

# 2017 PARENT—CAMPER HANDBOOK



## **This is the Louisiana National Guard Child & Youth Program Parent—Camper Handbook.**

The Camper Handbook is REQUIRED reading for all campers and their parents. Parents should review the handbook with their children and then both sign the appropriate sections of the registration form to indicate your agreement with the policies and procedures contained herein.

***IMPORTANT***

CAMPER'S MEDICAL FORM MUST BE COMPLETED IN FULL AND  
RETURNED WITH REGISTRATION FEE  
IN ORDER TO ATTEND CAMP.



**MAJ Ebony Carter**  
Office of Family Programs  
State Family Program Director  
*"I promise to keep your small humans safe!"*



**Mrs. Angela D. Ott**  
Lead Child & Youth Program Coordinator  
Cognitive Professional Services, Contractor  
[angela.d.ott.ctr@mail.mil](mailto:angela.d.ott.ctr@mail.mil)  
985-340-7219- (o)  
504-756-5960- (m)  
AKA: Queen Bee  
*"I've only lost one camper... but I found her."*



**Mrs. Mikelle V. Ricou**  
Child & Youth Program Coordinator  
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[mkelle.v.ricou.ctr@mail.mil](mailto:mkelle.v.ricou.ctr@mail.mil)  
225-761-6750- (o)  
225-907-0634- (m)  
AKA: Princess Shrimp  
*"We won't be waking up at 5AM, I promise."*



# PREPARING FOR CAMP



The staff of the Louisiana National Guard Child & Youth Program and volunteers want your child's stay at camp to be a happy, stimulating and successful experience. The information in this handbook will help you and your child

understand what to expect while at camp. Please read and discuss this handbook with your camper.

A healthy camp experience starts at home. Here are a few things to help your child have a great camp experience.

- 1.) Teach your child to sneeze/cough in their sleeve and to wash hands their often while at camp. Speaking of their hands, teach them to keep their hands away from their face.
- 2.) If your child has mental, emotional, or social health challenges, talk with a camp representative before camp starts. Proactive discussion can minimize—if not eliminate—potential problems.
- 3.) Fatigue contributes to both injuries and illnesses. Be sure your child gets proper rest and drinks plenty of water prior to camp.
- 4.) Send enough clothes so your child can dress in layers if it is cold in the cabins at night.
- 5.) It is a good idea to be up-front and honest with the camp staff about a bed-wetting problem.

\*Source: American Camping Association

## HOMESICKNESS & BEDWETTING

Sleep-away camp is a unique opportunity for a young person to experience independence, self-reliance and a variety of learning opportunities. If you attended camp as a kid share your favorite memories with your child. Be positive about how you handled living away from home.

If your youth has never been away from home, you may want to arrange overnight visits with friends or relatives. These experiences, while not the same as sleep-away camp, can help a young person adapt to being away from Mom or Dad.

Talk about living with others and sharing space, time and activities. Campers will meet other campers and staff from diverse backgrounds. We stress acceptance, tolerance and mutual respect.

If your child experiences bedwetting, please ensure that the staff are aware of this. There are precautions that you and your child can take to control the occurrence. [kidshealth.org/parent/general/sleep/enuresis.html](http://kidshealth.org/parent/general/sleep/enuresis.html)

Most campers are too busy having fun at camp to get homesick, but occasional homesickness for first time campers is not unusual. *When campers are very homesick and cannot adjust to camp life despite the best efforts of staff, the camp director will call the parent and discuss the matter.*

**In the event that homesick campers cannot adapt to camp, they will be sent home at the director's discretion and there is NO REFUND OF CAMP FEE.**

## HOMESICKNESS

There are a few steps that parents can take to prevent homesickness.

- Emphasize that your child is “going to camp,” rather than you are “sending your child to camp.”
- Avoid statements like, “I’m really going to miss you,” which may make your child feel badly about going away.
- Don’t say “IF YOU DON’T LIKE CAMP, YOU CAN COME HOME.” When children know that parents will take them home, they are less likely to give camp a fair chance.



