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YMCA CAMP LETTS 2020 PARENT HANDBOOK OVERNIGHT CAMP



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Before Your Arrival

What to Expect

Attending summer camp is a very exciting experience for both campers and parents! It is very natural for both to be a bit anxious and nervous about your camper leaving the comforts of home, adopting new routines or daily activities, and meeting new friends. We want to familiarize you and your camper(s) with our procedures, policies, and philosophies in order to minimize any first day anxiety. This handbook is an opportunity for us to take time to explain this and share information with you. Also, take comfort that YMCA Camp Letts has well trained staff accustomed to making campers feel welcome and at home.

Goals of Camp

At Camp Letts we have three simple goals for every camper:

- Have fun
- Learn something new
- Make new friends

Camp Staff

Camp Letts recruits individuals whose warmth, maturity, and companionship will add to your camper's experience. Our diverse camp staff consists of counselors from many different areas of the globe. All camp staff go through an extensive screening process including interviews, character references, fingerprinting, FBI and State background checks for American staff, and Interpol background checks for International staff. As a mandate of employment, all camp staff go through an intense two week training prior to campers' arrival.

Fees

All fees are payable as follows:

- A non-refundable deposit must accompany all registrations.
- The balance of the camp fee, camp store, transportation, and add-on activities must be paid in full **no later than two weeks prior to the camper's arrival**. Bills are not rendered.

Camper Paperwork to be Completed

To ensure the safety of your camper, we must have all of the following paperwork returned to camp at least two weeks prior to your camper's arrival:

- General Information Form – Camper Information; Emergency Contacts; Authorized/Not Authorized to Pick Up, Cabin Mate Request
- Health History, Part I Form – Health Insurance (Proof of Health Insurance/Copy of Health Insurance Card); General Health History; Allergies
- Health History, Part II Form – Medication; Diet; Mental, Emotional, and Social; Immunization
- Participant Waiver Form



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- **IF NEEDED:** Medication Administration Authorization Form: If we are administering medication for your camper, a physician's signature must appear on the Medication Administration Authorization Form. **By law, we are unable to accept medications, including over the counter medications, without a physician's signature.** Medications must be stored in their original container.

Changing or Cancelling Registration

Any requested changes to a camper's registration, including but not limited to: switching sessions, cancelling sessions, registering for an add-on activity, adding money to the camp store, etc. should be done at least two weeks prior to arrival. Should it be necessary to make any alterations to your camper's registration, please call the Camp Letts main office: 410-919-1400.

Clothing

Please send appropriate clothing for your camper, taking into consideration the weather forecast and camp activities. We encourage you to send older clothing to camp as your camper will be in a rugged, natural environment playing sports, hiking through woods, and much more. While packing please review the list of things you are sending to camp with your camper so they know what clothing and personal items are his or hers. **Swimwear should be easily accessible upon arrival at camp since all campers will be swim tested after checking in.**

NOTE: Laundry services are only for campers that are staying for three or more consecutive weeks. Otherwise, please pack enough clothing for your camper's stay.

What Not to Bring

Camp is a natural setting to retreat from electronic technology and to get more in touch with nature and people. Radios, electronic games, cell phones, iPods, MP3 players, CD players, and other electronic devices do not fit into this setting. Camp Letts is not responsible for lost or damaged items from this list. Please leave these at home. Also, please leave firearms, weapons, matches, lighters, knives (including pocket knives), tobacco products, expensive items, illegal drugs, and money at home.

Cell Phones

As our society becomes increasingly more dependent on cell phones, and with the growing abilities of today's technology, we ask that campers do not bring cell phones or internet capable devices with them. Camp is a natural environment, an environment in which cell phones do not fit. When campers focus more on their cell phones rather than the human relationships in front of them, they inhibit one of the goals of camp, to make a friend. Also, with the growing abilities of cell phones, such as uploading videos taken with the phone to the internet, cyber bullying becomes a concern. Cell phones also hinder the camp staff's ability to affectively do their job. When a camper has an issue and has a cell phone in their possession, their first reaction is to call you, the parent, rather than speak with the counselor who is there. Camp will always arrange for necessary phone calls. We take this cause very seriously, so please do not allow your camper to bring a cell phone to camp. A cell phone found with a camper will be taken away for safe storage and may be grounds for dismissal.



