



S **U** Summer **M** 2009 **M** **E** **R**

**PARENT
HANDBOOK
&
CAMP POLICY
GUIDE**

Registration Form due at time of Registration
Emergency Contact/Health Inventory Form (due by 6/1/09)
Medication Authorization Form (due by 6/1/09)

All forms are downloadable at

Please take the time to read this registration packet thoroughly.

Camp Oasis prides itself on its high standards. All areas of Camp Oasis meet or, in most cases, exceed the State requirements for camps. All of the forms and requirements are for the safety and well-being of your children.

WELCOME TO CAMP OASIS.

EVERYTHING YOU EXPECT A GREAT CAMP TO BE. . . AND MORE!

Camp Session - The camp offers two 3-week sessions. Because enrollment is limited, campers must indicate at registration what session they will attend. Once a child has been registered, no date alterations are permitted.

Session I June 27- July 15 (No Camp on July 4)

Session II July 18 - August 5

Campers may only register by the session. Registration is open to children between the ages of 4 and 12. Children shall have reached the age of 4 prior to the start of the camp session.

Registration - Please complete one registration form per child. We can accept checks, money orders, and cash (exact change only) and major credit cards. Credit card payments must be made in person at Stonehouse. Please note: All checks must be made payable to **Long Reach Community Association**. Applications and all registration materials must be received no later than **June 1, 2011**. Registrations are accepted on a first-come, first-served basis. Rules for acceptance and participation in the program are the same for everyone without regard to race, religion or national origin.

All incomplete registration forms will be returned to the sender causing a delay in your registration. Registrations sent without the minimum -per child deposit of \$150 will be returned.

There will be a \$10 administrative fee for any/each change made to the original registration (with the exception of adding a camp session or extended care).

Camp Fees* - \$630 per child/per session + \$25 Registration Fee (A \$50 discount for CA assessment-paying campers) . *All fees must be paid in full by **June 1, 2011**. Camp balances must be paid in full by June 1, 2011, or a \$25 Late Fee will be assessed. If full payment is not received by June 1, 2011, or you do not make satisfactory payment arrangements, camp registration will be cancelled and legal action may be commenced against you to collect the delinquent fees, plus interest, attorney's fees and costs.

Discounts - 2nd Family Member Discount: \$10/session. Discounts apply only to

session rate. **Only one type of discount per camper.** No discounts will be given unless requested at time of registration.

Methods of Payment - Payment in full at time of registration or a payment of \$150.00 **non-refundable** deposit **for each session** the camper plans to attend at time of registration. **Your deposit** (*\$25 Registration Fee and \$125 to be applied to your camp tuition*) **is non-refundable**. The remainder must be **paid in full no later than June 1, 2011**. **No camp fees will be refunded after April 1, 2011**. No exceptions will be given.

Cancellations and changes require written notification to the camp administrative office. The \$150 deposit is non-refundable. We do not accept phone cancellations for the camp or extended care program. Failure to participate in the program or to make payments does not constitute a withdrawal from the camp or the extended care program, nor does it release the financial obligation.

Camp Hours - The camp will run daily from **9 am to 3:30 pm**. Campers may be dropped off between 8:45 and 9:00 am, and may be picked up between 3:15 and 3:30 pm. The staff will not accept responsibility for any camper before or after the hours stated above.

Extended Camp - Camp Oasis offers extended hours mornings (**7-9 am**) and afternoons (**3:30-6 pm**). All Extended Camp Care must be arranged at Stonehouse prior to each session. Morning or afternoon care can be arranged for separately. Please see the Registration Form for prices.

Withdrawal from the extended care program requires written notification. A full refund of extended care will be issued for requests received within 10 business days of the camp session starting. A 50% refund will be granted for requests to withdraw if received within 5 business days before the camp session. Refunds will not be refunded for extended care if received less than 5 business days prior to the camp session.

Late Pickup Policy - *Please Note:* A **\$20.00** fee will be charged for the first 15-minute increment of Extended Camp used after 6 pm. *For every minute after the first fifteen minutes*, there will be a charge of **\$2.00 per minute**. This is to be paid immediately in cash or by check. No exceptions. *These fees also apply when campers are picked up later than 3:30 pm from regular camp, if they are not enrolled in extended camp.*

Overnight Camp - Campers age 8 - 12 will be offered the opportunity to participate in Overnight Camp each session. Overnight Camp will be scheduled for the second Friday of each session (7/8 & 7/29). Campers remain at Camp Oasis at the end of the regular camp day and will be picked up the following morning by 9 am. Overnight campers will be provided with dinner that evening and breakfast the following morning. Campers must sign up and pay for Overnight Camp prior to the

start of each session. The cost for Overnight Camp is \$30/camper/session.

Overnight Camp is limited to the **first 25 campers** per session who sign up. This popular program fills up quickly and we *will not increase* the number of children allowed to attend.

