



# Family Handbook 2024

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# Meet Our Camp Shelanu Team!



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## Shalom!

Welcome to Camp Shelanu 2024! We are so excited to welcome you to camp this summer. We are looking forward to an amazing summer of safe, enriching camp experiences that help the children in our community grow, learn, and have FUN!

## Camp Shelanu's Mission

Camp Shelanu is committed to providing a welcoming and engaging summer day camp experience. Our mission is to enable campers to discover hidden talents and strengths; to grow confidence and self-esteem; to grow hearts that embrace Jewish values; and to develop lasting relationships with peers and adults alike. We are an inclusive camp for children of all backgrounds and faiths.

## Our Philosophy

We work with each camper to help them grow and develop as the summer continues. We help campers relate to peers, counselors and adult figures. We teach the campers new skills and abilities, and, at the same time, sharpen existing ones. We increase awareness and knowledge of Judaism, physical skills, and creative abilities. We strive to bring out the best in our campers, our staff, and ourselves. We begin each day of camp with the Camp Shelanu's pledge, which succinctly expresses our Camp Shelanu philosophy:

Today I pledge  
To do my best  
Respect myself  
Be kind to others  
To try new things  
And make today  
THE BEST DAY EVER!

## Living Judaism

Camp Shelanu believes that sharing Jewish culture with our campers is a central part of the summer camp experience. Using song, dance, drama, and art, the cultural heritage of the Jewish people can be brought to life. This is a great opportunity for Jewish campers to learn more about their heritage and for campers of other backgrounds to learn about another culture.

There is no religious instruction at camp, and we make every effort to make all campers feel welcome and included. All Jewish for Good programs are open to anyone who wishes to participate, regardless of religious affiliation.

## Communication

Please **check your email regularly**, as this is the primary way we communicate about activities, field trips, news, and other critical information.

### Urgent Issues

If you have an issue that needs to be addressed right away (emergency, early pick up, forgotten lunch), **call or text the Manager on Duty phone: 919-265-9612**. You will be connected to someone on the camp leadership team. In order for us to give the best attention to campers, please do not use this number for registration questions or non-urgent issues.

### Emails

You will also receive an **email** the week before each session with important information about trips, electives, dress up days, special materials to bring from home, and other reminders. Add [camp@jewishforgood.org](mailto:camp@jewishforgood.org) to your contacts to ensure these messages make it into your Inbox. Please read these emails carefully so your camper does not miss out on anything!

### Emergency Communications

Each parent/guardian whose cell is listed on our health form will have their cell phone numbers and emails added, and will receive a voice call, a text, and an email in case of emergency. This is separate from the optional reminder emails and you will not be invited to opt out.

### Facebook Group

Camp Shelanu maintains a private Facebook group called "Camp Shelanu Family Group." It is open only to camp families, where we post updates and photos throughout the week. This is a great way to keep up with what's happening at camp! Look out for an email invitation to join.

### Feedback

As the summer progresses, we welcome your thoughts and suggestions at any time. We are always looking to improve our camp programs and find your feedback extremely valuable. Please feel free to contact us at [camp@jewishforgood.org](mailto:camp@jewishforgood.org) with any comments, suggestions or concerns. You will be sent an end-of-summer survey as well to share your thoughts.

## Camp Overview

**Before Care:** Families who have registered for before care may begin dropping off their camper as early as 7:45am. Adults will need to park and walk their camper to the Lerner School playground. Only families who have registered for before care may drop off prior to 8:25am.

**Drop Off:** Drop off is **8:25-9:00 am at the Lerner School on the Jewish Community campus.** To join the carline, please drive into the turn lane coming up the driveway and turn right into the Lerner parking lot.

Please remain in your car for drop off. Please no parking and walking up unless otherwise planned with the camp team. The exception is for families dropping off at Lerner Preschool Camp – you may walk up.

**Late Drop Off:** Please avoid late drop offs whenever possible, as late arrivals outside of carline take staff away from camp groups. After 9:00am, call the camp MOD phone at 919-265-9612 from your car for a camp staff person to come get your camper. Thank you for your patience if this takes a little time.

**Pick Up:** Carline numbers will be assigned to each household. These will be distributed at the Camp Shelanu Kick Off, or sent home on your camper's first day of camp.

