



Parent Handbook

Updated for Pod Based Program Model. June 2020.

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Dear Camp Shai Families,

The spring of 2020 has presented many challenges for us all. At Camp Shai, there were many moments that we believed that camp in any fashion would not be a possibility for this summer. Fortunately, as we have learned more about the spread of COVID-19, we have redesigned the camp model to properly integrate controls, incorporate new findings to mitigate contamination, and open camp with our Pod Camp model!

We know that this summer is going to be different than any of us could have ever imagined, and we feel very grateful that our summer and yours will still be filled with camp songs, games, friends, and sunshine! **Our goal is to make sure that we provide a meaningful summer experience to our campers while keeping us all healthy all summer long and beyond.**

Camp Shai's Pod model has been designed and follows all guidelines outlined by the Colorado Department of Human Services Office of Early Care and Learning, guidelines released by the CDC, and tapping into our networks of other camps and the American Camping Association to uphold best practices and even bring you some new and fun programming ideas. Please make sure to give this handbook a thorough read to understand all of the precautions we are taking to protect our Camp Shai and JCC community, familiarize yourself with the new camp operations, and help us to set expectations with your camper because it is so wildly different than any other summer with us. For example, prior to the start of Pod Camp, it would be highly beneficial to speak to your child about social distancing, practice mask wearing, and practice proper handwashing. Many other program and policy shifts are outlined below as well.

While this new reality might be a difficult adjustment, it's just that, an adjustment. The Camp Shai Staff is still looking forward to helping your camper grow, learn new skills, celebrate achievements, and make new friends... Because that is what camp is for!

With gratitude,
The Camp Shai Directors

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Camp Shai Mission & Values

Camp Mission

At Camp Shai, we are more than just a day camp. We are a community, made up of campers, families, and staff, all with the same desire—to give all kids a fun and safe space to explore, imagine, and belong. Camp Shai provides engaging activities for our campers that spark their imagination and inspire them to celebrate their individuality.

Camp Shai Middot (Values)

Chesed: Kindness - We treat one another with kindness and compassion. We appreciate each member of our community for who they are.

Kavod: Honor/Respect - We appreciate and celebrate the unique identity of each individual in our camp community. We honor and value ourselves and others by being compassionate and considerate of our feelings and the feelings of others. We treat others, as we would like to be treated.

Kehilla: Community – Everyone is welcome to our community. We are representatives of our community at Camp Shai and in the greater community.

Ruach: Sportsmanship/Positive Attitude - We play sports and games with respect, fairness, honesty, and accountability. By cooperating with teammates and opponents and playing with a sense of compassion and integrity, we help to create an environment of friendly competition.

Ko'ach: Might, Strength, Resiliency - Given the current global health situation, we have decided to add this new value to Camp Shai. When times are tough we recognize that it takes great resiliency to keep ourselves and other safe by wearing masks, washing our hands, and following physical distancing.

Philosophy of Care

The first and foremost responsibility of Camp Shai staff members is to get to know each child and his/her family well. Prior to the beginning of summer, Camp Shai has an “Open House” and families are invited and encouraged to come with their children to meet staff, explore the camp space and set goals in partnership with parents. **It is important for us to understand each child as well as possible prior to the start of camp.**

Submitting Camper Forms

Having these forms makes for safe and healthy children at camp and at home. This information will help us get better acquainted with your family and child, and the information on health history form will assist our staff in caring for any special needs your child may have. The forms are necessary and required in order for your child to attend camp.

Please note any allergies or asthma that your child has, as well as medication taken during camp hours. We are a nut-aware camp, meaning that all products provided by the camp will be peanut-free; however, some children may bring products containing peanuts to camp with their lunch. Feel free to arrange a meeting with the Camp Director to discuss specific dietary and health-related restrictions.

Parents must provide updated information, including all medical, developmental or psychological information regarding their child prior to their time at camp so we may plan effectively. Changes in life situations (such as divorce, death, loss, recent moves, accidents, fears) often influence children's behavior and are important for us to be aware of. ALL INFORMATION IS HANDLED CONFIDENTIALLY.

All forms for camp are found in your CampInTouch account online and must be completed and submitted no less than 7 business days before the start of camp. No camper can attend camp without completed forms. Many of the forms require parent signatures or physician signatures.