## PERSONAL PROPERTY

Confirmation letters and (1) luggage tag will be mailed out to campers which will denote the camper's pick-up/ drop-off location. This luggage tag must be attached to the bag going to camp. **One large duffle bag may be brought to camp with all items enclosed. If you can not fit a pillow and sleeping bag inside of duffle bag, camper's name and phone number MUST BE ON ITEMS.**

Tag colors will determine the bus that your camper is on. YELLOW denotes North bus, BLUE South bus and PURPLE is POV. When you receive your confirmation letter and luggage tag, please assure that your camper has the proper tag color. If the color isn't correct contact Mrs. Mikelle Ricou @ 225-907-0634 or [mikelle.v.ricou.ctr@mail.mil](mailto:mikelle.v.ricou.ctr@mail.mil).

## WHAT TO LEAVE HOME

- Money
- Radios
- Alarm clocks
- Cell Phones, MP3 Players, iPods, iTouches, DVDs, etc
- Snacks ... Our menu will provide morning, afternoon, and evening snacks
- Knives / Guns
- Electronic games
- Jewelry or items of significant value to your child
- Sandals are discouraged due to the outside activities involving potential contact with biting / stinging insects (fire ants, chiggers, etc.)

# ATTENDANCE AT CAMP

## EVERYDAY WEAR AT CAMP

Please do not buy expensive clothing or items for camp. Socks and shoes/sneakers must be worn at all times (except during pool activities).

Please use your discretion in choosing camp clothes. Modest clothing should be worn at all times. Inappropriate language or graphics on clothing is unacceptable. If you are not sure about something, ask before you wear it.

**GIRLS: Short shorts, slit shorts, tube tops or see through clothing are not allowed.** Shirts must cover your stomach at all times. One piece swimsuit and tankinis are preferred; however, two piece swimsuit is acceptable. If *CYP staff find two piece swimsuit not appropriate, we have the right to ask youth to wear a colored shirt over gear.*

**BOYS:** Shirts must be worn at all times unless you are in the swimming area. **If you wear baggy pants, they must be pulled up and your undies may not show.** No brief style swimsuit is allowed. Only boxer style suits should be worn at camp.

\*Each camper will receive two camp shirts, backpack, water bottle and name lanyard.



## WHAT TO PACK



NEW HATS THISYEAR!!!



Please bring your Soldier/ Airmen's Velcro name tape

- Short Pants (4 pair)
- Undergarments (4 Sets)
- Socks (4 Pair)
- Tennis Shoes (2 Pair)
- Shower Shoes (1 Pair)
- Water Shoes
- Towels & Washcloths
- 1 Beach Towel
- Pillow & Sleeping Bag **MUST HAVE CHILD'S NAME AND PHONE NUMBER WRITTEN ON IT.**
- Laundry Bag (1) **MUST HAVE CHILD'S NAME AND PHONE NUMBER WRITTEN ON IT.**
- Bathing Suit (1) – 2 piece swim suit will be allowed for females; however, it must cover body parts (CYP reserves the right to have camper wear colored t-shirt if deemed inappropriate).
- Water Shoes – **campers must wear these during canoe times or will not be allowed to participate.**
- Personal Hygiene Items (blow dryer, brush, shampoo, soap, toothbrush & toothpaste etc.)
- Wall-locker locks (OPTIONAL) there will be capability to lock wall-lockers; however, CYP reserves the right to forcibly open any campers' locker in the event it is deemed necessary. CYP will not be responsible for damaged locks.
- Sunscreen
- Insect Repellent
- Flash Light (including batteries)

## Camper Code of Conduct

The **La National Guard Child and Youth Program** has the highest standards of behavior for staff, volunteers, and children / youth. In an effort to ensure safety for all participants, a zero tolerance policy regarding abuse and misconduct is in place during all **La National Guard Child and Youth Program** events and activities for staff, volunteers and children / youth. The **La National Guard Child and Youth Program** Staff reserve the right to terminate the participation of any child when it is deemed to be in the best interest of the child, other participants or Support Staff, as determined by the **La National Guard Child and Youth Program Staff**.

To ensure that the Louisiana National Guard Child and Youth Program is a positive and enjoyable experience for all participants, it is necessary to establish and enforce high standards of behavior. Please read the following information and sign below.

