.packforcamp.com/benfrankel. Campers are not required to purchase or wear anything from the online camp store, but it is a fun way to increase your camp wardrobe!

Pack for Camp offers free shipping on orders over $150.00. Please allow 2-3 weeks for shipping and delivery, especially during their busy season before camp.

Screen-Free Electronic Device Policy

In such a connected world it is easy to default to electronic devices during down time, or even when other activities are going on. Camp is a great opportunity to put the screens down and keep our heads up! Please leave all expensive electronics at home. These devices have a way of getting lost or broken at camp.

The only electronics allowed at Camp Ben Frankel are screen-less music players (e.g. iPod shuffles, CD players), and digital cameras.

For questions or requests for accommodations please contact aaron@campbenfrankel.org or sarah@campbenfrankel.org ahead of camp to make arrangements and receive approval for this.

We are not responsible for lost, damaged or stolen electronic devices. They are brought and used at their own risk.

All other devices such as cellphones, smart watches, or electronic devices with screens are not permitted, including iPod with screens, Apple watches, e-readers, video players, iPad, etc.

Camp is one of the few places throughout the year where kids can truly unplug and we have made this decision to both honor and recognize this space and as a result of direct parent/guardian feedback.

Our professional staff and Board of Directors have come to this decision to:

- encourage our campers to spend more time off their beds and outdoors
- promote socialization between campers
- remove the divide between “the haves, and the have-nots” in each cabin
- reduce the stress associated with the damage to and theft of electronics
- give campers a much needed break from the world of technology
- allow campers to fully embrace the connections they make with other campers
- ensure that our campers are not exposed to age inappropriate material

Cell Phones For Campers Traveling To/From Camp

If your child needs a cell phone during their unaccompanied travel to or from camp, please notify us in advance. We will collect your child's phone upon arrival, store it in a secure location, and do our best to have it charged for them when they depart. Please note that we are not responsible for lost or stolen items.

Animals and Pets

Camp Ben Frankel is located in nature and we therefore often come into contact with live animals and insects. We value respect for the environment and therefore teach campers to treat animals with dignity. Pets and live animals may not be brought to camp or invited into cabins, with the exception of service animals. If your camper requires a service animal, this must be brought to the attention of the Camp Director prior to the start of camp in order to ensure the safety of all participants and make any necessary accommodations for your child and service animal while at camp.

Items Not Permitted at Camp

- Electronic devices with screens
- Cell phones
- Drugs, alcohol, or tobacco related products including e-cigarettes such as Juuls and vapes
- Knives or weapons of any kind
- Candles, lighters, matches, fireworks or other explosives
- Hot pots
- Water guns / water pistols that are high powered (can cause eye injuries)
- Food or candy in cabins (attracts insects and animals)
- Silly string or other similar products (can cause environmental harm)
- Valuables (including jewelry or other expensive personal items)

Camp Ben Frankel reserves the right to search campers' personal belongings if camp staff believes a camper has contraband items. By participating in Camp Ben Frankel, campers and parents/guardians consent to searches of their belongings by camp staff. Any searches, if necessary, will be conducted discreetly by camp staff. If contraband items are found, they will be confiscated by camp staff immediately. Contraband items will be disposed of. Camp Ben Frankel is not responsible for the maintenance or safe-keeping of any contraband items found at camp. Appropriate disciplinary action may be taken depending on the nature of the item seized, which may include action up to and including providing illegal items to law enforcement and/or removing a camper from the remainder of the camp session with no reimbursement of fees.

KEY PARTNERS AS SEEN IN

Transportation To and From Camp for Campers

Camp Ben Frankel is located in Makanda, IL, approximately a 2-hour drive from the St. Louis area and a 5-hour drive from Chicago, IL. In order to make camp accessible for all campers, we provide airport pick-up and drop-off services from the St. Louis airport and a bus to and from the St. Louis area and the Chicago area.

Submit Your Arrival Transportation Plans By May 15, 2024
Please inform us of your transportation plans by completing the 2024 Transportation Selections form in your CampMinder account by May 15, 2024. If you need to change your travel selection after May 15, 2024, please contact our Assistant Director at sarah@campbenfrankel.org and we will do our best to accommodate requested changes.

Because we need to reserve transportation in advance, **no travel reimbursements will be made after May 15, 2024.**

What If CBF Needs To Change Transportation Arrangements?
If we need to notify parents/guardians about a change in transportation arrangements on the first and/or last day of camp (delays, change in pick-up or drop-off site, or other), parents/guardians will be notified by email and/or phone as soon as practicably possible. If we are unable to reach a parent/guardian, a text or voicemail will be left.