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Camper Packing List

For a one week stay at camp, we recommend that campers bring at least the below items. We recommend that you do not send your camper to camp with new clothes, especially new shoes. Camp can be especially hard on new things.

- Sleeping bag OR a blanket, 2 sheets
- Pillow and pillow cases
- 2 towels for swimming use
- 2 towels for bathing use
- 5 t-shirts or short sleeve shirts
- 2 sets of pajamas
- 1 pair of long pants
- 1 long sleeve shirt
- 5 pairs of shorts
- 6 sets of underwear and socks
- 2 pairs of tennis shoes or sneakers
- Water shoes, sandals or sneakers that can get wet (a heel strap is suggested for campers in water activities)
- 1 comb or brush
- 1 flashlight and batteries
- Sunscreen (waterproof)
- Water bottle
- Backpack
- Raincoat or poncho
- 1 light jacket
- 2 bathing suits
- Toiletries (toothbrush, toothpaste, etc.)
- Insect repellent (non aerosol)
- Laundry bag
- Sunglasses
- Hat or baseball cap

Our cabins are not air-conditioned so campers are welcome to bring a fan to help with air circulation. There are not enough outlets to plug in a fan for every camper so normally the largest few get plugged in.

Please remember, do not send campers with cell phones or electronic devices, camp is an electronic free zone.

Camp Store

The camp store offers many “extras” including snacks, drinks, clothing, flashlights, Camp Letts apparel, and other amenities. You have the option of opening a store account for your camper to use while at camp. If your camper is attending more than one session and there is still money in their account at the end of the session, that balance will be carried over to the next session they are attending. Campers will have a chance to purchase a snack every day after lunch and visit the store throughout the week. We encourage campers to put all pocket money into a store account, cash transactions will only be accepted during Check In (Sunday) and Check Out (Friday). A minimum of \$5 may be added to the camper’s store account. Campers are unable to withdrawal money from this account. Any remaining money at the end of each camp session is donated to our Caring for Communities Campaign. This fund enables more children to attend Camp Letts.

Special Emotional/Physical Needs

If you have any special needs or requests, please let Camp Letts know. The Camp Director is a great resource for any concerns that you may have. We will make every attempt to serve campers who have physical or special emotional needs. Please be thorough and honest when filling out the camper paperwork so Camp can be prepared for the arrival of your camper. We have a policy not to accept campers beyond our training or capabilities.



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Homesickness

"Homesickness is, above all, a normal feeling. It is the natural result of separating from home and loved ones. In a recent study, nearly 96 percent of all boys and girls who were spending two weeks or more at overnight camp reported some homesickness on at least one day. Almost all children (and grown-ups!) feel homesick when they're away from home. People's feelings simply vary in intensity." (American Camp Association: www.acacamps.org)

Our staff makes a concerted effort to help campers overcome homesickness by helping them learn to accept the natural feeling of missing family and friends. This is an opportunity to help campers grow, and we train our staff to handle homesickness in constructive ways. With proper handling by staff, campers and parents, it can be overcome and the camper can make a big stride in gaining independence. Here are some things that you can do to lessen homesickness:

- Keep frequent letters cheery in such a way that they will not make your camper feel homesick. You can even mail a letter to your camper on the Thursday before they arrive so they receive mail in the first few days of camp. Do not say that you cannot get along without them or ask about homesickness. PLEASE SEE OUR SECTION ON MAIL.
 - Try to have your camper do overnights at a friend's house before coming to camp.
 - Pack a personal item from home.
 - Do not tell your camper that you will come and pick him or her up if it is not fun.
 - Do not bribe your campers by promising something valuable if he or she makes it through camp. This sends the wrong message about camp!
- Going to camp fosters confidence and independence, and can be an important developmental milestone.
 - If there is instability at home or the camper is very anxious, please contact Camp Letts so that we may prepare our counselors and staff.
 - Help your camper think of things that he or she can do to cope with feelings of homesickness.

Bedwetting

Our staff is trained to handle bedwetting by discreetly working with your child one-on-one. Please notify Camp Letts in advance if your camper is prone to bedwetting. Campers should be instructed to ask their counselors for help, and every effort will be made to prevent accidents. Any bedding, wet or soiled due to bedwetting, will be laundered and returned discreetly to the camper before Siesta. Other sensitive information may be included in the camper's paperwork or by pulling aside a counselor, Head Counselor, or Unit Director during Check In.