Judaism at Camp & Kashrut Policy

Shabbat

Shabbat is a special time that we celebrate as a camp community each Friday afternoon. In Jewish tradition, Shabbat begins at sundown on Friday and is observed through sundown on Saturday. Each Friday at Camp Shai, while distanced, we will participate in all-camp theme days and then welcome Shabbat through singing, blessings and a community celebration.

Packing your Camper's Lunch and Snacks

Please put your child's name on his/her lunch. There is no microwave, hot water, or utensils available. There is no refrigerator available for storing lunches; therefore, if your child's lunch requires refrigeration please pack an ice pack. Licensing regulations require that an ice pack be placed in each child's lunch.

Kashrut/Food Allergy Policy

We request that all incoming food be sensitive to basic kashrut (no pork and no shellfish). In addition, Camp Shai is a Nut Aware camp. This means that due to a high prominence of allergies, **we strongly discourage sending foods with nuts in your camper's lunch and snacks.** Due to health concerns, Camp Shai will not be providing daily snacks for the summer of 2020.

Camp Dates, Location, & Hours

Dates

For the summer of 2020, Camp Shai operates Monday – Friday in the following sessions:

- Session 1: June 29 – July 17 (3-week session , including Friday, July 3)
- Session 2: July 20 – July 31 (2-week session)
- Session 3: August 3 – 14 (2-week session)

Camp Hours & Location

Camp Hours: Camp Shai operates between 8:30 AM – 3:30 PM. There will be no early or extended care offered for the summer of 2020.

Camp Shai Pod Camp will be held at the Staenberg-Loup JCC. Pick-up and Drop-off will be conducted at the Wolf Theatre Entrance on the South side of JCC.

Attendance & Drop-Off/ Pick-Up

Due to health concerns, parents/adults picking up or dropping off are not allowed inside the JCC. Please call the camp office when you arrive late/early to pick-up or drop-off your camper.

Attendance & Late Drop Offs/Early Pick Ups

If you know your child will not be at camp, please let us know by 8:30 AM by either:

- **Calling** – 303.316.6418 (Leave a message if you don't reach someone)
- **E-mailing** – attendance@jccdenver.org

If you will need to pick your child up from camp early, please let us know via email or calling preferably before the start of the camp day.

Drop-Off, Pick-Up, & Morning Health Screening

Pick-up and Drop-off will be conducted at the Wolf Theatre Entrance on the South side of JCC. It is best to enter from the Dahlia Street. Make sure to follow signs and directions. PLEASE DRIVE SLOWLY.

In order to be efficient and thorough with the new screening requirements **we are asking you keep your camper in the car until a staff member has completed your health screening and directs you to do so.** In addition, please make sure to follow the schedule for pick-up and drop-off windows:

	Drop Off Time	Pick Up Time
Pods 1,2,3	8:30 – 8:40 AM	3:30 – 3:40
Pods 4, 5, 6	8:40 – 8:50 AM	3:40 – 3:50
Pods 7, 8, 9, 10	8:50 – 9:00 AM	3:50 – 4:00

Morning Screening Procedures

At AM Drop-Off, a designated staff member will conduct a health screening before your child can exit the car and enter camp. **Please bring your own thermometer to help speed up this process.** We ask that you be patient and as transparent as possible with this screening in order to help protect the Camp Shai Community. The screening will consist of the following process:

1. The Shai Staff Member will ask if anyone in the child's house hold is experiencing any of the following symptoms:
 - a. Excessive runny nose
 - b. Excessive Sneezing
 - c. Shortness of breath or difficulty breathing
 - d. Chills or body aches
 - e. Sore Throats
 - f. Diarrhea
 - g. Head Ache
 - h. Nausea
 - i. Vomiting
 - j. Cough

2. The child/children's temperature is taken by the parent or the Shai Staff member.

If the child's temperature is 100.4 or above, the child and any other children in the car, will be not be permitted to attend camp. (Full outlines of illness protocol are in the COVID – 19 Precautions section).

3. Results of the screening are recorded each morning.

For Pick-up, make sure to have a State Issued Photo ID that matches the Authorized Pick Up you fill out in CampInTouch, or we cannot release a camper into your care.

