MISSION

We strive to inspire a lifelong passion for the outdoors and develop a sense of community through hands-on experiences in a safe and supportive environment.

WHAT TO BRING EVERYDAY

● Back pack
● Lunch (healthy; protein, fruits and veggies. Nothing with sugar listed in the first 3 ingredients)
● 2 Snacks
● Water Bottle
● Sunscreen & Bug Spray
● Sun Hat (recommended)
● Sturdy shoes for walking and hiking outdoors
● Sunglasses (recommended)
● FULL change of clothing, including socks and underwear
● When rain is in forecast, bring rain gear and boots. We will be outdoors unless there is thunder/lightning.

WHAT NOT TO BRING TO CAMP

● Electronics
● Personal toys or stuffed animals
● Sandals, crocs or flip flops

*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. Our office phone is available should you need to connect with your child.

COMMUNITY EXPECTATIONS

Campers and staff work together to develop shared understanding about what every camper and community member must do in order to uphold camp-wide expectations. We hope, through this process, that all learners in the community develop a robust understanding of the rules for participation in our community.

With this in mind, we expect the following from all participants:

● Share camp materials when appropriate;
Focus on camp activity with their best effort;
- Use kind words and friendly language
- Touch others only in gentle and appropriate ways. No "rough play" including tackle football, "play fighting", pushing, shoving, karate, etc;
- Follow instructions from camp staff at all times;
- Be where they have permission to be, leaving a space only with permission;
- Respect each other’s privacy, space, and belongings;
- Take care of and keep in good condition the building and all property within;

Campers who are unable to meet camp-wide expectations will first be asked to take a break away from the rest of the campers and then reenter the activity when they are ready to repair the harm they have caused and/or fulfill any consequences established by camp staff.

Campers who frequently violate these expectations, or demonstrate violence (either in words or action) will result in the student being removed from the camp, either temporarily (as in a suspension) or permanently (as in expulsion.). The Executive Director maintains ultimate discretion in the enforcement of our discipline policy and encourages parents to reach out with any questions, comments, or concerns.

**HEALTH and WELLNESS**

**Illness**

If a child becomes ill during the program and is unable to participate in activities, we will contact the parent/guardian. If a child is hurt, a certified staff member will administer first-aid. If a child requires further medical attention, a staff member will attempt to contact the parent/guardian. In the event that the parent/guardian cannot be reached all contacts on the authorized pick-up list will be contacted.

Please be advised that any camper exhibiting any of the following will be removed from activities and sent home:

1. The illness prevents the camper from participating comfortably in camp activities.
2. The illness results in greater care needed than the counselor can provide without compromising the health and safety of the other campers.
3. The camper has any of the following conditions:
   a. Fever
   b. Signs of Possible Severe Illness: Examples include lethargy, uncontrolled coughing, irritability, persistent
   c. Symptoms of COVID-19: fever, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.
   d. Signs of any communicable illness (rash, lice, etc.)
If your camper has any of the symptoms listed above, or is removed from camp because of an above listed condition, please check in with camp staff before returning to camp. Your child will be allowed to return to camp at the discretion of camp staff, in some instances a doctor's note may be required. This is in the best interest of all the campers in the program. Please assist us in our efforts to maintain a healthy environment for our children.

**Medication**

We will administer medication only if it is impossible for the medication to be administered before or after camp hours. All prescription medication must be in the original container that identifies the prescribing physician, name of medication, dosage and frequency of administration. All medications, including over the counter medications, must be checked in with camp staff at the beginning of each day. Each medication must be accompanied by a medication administration form. Refrigeration will be available if necessary.

**NUTRITION POLICY**

Young Stewards Camp 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 (including peanut butter, nut milks, granola/protein bars, trail mix, etc.) to camp.

We also ask that campers refrain from bringing foods that are excessively sugary, including (but not limited to):

- Candy (including mini-candy in pre-packaged lunches and sugar-free versions)
- Soda and caffeinated beverages
- Athletic or energy drinks (such as Gatorade or other sugary drinks)

**ATTENDANCE POLICY**

Attending all scheduled dates of the Young Stewards Program is mandatory. In the event that your child will be unable to attend the program during one of the scheduled dates, staff must be notified ahead of time.

**DROP-OFF and PICK-UP POLICY**

Drop-off and pick-up will occur at the Viles Arboretum Education Center. 153 Hospital Street Augusta, ME, 04330.
DROP OFF: Campers may be dropped off between 8:30am and 9:00am by signing in at the Visitor Center lobby. In the event of late drop-off, please get in touch with Viles Arboretum staff located in the Viles Arboretum Visitor Center. Continual late drop-off may result in dismissal from the program.

PICK UP: Campers may be picked up between 4:30pm and 5:00pm. Campers will only be released to a responsible adult listed on the “authorized pick-up list.” Adults picking up a child (who are not parents or guardians) must be prepared to show a valid photo ID.

LATE PICK-UP/FAILURE TO PICK UP: Any child not picked up by 5:30pm will be charged a fee of $1 per minute the child remains in our care. Continual late pick-up will be grounds for dismissal from the program. If you fail to pick up your child, we will take the following action:

- We will contact all numbers on your child's emergency contact sheet.
- If no contact is made, the executive director will be notified to determine the appropriate course of action, which may include contacting the police or social services.

CUSTODY POLICY: In cases of separated and divorced parents, where visitation rights are denied to one parent, we cannot deny releasing the child to such parent unless a court decree or separation document is in our file expressly forbidding a parent from picking up the child from our program, or picking up at times not allowed by the court decree. If anyone is specifically not allowed to pick up your child, please list them under the “NOT AUTHORIZED” section on the Day Camp registration form.