Transportation

If you require transportation for your camper to and/or from Camp Letts someone from the camp staff will call you at least two days prior to your camper's transportation to coordinate. Bus transportation is available for \$50 each way from two of the YMCA of Metropolitan Washington's branches:

YMCA Calomiris
1906 Allison Street NE, Washington, DC 20018
Sunday drop off by 12:45 pm
Friday pick up by 2:00 pm

YMCA Silver Spring
9800 Hastings Drive, Silver Spring, MD 20901
Sunday drop off by 12:15 pm
Friday pick up by 2:30 pm



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While at Camp

Check In

Parents are encouraged to bring their camper to meet the camp staff and help settle into the cabin. Check In starts in the dining hall, there will be several stations to check including: Registration, Health Check/Medications, Health Screening, Cabin Assignments, Add On Programs, and the Camp Store.

Time of Check In: 1:00 pm – 3:00 pm on the Sunday of your camper's session

Location: Dining Hall

Please do not plan to arrive prior to 1:00 pm. Cars arriving prior to 1:00 pm will be asked to wait in line on the camp road. Parking is limited and we ask that you remain in your car until you are directed to park. Please be aware that there may be a wait before arriving at the parking lot.

Cabin Assignments

Campers live in gender based, age-appropriate cabins with their counselors. One counselor is assigned to every five or six campers. All girl's cabins have indoor plumbing. All boy's cabins have indoor plumbing, except for the oldest boys (typically 12 years old and up). These campers are a part of the Commodore Crew in our Rustic Village under the trees. They use the bathrooms in our nearby pool house and shower in our main shower house attached to the Dining Hall.

We allow for one cabin mate request per camper and both campers must make the matching request. Cabin mate requests must be within one year of each other in age; if necessary, the older camper will typically move to a younger cabin. We will do our best however cabin mate requests cannot be guaranteed. If you find during check in that your cabin mate request did not happen, please see the Camp Director and an accommodation may try to be made. If changes cannot be made, please note that one of the goals of camp is to make new friends. Cabin assignments are made approximately 5 days before the start of the session, if you have cabin mate request, please let us know before then.

Overnight Camp Daily Schedule

Below is a sample schedule of what your camper may experience each week. Activities during the "Activity Periods" may vary from day to day and week to week.

SUNDAY

1:00 pm – 3:00 pm
3:00 pm – 5:45 pm
5:45 pm – 6:00 pm
6:00 pm – 7:00 pm
7:00 pm

Camper Drop Off
Swim Evaluations, Cabin Orientation and Camp Tours
Evening Flagpole
Dinner
Activity Fair and Camp Fire

MONDAY – THURSDAY

7:45 am – 8:00 am
8:00 am – 9:00 am
9:15 am – 10:15 am

Morning Flagpole
Breakfast
First Activity Period



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10:15 am – 11:15 am	Second Activity Period
11:15 am – 12:15 am	Third Activity Period
12:30 pm – 1:30 pm	Lunch
1:30 pm – 2:30 pm	Siesta
2:30 pm – 3:30 pm	Elective Activity Period
3:30 pm – 5:45 pm	Cabin Activity
5:45 pm – 6:00 pm	Evening Flagpole
6:00 pm – 7:00 pm	Dinner
7:00 pm – 7:45 pm	Fiesta
7:45 pm – 9:00 pm (or later)	Evening Programming
9:00 pm – 9:45 pm	Showers and Cabin Chats
10:00 pm	Lights Out Begins

FRIDAY

7:45 am – 8:00 am	Morning Flagpole
8:00 am – 9:00 am	Breakfast
9:15 am – 10:15 am	First Activity Period
10:15 am – 11:15 am	Second Activity Period
11:15 am – 12:15 am	Third Activity Period
12:30 pm – 1:30 pm	Lunch
1:35 pm – 2:20 pm	All Camp Activity
2:20 pm – 3:30 pm	Cabin Clean Up and Pack Up
3:30 pm – 4:00 pm	Awards Ceremony
4:00 pm – 6:00 pm	Check Out

Try Out Camp Daily Schedule

Below is a sample schedule of what your camper may experience during Try Out Camp. Activities during the “Activity Periods” may vary from day to day and week to week.