**Pick up is 3:15-3:45 pm at the Lerner School.** Please stay in your car for carline and do not park and walk up. For everyone's safety, please consider moving your camper's car seat to the passenger side of your vehicle. All campers will be asked to exit on the right-hand side of the car.

- **You must present your carline number and/or a valid ID to pick up your child.** If you or your authorized pick up person do not have the car sign, be prepared to present ID to our staff.
- Unauthorized persons will not be allowed to pick up your child without your advance written consent. You should list anyone who may be authorized to pick up your child on CampDoc before starting camp. For additions, email [camp@jewishforgood.org](mailto:camp@jewishforgood.org).

At 3:45 pm, we will consider any remaining children as participants in After Care and their parent will be charged accordingly.

**Early Pick Up:** If you are going to pick up your camper early please notify the camp staff in advance by emailing [camp@jewishforgood.org](mailto:camp@jewishforgood.org) or calling the camp MOD phone at 919-265-9612. Please call again once you arrive on campus and we will coordinate the pick-up. We will try to have campers ready to go if we are given notice, and we appreciate your understanding that this is not always possible because campers may not be in the same location as their belongings. When picking up your child, **please stay in your car!** Camp staff will escort your child safely to the car and help them get in and situated. **There will be no early pickups between 2:45 and 3:15 pm.** If you need to pick up early, please plan to do so building before 2:45. If arriving at 3:15 or later, please join carline. This ensures that all of our staff are available to make our end-of-day transitions as safe and efficient as possible.

**After Care:** Campers enrolled in after care will be able to stay and play at camp. Families may pick up as late as 5:30pm. To pick up, adults will need to park and walk up to the Lerner School door to sign out their camper. Presenting your carline number will expedite the process.

**Swim:** At Camp Shelanu, everybody swims every day! Each camper will be required to take a swim evaluation on their first day to assess their swimming ability. Non-swimmers will stay in the Family pool (depth up to 2 feet) or in the shallow end on the ramp of the lap pool. Families are welcome to send floatation devices if they wish. Campers enrolled in specialty camps will have free swim daily (weather permitting).

Red and yellow band campers enrolled in classic camp will have three 20-minute lessons per-week in addition to their daily free swim time (weather permitting). Lessons are taught by swim instructors with counselor support when needed.

You can find full pool policies, including swim test procedures, at <http://jewishforgood.org/aquatics>. For non-camp swim lessons, and aquatics questions, contact our Aquatics Manager at [aquatics@jewishforgood.org](mailto:aquatics@jewishforgood.org) or 919-354-4939.



**Field Trips:** Sabra campers (rising 6<sup>th</sup>-8<sup>th</sup> grade) will go on a field trip every week of camp! Campers in 4<sup>th</sup>-8<sup>th</sup> grade will have a day at Wet N Wild in July. Information for all field trips will be sent out the week prior to the trip with details and instructions. All costs are included. Trip timing may impact the swim schedule, the information sent will indicate whether or not campers will swim.

On field trip days, we ask that your camper:

- Wears the 2024 Camp Shelanu t-shirt.
- Brings a lunch, two snacks, and a large bottle of water (campers will not be able to purchase food at the destination).
- **Arrives at camp on time! We leave promptly – often at 9:00 a.m., so if you are late you may miss the trip.** We may schedule a late pickup for further destinations.

## What to Wear and Bring to Camp

**Please clearly mark each item with your child's name!**

Your camper will be participating in many different activities throughout the day, including messy indoor activities (art!), active outdoor activities (sports!), and everything in between. Set them up for success by providing appropriate clothing and materials for the camp day.

### Campers should wear:

- Comfortable clothing
  - T-shirts, shorts/skorts are preferred since we get very active.
  - Send clothes that can get messy/stained.
- Closed-toed and closed-heeled shoes
  - Sneakers or athletic shoes should be worn daily. Campers who do not have appropriate footwear may not be able to safely participate in bouldering, low-ropes, and sports activities.