I, a camper of 2017 Kids' AT, will uphold the following conduct and behavior standards:

- **NO HAZING OF ANY SORTS WILL BE TOLERATED WHICH INCLUDES, BUT NOT LIMITED TO:** Any action taken or situation created that causes embarrassment, harassment or ridicule; risks emotional and / or physical harm to anyone participating in 2017 Kids' A.T. If I am found participating in such offense, I understand that I will be immediately sent home at my parent or guardian's expense.
- I agree not to "horseplay" while at camp. This is not intended to thwart anyone's enjoyment (Volunteer or Kid) during their participation in Kids' A.T. This should minimize the possibility of things escalating among the children resulting in an unintended bad camp experience for all concerned. If I am found participating in such offense, I understand that this could result in me being immediately sent home at my parent or guardian's expense.
- I agree to abide by all rules and guidelines set forth as "Camp Rules" which will be reviewed during orientation on the first night of camp, to include, but not limited to, these stated herein. I understand that not following camp rules may result in me being sent home at my parent or guardian's expense.



## CAMPER CODE OF CONDUCT CONTINUED...

- I agree to utilize the buddy system with persons of the same sex at all times during camp. I will not wander into areas that are off-limits or away from my designated group. Doing so may be grounds for me to be sent home from camp at my parent or guardian's expense.
- I agree to refrain from profanity. Use of offensive language will be grounds for me to be sent home from camp at my parent or guardian's expense.
- I will be courteous and respectful towards others (campers and staff) and said person(s) personal belongings. Not doing so may be grounds for me to be sent home from camp at my parent or guardian's expense.
- I will actively participate in all sessions and activities during camp. Additionally, I agree to value and respect others' ideas regardless of whether they are the same as my own.
- I will not bring food, drink or candy of any sorts into any buildings of camp which are not allowed (e.g. sleeping quarters, theater, etc.).

# BUS STANDARD OPERATING PROCEDURES

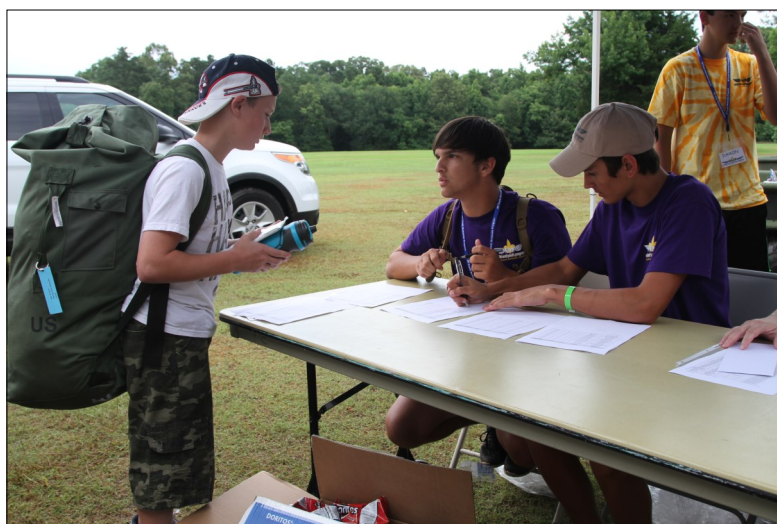
### **BACKGROUND INFORMATION:**

**\*\*All Bus Cadre have been FBI fingerprint checked and State of Louisiana criminal history checked.**

- Chartered / GSA bus service will be provided to campers on a first come first serve basis.
- There is no additional fee for bus service to / from camps.
- Adult staff herein referred to as "Bus Cadre", will be chaperones on chartered buses.
- There will be a minimum of (1) Northern bus and (1) Southern bus.
- Campers / Bus Cadre must bring a bag lunch, to include drink, for the bus ride to camp.
- Movies will be played on the bus rides and ratings will be PG or G.
- Restrooms are provided on chartered bus rentals.

### **PARENT'S RESPONSIBILITY TO CAMP:**

- Properly secure luggage tags, in plain view, on camper's luggage; this includes pillows / sleeping bags; as all luggage items must be tagged for movement / placement purposes by Child and Youth Program Staff upon arrival to and departure from camp.
- Ensure camper has no more than (1) luggage items; this includes bags, pillows and blankets. They **MUST NOT** have more than (1) pieces of luggage.
- Ensure campers arrive by the notated time on bus schedule for pick-up. The buses will not wait past the notated time, as a time schedule must be adhered to for final arrival requirements.
- Ensure properly checking in with Bus Cadre **BEFORE** campers board the bus. No camper is allowed to board without checking in with Bus Cadre. Once camper is checked in and has loaded the bus, campers are not allowed to exit bus.
- Provide all medicine bags to Bus Cadre upon checking in **AND** before boarding bus to camp. Ensure campers with medicine have **all medicines must be enclosed in a Ziploc bag with medicine instructions for dispensing**. Medicines must be in original prescription bottle / box or original over the counter bottle / box. Campers will not be allowed to board the bus if this is not adhered to. **NO MEDICINE WILL BE ALLOWED IN CAMPER LUGGAGE BAGS**. If medicine is found inside a camper's luggage, this could be grounds to immediately dismiss camper from camp at the parent's expense.