Authorized Pick Ups

All authorized caregivers must be noted on your "Pick-Up Authorization" form online in your camper's CampInTouch account in order for us to release your child to them.

Rainy Day Procedures:

When it is raining during the camp day, camp staff are trained to modify their schedules and locations to ensure campers are in a safe, dry, and fun environment. Specialists have back-up programs planned in case the designated location requires a shift in the programming. **In case of inclement weather, parents should check their email and their text messages regularly for communication from Camp Shai regarding drop off and pick up.**

Pod Model and Program

The Camp Shai Pod Camp was developed in accordance with best practices outline by the CDC, American Camping Association, and the rules and regulations required by the Colorado Department of Health and Human Services Office of Early Care and Learning.

Pods will consist of 8 campers and 2 Camp Shai Staff. Siblings of the same household will be in the same pod in order to minimize additional contacts. While these groups may very occasionally use other indoor spaces in the JCC, such as the gymnasium, each Pod's primary indoor space will be their assigned classroom. The classroom will be the space campers do indoor activities and eat meals.

Activities to Expect & Not to Expect

The Camp Shai staff are some of the best in the game! As part of staff training, prior to the start of camp, staff will learn a variety of activities and ways to modify activities in order maintain proper health precautions. Modifications include individual activity kits, cleaning materials in between camper usage, and finding creative ways to modify classic camp games. Below are lists of activities you can expect and not expect to see at camp this summer:

Expect to see these activities (and more!):

- Distanced exercise or yoga (camp style, of course!)
- Teva (nature) and outdoor activities
- STEM Activities
- Music and Art Specialty rotations
- Individual or Family ball sports (i.e. assigned basketball and hoop)
- Story Telling and word games

Activities Camp Shai will be refraining from for the Summer of 2020

- Tag Games
- Gaga
- Circle Games
- Team Sports
- Activities with Shared Materials

Special Activities and Field Trips

Because being outdoors is part of summer camp and a less risky environment for the spread of COVID-19, campers will spend some time off-site enjoying the outdoors. Campers will be transported one pod at a time in mini-bus style vehicles, one camper per seat, and windows fully open to circulate air. Potential Field Trips Include:

Graland Country Day School (55 Clermont Street, Denver): Camp Shai is incredibly fortunate to have a relationship with Graland Country Day School located just 0.6 miles from the JCC. Field trips there will include time at a spacious and well-kept sports field.

Creekside and Mir Parks: Just south of the JCC are two public parks that have great spaces for campers to experience the outdoors.

Ekar Farm (6825 E Alameda Ave, Denver): Located just a mile east of the JCC , Ekar Farm is a sustainable organic educational and production farm. Campers may get the opportunity to volunteer and learn about the amazing work Ekar is doing.

If any other fields are to occur, parents will be notified in advance by a Camp Shai Director.

What to Wear and Bring to Camp

Much of what we do at camp involves hands-on activities that may result in dirty (and creative!) campers. Therefore, we request that you send your children in clothing that shows the signs of summer fun. Because of what we know about the spread of COVID-19, PLEASE DO NOT SEND YOUR CAMPER WITH TOYS OR STUFFED ANIMALS FROM HOME!

Camp Shai DOES NOT provide lunch or snacks. Please pack a sack lunch, an AM and a PM Snack every day.

Make sure to send your camper with the following every day:

- **Cloth Face Mask – this is required to be worn by campers and staff at all times.** We recommend sending multiple masks in the event of a mask getting dirty or wet.
- Tennis shoes
- **Sunscreen – Please send child with their own bottle labeled with their first and last name.**
- Comfortable pants or shorts
- A light jacket/sweatshirt for cold mornings and rain jacket for rainy days
- Swimsuit & towel every day
- Rash guards for campers who are sensitive to the sun while swimming.
- A water bottle and brimmed hat
- Younger Campers - A change of clothes to leave at camp in case of accidents (Suggested)
- Lunch, AM and PM Snack
- A book for downtime, particularly for older campers. Please do NOT send toys as a replacement for younger campers!