SUNDAY

1:00 – 3:00 pm	Camper Drop Off/Check In
3:00 pm	Swim Assessment, Cabin Orientation, Camp Tours
5:45 pm	Evening Colors (Lowering the Flag)
6:00 pm	Dinner
7:00 pm	Field Sports (during overnight camp activity fair)
8:00 pm	Opening Campfire (with overnight camp)

MONDAY

7:45 am	Morning Colors (Raising the Flag)
8:00 am	Breakfast
9:00 am	Activity: Gaga Ball
10:00 am	Activity: Tie Dye
11:00 am	Activity: Canoes
12:30 pm	Lunch
1:30 pm	Activity: Sea Sled
2:30 pm	Siesta
3:30 pm	Activity: Pony Rides



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4:30 pm	Activity: Archery
5:45 pm	Evening Colors (Lowering the Flag)
6:00 pm	Dinner
7:00 pm	Fiesta
7:45 pm	Crew Activities
9:00 pm	Showers & Cabin Chats
10:00 pm	Lights Out

TUESDAY

7:45 am	Morning Colors (Raising the Flag)
8:00 am	Breakfast
9:00 am	Activity: Team Activities
10:00 am	Activity: Pool
11:00 am	Activity: Intro to Sail
12:30 pm	Lunch
1:30 pm	Activity: Camp Activity
2:30 pm	Siesta
3:30 pm	Cabin Clean Up & Pack Up
4:00 – 6:00 pm	Camper Pick Up/Check Out

Activities

Campers will sign up to participate in activities while at camp during the Sunday Activity Fair.

There are three morning activity periods each day, Monday through Friday. These are activities that can be built upon each day starting with basics and fundamentals. Some activities may include: soccer, canoeing, high ropes, campfire cooking and more.

Elective periods are also offered Monday through Thursday after Siesta. These are activities that campers choose to participate in for one day. Some sample activities may include: friendship bracelets, capture the flag, fort building, and more.

There are more activities at Camp Letts than your camper can participate in during a session. It is also unavoidable that very popular activities must turn away several campers due to maximum capacities. Please do not be disappointed if your camper does not participate in everything he or she desires, but encourage them to look forward to another year when they may participate in new activities. Preregistering is only accepted for paid Add-ons.

Activities are weather dependent and may be cancelled or rescheduled at the discretion of Camp.



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Add On Programs

Add On programs are those programs that should be preregistered for before camp to ensure your camper gets a space in the program. These are camp activities with an additional cost. These activities take place during the regular activity periods (Exception: Sailing 3). Campers signing up for an add on program will be limited to the number of additional activities they can participate in each week. Only one add on program can be registered for each week.

Swim Tests

All campers must take a swim evaluation test during the opening day of the session to demonstrate their swimming ability. This helps the staff establish the safest areas in which campers may swim or boat. All campers who receive a red band will be required to participate in our Swim Safety Program. The goal of the Swim Safety Program is to help each camper reach a green band where they need to demonstrate basic swimming abilities. There is no additional cost for participating in the Swim Safety Program. Parents may waive their camper out of these lessons.

Equestrian Center

The Equestrian Center offers several different programs throughout the summer, including Trail Rides and Horse Masters. All campers enrolled in the Horse Masters Program will take a riding assessment the first Monday of the session to determine his or her riding abilities to be placed in the appropriate Horse Masters Program level. Depending on the program your camper is enrolled in depends on the required riding gear you must pack.

- Trail Rides: Must have long pants (no shorts) and closed heel shoes (no flip-flops, sandals, clogs, etc.) Tennis shoes or sneakers are acceptable.
- Horse Masters: Must have long pants (jeans, breeches, jodhpurs, etc.) Footwear must have at least a 1/2 inch heel and must be closed toe and closed heel. Tennis shoes, sneakers, mountain boots, construction boots, or snow boots are NOT permitted due to rider safety.

Waterfront

Camp Letts is lucky to be located on an inlet of the Chesapeake Bay along the Rhode River. This is both a natural waterway and public water. As with all natural waterways along the Chesapeake Bay, native plants and animals can be found in the water along our coast, including jellyfish. The population of jellyfish varies not only from summer to summer, but from week to week and day to day. The jellyfish found in our waters are nonthreatening, but will sting. Stings are nonlethal and are easily treated by our staff. If you or your camper is concerned about the possible sting of a jellyfish, you are more than welcome to pack a wetsuit to avoid stings.



