



2011 Eco-Adventure Camp Handbook

Berks County Conservancy
25 N. 11th St., Reading, PA 19601
610-372-4992 (phone) • 610-372-2917 (fax)
www.ecoadventurecamp.com • www.berks-conservancy.org

Message from the Camp Staff:

Dear Parents and Guardians,

Thank you for choosing the Berks Conservancy's Eco-Adventure Camp for your child's summer camp experience! We would like to officially welcome you and your child to the second year of our camp. We plan to build upon the great memories that we created from last year's camp session. We have a very exciting summer planned that is packed with engaging, fun, and educational adventures. We have created this handbook to provide you with all the information you should need regarding your child's upcoming camp experience. Please read over all of the enclosed information about the camp policies and procedures. Feel free to contact us at 610-372-4992 x 100 with any questions you may have or if you need further assistance. We look forward to meeting you and your child at our camp orientation session!

Sincerely,
The Eco-Adventure Camp Staff

Berks Conservancy's Mission

The Berks Conservancy is the leading agent for the conservation of the environment in Berks County.



Purpose of the Camp

Eco-Adventure Campers will have fun and learn more about how they can live "green" and protect our environment and will grow their understanding of and commitment to the stewardship of our earth.

About the Camp

This new day-camp experience is being offered in cooperation with Angelica Park and Alvernia University. The camp has a variety of offerings to reach children and young adults who already love the outdoors and those who prefer more technological or creative activities. Eco-Adventure Camp is located at Alvernia University and Angelica Park in Reading.

Parent-Staff Communication

We are interested in hearing your suggestions and appreciate your calls! Please let us know of any questions, suggestions, and difficulties so we can provide you and your child with a successful camp experience. Please call the Berks County Conservancy at 610-372-4992 x 100.

We will provide you with cell phone numbers for the Camp Directors when you register in case if you need to get in touch with the camp staff during camp hours.

Staff Leadership

Our staff leadership is a carefully selected and well-trained group of men and women. All staff members have been chosen for their experience, special talents, creativity, and sensitivity. They have been thoroughly screened through a complete background and criminal history check.

The camp counselors, who must be 18 years of age, are responsible for the health, safety, engagement, and well being of the campers. They work closely with the Activity Directors and lead activities when appropriate. The counselor to camper ratio is approximately 1:5.

The activity directors are professionals and college students who are responsible for the development and delivery of activities within their subject area that are safe, fun, and age-appropriate. The activities reflect the camp's commitment to stewardship of the natural environment.

The camp directors provide the primary leadership, along with the President of the Berks Conservancy, for the Eco-Adventure Camp. The directors are working professionals who have had extensive experience in formal and/or informal education. They are responsible for the health, safety, and engagement of campers and camp employees through the safe operation of the Eco-Adventure Camp.

Hours of Operation

Regular camp hours

9:00 AM – 4:00 PM

Drop off for regular camp hours is between 8:45-9:00 AM.

Pick up for regular camp hours is between 4:00-4:15 PM.

Late pick-up charges

Pick-up after 4:15 PM for families that have not registered for the extended care program will result in a \$5.00 late charge for every 15-minute increment. If you feel you will need extended care, we recommend you register for it in advance so that we may plan accordingly and guarantee that a staff person will be available to cover the extended care time period that is requested.

Extended Care / Pre-Post Camp

We are pleased to offer extended care hours to fit caregivers' work schedules. Before care is available from 7:30-8:45 AM in the morning and after camp care is available from 4:15-5:30 PM in the afternoon. The cost for extended care per day (including both before and after camp) is \$12 or extended care for the entire week is \$50. If you will be using the extended care program, please let us know at least one week before the start of the camp week that your child will be attending.

Drop-Off & Pick-Up Procedures

Regular Camp Hours

When dropping off or picking up your child during the regular camp hours (8:45-9:00 AM and 4:00-4:15 PM), please proceed to the driveway area in front of the Physical Education Building (see map on p 8). A camp staff person will be there to greet you and will escort your child to and from the car. During parent/camper orientation, you will be given two family name signs to keep in the car. The signs can be placed on the dashboard with the child's name prominently displayed in the window. This will help camp staff to expedite the dismissal process and create an atmosphere where every staff member gets to know each camper and their family members. Additional signs can be obtained upon request. In the event that you are

unable to attend the orientation, your family name signs will be mailed directly to you.