Please Avoid Bringing:

- Sandals (Flip Flops, except for swimming)
- Nice clothes that you do not want to become dirty
- Cell phones, iPods, and electronics
- Toys from home
- Clothing or toys that promote war, violence, racism or sexism
- Tobacco, Illegal Drugs, or Alcohol
- Money: There is no spending money at camp. Campers with money at camp create inequalities that can be harmful to the camp experience.
- "Anything that will make you cry if it gets lost or broken"

Labeling Clothing/Belongings:

Please label all items that your child brings to camp (including lunches). This includes shirts, shorts, pants, sweatshirts, jackets, shoes, swimsuits, towels, water bottles and daypacks. Proper labeling will assist us in returning misplaced items to their proper owner.

Lost & Found:

Camp Shai staff will make every effort to keep the campers' belongings together and to ensure that no child leaves any items behind. Nonetheless, we strongly discourage bringing any items of value to camp, as things get lost, broken, or possibly stolen. Camp Shai is not responsible for lost, stolen, or damaged camper items, belongings, and property.

Cell Phones

Campers are NOT permitted to have or use cell phones or electronics of any kind at camp. Cell phones and electronics should be stored in camper's backpacks during camp hours.

Health & Safety

Camp Shai General Health Policy

The safety of our campers is the highest priority to all Camp Shai Staff. As such, The JCC Denver and Camp Shai reserve the right to refuse participation to any camper deemed by executive staff to be at elevated medical or emotional behavioral risk. In order to understand and care for your child, it is helpful to us if you keep us informed of significant factors at home, such as prolonged illness in the family, a parent being away, death closely affecting the child, moving, etc., and of course, nice things, too!

Camp Shai also reserves the right to request clearance from a licensed medical or mental health professional at any time prior to or during camp to allow participation. **Contagious diseases must be reported to the camp by the parent as soon as the illness has been diagnosed so that other parents may be notified of the possible exposure.** Please remind your child that all injuries, no matter how minor, must be reported to his/her counselor.

A child with the following symptoms may NOT attend Camp Shai:

1. Conjunctivitis (pink eye) or thick discharge from one of both eyes.
2. Symptoms that may be linked to COVID-19 (see the "COVID-19 Precautions" section)
3. A fever in excess of 100.4 degrees.
4. Unidentified rash.
5. Vomiting or diarrhea.
6. Lice (please see Camp Shai Lice Policy below).

In addition to the above symptoms, you will be asked to pick up your child from camp if he/she is experiencing any of the following:

1. Is so uncomfortable that he/she is unable to participate in normal camp activities
2. Is experiencing signs of a concussion or head injury

Medications

Medications that are to be administered during camp hours must have the “Medication Administration Permission” completed and submitted at least 48 business hours prior to the first day of camp your child is attending. Allergy and Asthma Plans are included in this 48 hour window. Other medications that require special training, such as emergency seizure medications, require that paperwork is submitted at least two weeks before the child’s first en-rolled session. **All medication must be in the original container (including box), and must be clearly labeled with: (1) the child’s name, (2) directions, (3) physician’s name and phone number, (4) original prescription label if the medication is prescription.** Campers are not permitted to personally carry medications, including aspirin, Ep-ipens, inhalers, or special sunscreens.

All medication required for you child must be present and handed to the appropriate Camp Shai Director upon Monday starting a session. The medications (Epipens/Inhalers/etc) will be kept in specifically designated areas for the entire session the camper is present. Your camper should have additional medication and Epipens/Inhalers in the car and at home since their camp-based medication/Epipen/Inhaler will remain at camp all session. Only Camp Shai staff that are specifically trained to administer medication as delegated by our camp nurse, Mande Jacobsen, RN, BSN, CCHC, will have access to and be permitted to administer medication to your child.

As per state licensing, if your child has a life threatening allergy or condition, and there are any errors in medication paperwork or medications supplied, Camp Shai CANNOT have your child in our care. Make sure to check expiration dates on medications and that all paperwork is year to date beyond your child’s time at camp, etc.

Immunizations

All Camp Shai campers must be immunized according to the State of Colorado recommended immunization schedule or be on a plan via the physician to get on schedule. **Medical exemptions for immunizations are the only exemptions recognized by Camp Shai.** All Medical exemptions must be completed by a doctor and on the [appropriate state approved form](#). Children that cannot provide immunization records will not be permitted to enroll in Camp Shai.