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Curious What Your Camper is Doing?

Camp Letts has several different social media outlets that are updated frequently throughout the summer. Please check them out at:

- Website: www.campletts.org
- Facebook: www.facebook.com/campletts
- Flickr: <https://www.flickr.com/photos/ycampletts>

All first time campers should receive a call from our Head Counselors throughout the first week of your camper's stay.

We will try to update our Flickr page at least once throughout the week. Unfortunately, not all campers will be photographed, though we try our best to photograph as many campers as we can.

Mail

Whether it is your camper's first or tenth summer at camp, mail is an important part of every camper's day. When addressing a letter to camp, please address the letter as followed:

Camper Name
Cabin Name and Session Number
P.O. Box 208
4003 Camp Letts Road
Edgewater, MD 21037

Please allow 4 business days for mail to arrive at Camp Letts. You may also e-mail your camper at lettscamper2020@gmail.com. Please note that campers will be unable to reply via e-mail. When addressing the email to your campers, please put the following as the subject: **Camper Name, Cabin Number and Session Number**. (Example: John Smith, Quartermaster 1a, Session 3).

Campers have the opportunity to write home during Siesta. Please plan on sending your camper with self-addressed pre-stamped envelopes. Do not be alarmed if the letters are brief and quite irregular as the campers are busy at camp, and "no news is good news" as far as campers are concerned. Also, early letters may sound upsetting, but usually by the time you receive the letter, the camper has adjusted and often forgotten what he or she wrote. Here are some hints to make corresponding with your camper more successful.

Do's

- Send frequent letters, even short ones. Post cards are great. Be creative!
- Send a photo of family and /or pets.
- Have a grandparent write a letter.
- Have pets send a message (paw prints)
- Send a favorite comic strip, sticker, joke, etc.
- Ask a few questions. You are more likely to get a response.

Don'ts

- Don't encourage homesickness by emphasizing how much you miss your camper.



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- Don't write how much fun you are having on vacation while your camper is at camp.
- Don't dwell on negative happenings. You can discuss real issues and problems when he or she returns home.

Example of a Good Letter

Dear Joann,
How was your swim test? Have you made some nice friends? I found a picture of Rover so you can show your cabin how pretty he is. Write me soon, and tell me about your counselor, cabin mates, and favorite activities. Remember to take a lot of pictures so you can show us what you are doing.
Love,
Mom

Example of What Not to Write

Dear William,
We are having a ball at Disney World! You would love all the things to do here! I guess you know that Grandma isn't doing too well. We may have to put her in a Nursing Home soon. Well, gotta run. The line is moving for Space Mountain!
Love,
Mom
PS. Your turtle died on Monday.

Behavior Management

Camp Letts uses a behavior management system based on the four core principles of the YMCA: Caring, Honesty, Respect and Responsibility. In all areas requiring discipline (which literally means "to teach"), it is our primary aim to help children educate themselves so that they learn to make better choices in the future. Our trained counselors and staff try to have campers genuinely help themselves and make restitution for any harm that has been caused. Problems are an opportunity for campers to grow. In the event of any serious problems, parents will be promptly notified. If behavior problems continue or exceed our capacity, campers will be sent home. Please contact us before your camper's arrival to camp to discuss known, significant issues. There are no refunds for campers sent home due to behavioral or psychological issues.

Shared Responsibilities

Personal responsibility and group cooperation are important elements of the camp experience. Mature, caring counselors work with campers on the importance of caring for one's personal area and belongings, assisting in daily cabin clean up, and pitching in on general camp tasks such as meal set up/clean up and all camp clean up. We strive to imprint these characteristics on each camper so they will carry over this responsibility to home and school.



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Visitors and Telephone Calls

At Camp Letts, we strive for campers to develop independence. An integral part of the growing process is the extended experiences away from home. In keeping with this, we do not permit phone calls and visits to camp unless there is a family emergency. Please do not ask your camper to call home. There are no public phones available for campers to use. Parents will be contacted in the case of an emergency or illness. Again, please no cell phones or electronics!

At the End of Camp

Check Out

Check out for campers is between 4:00 pm – 6:00 pm on the Friday of your camper's session. Parents are encouraged to join us for our Awards Ceremony at 3:30 pm each Friday.