Extended Camp Hours

Before and after care activities will take place in and around (the Physical Education building, the **home base** for the Eco-Adventure Camp. When dropping off and/or picking up your child during these times (7:30-8:45 AM and 4:15-5:30PM), please park in one of the parking lots and proceed to room #209/210 in the Physical Education Building. A camp staff person will be present to assist you with the sign-in/sign-out process. Please bring a photo ID with you to help us ensure the safety of all campers during the dismissal process.

Lunch

Campers bring their lunches and lunch drinks every day, which will be stored in an air-conditioned location. Refrigeration is not available; campers may want to bring their lunch in an insulated lunch box. Please do not pack any items that need to be microwaved, as we do not have access to one during camp hours. Water fountains are located on Alvernia's campus but currently not within Angelica Creek Park.

Snacks

A camp snack is provided every morning and afternoon to all campers.

What to Bring to Camp:

- **PLEASE CLEARLY MARK YOUR CHILD'S NAME ON ALL ITEMS THAT HE OR SHE BRINGS TO CAMP**
- Eco-Adventure Camp backpack with child's name on it.
- Lunch with a drink kept in an insulated lunch box if possible.
- A water bottle.
- Closed-toed shoes and socks are strongly recommended, as campers will be doing a lot of walking and hiking around the campus and the park.
- Sunscreen.
- Lightweight jacket or raincoat if it looks like rain or it is an unseasonably cool day.
- Extra clothes. Please dress your children in clothes that you do not mind getting dirty, as camp will be held outdoors for most of the time.
- A "ready to have lots of fun" attitude

Please do not bring the following items to camp:

We would appreciate it if children would please leave the following items at home:

- Money (except for designated days)
- iPods, MP3 players
- Trading cards, video games, or any other toys
- Cell phones **are permitted** but should remain in the child's backpack during camp hours)

The Eco-Adventure Camp is not responsible for any items that are misplaced, damaged, and/or stolen.

Camper Illnesses

If your child is sick, please keep him/her home for his /her own sake and for the sake of the other campers and staff members. In the event that your child becomes ill during camp, we will contact the parent/guardian listed on the HEALTH/PERMISSION FORM followed by those listed as emergency contacts.

Medications from Home

Medication that needs to be administered to a child should:

- Be brought directly to the camp directors by the parent or caregiver in the original medicine container and with specific directions for dispensing the medication
- Be accompanied by a written note containing permission for the staff to administer the medication, dosage information, time, and dates to be given to the child, parent's name, phone number, and physician's name and phone number for reference.

Emergency Information

In the event of an emergency, every effort will be made to reach you or other contacts on the camper's registration form. If we are unable to reach any of the persons listed, we will take the necessary actions for the health of your child. Should there be any changes in the emergency contact information, please notify the Berks Conservancy in writing so that we may update your child's file.

Rainy /Heat Days

The camp will be held rain, shine, and on sweltering summer days. We have air-conditioned locations at the university that will provide us with enough indoor space to keep the campers engaged, happy, and cool.

Absences

If your child will not be attending camp on a specific day due to illness or for other reasons, please contact the camp at 610-372-4992 x 100. If you get the voicemail system, please leave a message and one of our staff members will make sure the camp directors receive the message.

Registration

A registration form and health form must be completed for each child before the start of camp. The registration tuition balance is due by the start of camp. Payment plans are available for campers attending more than one week. Please contact 610-372-4992 for more information.

Refunds

No refunds will be made for late arrivals or early departures.

Cancellations

If a cancellation occurs for a physician-documented medical reason, all fees (MINUS an administration fee) will be refunded. If during a session a camper needs to go home for medical reasons, the remaining portion of the session will be refunded. In the case of dismissal or voluntary withdrawal, there will be NO refund of any fees.