Sunscreen

Please apply sunscreen to your child every morning before arriving at camp. **You are required to send you child with their own bottle of sunscreen labeled with their name.** We will do our best to ensure that sunscreen is reapplied frequently to every camper. Camp Shai staff will help apply sunscreen if necessary. To minimize our staff having to help your campers apply sunscreen, please spend some time ahead of camp teach your child to apply their own sunscreen.

Lice Policy

Camp Shai follows the Colorado Department of Public Health (CDPH) Lice Policy: *The Colorado Department of Public Health (CDPH) recommends that schools and child-care facilities maintain an active educational campaign for parents on the accurate diagnosis and correct treatment of head lice cases to prevent transmission of lice in schools and reduce lost school days due to head lice infestation. Head lice, while a significant social problem, do not transmit disease to humans. Traditionally, head lice policies in schools emphasized that **a child infested with head lice could not return to school until no nits were found in their hair (“no-nit” policy).***

If it is determined that a camper has lice, Camp Shai will check ALL campers for lice or nits. Parents will be notified should we do this and if campers have lice or nits, parents will receive a phone call to pick up their camper from camp. Campers will not be allowed to come back until they are fully treated and lice/nit free.

Injuries at Camp

Camp Shai has policies in place to ensure that parents are informed about any injuries their child may sustain at camp. For injuries like scrapes and bumps, counselors will perform the necessary first aid and log the care provided in a First Aid Log. If it is a more serious injury, your child’s counselor or Director will phone to inform you of the injury and you may receive an Incident Report.

On-Call Camp Nurse

Camp Shai’s on-call nurse, Mandee Jacobsen, RN, BSN, CCHC from TOTTS Nurse Consulting, is available by phone for our staff should any medical questions, concerns, or medical emergencies occur. The Nurse has reviewed all Camp Health Policies and Procedures and is in regular contact with the Camp Director to discuss any medical related incidents.

Staff Certifications & Preparedness

At least one Camp Shai staff in each Pod is certified in First Aid and CPR and all Camp Shai Staff have undergone training in safety and emergency procedures. Each group carries a First Aid Kit and Emergency Binder at all times. All staff are trained in emergency drills and procedures prior to camp. During emergencies, they utilize specific supervision strategies to ensure campers are safe.

Child Protective Services

In the State of Colorado, all professionals who care for children, including Camp Shai staff, are required by law to report “reasonable suspicion” of child abuse to either a law enforcement agency or a county child protective agency. Camp Shai staff are experienced and trained in assessing situations which may lead them to make a child abuse referral. Camp Shai is committed to maintaining a safe environment for children and for serving our children and families in the best way we can. In situations where we would have to make a referral to either law enforcement or protective services, we will attempt to make the process as supportive as possible.

As a parent of a child in a licensed childcare center, you may report any suspected abuse by calling the Child Abuse Hotline at 1.844.CO.4.Kids or 1.844.264.5437. If you wish to make a complaint or have a concern regarding your provider you may call the Public Health Inspection Division at 303.285.4075 or the Colorado Department of Human Services at 303.866.5958.

COVID-19 Precautions and Outbreak Plan

Due to the nature of COVID-19, Camp Shai is taking many precautions and steps to prevent an outbreak. Many of these processes are requirements of State Childcare Licensing. The Camp Shai Directors recommend having a conversation with your camper(s) ahead of the start of their session about what to expect at camp.

Precautions

Screening

As outlined in the “Drop-Off, Pick-Up, & Morning Health Screening” section, campers and families will be subject to screening each morning of camp before campers are allowed to enter camp. In addition, campers and staff will be screened throughout the day as well. **If your child is experience any symptoms that align with COVID-19 in the days leading up to camp, or while attend camp, please inform the camp directors immediately.**

Mask Wearing

All campers and will be required to wear cloth facemasks at all times. Camp Shai will only provide masks in the event of an emergency. Your child will not be permitted to attend camp for the day if they do not have mask on at the start of the day. In addition, parents are required to wear a facemask during pick-up and drop-off. If masks are not present or being worn, the Camp Shai Staff facilitating pick-up and drop-off will politely ask families to return to the end of the line.

Camp Shai understands that wearing a mask for hours at a time can be incredibly difficult for our campers. To set your child up for success, we recommend spending time practicing mask wearing as a family. During camp, if a camper needs to take a quick “mask break”, there will be a distanced outdoor space designated for an individual camper to remove their mask for a brief moment.

