

# Jameson Camp Code of Conduct

Jameson Camp's goal is for ALL campers to have the opportunity to discover their strengths and have fun. In order to do this, all of our kids must feel safe at camp. **Please review the following policies with your child before arriving at camp**, as this is what helps us ensure everybody's safety. **You and your child will be asked to sign that you have reviewed this the first day of camp.**

## Rules:

1. Respect one another and yourself
2. Respect Jameson Camp's and others' property
3. Participate in activities, be involved
4. No gang related activities, dress, or language
5. *Use appropriate language and be sure that any music is also appropriate.*
6. No drinking, drugs, or smoking
7. No sexual anything (this includes touching, words, & harassment)
8. Have fun and be safe

(You & your cabin group will also come up with your own additional rules the first day of camp)

## Behavior Policy:

At Jameson Camp, we understand that everybody makes **choices**. For every **choice** we make, there is a consequence, good or bad. One consequence that can occur with **poor choices** is that a camper could be sent home. *We only send a child home if we absolutely have to. If your child is sent home, you are responsible for picking him or her up at camp. You will not receive a refund and will be responsible for any charges* that are incurred due to destruction of Jameson Camp's or another individual's property.

## ***There are 2 major reasons a child could be sent home:***

### Camper is a danger to him/herself or others.

*This could include:*

- Hurting oneself or someone else (fighting!)
- Running away / leaving camp
- Refusing food or prescribed medication
- Anything illegal

### Camper requires constant one-on-one attention.

*This could include:*

- Refusing to follow camp rules & staff directions
- Destroying Jameson Camp's or other's property
- Stealing

# Parent Handbook



Dear Jameson Camp Parents,

Congratulations on choosing a great camp for your child! We have a lot to be proud of at Jameson: Accreditation by the American Camp Association, United Way Agency endorsement, national programming awards, and of course, wonderful staff who return to us year after year. Most importantly, however, we are honored to serve your child. After unpacking bags and hugging loved ones, your child will officially be a 'camper' at Jameson Camp, and we are excited to fill Jameson Camp with campers who are ready to meet friends, learn, and have fun!

In this handbook you will find lots of important information on Summer Camp. Please take the time to review this information before coming to camp. Also, you will find our contact information. Please do not hesitate to call us if you have any questions.

See you in the Summer!

Tim Nowak, Program Director

SUMMER CAMP OPEN HOUSE

Sunday, May 27, 2012, 3-5pm

Come see camp, meet your counselors,  
and enjoy **fun** camp activities!



Jameson Camp has been accredited by the **American Camp Association** since 1954. This indicates that we are committed to operating in agreement with the highest standards established for camps and that we are willing to voluntarily invite trained camp professionals to verify compliance with these standards.

## Phone Calls

**Campers do not have access to a telephone to make or receive calls during their stay.** Camp helps children feel comfortable being away from their parents and home. If we allowed phone calls, we would not accomplish this. In the event of an emergency, call the camp office and leave a message for the Director who will contact you as soon as possible.

## Family Visits

We ask that parents do not visit their children while they are at camp. Visits can disrupt the program schedule and add to homesickness. **If there is a family emergency and you need to pick your child up earlier than expected, please contact the camp office.** We understand the desire to know how your child is doing and we strongly encourage you to write letters to your child.



## E-mail

You may e-mail your child while he or she is at camp, however your child will not be able to send an e-mail back. Send e-mail to **camper@jamesoncamp.org** and remember to *put your child's full name in the subject line*. We will distribute your e-mail as we do regular mail. Due to possible virus attacks, we will not download attachments sent to campers including cards and photographs.

## Camper Mail

We hand out mail each day at camp, and all campers love to receive letters from home. Some things to keep in mind are:

- 1) Camp is only a week long, so be sure to write your letter early in the session or before your child even leaves home.
- 2) Your child may be homesick and definitely miss you, so try to say things such as, "Hope you're having fun," or, "Looking forward to seeing you soon," instead of things such as, "We wish you were home."
- 3) Please remember to put your child's name on the envelope.
- 4) Please remember the camp experience is different for each child. Don't be surprised if your child's letters share about homesickness. This is common for first time campers. If you have concerns about your child, please contact Tim at (317) 241-2661 or tim@jamesoncamp.org.

