



Summer Camps at College Settlement

2026

Overnight & Day Camp
Parent and Legal
Guardian Handbook

Parents & Guardians:
PLEASE READ THIS
HANDBOOK
THOROUGHLY

Your signature on the Camper Registration indicates that you have read and will comply with the Camper & Parent / Guardian Code of Conduct and all other procedures contained in this Handbook

Revised: January 2026

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2026 Communicable Illness Guidelines

Here at College Settlement, the safety and health of campers and staff is always our highest priority. If a camper becomes ill with symptoms of **any communicable disease or illness** while at Camp, the Camp Nurse will send them to the quarantine area. Parents, Guardians, and/or Emergency Contacts will be contacted and asked to pick up their child within 2 hours of the call. Staying home when sick is one of the most effective ways to minimize the risk of transmission of communicable diseases and health conditions. If your child feels unwell or has a fever, **DO NOT** send them to Camp.

Additionally, **all vaccines required to attend Pennsylvania public schools are mandatory to attend our programs.** These guidelines are listed below.

WE ARE UNABLE TO ACCOMMODATE ANY EXCEPTIONS OR EXEMPTIONS

ALL GRADES		DOSES	NOTES
Tetanus, diphtheria, pertussis (DTP/Dtap/DT/Td, or Tdap)		4 *	1 dose on or after age 4 years
Polio (OPV/IPV)		4 **	4 th dose on or after age 4 years; at least 6 months after previous dose
Measles, mumps, rubella (MMR/MMRV)		2	On or after age 1 year
Hepatitis B (HBV)		3	
Chickenpox (Varicella/MMRV)		2 ***	On or after age 1 year
BY 7TH GRADE		DOSES	NOTES
Meningococcal conjugate vaccine (MCV4)		1	On or after age 2 years
Tetanus, diphtheria, pertussis (Tdap)		1	On or after age 7 years
BY 12TH GRADE		DOSES	NOTES
Meningococcal conjugate vaccine (MCV4)		2	If 1 st dose given at age 16 years or older, only 1 dose is needed to enter 12 th grade
*	<i>Only 3 doses of Td-containing vaccine are necessary if series started on or after age 7 yrs and at least one dose is Tdap</i>		
**	<i>A 4th dose is not necessary if 3rd dose was given at age 4 years or older and at least 6 months after the previous dose</i>		
***	<i>Or documentation of immunity by lab test or written statement from parent, guardian, or physician</i>		

Covid Vaccinations

It is highly recommended that all campers be vaccinated against Covid-19. **However, Covid vaccinations are not required to attend Camp in 2026.** If your child tests positive for Covid-19, they will be sent home for the length of the currently recommended isolation period, which the Camp Nurses will discuss with a Parent or Guardian.

Vision Statement

Shaping the lives of young people by instilling respect for self, others, and our natural world.

Mission Statement

Our mission is to deliver a unique Camp experience to young people concentrated in the greater Philadelphia area, without regard to economic circumstances. Our programs foster personal growth and provide a safe, affordable, and nurturing place for young people to enjoy the outdoors while learning about themselves, others, and the environment.

Core Values and Intended Outcomes of Our Camp Program

Supportive, Safe, and Healthy Environment

- We provide a secure living, learning, and recreational environment, both physically and emotionally.
- We promote an environment where fun thrives, and young people feel the confidence to take risks, feel challenged, and are excited by new experiences.
- We provide opportunities to practice a healthy lifestyle through exercise and thoughtful food choices.

Sense of Community

- We foster an environment of belonging and collaboration, where everyone feels that they matter.
- We are proud of our long heritage of providing memorable Camp experiences and the life-long and multi-generational connection that our campers have with us. We place great importance on the preservation of our culture and the sustainability of our organization.
- We believe that our impact extends beyond the boundaries of our property limits. We maintain good relations with our neighbors in Horsham, the institutions we partner with, and the families we serve.

Respect and Diversity

- We embrace the uniqueness and worth of every individual and view our collective diversity as a strength.
- We believe that to respect others and the world; young people must first respect themselves. We foster social and emotional growth by promoting positive self-esteem, empathy, and resiliency.
- We believe that exposure to other perspectives, communities, and cultures, both from around the greater Philadelphia area and across the globe, promotes a broader worldview and a community of respect and tolerance.

Equity and Affordability

- We provide high-quality programs at reasonable price points and offer financial assistance for young people who otherwise would not be able to afford such an experience.
- We work with families to ensure that no child is turned away because of inability to pay, and we especially seek out families with children who otherwise would not have those outdoor experiences due to economic circumstances.