Map of Camp Headquarters and Drop Off & Pick Up Location

Map and features of Eco-Adventure Camp



Modern classrooms for indoor activities
(Desks will be replaced with tables and chairs for camp)

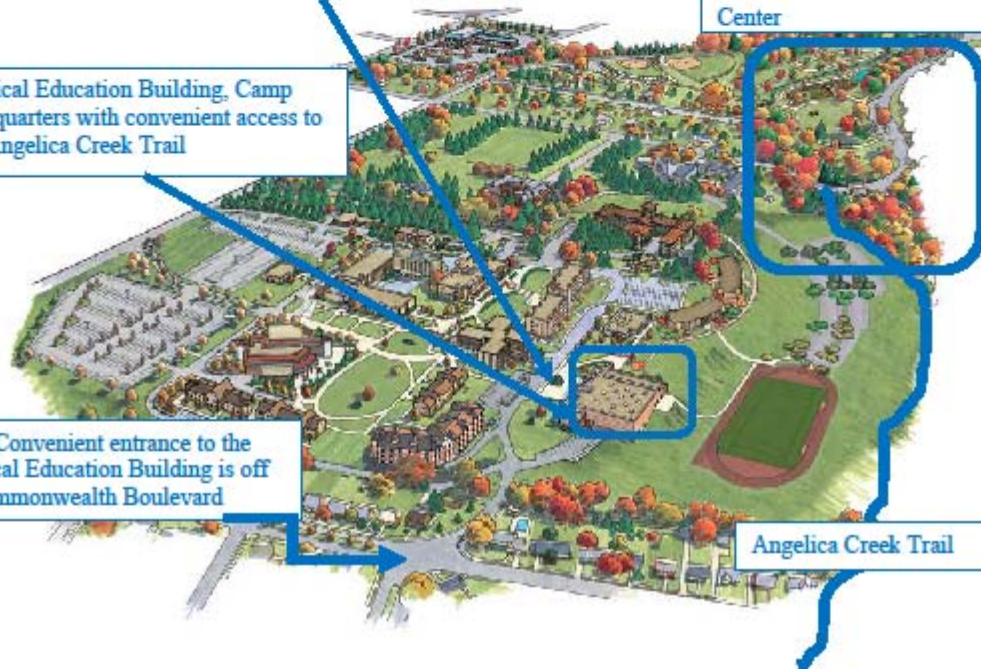


Angelica Creek Park Garden and Angelica Park Environmental Education Center

Convenient Drop Off & Pick Up at the Alvernia University Physical Education Building. Campers will be met by Counselors & Camp staff.

Physical Education Building, Camp headquarters with convenient access to the Angelica Creek Trail

Most Convenient entrance to the Physical Education Building is off of Commonwealth Boulevard



Angelica Creek Trail

Directions to Camp Headquarters at Alvernia University

Local Directions (via Routes 422, 222 and 61)

From the North (Schuylkill County, Lehigh Valley):

Follow Routes 61 or 222 South to Reading/Lancaster until you reach Rt. 422 East. Follow Rt. 422 East (towards Pottstown) until you reach the BUS 222 (Lancaster Ave) exit—this will be a left lane exit. At the bottom of the ramp, make a right onto Lancaster Ave. ***Continued below**

From the West (Lebanon):

Follow Rt. 422 East to Reading until you reach the BUS 222 (Lancaster Ave) exit—this will be a left lane exit. At the bottom of the ramp, make a right onto Lancaster Ave. ***Continued below**

From the East (Pottstown, Norristown):

Follow Rt. 422 West to Reading until you reach the BUS 222 (Lancaster Ave) exit—this will be a left lane exit. At the bottom of the ramp, make a left onto Lancaster Ave. ***Continued below**

From the South (Lancaster):

Follow Rt. 222 North to Reading. Take Rt. 422 East towards Pottstown until you reach the BUS 222 (Lancaster Ave) exit—this will be a left lane exit. At the bottom of the ramp, make a right onto Lancaster Ave. ***Continued below**

*From Lancaster Ave. make a left onto Rt.625 (New Holland Rd). Proceed for roughly 1 mile and make a left onto High Boulevard. Turn left on to Commonwealth Boulevard. Go through 3rd stop sign onto Alvernia's Campus at which time the street name becomes Adams Street. The Physical Education building will be on your Right. After dropping off/picking up your child, you can either turn around in the small parking lot that is directly in front of the building or proceed on Adams Street through campus and out to Greenway Terrace.

During Regular Camp Hours:

Follow Adams Street to the front of the Physical Education. A camp staff person will be waiting to assist you with drop off and pick up.