### Campers must bring:

- Lunch and two (2) snacks
- Reusable water bottle
- **Sunscreen**
  - Consider a hat and swim shirt if your child burns easily
- Swimsuit
- Towel
- Bag for wet swimsuit & towel
- Optional: goggles, flip-flops/crocs for pool time



### **NO ELECTRONICS OR HAND HELD GAMES ARE PERMITTED**

**AT CAMP.** If your camper needs to bring a cell phone, they should keep it in their backpack and only use it as needed after camp hours. Please note that Camp Shelanu is not responsible for these items if they should be brought to camp and are damaged, lost or stolen. We reserve the right to hold any of these items in the office until the end of the day if they are causing a distraction.



**Pokémon/Trading Cards:** Pokémon and other trading cards are incredible fun, and also can be a major trigger for big emotions at camp. We ask that all Pokémon and trading cards stay at home unless enrolled in a Pokémon-themed specialty camp.

**Please clearly mark each item with your child's name!**



**Lost & Found:** A lost and found area will be kept for clothing and personal items. Please reach out to Zoe, [zashejones@jewishforgood.org](mailto:zashejones@jewishforgood.org) if you are looking for a lost item. We invite families to search lost and found at the Levin JCC any time. Items unclaimed at the end of August will be donated.

**Lunch and Snacks:** Please pack a lunch and two (2) snacks each day.

- Please label your child's lunchbox with their name!
- Lunches will not be refrigerated, but will be kept in air conditioning. Feel free to include an ice pack in your child's lunch box.
- Lunches cannot be heated at camp.
- Sharing food with other campers other than siblings is not permitted.
- Send your child with **two** separate snacks, one for morning and one for afternoon.
  - Snack is provided in aftercare.
- **Please remember to send a water bottle with your child.** Do not send soda or other drinks which can be dehydrating!
- Campers are encouraged to eat as much as they can, but are never forced to eat.
- **Food Allergies:** As a camp, **we are NOT peanut/tree nut-free.** However, in the event there are campers with food allergies **campers in certain groups may be asked not to bring peanuts/tree nuts** in order to help keep campers safe.

The **2 Big Rules** of Lunch at Camp Shelanu:

1. **Do not send pork or shellfish.**
2. **Do not mix meat and dairy in the same dish.** For example, you may send a cheese sandwich or a turkey sandwich, but not a turkey and cheese sandwich. You may send a turkey sandwich and a yogurt in the same lunchbox.

## Health, Safety and Security

**Heat & Sun Protection:** Our staff takes great care to ensure campers' health and safety. The camp day is balanced with activity and rest to avoid fatigue. Under extreme heat conditions, our outdoor activities will be closely monitored and limited as appropriate. We will adhere to all weather advisories. We make sure that your child drinks lots of water during the camp day. You can help by providing a large, reusable water bottle for your child.

In addition, we take sun protection seriously at Camp Shelanu. **To protect your child from sun damage, please apply sunscreen prior to arriving at camp and send a labeled bottle with your camper.** Camp staff will assist children with re-application before swimming and other outdoor activities. Many parents and families also choose to supply sunhats and other protective gear in addition to sunscreen.

**Health and Information Form Changes:** Our health and information form and behavior agreement is part your camper's registration. If you have changes to medications, medical info, allergies, contact info, authorized pickups, etc., since you filled out the health form at registration, please email [camp@jewishforgood.org](mailto:camp@jewishforgood.org).



**Training & Emergency Procedures:** Our staff are trained in safety and emergency procedures including but not limited to; pool safety, evacuations, natural disasters, child sexual abuse prevention, lock-downs, and invasions. Each staff member has passed background and reference checks and is certified in CPR and First Aid. We have recently updated lockdown and evacuation procedures in coordination with law enforcement's advised best practices. If you have questions about staff security trainings, please contact [camp@jewishforgood.org](mailto:camp@jewishforgood.org).

**Babysitting Policy:** Our policy is that camp staff may not babysit for any families met through Jewish for Good/Camp Shelanu. **Please do not ask camp staff to babysit for your campers.** If you already have a babysitting arrangement with a staff member, you are "grandfathered in," but you must have an Unsanctioned Childcare Waiver on file. Contact [camp@jewishforgood.org](mailto:camp@jewishforgood.org) for a copy of this form. If a staff member already babysits for your family, please avoid having them babysit during the time your camper is at camp.