Connection to the Natural Environment

- We provide opportunities for young people to connect with the power, joy, and beauty of the natural world.
- We believe that it is vital to preserve our Camp's natural environment and to foster a positive and lasting environmental ethic.

Day Camp Program

Day Camp will run four 2-week sessions that run Monday - Friday for the Summer 2026 season. Campers can attend two 2-week sessions of Day Camp, for a total of four weeks in the program.

Sample Daily Schedule

7:45 - 8:15	Camper Bus Pick-Up
7:45 - 8:45	Car Drop-Off at Camp
8:30 - 9:00	Buses Arrive & Breakfast Served
9:00 - 12:00	Morning Activities & Swim
12:15 - 1:30	Lunch
1:30 - 4:00	Afternoon Activities & Swim
4:00 - 4:15	Snack & Buses Depart
4:15 - 5:30	Camper Car Pick-Up

Meals

Each day, campers at Day Camp are served breakfast, lunch, and a snack. If your child has any special dietary restrictions, please notify the Camp Office in writing at least three weeks before your child's first day of Camp. We will do our best to accommodate dietary restrictions, but Parents / Guardians may be asked to send in packed lunches for any severe food restrictions.

Personal Property

Please make sure all of your camper's belongings are clearly marked with their first and last name. The care of clothing and equipment brought to Camp is the concern and responsibility of the camper. We are unable to replace or pay for property lost or left at Camp. The Camp cannot be responsible for lost or stolen articles. Please leave **ALL** valuables at home. We try to manage lost and found items continually throughout the summer season, but it is a challenge! If you discover your child is missing something upon their return home, please notify the Camp Office as soon as possible. After the summer Camp season, we donate unclaimed items to charity.

While at Camp, your child will have the opportunity to participate in a variety of activities! Traditional camp activities, like swimming, boating, fishing, climbing, biking, arts & crafts, campfires and more! Environmental activities, like creek crawls, nature hikes, visiting our animals at the Environmental Center, or taking a trip to the Pennypack Farm & Education Center! Or sporting activities, like gaga, kickball, basketball, soccer... there's so much for your camper to do!

Daily Packing List

We recommend that parents apply sunscreen to their campers before Camp each day, and that campers always bring lip balm and sunscreen.

Campers Should Bring...

- A Backpack or Drawstring Bag
- Swimsuit and Goggles
- Towel
- Reusable Water Bottle

VERY IMPORTANT: Campers must wear closed toed shoes, preferably sneakers, to Camp each day. Campers wearing unsuitable footwear, such as flip-flops or slides, will be unable to participate in certain activities at Camp. This rule exists for the campers' safety.

Campers Should NOT Bring...

- Money
- Electronic Devices
- Aerosol Insect Repellent or Sunscreen
- Expensive Jewelry or Accessories
- Over-the-Counter Medications
- Tobacco / Vape Products
- Alcohol
- Knives
- Felt-tip Markers or Pens
- Inappropriate Clothing
- Pets

Day Camp Cell Phone Policy

There is a strict No Cell Phone Policy at Camp. However, we recognize that in some cases, Day Campers must bring their phones to Camp so they can contact their Parent or Guardian before arrival or after dismissal. To protect camper property and decrease the chance that phones will be damaged or lost, as well as to prevent campers from using their cell phones during the Camp day when they should be enjoying the outdoors, we have implemented a Phone Check In / Check-Out procedure. Campers will check their phones in to a staff member at the very beginning of the day, and check them back out at the completion of the day. Camper phones are stored in a locked cabinet in the Day Camp Office.

Transportation To & From Day Camp

You have two transportation options when registering for Day Camp. You can drive your child to and from Day Camp each day, or they can take one of the buses provided by Camp.

1. Bus Transportation

- Different bus stops are available depending on which Day Camp session you choose, so please review your options carefully. Once your child is enrolled, they are not permitted to change buses or stops at any time. The selected mode of transportation must be the same for their arrival and departure. These policies are in place to ensure the campers' safety.
- Transportation will only be provided to the stops listed below. These stops / routes are contingent upon camper enrollment and are therefore subject to change. We will notify Parents & Guardians if this occurs.
- **Bus Stop Information for Day Camp Sessions 1 & 2**
 - Day Camp Session 1: Monday, June 22 - Friday, July 3
 - Day Camp Session 2: Monday, July 6 - Friday, July 17