Social Distancing and Large Gatherings

While Camp Shai in the past has been a fantastic place for large camper gathers, in order to keep everyone safe this summer, large in-person camp gatherings will not be conducted. Campers will be expected to do their best to maintain social distancing at all times while at camp. **Campers intentionally disrupting Social Distancing will be reminded twice, and then asked to be picked-up for the day upon the third incident.**

Handwashing

Campers and staff will be required to wash their hands at many points during the day. This includes upon immediate arrival to camp, at the conclusion of an activity, and before and after meals or snacks. Camp Shai staff will do their best to help coach campers on proper handwashing.

Proper Handwashing as outlined by the CDC:

<https://www.cdc.gov/handwashing/when-how-handwashing.html>

1. **Wet** your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. **Lather** your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. **Scrub** your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
4. **Rinse** your hands well under clean, running water.
5. **Dry** your hands using a clean towel or air-dry them.

Cleaning and Sanitizing

The Camp Shai staff will be putting in extra hours to ensure that new cleaning and sanitizing guidelines are being met. This includes regular cleaning and sanitizing of classrooms, common areas, and program materials.

Outbreak Plan

If children develop **symptoms of COVID-19**, they will be taken to a designated **"isolation room"** to decrease the risk of contamination. The children will remain in the room until the parents come to pick up the child. **Parents will be required to pick up their children within 30 minutes to minimize the chance of spreading the virus. The child must remain home for fourteen days and can only return to camp after there are no more symptoms.** In some cases, the Camp Shai Directors will require a doctor's note for the child to return.

Camp is required to contact local health department for every suspected or confirmed case. With this, Camp Shai is required to enforce the following:

- If a parent or a family member is suspected or tested positive for COVID-19, they would need to stay at home with their child for 14 days.
- In the event a child or parent is suspected to have COVID-19, or tests positive for the virus, camp will close for 48 hours. The first 24 hours the building will be closed to any person. The following 24 hours a thorough disinfecting will take place.
- **Camp Shai will resume after the mandatory 48 hours school closure or** until further determination by health department.
- In the event there are multiple confirmed or suspected cases of COVID-19 in the Camp Shai community, local health department will determine closure time.
- Families and staff will be contact and informed of the situation via email. Families with campers in the same pod as the suspected or confirmed case will be contact by the Camp Shai Directors via phone.
- Personal information regarding the child and or people involved will not be disclosed to anyone.

Standards of Behavior

Camp Shai strives to support the individual needs of its campers while providing a safe, healthy, inclusive social environment for the entire community. Conflict resolution and positive reinforcement are used to encourage desired behaviors. Camp Shai is a place where all campers can feel safe, nurtured and accepted. As such, the following behavioral standards have been set:

- Ridiculing and teasing are not allowed. Campers are reminded about this policy in a gentle but firm manner. It is explained that the above behavior makes all of us feel bad, and often times results in aggressive physical acting out.
- Physically violent and aggressive behavior is not allowed. A child will be sent home immediately if they are involved in a physical altercation.
- Aggressive and vulgar language is not allowed.
- Bullying is not tolerated at Camp Shai.
- Graffiti and other actions that damage property will be dealt with by charging parents for the damage.
- The Staff of Camp Shai is here to create a positive environment for all involved. We take a firm and gentle stance to campers who compromise the effectiveness of the staff (e.g., non-cooperation, not listening, being in an unsupervised location).
- Any type of toy or garment that depicts or is a representation of acts of war and violence, drugs or alcohol is not allowed at Camp Shai. Personal toys are not to be brought to camp.
- Repetitive occurrences of any of the above behavior after repeated warnings may result in expulsion from Camp Shai without a refund. Parents will be notified prior to any action taken.

Behavior Expectations on the Bus:

- The bus will be left in the same condition (clean) as it was found in when a group gets on.
- Campers will sit one camper per seat.
- Hands, feet, personal belongings may not go out of the bus windows.
- Our bus drivers are here to keep our campers and staff safe and to make sure they get to and from their destination on time. Campers and staff will do their best not to disturb them. The drivers also have important information to share. When the driver needs to say something everyone pay close attention and listen.
- If campers have a problem, or need help, there is a staff member who they should seek support from. Campers must ask first before standing up or moving toward the staff member.
- In the event of an emergency, campers must adhere to instructions from the bus driver and/or staff member. This can include directions on how to vacate the bus, or how to help others in need.