Industry best practices show that restricting outside contact between children and staff discourages sexual predators from seeking jobs with that organization and ultimately helps to protect children from sexual abuse. Additionally, babysitting arrangements carry the risk of favoritism and disruption to group dynamics. We are happy to speak more with you about this policy if you have questions or concerns.

**Transgender Inclusion Policy:** We welcome campers of all gender identities! Families can choose how much information they'd like to disclose to staff and to whom, whether that's to administrative staff, counselors, or no one at all. We will use the name and pronouns the camper would like us to use. All information shared will be treated with sensitivity. Counselors also receive training on inclusion practices. Our campers may use the restroom that matches their gender identity.

**Changing:** Campers may change for pool time in a stall or a single occupancy restroom. Please let us know if there is anything we can do to help support your camper. We make a strong effort to not separate campers by gender or sex at camp in every other situation.

**Toilet Proficiency Policy:** While accidents do happen, Camp Shelanu campers are expected to be proficient with using the toilet unassisted. We provide stools for handwashing and toileting as needed. Toilet proficient campers are expected to:

- Be able to identify and communicate to an adult when they need to use the restroom.
- Be able to pull down and pull up their underwear/pants and get them back up without assistance.
- Be able to wipe themselves after using the toilet.
- Be able to get on and off of the toilet by themselves (we provide stools for adult sized toilets).
- Be able to wash and dry their hands.

## Health and Safety Policies

### Health Precautions

Campers and staff will wash hands frequently (before and after eating, in between activities, and after coughing/sneezing/blowing noses). Tables, equipment and toys will be cleaned regularly. We are following CDC guidelines in regards to masking, in the event that the Community Level becomes “High” masks will be required indoors. If you would like your camper to wear a mask, regardless of the community level, please email [camp@jewishforgood.org](mailto:camp@jewishforgood.org).

### What Happens If Someone at Camp Gets Sick?

If a camper demonstrates illness symptoms (fever, cough, extreme G.I. issues) at camp they will be separated from their bunk and their family will be notified for immediate pickup. Campers sent home for illness will need to stay home until they have been symptom free without medication for 24 hours. If a camper is sent home and has a suspected case of COVID-19 (e.g. known exposure, compounding symptoms, etc.) they will be asked to stay home until they have received a negative COVID test. If someone is sent home from camp, we will follow the Health Department’s guidance for contact tracing and inform families from all groups who may have been exposed.

### What Happens If Someone At Camp Tests Positive For Covid-19?

If a camper or staff member tests positive for COVID-19, the camper’s small group will be notified. In alignment with [current CDC guidelines](#), campers who have contracted COVID-19 will be asked to isolate at home for 5 days (with day 0 being the day of the positive test). They may return to camp after 5 days if they have been fever free for more than 24 hours without fever reducing drugs and symptoms are improving. Campers and staff who have tested positive for COVID-19 will need to wear a well-fitting mask for 10 days after their positive test.

### What Happens If Someone At Camp Has An Exposure To COVID-19?

In alignment with [current CDC guidelines](#), campers and staff who have had prolonged contact with someone with a confirmed case of COVID do not need to quarantine but will need to wear a mask for 10 days from exposure while indoors. Being in the same bunk or living in the same household as an individual with a confirmed case of COVID-19 is considered prolonged contact.

### What Are The Refund Policies For COVID-19 Related Scenarios?

If your camper misses one or two days of camp due to illness or COVID-like symptoms, unfortunately your fees are not refundable. If you miss three or more days of a camp week, we will credit 50% of your camp fees to your account upon request. If the whole camp needs to close temporarily due to COVID-19, families will receive a pro-rated refund for any missed days due to camp closures.

## Administration of Medications

At Camp Shelanu, we do our best to ensure safe and accurate administration of medications to all children in our care. Because the administration of medication requires extra staff time and safety considerations, families are encouraged to check with their health care provider to see if a dosage schedule can be arranged that does not involve the hours the child is in our camp setting.

### Medication Administration Policy:

The following requirements must be met before administering medications to campers.