BUS TRANSPORTATION FOR SESSIONS 1 & 2				
STOP	LOCATION	STREET ADDRESS	PICK-UP LOCATION	PICK-UP TIME
Bus 1: Stop A	Alexander McClure School	600 W. Hunting Park Ave Philadelphia, PA 19140	Corner of W. Hunting Park Avenue and N. Marshall Street	7:55 AM (Estimated)
Bus 1: Stop B	Samuel Pennypacker School	1858 E. Washington Lane Philadelphia, PA 19138	Corner of Thouron Avenue and E. Washington Lane	8:10 AM (Estimated)
Bus 2: Stop A	Solis-Cohen School	7001 Horrocks Street Philadelphia, PA 19149	Corner of Horrocks Street and Tyson Avenue	7:55 AM (Estimated)

• Bus Stop Information for Day Camp Sessions 3 & 4

- **Day Camp Session 3:** Monday, July 20 - Friday, July 31
- **Day Camp Session 4:** Monday, August 3 - Friday, August 14

BUS TRANSPORTATION FOR SESSIONS 3 & 4				
STOP	LOCATION	STREET ADDRESS	PICK-UP LOCATION	PICK-UP TIME
Bus 1: Stop A	Thomas Finletter School	6100 N. Front Street Philadelphia, PA 19120	Corner of N. Front Street and Godfrey Avenue	7:55 AM (Estimated)
Bus 1: Stop B	Samuel Pennypacker School	1858 E. Washington Lane Philadelphia, PA 19138	Corner of Thouron Avenue and E. Washington Lane	8:10 AM (Estimated)
Bus 2: Stop A	Community Center at Visitation	2646 Kensington Avenue Philadelphia, PA 19125	Corner Kensington Avenue and E. Lehigh Avenue	7:45 AM (Estimated)

- Buses will arrive at your selected stop each morning between 7:45 and 8:10 AM, depending on traffic. See the above chart for approximate times. Please be on time getting to the bus stop each morning! Otherwise, the bus may leave without your child.
- Buses will depart from Day Camp around 4:00 PM each day. The bus will arrive at your assigned stop between 4:30 and 5:30 PM each evening, depending on traffic and the stop's distance from Camp. **Please be on time to meet your child at their stop! The Camp's responsibility for campers ends when they step off the bus.**
- Good behavior is expected of all Campers while riding the bus. For more information on this, please review the **Camp Bus Conduct Rules** and **Camper Code of Conduct**, located in the Parent & Guardian Handbook.
- **There will be an Early Dismissal from Day Camp on the last day of each session!** Please be ready to pick up your child from the bus stop between 2:00 and 2:45 PM. More information will be provided via email once Camp is in session.

2. Car Transportation

- **Please be patient with Camp staff when dropping off or picking up your child!** It is important that you arrive with enough time to spare for staff to complete all required procedures.
- Car Drop-Off each morning is between 7:45 and 8:45 AM, and Pick-Up from Camp is between 4:15 and 5:15 PM. **There will be an Early Dismissal from Day Camp on the last day of each session. Please pick up your child at Camp by 1:45 PM!**
- Staff is unable to check in campers before 7:45 AM.
- Please be on time when dropping off or picking up your child, as late drop-offs / pick-ups can disrupt the daily schedule. **AS OF SUMMER 2025, YOU MAY BE CHARGED A LATE PICK-UP FEE OF \$50 (PER INSTANCE) FOR PICKING UP YOUR CHILD AFTER 5:30 PM.**

- Early pick-ups from Camp must be discussed beforehand with the Camp Director. If you need to pick up your child early on short notice due to an emergency, please contact the Camp Office at least one hour prior before pick-up time.
- Parents & Guardians must fill out a Drop-Off / Pick-Up Authorization form when registering for Camp. This form is required, and campers' mode of transportation must be the same for Drop-Off and Pick-Up. Campers can only be released to adults listed on the Authorization Form.

• **Camper Drop-Off Instructions**

- In the morning, enter at the main Day Camp Entrance / GPS Address: 544 Witmer Rd
- Camp staff will direct you. Please be patient—camper safety is our top priority!
- Please wait in the Car Line, as Camper Check-In will occur in the order of arrival. To ensure that we account for all campers, staff will check in ONE camper at a time.
- Keep all campers in your car until a staff member asks your child to safely exit the vehicle. Drivers and other passengers must remain in the vehicle during Drop-Off.
- Once your child is dropped off, please proceed to the exit.
- Smoking and talking on cell phones are prohibited while driving on Camp property.
- Camp Buses have the right of way! **DO NOT PARK NEAR THE BUS DROP-OFF AREA.**

• **Camper Pick-Up Instructions**

- Campers will be brought to the Pick-Up / Drop-Off Loop at 4:15 PM.
- Once a Camp staff member has confirmed that you are listed on the Drop-Off / Pick-Up Authorization Form, your child will be released to your car.
- Please do not leave your car! A staff member will be there to assist your child with their belongings if needed.