Time of Check In: 4:00 pm – 6:00 pm on the Friday of your camper's session

Location: Your camper's cabin

Note: If you join us for the Awards Ceremony, you must properly check out your camper with the appropriate staff. If you do not attend the Awards Ceremony but arrive at 4:00 pm and your camper is not in the cabin, please be patient, they are on the way from the Awards Ceremony.

Campers should all be picked up by 6:00 pm. If you know you will be arriving late, please let the office know by calling 410-919-1400 as soon as possible.

Pick Up Authorization

No camper will be released to someone not on the Pick Up Authorization information, including a parent. Please be thorough when completing the form. If you need to make additions/alterations after the forms have been submitted, please email the Camp Director or call the office.

Awards Ceremony

At the end of each week, all Camp Letts campers will meet together one last time for our Awards Ceremony. This is a great opportunity for parents to meet your camper's new friends and favorite counselors. The Awards Ceremony is at the Boathouse (white building near the waterfront) at 3:30 pm every Friday. Awards from the week will be recognized, campers will show off the Crew chants from the week, Staff of Week will be recognized, and the most important part, the Crew Cup will be awarded to the Crew that earned the most points Crew points throughout the week.

All campers must be signed out properly with the Head Counselor and Counselor. Please have photo ID ready and be sure to collect an Authorized to Pick Up card before collecting your camper. Any person trying to collect a camper without the Authorized to Pick Up card from the Head Counselor will be asked to visit the Head Counselor.



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Lost and Found

We will make every effort to return lost and found items while your camper is at camp. Please mark all items with a permanent marker or laundry label for easy identification and return. Lost and found items from the camp week will be collected in the Dining Hall and then set up for display near the store during check out each Friday. Please check this area before leaving camp to ensure your camper has not left anything behind. If you discover any lost items when you arrive home, please call the office at 410-919-1400 and we will try to locate the item(s). Any unclaimed items are stored for one week only and then donated.

Refunds

Upon registration, the parent/guardian agrees and understands in cases of dismissal, homesickness, or voluntary withdrawal from camp, there will be no refund of camp fees. If it is deemed advisable by the camp to send a camper home due to medical reasons, a parent/guardian must request, in writing, a pro-rated refund for the remainder of the session. **There will be no refunds for no shows or cancellations made within two weeks of the expected arrival date.** There are also no refunds for cancellations of activities due to weather related conditions. The YMCA reserves the right to refuse any applicant and to cancel any reservation.

Health and Safety

Health Care

Our Health Center is staffed on a rotating basis with a Registered Nurse and Certified Medicine Technicians. All of our camp staff is also trained in emergency procedures and certified in First Aid and CPR.

Medications

Please do not pack medications in camper's luggage. All medications must be checked in with the Camp Nurse during camper Check In.

All prescription medication brought to camp must:

- Be in the original prescription container
- Be accompanied by written orders (Medication Administration Authorization form) that is signed by a Physician
- Include the camper's name, dosage, and time to be administered

All medication, including over the counter (Ex. Vitamins, ointments, ibuprofen, etc.) must be checked in and dispensed by the Health Center staff as required by Maryland State Law.

Camp Letts stocks most over the counter medications needed at camp so it is not necessary to bring these items. You may call at any time to see if we keep a particular medication in stock. Emergency inhalers and



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Epi-pens are stored with a counselor and follows the camper from activity to activity. Please be sure to pick up any medication that was checked in during Friday check out. Any left or forgotten medication will be stored at Camp Letts for one week. If the medication has not been claimed within one week, the unclaimed medication will be disposed of by a local pharmacist.

If your camper is staying for multiple weeks but not consecutively and you wish to leave medication, please notify the Health Center staff that your camper will be back this summer.

Illnesses and Injuries

Sometimes illnesses and injuries happen and we take them very seriously at Camp Letts. In cases of illness or injury, a parent/guardian as indicated on the camper paperwork will receive a phone call from one of our Health Center staff.

If a child becomes ill while at camp, they will be treated in our Health Center. If the illness persists, the Health Center staff will follow up with you regarding details and to discuss further options. A parent/guardian will be asked to pick up a camper that has been in the Health Center for more than 24 hours. A camper that is sick before camp begins should be kept home for his or her own sake and that of others. Please inform the office if your child is sick and will require a late check in.