During Extended Camp Hours:

Please park in one of the parking lots and proceed to the Physical Education Building Room #209 and/or 210 to drop off or pick up your child.

Themes

Eco-Adventure Camp		
Week	Weeks	Themes
Pre-1	May 30-Jun 3	All things slimey, slithering, creeping & crawling
Pre-2	June 6-10	Talk to the Animals: animal communication
Pre-3	June 13-17	Sweet Home Angelica: Animal homes & habitats
Elem-4	June 20-24	Wild things
Elem-5	June 27-July 1	Slimey Wet and Wild!
Elem-6	July 11-15	NSI-Nature Scene Investigators
MS-7	July 18-22	Quake, rattle & roll: the world of rocks & tectonics
MS-8	July 25-29	ESI-Environmental Scene Investigations
SH-9	August 1-5	Go Green Leadership Week-Senior High students
Elem-10	August 8-12	Buckets & Boots: the wonders of wetlands
Elem-11	August 15-10	Natures Rocks & Dig it! The secrets of soil

Sample Daily Schedule (schedule will be different for the High School GoGreen Leadership Week)

7:30-8:45 AM	Before care available
8:45-9:00 AM	Drop off for regular camp hours
9:00 AM	Camp begins
9:15 AM	Technology
10:15 AM	Snack
10:30 AM	Arts & Crafts
11:30 AM	Sustainable Agriculture
12:30 PM	Lunch
1:00 PM	Creative Energy
2:00 PM	Science & Nature
3:00 PM	Snack/Free Play
3:45-4:00 PM	Closing and Prepare for Dismissal
4:00-4:15 PM	Pick up for regular camp hours
4:15-5:30 PM	After care available

Camp Drawstring Bag

Campers will receive an Eco-Adventure Camp drawstring bag (available in different colors) at the beginning of their camp experience.



Parent Visiting Days

You are always welcome to visit Eco-Adventure Camp! Please give the directors a call on their cell phone (number to be provided at start of camp) upon your arrival so that we can meet you and point you in the right direction of where your child is located at that time.

Camp Rules Discipline Policy

Camp is the perfect environment to promote social skills and self-esteem in children. To achieve this, we include age specific groups and activities, low camper-staff ratios, positive reinforcement, group and individual decision-making, and attention to the individual needs of each child. You are your child's own best advocate and so we encourage you to share any special information about your child that you feel will help ensure that he or she has a successful camp experience.

All campers are expected to follow basic rules of behavior. These rules will be explained at the beginning of each camp week. Camp counselors will be constantly supervising campers over the course of the day, along with assistance from camp directors and activity directors as needed.

Camp Rules:

1. All campers must be with a staff member at all times.
2. Campers should be respectful of self, peers, and staff at all times.
3. Play safely and fairly (no fighting or threatening behavior will be tolerated).

Discipline Policy

We believe children learn self-control when adults treat them with dignity and use discipline techniques such as the following:

1. Guiding children by setting clear consistent limits for group behavior. In the case of older children, helping them set their own limits.
2. Visualizing mistakes as learning opportunities.
3. Redirecting children to a more acceptable behavior or activity.

4. Listening when children talk about their feelings and frustrations.
5. Guiding children to resolve conflicts and modeling skills that help them solve their own problems.
6. Patiently reminding children of the rules and their rationale as needed.

If rules are broken at camp, counselors ask campers to identify the rule that was broken and counselors give a verbal warning. If the rule is broken a second time, the counselor will supervise a 30-second to 5-minute "break" near the activity. The next step will be to see the camp director. Parents are called when physical contact or repeat infractions are involved.

Special Needs

We strive to meet the needs of all children. In order for us to be able to help your child have an enjoyable experience at camp, we ask that you notify us of your child's special needs prior to your child's first day of camp. This may include information on allergies, accessibility concerns, behavioral, psychological or emotional conditions or other special needs. While we offer our camps to as wide a range of children as possible, it is not possible for us to offer one-on-one care. Campers requiring more attention than the prescribed camper-to-counselor ratio provides (1:5) must be accompanied by a parent-provided TSS at all times at camp. If your child has special issues or requires a TSS, please contact the Berks County Conservancy at 610-372-4992 to provide additional information to help us meet your child's individual needs.

Thank you! We look forward to a Fun-Filled and Educational Camp season!