Campers who attend either Overnight Camp should bring:

- Sleeping bag
- P.J.s (if desired)
- Favorite teddy bear, etc. (if needed to go to sleep)
- Toiletry items
- Change of clothing for the following morning
- All personal items must be well-identified. All campers are to be picked up by 9 a.m. the following morning, and Camp Oasis reserves the right to contact the parent/guardian if the child is unable to settle down comfortably for the night.

Swimming - Camp Oasis has a daily swimming program at Jeffers Hill Pool.

Campers do not have to be a pool member to participate in swimming. A towel and suit should be sent with each camper daily, and any other swimming supplies needed.

Swimming is offered in two shifts: the first is 1-2 pm and the second is 2-3 pm.

There is no extra charge for swimming but **any camper who is a member of the CA Package Plan or has a CA Pool Membership should bring his/her card the first day of camp.** All cards will be returned at the end of the first camping day.

Please be sure to include your child's sun screen in their swimming supplies.

Camp Pizza Party - Camp Oasis will have a Camp Pizza Party the last Thursday (7/14 & 8/4) of each session. Campers do not need to provide their own lunch and drink that day. Children with special dietary needs should bring their lunch as usual.

Camp T-Shirt - Each camper receives a Camp Oasis T-shirt on the first day of camp. If you wish to order additional t-shirts, the cost is \$11.00 (including tax) per shirt (due no later than May 13. It is imperative that we have your child's t-shirt size and orders for extra shirts promptly, so t-shirts can be ordered in time for the camp session

Camper Property - The Long Reach Community Association and Camp Oasis staff are **not responsible** for any camper's property. It is best to leave valuable or sentimental items at home.

Electronic Devices

During the hours of 9 am and 3:30 pm the use of cell phones, cameras, MP3 Players, ipods, electronic games, etc. are prohibited from use. Any camper using one of these devices during camp hours will have the device confiscated and the parent will have

to claim it at the end of the day. If you need to contact your child, please call the camp office at 410/730-4625.

Meals - Campers must provide their own lunch and drink. Lunch containers should be well marked to avoid confusion. Refrigeration is available if needed. The camp will provide snacks each afternoon. **Note: Since many campers have severe peanut allergies, we encourage all campers to only bring peanut-free products and we DO NOT permit campers to share food.**

Health Records/Examinations - It is **Camp Oasis policy** that all campers must provide **immunization records** and have had a **medical examination** within the past year by a licensed physician. These requirements help ensure everyone's health and safety. **NO CAMPER WILL BE PERMITTED TO ATTEND CAMP OASIS WITHOUT FIRST PROVIDING THIS INFORMATION.** Please have your Health Inventory Form, and Medication Form (if necessary) returned to Stonehouse no later than June 1, 2011.

Emergency Cards - Our emergency information is attached to the Health Inventory Form. Camp Oasis must have emergency contact information for each camper. **NO CAMPER WILL BE PERMITTED TO START A SESSION WITHOUT THIS INFORMATION.** If there is any change in this information during the camp session, please notify the Camp Director immediately. This card is due no later than June 1, 2011.

Medication Forms - If your child requires medication during camp hours, please fill out the form to accompany the medication. **All medication, including over-the-counter medication, must be given in its original prescription bottle, clearly marked with the child's name and dosage schedule.** This form must be signed by your physician. Medication must be picked up on the last day of each session, even if your child will be attending the next session. The forms can be downloaded at www.campoasis.org.

Illness - According to DHMH regulations, children who show signs of communicable disease cannot remain in Camp. Should your child(ren) become ill during camp, the camp staff will contact the parent/guardian. If the parent/guardian cannot be reached, the emergency contact person will be called. It is expected that children who are ill will be picked up within 45 minutes once contact is made.

Behavior Problems - Camp Oasis staff are trained in positive discipline techniques. Simple, realistic rules are established and reviewed continuously with the campers. Every effort is made to handle discipline problems in a positive manner; however, any camper who is constantly disruptive, or who exhibits aggressive or abusive behavior may be suspended for up to three days. Continuation of such behavior, or behavior that is determined to be severely abusive or disruptive may result in permanent removal from the camp. The Long Reach Community Association reserves the right to suspend and/or terminate participation by a camper in Camp Oasis for inappropriate or abusive behavior. No credits or adjustments are given for unused

time.

Transportation - Campers are responsible for providing their own transportation to and from camp.

Emergencies - If you have an emergency during the day and need to contact the Camp Director, please call the camp office 410/730-4625.

Camp Director - The Camp Director is Jessica Martiny. While camp is in session, if you wish to discuss your child with her, please call the camp office to arrange for an appointment with Jessica Martiny. **All inquiries prior to June 27 should be directed to Sheila Yancey at 410/730-8113.**

Leadership - Staff members are carefully interviewed and selected based on their knowledge of their particular area, ability to work well with children and qualifications for any special program activities.

If you have questions prior to the opening of camp, please contact **Sheila Yancey** at Stonehouse, 410/730-8113 (Baltimore) or 301/596-3265 (Washington). For your convenience, our FAX number is 410/730-5882.

CAMP OASIS

8775 Cloudleap Court
Columbia, MD 21045
410/730-8113 or 301/596-3265
Fax: 410/730-5882
www.campoasis.org