Injuries will be treated by our camp and Health Center staff within our scope of care. Any emergencies and injuries that need further attention may require outside medical care. We will contact a parent/guardian in these situations and keep you up to date. If health care is sought by an outside health care facility, a doctor must give permission for the camper to return to camp. If any restrictions are requested, Camp Letts will do our best to make any accommodations.

Meals, Food Allergies and Special Diets

A healthy diet is recognized by our staff as an important factor in a successful camp experience. We serve three well-balanced meals daily in our Dining Hall. Our menus include fruits, low fat milk, and vegetarian options as well as a robust salad bar.

If your camper has any food allergies or special diets (i.e. vegetarian, gluten free, etc.), please let us know **before** your camper arrives at camp. Our experienced food service staff is more than able to work with you to create a safe meal option for your camper.

Insurance

Camp Letts does not carry accident and sickness insurance on summer campers. Parents/guardians must include their personal Health Insurance information and a copy of the health card as part of the camper paperwork. This information will only be used if outside medical treatment is required. In the event of serious illness or accident, the parents/guardians will be notified. Parents/guardians are responsible for prescriptions



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and charges incurred for outside medical treatment. Services rendered by the camp Health Center are at no additional fee.

Emergencies

Emergency calls to campers should be done through the Camp Letts office (410-919-1400). If there is a situation where either the phones are down or outside of business hours (9:00 am – 5:00 pm), please call our emergency line (443-871-0501). Please remember this is an emergency line and should only be used for emergency purposes.



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Suggested Packing List

Suggested List for One Week of Camp:

The following is not an exhaustive list of items to pack but the essential items. Please remember, if your camper is staying for multiple weeks you will need to account for clothing for those extra days. Laundry services are only available for campers that are registered for three or more consecutive weeks of camp.

- | | |
|--|--|
| <input type="checkbox"/> Sleeping bag OR a blanket, 2 sheets | <input type="checkbox"/> Water shoes, sandals or sneakers that can get wet (a heel strap is suggested for campers in water activities) |
| <input type="checkbox"/> Pillow and pillow cases | <input type="checkbox"/> Sunscreen (waterproof) |
| <input type="checkbox"/> 2 towels for swimming use | <input type="checkbox"/> Water bottle |
| <input type="checkbox"/> 2 towels for bathing use | <input type="checkbox"/> Backpack |
| <input type="checkbox"/> 5 t-shirts or short sleeve shirts | <input type="checkbox"/> Raincoat or poncho |
| <input type="checkbox"/> 2 sets of pajamas | <input type="checkbox"/> 1 light jacket |
| <input type="checkbox"/> 1 pair of long pants | <input type="checkbox"/> 2 bathing suits |
| <input type="checkbox"/> 1 long sleeve shirt | <input type="checkbox"/> Toiletries (toothbrush, toothpaste, etc.) |
| <input type="checkbox"/> 5 pairs of shorts | <input type="checkbox"/> Insect repellent (non aerosol) |
| <input type="checkbox"/> 6 sets of underwear and socks | <input type="checkbox"/> Laundry bag |
| <input type="checkbox"/> 2 pairs of tennis shoes or sneakers | |
| <input type="checkbox"/> 1 comb or brush | |
| <input type="checkbox"/> 1 flashlight and batteries | |

Optional Items:

- | | |
|--|--|
| <input type="checkbox"/> Books | <input type="checkbox"/> Pre addressed & stamped postcards/envelopes |
| <input type="checkbox"/> Fan | <input type="checkbox"/> Sunglasses |
| <input type="checkbox"/> Pens and/or pencils | <input type="checkbox"/> Extra batteries |
| <input type="checkbox"/> Hat or baseball cap | |

Suggested Items for Add On Programs:

Horse Masters:

- Mandatory:** Long pants or Jodhpurs – required to ride
- Mandatory:** Closed toe and heel shoes with at least a 1/2 inch heel – required to ride – no tennis shoes, sneakers, mountain boots, construction boots, or work boots are permitted to ride during the Horse Masters program due to the skills and activities.

Trail Rides:

- Mandatory:** Long pants or Jodhpurs – required to ride

Waterski/Wakeboard:

- Optional:** Ski gloves
- Optional:** Rash vest or wetsuit (performance gear: ie. Under Armour will also help protect against jellyfish stings)

Sailing:

- Optional:** Sailing gloves

Paintball:

- Long sleeve shirt
- Long pants

Reminder: Please no electronics and valuables at camp.