## PRIVATELY OWNED VEHICLE (POV)

- Bus transportation is required for anyone living 30 miles from camp location and strongly encouraged for all. For special circumstances please contact CYP staff to discuss alternate arrangements @ 225-907-0634.
- All parents/guardians will be required to show up between 2:30PM and 4:00PM.
- Please proceed to the check-in station. If you need assistance someone will be available to guide you to the proper station.

# DISMISSAL FROM CAMP

## IF YOU ARE PLANNING ON PICKING UP YOUR CHILD AT CAMP:

- Please be sure to mark the appropriate space on registration form. When you arrive at camp, park in the designated parking area and proceed to the dining facilities to check out your camper. If your camper has medicine please see the camp nurse.

## IF YOUR CAMPER IS RIDING THE BUS:

- Campers will call parents from Bus Cadre cell phones approximately one hour out from campers drop off point. Arrive 15 – 20 minutes before scheduled bus arrival time at designated camper drop-off location. Do not board bus upon its arrival.
- Please see Bus Cadre to properly check out your child. Campers will not be allowed to exit bus until they have been properly checked out by Bus Cadre.

## LOST & FOUND

- **REPORT ANY LOST OR STOLEN ITEMS TO MRS. MIKELLE RICOU @ [mikelle.v.ricou.ctr@mail.mil](mailto:mikelle.v.ricou.ctr@mail.mil) Include as much descriptive information as possible regarding the lost items in the email.**



# LIVING AT CAMP

## ACCOMMODATIONS

Campers are housed in four bedroom cabins. Each room will sleep 4-6 campers. Beds and mattresses are provided, but campers must provide their own bedding. (See Registration Form)

The cabins are equipped with lights, central air-conditioning, smoke detectors and sprinkler system. Bathrooms include two sink stations, two toilettes, and two showers. There are handicap accessible cabins.

All campers are expected to work together to keep their cabins and other living areas neat and clean. Living areas are inspected daily by counselors and staff for general cleanliness.

## CAMP ENVIRONMENT

Since camp is located in a wooded area, campers should not be surprised to find occasional chipmunks or spiders in the bathroom. Respect for animals, trees and the natural environment is important.

Campers are supervised by camp staff and volunteers at all times. They may not leave camp grounds or go to restricted areas without appropriate authorization and supervision.

## SWIM TEST Arm bands will be given to camper based upon test results.

A swim test will be given at camp in the Olympic size swimming pool. The pool will be divided into three sections; RED, YELLOW and GREEN.

Red– less than average swimmer or doesn't swim

Yellow– average swimmer

Green– advanced swimmer

## LAUNDRY

Only camper uniform t-shirts will be washed each day by Child & Youth Program Staff.

## CAMP COMMUNICATIONS

Parents may email their camper while away at camp. Emails must be received NLT 7PM in order for camper to receive it the next morning at breakfast. [langcyp@yahoo.com](mailto:langcyp@yahoo.com)  
Subject: 2017 Kids AT & Camper's Name

## CAMP INFORMATION

**Location:** We are presently working with the LA National Guard Contracting Office to lock in this year's Camp location. While this contract work is pending, we are making all the necessary plans to hold Kids' A.T. at a centrally located camp facility.

**In case of an emergency please call  
Mrs. Angela Ott @ 504-756-5960 or  
Mrs. Mikelle Ricou @ 225-907-0634**



## MEALS

**\*\*Note:** If your camper is allergic to any specific food please be sure to list on the registration form. If your camper has a special diet, please notify CYP staff before camp. Camper may have to provide his or her own food during camp if we are unable to accommodate the request.

