

# Islesboro Adventure Camp

## Family Handbook

*Revised May 12, 2017*

### **Our Mission**

The mission of ISLESBORO ADVENTURE CAMP (IAC) is to provide a safe, full-time, child-centered summer program on Islesboro that will encourage hands-on learning, a sense of adventure and stewardship for the environment, off-set summer learning loss, and cultivate community living skills in the young people of Islesboro.

### **Philosophy and Approach**

At Islesboro Adventure Camp, we believe that everyone should be **included, valued** and **respected** by their community of fellow campers.

The camp is based on the following beliefs:

- Children are inherently good and have an innate desire to learn
- Every child can be successful at camp and in life
- Children's energy, unique talents, and individuality are assets, not obstacles.
- Every student possesses the ability to think critically, learn and understand information, and solve complex problems

### **Rights and Responsibilities**

All members of the IAC community share Rights and Responsibilities. They are:

- We respect everyone.
- We value everyone.
- We include everyone.
- Everyone learns. Everyone is safe. Everyone builds the community.

By considering our community expectations as a shared compact for upholding each of our rights and our responsibilities for learning, safety, and community development we are able to cultivate campers' intrinsic motivation and self-discipline and community support.

### **Camp-wide Expectations for Campers**

In order to uphold their rights and responsibilities, all campers are expected to:

1. Speak and act with respect and care and interact with all staff and peers in a courteous manner
2. Use words to express feelings or needs and solve problems
3. Handle camp materials appropriately
4. Respect all physical facilities and outdoor sites used by camp and the surrounding community
5. Follow directions the first time they are given
6. Approach conflict as an opportunity to learn, participating in conflict mediation and processing respectfully and reflectively
7. Manage their own belongings
8. Be present and on-time for all camp events
9. Cooperate in learning activities and give their best effort

## **Camp Rules**

Campers and staff work together to develop agreements about what every camper and community member must do in order to uphold their rights and responsibilities and the camp-wide expectations. Through this process, all learners in the community develop an understanding of the rules for participation in our community.

The safety of all students is very important to us. The watchwords are play carefully. The following is a list of do's and don'ts for all campers. They may not cover all situations but if there is any doubt, the counselor will determine what is acceptable.

These camp rules typically state what campers are expected to do, in an age-appropriate way:

1. Share camp materials
2. Focus on camp activity with their best effort
3. Use kind words and friendly language
4. Touch others only in gentle and appropriate ways. No "rough play" including tackle football, "play fighting", pushing, shoving, karate, etc.
5. Ask for help when needed
6. Be where they have permission to be, leaving a space only with permission
7. Respect each other's privacy, space, and belongings
8. Take care of and keep in good condition the building and all property within
9. When visiting island beaches, there will be no swimming. Wading up to the knee if allowed.

When campers are not meeting camp-wide expectations and/or following camp rules they will first be asked to take a break away from the rest of the campers, to complete a reflection sheet, and then re-enter the classroom when they are ready to repair the harm they have caused and fulfill the consequence the teaching team has established.

There are some behaviors for which students will immediately be removed from the camp and not allowed to return until a family conference has been held and discipline procedures followed. There are also behaviors that will result in a student being removed from the camp, either temporarily (as in a suspension) or permanently (as in an expulsion.)

For more information on IAC's response to disciplinary infractions, see the Discipline Approach below.

## **Expectations for Families**

Families are expected to model for students the collaboration and high standards for respectful participation that we aspire to cultivate in our students. This includes but is not limited to:

1. Respectful communication and interactions with all staff, other families, students, and neighbors of the camp
2. Participation in scheduled meetings requested by staff
3. Timely responses to email and/or phone messages from camp staff
4. Making sure that campers are on time and prepared for learning each day
5. Ensuring that students comply with the discipline policies, nutrition policies and attendance policies
6. Respect the privacy of all families and students

## OUR DISCIPLINE APPROACH

At Islesboro Adventure Camp, we believe that everyone should be included, valued and respected by their community of fellow campers. We practice Restorative Approaches/Justice when we encounter problems between campers.