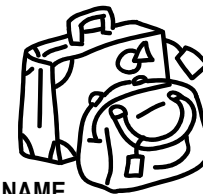
Stamp
<b>Child's Name</b> <b>Jameson Camp</b> <b>2001 Bridgeport Rd.</b> <b>Indianapolis, IN 46231</b>

## Questions

If you have any questions, please call the camp office for help at **(317) 241-2661**. If we are unable to take your call, please leave your name, your child's name, and a phone number where you can be reached, and we will return your call as soon as possible.



# Camper Packing List



PLEASE LABEL ALL ITEMS WITH YOUR CHILD'S FULL NAME

### Make sure you bring:

- |   |  |
|---|--|
| <input type="checkbox"/> T-Shirts                 | <input type="checkbox"/> Toothpaste/Toothbrush                             |
| <input type="checkbox"/> Shorts                   | <input type="checkbox"/> Deodorant   |
| <input type="checkbox"/> Jeans                    | <input type="checkbox"/> Soap  |
| <input type="checkbox"/> Underwear (for each day) | <input type="checkbox"/> Shampoo   |
| <input type="checkbox"/> Socks                    | <input type="checkbox"/> Comb/Brush  |
| <input type="checkbox"/> Sweatshirt/Jacket        | <input type="checkbox"/> Pillow  |
| <input type="checkbox"/> Swimsuit!                | <input type="checkbox"/> Sheet Set (Twin Size)                             |
| <input type="checkbox"/> Washcloth                | <input type="checkbox"/> Sleeping bag or blanket                           |
| <input type="checkbox"/> Towels (2 or more)       | <input type="checkbox"/> Prescribed Medicine<br><b>IN ORIGINAL BOTTLES</b> |
| <input type="checkbox"/> Pajamas                  |  |

### Good Ideas:

- |  |
|--|
| <input type="checkbox"/> Sunscreen                 |
| <input type="checkbox"/> Bug Repellent             |
| <input type="checkbox"/> Rain Gear                 |
| <input type="checkbox"/> Old Shoes (creek walking) |
| <input type="checkbox"/> Envelopes and Stamps      |
| <input type="checkbox"/> Paper and Pen             |
| <input type="checkbox"/> Flashlight                |
| <input type="checkbox"/> Extra Batteries           |

### PLEASE DO NOT BRING:

- |                   |                 |                      |
|-------------------|-----------------|----------------------|
| • ANY ELECTRONICS | • pocket knives | • radios             |
| • Gum             | • weapons       | • mp3 players/iPods  |
| • Candy           | • jewelry       | • expensive clothing |
| • snacks          | • pagers        | • electronic games   |
| • money           | • cell phones   | • other valuables    |



**Jameson Camp is not responsible for lost, damaged or stolen items. Lost and found items will be kept for 7 days following a session**

## CAUTION! THINK BEFORE YOU POST!

Jameson Camp maintains that **all photos, videos, and sound recordings taken while at camp ARE PROHIBITED from being shared or published (especially on internet social media sites such as Facebook, Twitter, MySpace, etc)** unless you obtain written permission from each camper's parent or guardian.

★Please help us keep our campers safe. Thank you★

# PARENT/GUARDIAN CHECKLIST

## Your child(ren) are attending the following session(s):

- \_\_\_ Session One Sunday, June 3– Friday, June 8
- \_\_\_ Session Two Sunday, June 10 – Friday, June 15
- \_\_\_ Session Three Sunday, June 17 – Friday, June 22
- \_\_\_ Session Four Sunday, July 8 – Friday, July 13
- \_\_\_ Wellness Camp Sunday, July 15 – Friday, July 20
- \_\_\_ Tataya Mato Sunday, July 22 – Sunday, July 29
- \_\_\_ JC juniors Wednesday, August 1 – Sunday, August 5
- \_\_\_ ACE I: A / B / C \_\_\_\_\_
- \_\_\_ ACE II: A / B \_\_\_\_\_
- \_\_\_ CIT Sessions 2, 3, 4, 5, & 7 (see above for dates)