Behavior Agreement

As part of your camper's forms there is a document titled "Behavior Agreement". Please make sure you go over these behavior expectations with your child, as it will set them up for success this summer. The document requires signatures from both a parent and a camper.

Additional Behavior Standards for COVID-19

In order for Camp Shai to keep our community safe, campers, staff, and families will all need to do their part. For campers, this means being able to maintain proper social distancing and mask wearing. This is expected at all times during the camp day. As outlined in the "Risk Mitigation Agreement" document required in camper forms, campers being defiant or struggling to follow these preventative measures may be required to be picked up for the day.

Dismissal

The Camp Director reserves the right to dismiss without a refund or to cancel the enrollment of any child whose mental condition, conduct, influence or behavior is deemed unsatisfactory, unsafe, or not in the best interest of the program or the child's experience.

Emergency Procedures

In the event of an emergency, please call the Camp Shai office. This number will be forthcoming, please keep an eye out for an email. If you are unable to reach us in the office, please call 303.316-6392.

Accident & Illness Procedures

In the event of an accident or illness, trained JCC staff members will administer First Aid. Should additional treatment be needed, parents/guardians will be notified immediately. If they cannot be reached, Camp Shai staff will move on to the camper's emergency contact list and begin calling until we reach someone. If a child is in need of immediate emergency medical attention, we will call 911 and the child will be taken to the nearest hospital.

All Camp Shai staff are trained in CPR, First Aid, and Universal Precautions. Additionally, Camp Shai Head Counselors are trained in medication administration, including emergency epinephrine (EpiPen) and asthma medications.

Inclement Weather

Colorado is famous for summer storms! If there is a storm or storm warning, it is not necessary to retrieve your child. In the event of a tornado warning, all campers will seek safety and shelter in a designated area at the JCC or Graland. If there is a change made in dismissal due to any kind of threat, you will be notified by text and email. In the case of inclement weather, please call the Camp Shai office at: 303.316.6418. If you are unable to reach us in the office, please call: 303.316-6392.

Suspicious Persons

In the case of a suspicious person, all campers will be directed to seek safety in designated areas throughout the JCC and Graland facilities depending on their current location. Dismissal will be delayed until the warning is over.

Missing or Lost Child

Camp Shai takes all precautions to prevent a missing or lost child. A missing or lost child is any camper who is known to have been signed in to camp and who is currently unaccounted for. If a camper is missing, the premises will be searched (i.e. closets, under tables, restrooms, etc.). Other children will be asked if they know where the child may be. If the child is still missing, he/she is immediately reported missing to the Camp Directors who will take the appropriate next steps to find the missing child.

Drills

Camp Shai practices fire, tornado, and active threat drills regularly during the camp and year-round youth programs season, so that children and staff are familiar with procedures for emergency exits. Camp Shai keeps track of the dates of these drills, the number of adults and children present during each drill, as well as the time that was taken to evacuate the building and/or move safely into secure spaces.

Communication and Media

Parent Communication

Please regularly check your CampInTouch account, personal email, and our Facebook page for camp updates, media, pictures, etc. Camp Shai makes every effort to keep parents informed of the weekly activities of our camp with emails and Facebook updates. Each Friday, a newsletter containing that week's activities and any announcements will be emailed home. **Please make sure we have your correct email address. Special notices for field trips and overnights will also be emailed to you regularly. Please check your spam folders for the following email addresses:**

General Camp Email: campshai@jccdenver.org

Courtney Jacobson, Camp Shai Director: cjacobson@jccdenver.org

Daniel Siegel, Camp Shai Associate Director: dsiegel@jccdenver.org

Molly Cohn, Assistant Director of Youth Services: mcohn@jccdenver.org

Allison Marshall, Business Registrar: amarshall@jccdenver.org

We welcome any questions or concerns you may have during the camp season. You can: email us at the addresses listed above or visit our website at jccdenver.org/denver-jewish-community/camp-shai/ find us on Facebook at facebook.com/groups/campshai/ this is a closed group and you will have to request to join.