Please Pack Medication Separately
Medication should be kept in a separate plastic bag to be delivered directly to camp staff at drop-off (at camp or bus stop). If traveling by airplane, medication should be placed in an easily accessible location so campers can provide to camp staff immediately upon arrival at camp.

Dinner is the first meal provided to campers on arrival day.
Please ensure your camper has eaten lunch prior to arriving at camp.

Campers traveling via Chicago bus or airport pick up will be provided lunch. We will have plenty of snacks on the St. Louis bus and upon arrival at camp!

2024 Transportation Options **TO** Camp

- Parent/guardian or pre-approved adult drops off at camp
- Fly to Lambert St. Louis airport - a camp staff member will meet your camper at the gate as they disembark and then accompany them in a camp vehicle for the drive to Makanda. **$95**
- Chaperoned bus from St. Louis, MO. **$95**
- Chaperoned bus from Chicago, IL. **$135**

KEY PARTNERS AS SEEN IN

2024 Transportation Options **FROM** Camp

- Parent/guardian or pre-approved adult drops off at camp
- Fly home from camp with chaperoned gate dropoff by a camp staff member at Lambert St. Louis Airport. **$95**
- Chaperoned bus to St. Louis, MO. **$95**
- Chaperoned bus to Chicago, IL. **$135**

Driving To and From camp

Directions to camp can be found by searching for directions to 1206 Touch of Nature Rd., Makanda, IL, 62958. When you enter the Touch of Nature site from Giant City Road, you will follow signs to Camp One/Camp Ben Frankel. Signage will be posted in the Touch of Nature site to direct you.

Vehicle: Safety Rules

- The speed limit in camp is restricted to 5 mph.
- Parking is limited to designated areas only.
- Any vehicle parked on camp grounds is to be parked with the emergency brake on.
- Any camp vehicle must be restricted to the lawful capacity designated by state law.
- Seat belts are to be worn whenever provided. Any passengers in wheelchairs are to be seat-belted in wheelchairs that are in locked positions and secured to vehicles, if applicable.
- While driving camp vehicles, staff are prohibited from texting or using cell phones.
- Vehicles may not drive in camp without permission from the Camp Director or designee. All vehicles on camp premises may be stopped by camp staff to request identification and will be asked to leave the premises if no authorization has been permitted.
- On camper drop off and pick up days, only camp vehicles may travel within camp. All camper family vehicles must park in designated areas in the parking lot.

All campers who are transported to and from camp by camp staff or transported by camp staff during camp must observe all safety regulations of the bus, and/or vehicle, as directed by camp staff and vehicle operators at the time of travel. All requirements of bus, and other vehicle carriers must be followed, including maximum load and weight capacity, wearing of restraining devices, and limitations on movement during travel. Campers must remain with camp staff at all times during transportation to and from camp and during camp. Campers may only embark and disembark from vehicles as directed by camp staff during transportation. Camp staff will direct the loading and unloading of all vehicles and campers must comply with such directions for the safety of themselves and others.

First Day Procedures:

In order to ensure a smooth first day for everyone, families are asked to follow these guidelines if dropping off campers on the first day of camp:

1. **Only campers may enter the campsite**. Because of safety protocols, families may not enter the campsite. Camp restrooms are only available to campers and staff, but there will be a port-a-potty near the drop off location for families to use if needed.
2. **Families will be provided a 30 (thirty) minute drop off window** and asked to time their arrival at camp during that window. If you need to request a specific drop-off window, please email sarah@campbenfrankel.org.
3. **When arriving at camp, drivers will be directed to a drop off area by staff.** Cars may only go to the appointed drop off location. Because of the high traffic we experience on drop-off day, we ask all drivers to drive slowly and follow directions from camp staff.
4. **When arriving at camp, staff will greet your vehicle and check in your campers**. This will include verifying that we have received all necessary forms, receiving medication, and performing a health screening.
5. **Staff will remove all camper luggage from your vehicle**. Each camper may have two duffel bags or suitcases and one backpack or small carry-on type bag. All bags must be labeled. All camper belongings, with the exception of medication, must be in bags labeled with your camper's name. If items such as pillows and sleeping bags are not in suitcases, they must be clearly labeled with the camper's name.
6. **Families will be permitted to depart once their camper(s) successfully clears the intake procedure.** Families will be asked to wait in the parking lot until their camper's health screening has been completed.