Camp Bus Conduct

Riding the Camp Bus is a privilege, and all safety rules and guidelines must be followed. The Camp Bus driver is responsible for driving the bus safely in accordance with all the rules and regulations established by state and local authorities. Their full attention must be devoted to the operation of the vehicle and the observation of traffic conditions.

To maintain order and ensure the safety of all campers riding the Camp Bus, the following rules must be observed

1. Parents **MUST** wait at the bus stop until the bus arrives. There are no Camp staff members present at the bus stop before the bus arrives or after it departs.
2. While waiting for buses at assigned stops, campers must not play games on the street, enter onto private property, or misbehave in any manner. Campers must remain on the sidewalk until the vehicle arrives.
3. Campers must never chase the bus. Buses will not stop to pick up late campers.
4. Campers must wait for the bus to come to a full stop before attempting to get on the bus or before getting up from the seat to get off the bus.
5. Campers must sit with their backs against the seat at all times.
6. Campers are not to put hands, arms, legs, or any part of the body out of the windows, or tamper with the bus or any of its equipment.
7. Campers may leave their seats only after the bus has come to a complete stop.
8. Food and drink are not permitted on the bus.
9. Only registered campers and Camp staff are permitted to ride the bus.
10. Campers will not be authorized to get off at any stop other than their assigned stop.
11. Nothing is to be thrown out of bus windows.
12. The Camp bus driver and bus counselors are in full charge of the campers while they are riding the bus.
13. Bus drivers, campers, or other passengers are not permitted the use of alcoholic beverages, tobacco/vape products, or drugs in any form, while on the Camp bus.
14. Bus counselors shall not allow items of any type to be placed in aisles or areas near the entrance door. Any item of this nature must be held on the camper's lap in a manner that will not endanger the safety of other people.
15. These rules will be strictly enforced. In the event of misbehavior on a Camp bus, drivers are to report incidents immediately to the Assistant Camp Director or their designee for action.

16. Campers are returned to the same bus stop in the afternoon. Please be on time to meet your child. The Camp's responsibility for campers ends with the return of your child to their bus stop.
17. Campers must adhere to the Camp Cell Phone Policy when riding the bus.

OUR STAFF ARE NOT RESPONSIBLE FOR SUPERVISING CHILDREN AT THE BUS STOP. PLEASE DO NOT PUT US IN A SITUATION WHERE WE MUST LEAVE YOUR CHILD UNATTENDED AT THE BUS STOP.

IF YOU KNOW YOU ARE GOING TO BE LATE TO PICK UP YOUR CHILD, YOU MUST CONTACT THE CAMP OFFICE AS SOON AS POSSIBLE. REPEATED LATE PICK-UP MAY RESULT IN YOUR CHILD LOSING THEIR BUS TRANSPORTATION.

Day Camp Attendance Policy

Camp programs run rain or shine! Camp staff plans a variety of fun-filled activities during inclement weather. We ask that campers always come prepared every day with appropriate gear! On extremely hot days, campers are consistently encouraged to stay hydrated, and Camp staff will try to incorporate more water-based activities into the daily schedule. During severe weather, our staff members are trained in Emergency Procedures.

Late Campers

- If you will be dropping your child off later than 9:15 AM, please call the Camp Office as soon as possible.
- If leaving a voicemail, include your child's full name, group, and what time they will be arriving at Camp.

Early Pick-Ups

- We ask that you look at your child's schedule and try to plan ahead for any early pick-ups. Please give us at least a 24-hour notice, either by email or by calling the Camp Office.
- Please call the Camp office at least one hour before an early pick-up, even one you scheduled ahead of time. Due to the size of our property, it can take some time for us to get your child back from their activities and prepared to leave when you arrive.

Absent Campers

- It is never too early to inform us of a planned absence, even before the start of the Camp season!
- Please notify the Camp Office as soon as you know that your child is going to be absent.
- For planned absences, please email the Camp Office at least 24 hours in advance.
- For short-notice absences, please email or call the Camp Office as soon as you can. Emails or voicemails should include your child's full name, group, and when they will be returning to Camp.
- Our Attendance Policy is designed to help limit any potential spread of communicable illness as much as possible. Therefore, if your child is not feeling well, **DO NOT SEND THEM TO CAMP.**

Please notify the Camp Office if your child tests positive for a contagious illness or condition so that we can follow our safety protocols for campers and staff

Overnight Camp Program

Overnight Camp will run four 12-day sessions for the Summer 2026 season. Additionally, campers can now attend two sessions of Overnight Camp!