**Restorative Approaches** are an understanding that we work best when part of a community and that to do so we need an understanding of how a community works, self-awareness of our responsibilities to that community and shared communications skills.

**Restorative Justice** is a process that resolves conflict. It is part of a larger ethos also known as Restorative Practices/Approaches. It promotes telling the truth, taking responsibility, acknowledging harm as appropriate response to conflict and in doing so creates accountability.

It is a very valuable tool in any educational setting as it not only allows the harmer to see the impact of their behavior but also allows the "harmed" person the opportunity to see if they contributed to the conflict in anyway by their own behavior. Both participants are then able agree their own joint contract of how they are going to treat each other in the future, this gives them a personal stake in the success of the contract.

There are 4 core approaches to discipline at IAC

**RESPECT:** for everyone by listening to other opinions and learning to value them

**RESPONSIBILITY:** taking responsibility for your own actions

**REPAIR:** developing the skills within our camp community so that its individual members have the necessary skills to identify solutions that repair harm and ensure behaviors are not repeated

**RE-INTEGRATION:** working through a structured, supportive process that aims to solve them.

IAC also follows the discipline/warning code practiced by Islesboro Central School.

### YELLOW Behaviors

Breaking Camp Rules

### YELLOW Consequences

Staff will focus on specific camper behavior

Staff does not record for the camp director

Staff works with camper(s) involved to resolve the issue through restorative practices

3 Yellow = ORANGE Consequence

### ORANGE Behaviors

Name calling based on appearance, family income, camper ability

Swearing

Pushing, Shoving, Slapping, Pinching, etc...

Taking things, grabbing

Indirect biased language (that's retarded, that's stupid, that's gay...)

Obscene Gestures

Retaliation

Exclusion

### ORANGE Consequences

Counselor will pull student aside or otherwise remove from situation

Counselor will record an incident report  
Camp Director will meet with student  
Camp Director / Staff will work with camper(s) involved to resolve the issue through restorative practices  
Camp Director will speak with family of camper  
On the third incident, student moves to a RED consequence

#### RED Behaviors

Name calling based on gender, disability, sexual orientation, race or religion  
Touching private parts  
Stealing  
Threatening with words or actions  
Punching, Kicking, Jabbing, Biting, or other aggressive behavior

#### DARK RED Behaviors

Harassment  
Severe Physical Contact  
Alcohol/Tobacco/Drug Use or Possession  
Extortion  
Weapons or Dangerous Objects.

#### RED Consequences

Immediate removal from camp for the day  
Parent Meeting with Staff/Camp Director and Rec Director  
There may be a denial of participation in further camp activities

# Things Every Family Needs to Know

## CAMP LOGISTICS

### HOURS OF CAMP

8:30 to 3:30

Daily adventures start promptly at 9:00 AM. If camper arrives at the day's site late and we are no longer on site, they forfeit the day's adventure and may not be dropped off without an adult.

BEFORE CARE from 8:00 - 8:30 **may** be available based on counselor availability. Details to follow in early June.

### COMMUNICATIONS

We encourage you to be in touch with us! Most communications will be posted on our facebook page: <http://bit.ly/IslesboroRecreation>. We will also have hard copies off communications at drop-off and pick-up, please ask the counselors.

Camp Director

Name: Ryan martin

Mobile: 207 930 9604

Email: [rmartin@islesboro.k12.me.us](mailto:rmartin@islesboro.k12.me.us)

Interim Rec Director:

Merry Alderman Ritsch

Home: 734.2020 (July and August only)

Mobile: 917.821.2969

[recreation@tonwofislesboro.com](mailto:recreation@tonwofislesboro.com)

### LOCATIONS

Basecamp for Islesboro Adventure Camp is the gym at Islesboro Central School, but we are a roving band of explorers and consider the entire Island our campus. Please confirm the next day's drop-off location with the counselors at the end of each day.

Most weeks, but not all...

#### MONDAYS:

Drop-off and Pick-Up at Islesboro Central School (ICS).