If a camper does not arrive within one hour of their scheduled drop off time, a leadership team member will attempt to call the parents/guardians immediately. A voicemail will be left if parents/guardians cannot be reached. Camp reserves the right to deny entry to campers who are not brought to camp by the time all drop off times have concluded.

Last Day of Camp:

Families will be given a 30 (thirty) minute window in which to arrive to pick up their camper on the last day of camp. We ask that you time your arrival as close to this time as possible in order for our staff to have campers and luggage ready for departing families. When arriving to pick up your camper, please keep the following in mind:

1. **Families will be provided a 30 (thirty) minute pick up window** and asked to time their arrival at camp during that window. Please do not arrive early as the camp gates will be locked. If you need to request a specific pick-up window, please email sarah@campbenfrankel.org.
2. **When arriving at camp, drivers will be directed to a pick up area by staff.** Cars may only go to the appointed pick up location in the parking lot and families will be unable to enter the campsite.
3. **When arriving at camp, staff will greet your vehicle and check out campers from camp.** This will include verifying parent/guardian identification, returning medication, and placing all camper luggage in your car.

If a camper has not been picked up within 30 (thirty) minutes of their scheduled pick up time, a leadership team member will attempt to call the parents/guardians immediately. A voicemail will be left if

parents/guardians cannot be reached and a leadership team member will proceed to call the camper's emergency contacts to arrange for pick up of the camper.

Unless prior written authorization is provided, campers will only be released to legal parents/guardians. Camp Ben Frankel requires proof of identification from legal parents/guardians prior to releasing campers; please bring a driver's license or other photo ID when picking up campers at the end of the session. Additionally, in order to assign pick-up and drop-off times, we request that you let us know in advance if you plan to carpool with another family.

If someone other than a parent or legal guardian is dropping off or picking up your camper or if you are carpooling with another family, please email sarah@campbenfrankel.org.

Airport Transportation To and From Camp

Transportation is provided to and from St. Louis Lambert International Airport on the first (June 23) and last days of camp. CBF staff will meet campers at the gate upon arrival as they disembark and escort them to the camp bus. On the last day of camp, a CBF staff member will bring them directly to their gate prior to departure and will wait with them until their plane takes off. If you are requesting transportation to and/or from the airport, contact our Assistant Director at sarah@campbenfrankel.org prior to reserving flight tickets in order to confirm preferred flight times. We may be unable to assist with airport transportation if flight times are not confirmed with us prior to booking.

We request that you try to arrange for a flight that arrives between 10am-2pm on June 23, and for a departing flight that leaves between 1-5pm on June 28th if possible.

Airport transportation is provided at the cost of **$95.00** each way.

Bus Between Camp and St. Louis

Transportation is provided via bus from St. Louis on the first day of camp and to St. Louis on the last day of camp.

The bus will depart from the parking lot of Traditional Congregation (12437 Ladue Road, Creve Coeur, MO 63141) at approximately 1:00pm on Sunday, June 23, 2024. Snacks will be provided on the bus. Do not send your camper with any snacks as other campers may have allergies, but please send your camper with a full water bottle. Please plan to arrive by 12:30pm so we can depart at approximately 1:00pm.

The bus will arrive at the parking lot of Traditional Congregation (12437 Ladue Road, Creve Coeur, MO 63141) at approximately 3:00pm on Friday June 28, 2024.

Bus transportation between camp and St. Louis is provided at the cost of **$95.00** each way.

Bus Between Camp and Chicago

Transportation is provided via bus from Chicago on the first day of camp and to Chicago on the last day of camp.

The bus will depart from the parking lot of the Northbrook JCC (300 Revere Dr.) at approximately 8:00am on Sunday, June 23, 2024. Ingredient kosher dairy lunch and snacks will be provided on the bus (if you require a hechsher Kosher meal for your camper, please let us know in advance). Do not send your camper with any snacks as other campers may have allergies. Please plan to arrive by 7:45am so we can depart at approximately 8:00am.

The bus will arrive at the parking lot of the Northbrook JCC (300 Revere Dr.) at approximately 3:00pm on Friday June 28, 2024.

Bus transportation between camp and Chicago is provided at the cost of **$135.00** each way.

Camp Ben Frankel Camper Code of Conduct

At Camp Ben Frankel, our policies are in place for the safety and well-being of all campers and staff. We hope to foster an environment where all members of our community feel safe, loved, and respected at all times while in and out of camp. Adherence to the rules by campers and staff enables us to foster that environment.