Pictures at Camp

Say Cheese! We may take photographs and/or video of your child for promotional purposes for Camp Shai or other JCC programs. Please indicate on your child's application if you would not like your child's image to be used.

Camp pictures will be taken and used at any time throughout the summer, and may be posted on the JCC's webpage, our Facebook page (facebook.com/groups/campshai/), and/or in CampInTouch. To access photos in CampInTouch, use your login and scroll down and click on the "Photos" tab. Make sure you are looking at the "2020" folder and then you can click on any Camp Shai album to view pictures.

Television and Video Viewing

Camp Shai is an activity-focused educational environment, and we believe that children learn best through active participation, hands-on experiences, interactive conversation, and exploration. Though rare, programming may provide an opportunity to use media as an educational tool, or specific programs might be geared towards watching media or a movie. Television and movies rated PG are only permitted with the written approval of a child's parent/guardian. Parents/guardians have an opportunity to provide consent for their child to view a PG-rated movie in our Terms & Conditions (available on in your CampInTouch portal). Due to our limited ability to gather in groups this summer, we may also be using video conferencing software in order to virtually gather together.

Deposits, Cancellation, & Refunds

1. Upon confirmation of enrollment (either verbally or written), families will be charged a non-refundable \$250/camper/session fee.
2. For all sessions, families will be charged, or have previously paid credit applied, for the remainder of the balance on the Wednesday before the session starts.
3. If camp is forced to close, families will not be refunded.
4. If a family decides to cancel enrollment mid-session, no refund will be issued.
5. If a family decides to cancel less than one week before the scheduled session begins, there will be a \$100 cancellation fee.

Resources

Below are links to official guidance that Camp Shai has formulated our policies and procedures to align with. In addition, there are other links to resources that parents might find valuable to help educate their child.

- [Colorado Safer at Home](#)
- [Colorado Department of Human Services Office of Early Childhood](#)
- [American Camping Association COVID-19 Resource Center for Camps](#)
- [Centers for Disease Control and Prevention: Childcare, Schools, and Youth Programs](#)
- [COVID-19 Social Emotional Learning for All!](#)
- ["We Wear Masks" Social Story](#)

Pod Camp FAQs

What are the camp hours?

The day begins at 8:30 am and ends at 3:30 pm with staggered pick-up and drop-off times listed above in the "Attendance & Pick-up/Drop-off" section.

Who should I turn to with questions about my child?

The most important person for you to speak with regarding your child at camp is the Lead Counselor of your camper's Pod. The Camp Director should be notified if your child has special needs (i.e. health requirements or to dispense medicine). Your child's Lead Counselor and would be so happy to discuss how your child is doing on a day-to-day basis. The Camp Shai Directors are available to assist you with questions and/or concerns in all areas of Camp Shai.

Can I come visit my child at camp?

For the summer of 2020, Camp Shai is not allowing any visitors in the building. This includes parents.

Will my child be required to wear a mask all day?

All campers and staff are required to properly wear (covering nose and mouth) a facemask at all times while at camp. If needed, campers will be given a chance to take a distanced outdoor individual mask break.

What if my child is having trouble wearing a mask full time?

Our staff will do their best to train and positively encourage campers to wear their masks properly. There will also be masks breaks when needed. If a camper is still showing significant trouble, we may ask you to pick your child up for the day.

Will my child be able to go swimming this summer?

Currently, the guidance for the State of Colorado permits Camp Shai to go swimming in small groups. Campers will be required to maintain distancing while swimming. Facemasks will not be worn during swimming.

What do I do if I need to pick up my child Early/Late?

Outside of staggered pick-up windows, we will not be able to have later pick-up times as sunset care is not being conducted this summer.

In the event you need to pick up your camper early, please contact the Camp Shai office at 303.316.6418

What happens if someone in my child's pod is showing signs of, or test positive for, COVID-19?

Please refer to the Outbreak Plan detailed in this handbook.

What will activities look like for this summer?

Campers will only be sharing space with campers in their pod. Activities will be socially distanced and will include things subjects like art, music, individual sports, swimming, and STEM activities. For more detail, check out the "Pod Model and Program" section for more detail.

How can I help my camper prepare for pod camp?

It will be helpful to start priming you child for the expectations of pod camp including practicing proper social distancing, mask wearing, and handwashing.