School bus will take us to and from an island beach

#### TUESDAY

Drop-Off at Maddie Dodge Field

Pick-Up at ICS

#### WEDNESDAY (note early drop off)

(July and August Only)

**8:00** Drop Off at Ferry Landing Flag Pole.

**4:30** Pick Up at Ferry Landing Flag Pole

#### THURSDAYS

Drop-off: Rotating Islesboro Island Trust (IIT) sites

Pick-Up: ICS

## **FRIDAYS**

Drop-off and Pick-Up at Islesboro Central School (ICS).

## **WHAT TO BRING EVERYDAY**

Back pack  
Lunch (healthy, protein, fruits and veggies. No sugar drinks or snacks)  
Extra Snack  
Water Bottle  
Sun Screen & Bug Spray  
FULL change of clothing, including socks and underwear  
Bathing Suit & Water Shoes

IAC will provide a daily healthy snack to all students.

## **NUTRITION POLICY**

Healthy eating is critical to any child's academic, social and emotional development. IAC supports the development of lifelong healthy choice making for every camper.

IAC is a NUT-FREE camp. For the health and safety of our students with allergies, students and families are asked to refrain from bringing any nuts or nut products to camp. This includes special snacks and all school events.

Campers should **bring their own lunch and a snack** to camp daily. Below are guidelines for consumption at camp. Please note, that if sugar is listed as one of the first 3 ingredients of a food, it is probably not allowed at camp.

Allowed foods include:

- Fruits and vegetables
- Crackers and pretzels, preferably without sugar or hydrogenated oils
- Cheese sticks
- Sandwiches, salads, soups
- Leftovers from dinner
- Whole grain, baked chips, goldfish, popcorn, dried fruit

Foods that are not allowed include:

- Any nuts or nut product (including peanut butter, nut milks, granola/protein bars, trail mix, etc.)
- Candy (including mini-candy in pre-packaged lunches and sugar-free versions)
- Soda and caffeinated beverages
- Athletic or energy drinks (such as Gatorade)

Foods that are not allowed at camp may be taken from students. Students are encouraged to bring a refillable water bottle to camp daily.

## **ELECTRONICS and PERSONAL TOYS**

We **do not use electronics** at IAC and we do not want campers to bring them to camp. If a camper needs a cell phone to get to and from camp, that phone will be handed over to counselors at the beginning of the day and returned at dismissal.

Campers are welcome (and encouraged) to bring a stuffed animal or similar personal item if it provides comfort and security to them.

Campers may bring a non-electronic toy with them to use during free periods, but must be willing to

share this toy with everyone at camp. If there are any disagreements over toys, the toy will be put away in a backpack and we ask that they not return to camp.

### **HEALTH AND WELLNESS POLICY**

Students who are sick should not be at camp. In order to maintain a healthy camp, parents/guardians must not send children to camp with any contagious disease such as the flu, strep throat, chickenpox, measles, conjunctivitis (pink eye), ringworm, scabies, or lice. Campers with any of these conditions will be sent home from camp until they are no longer contagious.

Families are expected to pick up sick students within one hour of contact by the camp. To return to camp students should be well and have been fever-free for at least 24 hours without the use of a fever-reducing medicine. For example, this means that if a child goes home with a fever at 2pm on Tuesday, they may not return to camp on Wednesday and should not be at school until they have had no-fever for at least 24 hours and are well (absent symptoms).

If your child has lice, the child must be treated thoroughly. Upon return, your child needs to be re-checked by a staff member before returning to camp. If additional lice or nits are found, the child will need to return home for additional treatments.

### **VOLUNTEERS**

We encourage family members to volunteer. Volunteers are expected to uphold community expectations and comply with staff requests. The first point of contact for family volunteers should be the camp director, who will share specific camp needs. There may be times when families volunteer and the camp director may decide it is best that they decline the offer. Families are asked to respect this decision, and trust that it reflects the camp director's best judgment about the camp community they are building and the particular learning needs of students. Family members and guardians may contact recreation director to volunteer to support camp-wide needs.

Individuals who volunteer with camp and/or accompanying our campers on field trips must refrain from posting on social media without the expressed approval of the Camp Director. **Student confidentiality is of the highest importance and individuals who volunteer with Inspired Teaching School must refrain from discussing student behavior, achievement, personal circumstance or other attributes observed while volunteering with the school.**