## Marked items are what you have ALREADY turned in:

- \_\_\_ Completed Application
- \_\_\_ Insurance Policy Number (due ASAP)
- \_\_\_ Program Participation Agreement (due ASAP)
- \_\_\_ Challenge Adventure Participation Agreement (due ASAP)
- \_\_\_ Referral Form (optional but preferred due ASAP)
- \_\_\_ Health Form (due the first day of camp)
- \_\_\_ Physical Exam (due the first day of camp)
- \_\_\_ Immunization Record (due the first day of camp)
- \_\_\_ Payment (refer to Payment Arrangement Form)

### Questions? Contact:

Jessica Cooney, Community Liaison  
 317-241-2661 x 31  
 317-241-2762 fax  
 jessica@jamesoncamp.org

## Refund Policy

- The **LAST DATE** to cancel your camper’s registration and receive a full refund is **TWO WEEKS BEFORE HIS OR HER FIRST DAY OF CAMP.**
- **You WILL STILL BE RESPONSIBLE for your child’s fee if your child does not show up for camp and no cancellation arrangements have been made.**
- If your child will not be attending camp for any reason **YOU MUST CALL IN ADVANCE** to be eligible for the refund.
- Fees can be reimbursed within two weeks of their camp session for the following issues **if documentation is provided:** medical problems, summer school, or loss of immediate family member.
- **A refund will not be issued if your child returns home due to homesickness or because he or she is sent home due to behavior problems.**

## Registration Policy

**Jameson Camp serves children in need of minor social and emotional support along with children who would benefit from leadership development, positive role models, and a nurturing environment that camp provides.**

Jameson operates under an open registration policy, which does not discriminate due to race, color, age, sex, religion, handicap, national origin or sexual orientation. It is our goal to serve as many children as possible. Registration is conducted on a first come, first registered basis.

## Health History and Safety

All campers are required to receive a medical examination by a doctor and obtain current immunization records before attending camp. **CAMPERS CANNOT CHECK IN WITHOUT A COMPLETED MEDICAL FORM.**

### ***While at camp:***

We take the health and safety of each camper very seriously. In addition to the Health Supervisor and Assistant Health Supervisor, all Summer Staff receive training in CPR, First Aid, and universal precautions. Our Health Supervisor and Assistant Health Supervisor maintain responsibility for our campers’ health, safety, our Health Center, and all camper medications. They can be visited for consultation during our check-in days.

Please make sure all medications are given to the Health Supervisor or Assistant Health Supervisor in their original containers during opening day check-in.

Jameson follows medical protocols which are written and updated annually by a licensed physician. If at any time, a camper becomes injured or ill and requires medical assistance beyond that of what we can provide, we will contact the parent/guardian. When needed, Jameson utilizes immediate care facilities, including Hendricks Regional Hospital, IU Health, Health Tracks, and Wishard.

# Camper Arrival

Please arrive between **4:00pm – 5:00pm**

A parent or guardian must be present at check-in and stay until your child has been settled into his or her bunk.

## Check-in Procedures:

1. Upon arrival, **please leave luggage in the vehicle**, bringing only medications and paperwork with you to the check-in area.
2. Next, your child will receive a brief health screening: temperature, check for bumps and bruises, lice, etc. **All medication will be given to the Health Supervisor.**
3. Finally, you and your child will be introduced to your child's counselor and move in to your child's housing.

# Camper Pick-up

**Closing Awards Ceremony: 4:00pm on closing day**

The Awards Ceremony provides recognition and affirmation for each camper and cabin group. Plan to be present for this special event so you may share in your child's achievements at camp.

**All campers NEED TO BE picked up between 4:30 – 5:00pm!**

If your child needs to be picked up earlier on the last day, arrangements can be made to do so. **Camp closes at 5:00 p.m.**, you must pick up your child prior to this time.