Violations of these policies or codes, as listed below, can result in immediate dismissal without refund and at parent/guardian expense at the Director's discretion.

The following actions will not be permitted:

1. Endangering the health, physical safety, emotional safety, well-being and/or welfare of yourself, campers or staff in any way whatsoever.
2. Possession or use of any of the following, including but not limited to: weapons, tobacco products, e-cigarettes (including vapes, juuls, and other similar items), lighters, matches, drugs, or alcohol.
3. Altering physical appearance while at camp, including but not limited to: body piercing, tattoos, haircuts, hair coloration, etc.
4. Participating in raids or pranks.
5. Boys found in girls' quarters and/or girls found in boys' quarters.
6. Damaging, destroying, defacing or stealing property belonging to camp, our campsite, or other campers or staff.

Electronics Policy: Cell phones, smart watches, or electronic devices with screens are not permitted, including ipods with screens, smart watches, e-readers, portable video players, ipads, etc. Cameras and mp3 devices without screens are permitted.

Medical Policies: in order to protect our staff and campers, Camp Ben Frankel will institute and distribute medical policies to be followed prior to and at camp. These are provided in the parent/guardian manual.

Failure to follow ANY Camp Ben Frankel COVID-19 policy may result in disciplinary action, up to and including campers being sent home.

KEY PARTNERS AS SEEN IN

CAMP BEN FRANKEL

APPENDIX A: A Healthy Camp Begins at Home

Parent Information from your Camp Professional and the American Camp Association

A healthy camp really does start at home. Here are things you can do to help your child have a great camp experience.

1. If your child is showing signs of illness such as running a temperature, throwing up, has diarrhea, nasal drainage and/or coughing/sneezing, keep the child home and contact your camp director. This greatly reduces the spread of illness at camp but also supports your child's recovery. Know your camp's policy about illness and camp attendance.
2. Teach your child to sneeze/cough in his/her sleeve and to wash his/her hands often while at camp, especially before eating and after toileting. If you really want to achieve impact, teach your child to accompany hand washing with another behavior: keeping their hands away from their face.
3. If your child has mental, emotional, or social health challenges, talk with a camp representative before camp starts. Proactively discussing a camp's ability to accommodate a child can help minimize – if not eliminate – potential problems.
4. Should your child need a particular nutrition plan because of allergies, intolerances or a diagnosis (e.g., diabetes), note these on the Health History form but also contact the camp to make sure (a) they have noted that need and (b) the camp can address it. Discuss how your child will receive appropriate meals and snacks then explain that to your camper. Should your child be uncomfortable with the plan, arrange for a camp staff member to assist/monitor the process until the child is comfortable.
5. Make sure your child has and wears appropriate close-toed shoes for activities such as soccer and hiking, and that your child understands that camp is a more rugged environment that the sub/urban setting. Talk with your child about wearing appropriate shoes to avoid slips, trips and falls that, in turn, can result in injuries such as sprained ankle.
6. Send enough clothes so your child can dress in layers. Mornings can occasionally be chilly and afternoons get quite hot. Dressing in layers allows your child to remove clothing as s/he warms while still enjoying camp.
7. Fatigue plays a part in both injuries and illnesses – and camp is a very busy place! If your child is going to a day camp, be sure they get enough rest at night. If the child will be at a resident camp, explain that camp is not like a sleepover; they need to sleep, not stay up all night!
8. Remember to send sunscreen appropriate to the camp's geographic location and that your child has tried at home. Teach your child how to apply his/her sunscreen and how often to do so.
9. Send a reusable water bottle. Instruct your child to use it and refill it frequently during their camp stay. Staying hydrated is important to a healthy camp experience, something your child can assess by noting the color of their urine ("pee"); go for light yellow.
10. Talk with your child about telling their counselor, the nurse or camp director about problems or things that are troublesome to them at camp. These camp professionals can be quite helpful as children learn to handle being lonesome for home or cope with things such as losing something special. These helpers can't be helpful if they don't know about the problem – so talk to them.
11. Should something come up during the camp experience or afterward – you see an unusual rash on your child or the child shares a disturbing story – contact the camp's representative and let them know. Camps want to partner effectively with parents; sharing information makes this possible.

Want to learn more? Talk with your camp director. Build the partnership between you and your child's camp leadership team. It's one way to help your child have the best camp experience possible!

Revision Date: March 2020
Revision done by nurses associated with the Healthy Camps initiative, ACA and ACN:
Linda Erceg, Mary Marugg and Tracey Gaslin.

KEY PARTNERS
AS SEEN IN