Sample Daily Schedule

7:30 - 7:50	Wake Up & Get Ready
8:00 - 8:50	Breakfast / Free Time
9:00 - 12:00	Morning Activities
12:00 - 1:00	Instructional Swim
1:00 - 1:50	Lunch / Free Time
2:00 - 3:00	Siesta
3:00 - 5:00	Afternoon Activities
5:00 - 6:00	Free Swim
6:00 - 6:50	Dinner / Free Time
7:00 - 8:00	Evening Activity
8:15 - 9:00	Snacks & Showers
9:00 - 9:30	Bedtime / Lights Out

While at Camp, your child will have the opportunity to participate in a variety of activities! Traditional camp activities, like swimming, boating, fishing, climbing, biking, arts & crafts, campfires and more! Environmental activities, like creek crawls, nature hikes, visiting our animals at the Environmental Center, or taking a trip to the Pennypack Farm & Education Center! Or sporting activities, like gaga, kickball, basketball, soccer... there's so much for your camper to do!

Cabins & Villages

Overnight campers are divided in groups according to age and gender. Girls aged 10-12 live in **Girls Village** cabins, while boys 10-12 spend their time in **Boys Village**. Campers ages 8-9 stay in **Tween Creeks** cabins, which are divided by gender within the Village. Teen Adventure campers are in their own groups within **Girls** and **Boys Villages** respectively.

The Camp Office will try to accommodate bunking requests if communicated before the Camp season begins.

Teen Adventure Program (TAP)

The Teen Adventure Program is a challenging 12-day program designed for 13 and 14-year-old campers who enjoy the outdoors, being physically active, and participating in adventure-based activities both on and off Camp. **Campers will remain at our Horsham site for the 2026 season**, but will travel offsite for various day trips. During their TAP session, Campers will participate in a variety of activities, which may include...

Please understand that TAP can be a more intense program than regular Overnight Camp. Expectations for respectful, positive behavior are high, as TAP campers are considered role models for our younger campers and are expected to participate in all activities to the best of their ability.

- Group Challenges
- High Ropes
- Trail Biking
- Tent Camping
- Climbing
- Boating
- Swimming
- Hiking

While at Camp, Teen Adventure campers reside in their own cabins in Boys Village and Girls Village; the boys and girls Teen Adventure Groups are not co-ed. This program includes adventure-challenge activities which are based out of our Horsham property, as well as offsite hiking trails, rivers, beaches, and more. A detailed schedule of trips and activities will be provided prior to the start of the season.

Packing for Overnight Camp and Teen Adventure

While packing for Camp, please ensure that all clothing is Camp-appropriate and suitable for outdoor activities in all weather. Camp activities can be tough on clothing, so please do not pack new, delicate, or expensive items. Camp staff will take an inventory when campers arrive to ensure all campers have what they need for Camp and to avoid any confusion with regards to lost property.

APPROPRIATE CLOTHING: Campers wearing inappropriate clothing will be asked to change. **This includes any clothing that advertises drugs, alcohol, gangs, or sexual content.** For girls, we encourage sports-type, one-piece swimsuits, or two-pieces that are suitable for being physically active, like a tankini.

FOOTWEAR: Campers must pack at least one pair of closed toed shoes, preferably sneakers. Campers wearing unsuitable footwear, such as flip-flops or slides, will be unable to participate in certain activities at Camp. This rule exists for the campers' safety.

TEEN ADVENTURE: In addition to the items below, it is recommended that Teen Adventure campers bring extra footwear for hiking, an extra sweatshirt or hoodie for camping, and water shoes or Crocs for river trips.

Recommended Packing List		
Toiletries	Clothing	General Items
<ul style="list-style-type: none"> ➤ Comb / Brush ➤ Toothbrush & Toothpaste ➤ Shampoo ➤ Conditioner ➤ Soap or Body Wash ➤ Washcloths ➤ Lotion ➤ Deodorant ➤ Sunscreen ** ➤ Insect Repellent ** 	<ul style="list-style-type: none"> ➤ Waterproof Jacket / Poncho ➤ 1-2 Swimsuits ➤ 5-12 Shirts; Short and Long-Sleeved ➤ 4-10 pairs of Shorts ➤ Socks and Underwear (daily change) ➤ 1-3 pairs of Jeans or Sweatpants ➤ 1 Warm Sweatshirt ➤ 2-3 pairs of Pajamas ➤ 1 pair of Sneakers ➤ 1 pair of Flip-Flops or Crocs *** ➤ A Baseball Cap or Hat ➤ 2-4 Large Towels ➤ Laundry Bag for Dirty Clothes 	<ul style="list-style-type: none"> ➤ Reusable Water Bottle ➤ Sleeping Bag or Blanket ➤ Twin-size Sheets ➤ Pillow & Pillowcase ➤ Small Backpack or Drawstring Bag <p>OPTIONAL ITEMS:</p> <ul style="list-style-type: none"> ➤ Pre-addressed Envelopes or Postcards ➤ Disposable Camera ➤ Swim Goggles ➤ Flashlight
** Non-aerosol; Aerosol sprays can be irritating for campers with breathing difficulties	*** Flip-flops are only for shower use. Campers must wear athletic, closed toed shoes during all Camp activities	
Please DO NOT Pack...		
<ul style="list-style-type: none"> ➤ Money ➤ Tobacco / Vape Products ➤ Expensive Clothing, Jewelry or Accessories ➤ Weapons of Any Kind 	<ul style="list-style-type: none"> ➤ Electronic Devices ➤ Inappropriate Clothing ➤ Food, Candy, or Gum ➤ Hair Dryer / Styling Tools ➤ Aerosol Insect Repellent 	<ul style="list-style-type: none"> ➤ Felt-tip Markers or Pens ➤ Sporting Equipment ➤ Pets ➤ Aerosol Sunscreen or Insect Repellent