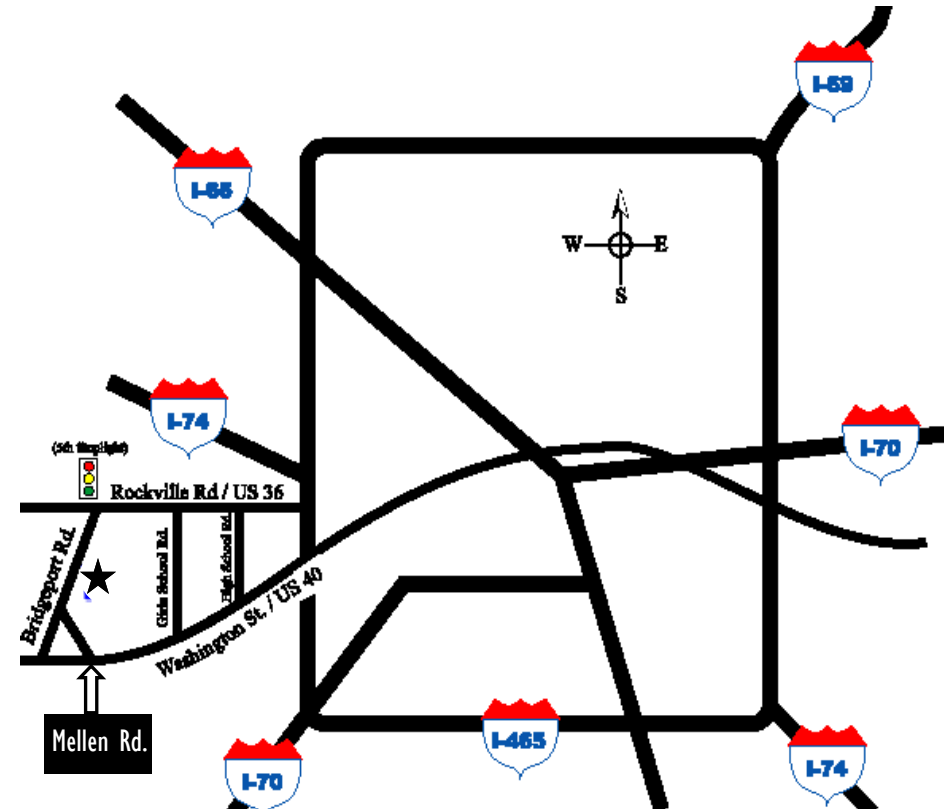
## Check-out Procedures:

1. All medical checkout screenings will be given by the Health Supervisor before 2:30 p.m. on the last day to save you time when picking up your child.
1. Upon your arrival, your child and his/her luggage will be on the sidewalk adjacent to the main parking lot. The Health Supervisor will also be available to assist you.
2. Once you have located your children, please accompany them to the Arts and Crafts Center in order to **sign them out** and pick up any medications. Only a parent, legal guardian or person on our authorized pick-up list will be allowed to pick your children up. **Identification will be required.**

# Transportation

Parents are responsible for their child's transportation to and from camp. Staff is needed to help with check-in and check-out so please make every effort to make arrangements for your child's transportation. There are limited instances where transportation can be provided. A parent/guardian would need to be present at pick-up and drop-off. If Jameson is able to assist, your child would be picked up at approximately 3pm on the first day of the session and dropped off at approximately 5pm on the last day of the session.

Please contact Jessica at 317-241-2661(ext. 31) to discuss arrangements.



## FROM THE NORTH:

1. Take I-465 South/West to Exit 13 for Rockville Rd.
2. Take US 36 / Rockville Rd west (away from downtown) 2 3/4 miles and turn left onto Bridgeport Rd; this will be the 5th stoplight after you leave the interstate. Watch for the road sign above the South (left) side of the stoplight.
3. There is one 4-way stop at the intersection with Morris St (1 mile): continue straight (South) on Bridgeport Rd. The camp entrance is on the left side of the road just past the fields and second bridge. Turn left into the camp.

## FROM DOWNTOWN:

1. Take either Washington St West or I-70 West.
2. **If you are traveling west on Washington St:** continue 3.1 miles after you pass under 465 on the west side. Turn Right onto Mellen Rd (small street) and continue until it ends at Bridgeport Rd. Turn Right onto Bridgeport Rd and we are just ahead on the right.
3. **If you are traveling west on I-70:** take it to the Sam Jones Expressway West, follow that to I-465 North, and then refer to directions #2 - #3 "from the North." Should you miss the Airport Expressway, take I-70 to I-465 North, then refer to directions #2 - #3 "From the North."

## FROM THE SOUTH:

1. Take I-465 West/North to Exit 13 for Rockville Rd. *Please refer to directions #2 - #4 "From the North."*