- Written Authorization from the Health Care Provider – your camper's prescription is your written authorization. Program staff may not deviate from the written authorization.
- Parent Written Authorization – complete when CampDoc Health Profile is filled out.
- Medication in the original labeled container:
  - Name
  - Date of use listed. We cannot administer expired medication.
  - Prescriber's name
  - Strength & dosage
  - Frequency
- Families are responsible for providing all medications and supplies to our camp setting. In most situations, children should **not** transport medications to and from camp; this includes medication placed in their backpack.
- Upon arrival on Monday, please be sure to hand your camper's meds to Mary, Katelyn, or Zoe.
- We ask that you provide your campers medication with as many doses your camper will need for the week. We return containers on Fridays.
- Medications that have expired or are no longer being used at camp will be returned to the parent or guardian. If the medicine has not been picked up within one week of the date of the request, then medication must be disposed.

### Emergency/Rescue Medications

- Emergency/rescue medications like inhalers, epinephrine, and migraine rescue medications will be kept by the child's counselors so that the medication is always with the child.
- Nebulized medications (inhalers) and emergency injections (Epi-Pen®) require a written health care plan or instructions completed by the RN consultant and/or the child's health care provider.
- Our staff are trained in administering inhalers (with and without spacers), EpiPens, and AuviQs. It is still important to walk your child through how to use their medication prior to attending camp in case of an emergency.

If anything has changed since filling out the health form at registration (medications, allergies, authorized pick-ups, contact info), email [camp@jewishforgood.org](mailto:camp@jewishforgood.org) or if you have questions regarding our med policy, contact Mary Neese, [mneese@jewishforgood.org](mailto:mneese@jewishforgood.org).

## Behavior Agreement

Jewish for Good at the Levin Jewish Community Center is open to the entire community. We do not discriminate on the basis of race, ethnicity, religion, sex, gender identity or expression, origin, age, veteran status, disability, family structure, or sexual orientation. We are committed to providing an environment where all are welcome. While every camper brings with them unique qualities and needs, they will be required to interact and behave appropriately with both the staff and other campers. Every camper and staff member should be able to have fun while feeling valued, safe, and comfortable while at Camp Shelanu.

Campers must

- **Be respectful of campers and staff.** This means following directions and refraining from physical or emotional harm towards others, including hitting, kicking, biting, threats, intimidation, swearing, lying, and refusing to listen to staff.
- **Be respectful of the grounds, facilities, and the belongings of others.** No littering, vandalism, theft, or destruction.
- **Be safe.** This means staying with the group or a staff member and avoiding behaviors that could be dangerous, such as running away, climbing where not permitted, self-harm, etc.

We will use **positive behavior techniques** that are developmentally appropriate to make sure that campers are following the rules of the program and the directions of the camp staff, including:

- Visual and verbal reminders of the rules at camp
- Compliments, encouragement, and praise for appropriate behavior
- Redirection or personal time or use of a quiet space. This can be in the same room as other campers or in another room based on what their specific needs are at that time.
- Discussion with camper about their behavior
- Problem solving with camper
- Separating campers
- Staff offering appropriate choices to help camper make good decisions

Staff will NOT use, or threaten to use, any physical contact or restraint, unless the child presents a clear and present danger to themselves or to others.

If with the use of these positive behavior management techniques, campers are unable to follow rules and behaving safely towards self and others, the following steps will occur. Other consequences may be implemented at the discretion of the Camp Leadership Team.

### **First occurrence of inappropriate or unsafe behavior**

- Staff will ask camper to stop the behavior
- Staff will use verbal or written communication to parent/guardian regarding child's behavior

- Staff may remove camper from situation (take to quiet space or safe space)
- Camper may lose privileges (e.g., pool time, purchasing snack bar items, field trips)
- Staff may create an individual behavior/action improvement plan.

For serious infractions as determined by staff, staff may recommend or require parents to pick the camper up early and/or one or more day's home from camp with no refund

**Second occurrence of inappropriate or unsafe behavior**

- Staff will ask camper to stop the behavior
- Staff will remove camper from situation
- Camper will lose privileges (e.g., pool time, purchasing snack bar items, field trips)
- Staff will discuss concerns with parent/guardian and create an individual behavior/action improvement plan.
- Parent/guardian will be asked to pick the camper up early, and camper may have one or more days home from camp with no refund

For serious infractions as determined by staff, camper may be asked to leave the program with no refund.

**Third occurrence of inappropriate or unsafe behavior**

- Parent/guardian will be asked to pick the camper up early
- Camper will have one or more days home from camp with no refund or be asked to leave the program with no refund.