WE DO NOT ALLOW PHONES AT OVERNIGHT CAMP

Camper Laundry & Personal Property

Please make sure all of your camper's belongings are clearly marked with their first and last name. Using initials makes it difficult to return lost items. The care of clothing and equipment brought to Camp is the concern and responsibility of the camper. We are unable to replace or pay for property lost or left at Camp. The Camp cannot be responsible for lost or stolen articles.

Please leave ALL valuables at home. We try to manage lost and found items continually throughout the summer season, but it is a challenge! If you discover your child is missing something upon their return home, please notify the Camp Office as soon as possible.

WE DONATE UNCLAIMED ITEMS TO CHARITY THE WEEK AFTER EACH SESSION ENDS.

We will wash Camper's clothing only in emergency situations. Therefore, your child must have clothes for an entire 12-day session (i.e., enough socks, underwear, towels, etc.).

Bedding & Bedwetting

Campers should bring bedding for their stay at Camp. Please send a pillow, twin sheets, and a blanket or sleeping bag. For reasons of hygiene, we cannot provide pillows for campers.

Bedwetting is a relatively common occurrence among campers, and our staff members are trained to deal with the situation in a discreet manner. Please inform us of any possible bedwetting concerns as soon as possible so that our staff can proactively work to minimize camper anxiety. The Camp Director and Camp Nurse can discuss options with you before your child's session starts—just give the Camp Office a call. If bedwetting occurs every evening, we may ask you to provide pull-ups or additional bedding to be used for the entire session. We do not have the ability to launder bedding daily.

Packing Medication

All medication must be brought to Camp in its original prescription container and placed in a Ziplock bag with your child's name. Medication must be checked in with the designated Camp staff member during camper bus check-in. If you drive your child directly to Camp, you will check medications in with the Camp Nurse during our check-in procedures on site.

PLEASE DO NOT PACK ANY MEDICATIONS IN YOUR CAMPER'S LUGGAGE. EVEN NON-PRESCRIPTION, OVER-THE-COUNTER MEDICATION MUST BE CHECKED IN WITH THE CAMP NURSE. For more information regarding medication, please see the **Medication at Camp** section of this handbook.

Communicating With Your Child

There are no visiting days while Camp is in session. Because of this, mail from home is very important to our campers. We encourage campers to write home frequently, and we hope Parents and Guardians will do the same—your camper will really appreciate it!

We highly recommend that you send your child to camp with pre-addressed envelopes!

Summer Camps at College Settlement

c/o Your Child's First and Last Name
Your Child's Village and Bunk (Optional)
600 Witmer Road
Horsham, PA
19044



Please write your child's full, first and last name on any letters you send. This way, we can ensure it gets delivered to them promptly.

You can include your child's Village and bunk if you know it, but if not, don't worry! We will make sure they receive it.

The Camp strongly discourages any contact between summer staff and campers after the season ends, whether by mail, online, or in person. Summer staff do not represent the Camp once the summer season is over. If your child wishes to stay in touch with a Camp staff member, please do so by postcard through the Camp Office.

Care Packages

Please do not send care packages to your child at Camp. Campers will receive treats and healthy meals as part of the Camp program. Any packages containing food, candy, etc. received via mail will be returned to you. If you need to send a package containing an essential non-food item, please contact the Camp Office to make arrangements. Otherwise, all packages will be kept in the office and returned home with your camper on the last day of their session.

