



MIDDLESEX
COLLEGE



PARENT & CAMPER Handbook

[MIDDLESEXCOLLEGE.EDU/COMMUNITY-PROGRAMS/CAMP-MIDDLESEX](https://middlesexcollege.edu/community-programs/camp-middlesex)

Welcome to Camp Middlesex at Middlesex College!

We look forward to providing your child with a safe environment, and lots of fun-filled activities. A terrific staff will encourage your child to develop a positive attitude toward learning while having fun. In order to create an atmosphere in which everyone knows the rules and takes an active role in following them, please take a few moments to review the material in this booklet. Please note that we are following NJ Board of Health and CDC guidance regarding COVID-19.

Expectations of Camper Behavior

To ensure your child gets the most out of each and every camping day, we recommend that campers be:

- nourished, rested, and dressed in appropriate attire
 - honest and polite
 - respectful of the opinions of others
 - respectful of different cultures
 - able to settle differences peacefully and appropriately
 - good sports
 - respectful of the natural and physical environments
 - respectful of College property and willing to clean up after activities
 - able to follow directions and stay focused on tasks
 - free of drugs and alcohol
 - without any electronic devices
-

Discipline

When necessary, staff will use a variety of approaches to deal with problem situations. Staff are required to treat each camper with courtesy, respect and with an understanding of individual needs. The Camp administrators have the authority to become involved in disciplinary situations when appropriate.

The following behaviors will not be tolerated under any circumstances:

- disrespectfulness toward a staff member
- pushing/shoving/fighting
- throwing objects
- name-calling
- harassment
- intimidation and bullying
- leaving camp grounds or a camp activity without the authority to do so
- stealing
- foul or profane language
- persecution of campers with regard to racial, religious, ethnic, physical and mental differences through a physical act of aggression or words spoken in a malicious manner
- vandalism
- weapons or weapon-like objects (possession and/or use)
- fireworks (possession and/or use)
- smoking, use of drugs or alcohol
- gambling

Consequences

The goal for staff members is to resolve disciplinary issues as quickly as possible before they become major problems. Positive approaches will be used and reinforcement of appropriate behavior will be an objective of every staff member. Staff are urged to consider the prior behavior of any child before taking disciplinary action.

A camper whose presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the camp experience for others, will be expelled.

Health Form

A health form must be completed and on file for all campers under the age of 18.

Drop Off/Pick Up Policy

Morning Class: Arrival 9 a.m. / Pick up by 1 p.m.

Afternoon Class: Arrival 1 p.m. / Pick up by 4:30 p.m. Please be on time. Thank you!

Beforecare and aftercare options:

8-9 a.m. / 4:30-5:30 p.m.

All campers are to be picked up and dropped off at their classroom location.

Under no circumstances will a child be released to someone other than the authorized individuals.

Parents will be charged an additional fee for late pick up. (\$25 per half hour)

If an emergency occurs and you cannot pick up your camper at the expected time, it is essential to notify us at 732.906.2556 by 4:15 p.m. so that alternate arrangements may be made.

Medication

Policy for dispensing medication at camp:

- Medication should be given at home, if at all possible.
- If medication must be given at camp, all medications, including inhalers and EpiPens, must be stored in the health office and administered by the camp nurse. If camper can self administer and wishes to keep medication with him or her, a note from the camper's physician must be given to the Camp Middlesex registration office, located in Crabiel Hall, and a copy carried with the camper each day along with the medication.
- Medication must be in a pharmacy-labeled container that includes:
 - the name of the camper
 - the name and the dosage of the medication
 - the directions for administering the medication and the time it is to be dispensed in camp, along with the name of the physician who prescribed the medication.

(Please note that the pharmacy will make up a special bottle for camp dosages, if requested)
- The only alternative to the above policy would be for a parent/guardian to come to the camp to administer the medication to the child personally. Please call 732.906.2556 to make these arrangements.
- The Camp nurse will not administer non-prescription drugs.

Emergency Phone Numbers

The camp must have the parents' work and cell telephone numbers, home telephone numbers and emergency numbers on file. If any of these numbers change during the summer, please notify the Camp Middlesex office immediately, since we must be able to reach someone quickly in an emergency.

Emergency Closings

Call 732.906.2555 or check our website middlesexcollege.edu.

Absence

If your child is sick in the morning before camp, please keep him or her home and notify the camp office.

Lunch & Snacks

Campers are responsible for providing his/her own lunch, snacks and beverages. No refrigeration is provided. Send lunchbox with ice pack and water bottle. Please label everything.

Parking

Free parking is available in student and visitor parking lots. Park in white lined spaces only.

Questions?

Feel free to call us at 732.906.2556.

Licensed under Middlesex College Early Learning Center

Lost and Found

Inquiries regarding lost items may be made in person at Police Headquarters, in the Gateway building.