Breakfast, lunch and dinner will be served everyday, along with two healthy snacks. Meals are served buffet style in our dining facility. Food is plentiful and prepared daily.

Each camper will have a sports bottle filled with water throughout the entire camp. Orange juice, apple juice, milk and water are drink options for Breakfast. Lunch drink options consists of lemonade, water, tea and a sports drink (if available).

*The following are SAMPLE MEALS for camp:*

- Every Morning a cereal and fruit station will be set up.
- Every afternoon a salad and sandwich station will be available.
- Chicken nuggets & French Fries
- Hamburgers (Cheese Optional)
- Salad Bar
- Pizza, Spaghetti, Red beans & Rice
- Assorted Veggies
- Scrambled Eggs, Bacon & Hash brown
- Granola Bars & Cereal Bars (*snack options as well*)
- Baked Chicken & Mash Potatoes



## FREQUENTLY ASKED QUESTIONS??

### HOW WILL I KNOW IF MY CAMPER MADE IT TO CAMP?

The Child & Youth Program Staff will provide a “Safe Arrival” and “Buses Departed” email and Face Book page announcement upon campers arriving and leaving camp. An email will be provided to parent’s email listed on registration form. For Face Book information, go to [www.facebook.com/LANGCYP](http://www.facebook.com/LANGCYP) and like our page to receive “Safe Arrival” message post.

### DID MY CAMPER LEAVE CAMP YET? WHAT TIME SHOULD I EXPECT THEM?

Campers will be departing camp (approximately 3pm, Friday 16JUN). An email will be provided to parent’s email listed on registration form. For Face Book information, go to [www.facebook.com/LANGCYP](http://www.facebook.com/LANGCYP) and like our page to receive “Buses Departed” message post.

**WHERE CAN I SEE PICTURES OF CAMP?** Pictures will be posted the following week due to OPSEC. Please check our CYP social media pages (Face Book, Twitter, Instagram and [GeauxGuard.com](http://GeauxGuard.com)).



## MEDICAL INFORMATION

**The Child & Youth Program takes every precaution to provide a safe and healthy environment for campers. Our camp nurses stay on site throughout the duration of camp.**

If your child is riding the bus, all medication must be turned over to bus cadre before camper boards the bus. Once at camp, medications will be turned over to the Camp Nurse, who will dispense as required according to instructions.

**Please have all medicine in original boxes / containers / prescription bottles and placed inside a LABELED, SEALED ZIPLOC bag with dispensing instruction.** We will call you if this information is not included with all medicines.

### MEDICAL SCREENINGS

On the first day of camp, the camp nurse will examine all campers for bumps, bruises, broken bones and head lice. The Lead Child & Youth Coordinator, Mrs. Angela Ott, must be notified in advance of any concerns



regarding a child’s special needs. If a child comes to camp with a pre-existing illness or injury, he or she may be sent home with no refund.

### IMMUNIZATION RECORDS

**A copy of campers’ current immunization record from a licensed health care professional must be submitted with the camper health form.**

### PRESCRIPTION & NON-PRESCRIPTION MEDICATIONS

- The parent must provide clear instructions about the use of prescription medications on the registration form.
- All campers on the first day of camp will be instructed on when and where medication will be distributed.
- No camper is permitted to have any medication in their possession while at camp.
- **We will allow Schedule III drugs if, and only if they are used for ADD/ADHD diagnosis. However, a note from the child's doctor must be included with registration forms stating the intended purpose of Schedule III drug.**
- Medications with expired expiration dates will not be dispensed while at camp.

### SAMPLE ACTIVITES (subject to change)

- Yoga, Zumba & Cross Fit
- Swimming/ Water Balloons/ Water Guns/ Water Slides
- Stand Strength Team Activities
- Project Y.E.S! Activities
- Canoeing, Paddle Boating & Fishing
- Wetlands Educational Activities
- Archery & Paintball
- Static Displays
- Camp Fires & S’mores
- Dance Party w/ D.J.
- Movie Nights w/ popcorn and cotton candy
- Amazing Race
- Painting with a Twist
- Rock Wall & Jousting Pit
- Volleyball, Soccer & Basketball
- Reveille & Retreat
- Military Family Life Consultants/ Camp Reflection Sessions
- Louisiana Dept. of Wildlife and Fisheries Programs
- American Red Cross Activities



# PAST CAMP EXPERIENCES