**PLEASE DO NOT SEND CARE
PACKAGES TO YOUR CAMPER**

Phone Calls

Campers are kept very busy, and activities take place all over the Camp's expansive 235-acre property. Coordinating frequent camper calls home can be disruptive to the daily schedule. Except in severe cases of homesickness or other family emergencies, **we discourage campers from making phone calls home.**

Our policy on phone calls is in the best interest of our campers. It has been our experience that calling home makes adjusting to the camp environment more difficult and can increase homesickness. The Camp Office staff is happy to discuss camper concerns with a Parent or Guardian if requested, but cannot guarantee immediate updates. Remember, we all want the best experience for your child, and we will work with you to help your child in every way feasible.

We will always contact Parents or Guardians if there is a behavioral or medical concern with any camper

Emergencies: If you must speak with your child urgently, please call the Camp Office during Summer business hours, from 8:30 AM to 6:00 PM, Monday through Friday. If a true emergency occurs after office hours, our 24-hour Emergency Answering Service will direct your call to the appropriate Camp staff member. Please only utilize the Emergency Answering Service in the event of a true emergency: **1-800-838-7416**

Homesickness

The Camp staff makes every effort to help campers overcome homesickness by helping them learn to accept the natural feeling of missing family and friends. We keep our campers busy and engage them in many fun activities with their new friends. The Camp Director or Camper Advocate will contact you if your child is ever severely distressed.

Here is some information that might help any Parents or Guardians concerned about homesickness

1. The more your child knows about what to expect at Camp before they arrive, the more likely they will adjust. Talk with your child about any aspects of the trip they may be concerned about. Watch our Camp videos together and look at photos of the Camp, many of which are on our Camp website and social media pages. If you attend an Open House, bring your child along so they can see the cabins, pool, dining hall, and anything else they might be curious about.
2. Talk with your child about the fun they will have at Camp, and set goals together. For example: learn to swim, try boating, climb the ropes course, catch a fish, make a new friend, etc.
3. Ensure your child that there is always someone they can reach out to with any issue, whether it is their Counselor, a trusted, supportive staff member, their Village Leader, the Camper Advocate, Camp Director, or Camp Nurse. We are all here to help.
4. Children can often sense Parent / Guardian concerns about them going away. Try to project positive aspects of sending your child to Camp, and let them know you expect them to have a great time.
5. Write to your child. In your letters, encourage them to try new things and have lots of fun while they're away.
6. Once your child is at Camp, keep letters from home upbeat and positive. Happy, encouraging letters are most beneficial. Avoid writing about how much you miss your child or sending bad news from home, as this can trigger homesickness.
7. If you receive a letter from your child expressing a desire to come home, please call the Camp Office and let us know. We will have our Camp Director check into the situation and call you to discuss your child's situation. Often by the time a letter is received home, the camper has acclimated to their new situation and is doing great!

Our accrediting organization, the American Camp Association, has many great articles relating to homesickness and how to lessen the effects

<http://www.acacamps.org/media-center/how-to-choose/homesickness>

Transportation To & From Overnight Camp

You have two transportation options when enrolling your child in Overnight Camp: Providing your own transportation by car on the first and last day of the session, or having your child take the Camp Van, which departs from the Tacony Academy Charter School parking lot at **1330 Rhawn Street, Philadelphia, PA 19111**.

Campers will be assigned one mode of transportation for arrival and departure, which you will choose when registering your child for Camp. No changes can be made without prior authorization from the Camp Office.

1. Camp Van Transportation

- On the first day of your child's Camp session, the Camp Van will depart from the Tacony Academy Charter School parking lot promptly at 11:00 AM.
- Please arrive at the school parking lot by 10:15 AM for check-in. **THE VAN WILL DEPART WITHOUT YOUR CHILD IF YOU ARE LATE ARRIVING AT THE PICK-UP LOCATION.**
- Van pick-up on the last day of the session is **between 2:00 and 2:30 PM** at Tacony Academy Charter School. Vans will depart from Camp around 1:30 PM on the last day, so their arrival time at the school may vary depending on traffic.
- Please be on time when picking up your child on the last day of the session. If you know you will be late arriving at the school, please call the Camp Office ahead of time.

2. Car Transportation

- If you bring your child to Camp in your vehicle, arrival time is between 10:30 and 11:30 AM. We are unable to accommodate camper drop-offs before 10:30 AM, and cannot supervise any campers who arrive at Camp early.
- Pick-up time at Camp on the last day of the session is **between 2:00 and 2:30 PM**. Please be on time to pick up your camper. If you know you will be late arriving at Camp, or if you'll be picking your camper up early, please call the Camp Office ahead of time.
- For the safety of our campers, please wait in the parking lot to receive your child. Campers will be released to Parents or Guardians only.
- **PLEASE ADHERE TO THE 10 MPH SPEED LIMIT AT CAMP.** This is for the safety of the campers. Also keep in mind that Camp is a non-smoking facility.
- Any Parent or Guardian needing to pick up their child before the end of the session must notify the Camp Office at least 24 hours in advance.



Tacony Academy Charter School

1330 Rhawn Street

Philadelphia, PA 19111

Please note that there are no restrooms available at the school.

Registering for Camp

The 4 basic steps to register for Camp are...

1. Fill out the Camp Scholarship Application (optional)
2. Complete the Online Camper Registration
3. Pay the Registration Deposit
4. Gather and Upload ALL Necessary Paperwork

Your child's space **IS NOT SECURED** until you've completed these steps!

1. Fill out the Camp Scholarship Application (Optional)

Our pricing has been updated! To ensure transparency and fairness, we've changed our pricing structure and financial assistance process. While our updated prices reflect necessary adjustments, we remain deeply committed to offering financial assistance to families in need. **Scholarships are awarded on a first-come, first-served basis.**

Option 1: Pay Full Price for Camp

- Day Camp (2-week session): \$920
- Overnight Camp (2-week session): \$1375
- Teen Adventure (2-week session): \$1530

OR

Option 2: Apply for a Camp Scholarship

Completing the camp scholarship application will provide a discount code, based on your financial situation, that you can enter during registration. This process ensures that our limited scholarship funds are directed to families who need them most.

2. Complete the Online Camper Registration

After determining your discount using the scholarship application, you can complete your camper registration via our [online portal](#) and enter your discount code. Please note that registration for **ALL** sessions closes on May 29th. Your registration **MUST** be completed and submitted by this time—we are no longer registering throughout the summer.

3. Pay the Registration Deposit

As of 2025, the Registration Deposit has increased to \$75.00 per child, per session. This amount is part of your total balance and is not an additional fee.

4. Upload the Necessary Paperwork

The following documents must be submitted **4 weeks before** your child's first day of Camp.

- **Camper Medical Form**

- The Camper Medical Form must be completed by a licensed medical provider and received by the Camp Office at least **4 weeks** before your child's first day of Camp. Alternatively, you can provide documentation of your child's most recent Well Visit, as long as it's in-date and signed by your child's pediatrician. No matter which option you choose, **WE MUST RECEIVE DOCUMENTATION OF A PHYSICAL EXAM THAT WAS COMPLETED WITHIN 12 MONTHS OF YOUR CHILD'S FIRST DAY OF CAMP.** The Camp Office will cancel your child's registration if we do not receive this document in time.

- **Immunization Records**

- You must also submit your child's Immunization Records, along with the Camper Medical Form, at least **4 weeks** before your child's first day of Camp. We require all campers to be fully vaccinated, and are unable to accommodate exemptions or exceptions of any kind. As of Summer 2024, Covid vaccinations are highly recommended, but not required. All other vaccinations remain mandatory. The Camp Office will cancel your child's registration if we do not receive this document in time.

Uploading Your Paperwork

Medical Forms and Immunization Records can be uploaded to the [camper registration portal](#) or emailed to upload@collegesettlement.org so we can upload them for you. If you take pictures of your documents instead of scanning, please make sure any text or writing is clear. You can also fax your paperwork to the Camp Office. We must receive your child's Medical Form and Immunization Records 4 weeks before your child's first day of Camp. All final payments are also due at that time. **If we do not receive your paperwork and final payments in time, the Camp Office will cancel your child's registration.**

**Questions? The Camp Office is open Monday
through Friday from 9:00 AM - 5:00 PM**

Phone: 215-542-7974
Fax: 215-542-7457

Email: camps@collegesettlement.org
Website: www.collegesettlement.org

Payment & Paperwork Deadlines

Camp & Session	Deadline Dates
Overnight or TAP Session 1	May 25
Overnight or TAP Session 2	June 8
Overnight or TAP Session 3	June 22
Overnight or TAP Session 4	July 6
Day Camp Session 1	May 25
Day Camp Session 2	June 8
Day Camp Session 3	June 22
Day Camp Session 4	July 6

You can pay your balance using a credit or debit card, either by logging into the camper registration portal or by calling the Camp Office. We can also process payments via ACH. We do not accept cash payments.

Final payments and paperwork must be received four weeks before your child's first day of Camp. If you need additional financial assistance, please fill out the [Campership Form](#). Please keep in mind that scholarships are limited and awarded on a first-come, first served basis.

Refund & Cancellation Policy

1. All required paperwork and final payments are due **four weeks** before your child's session start date. The Camp Office will cancel your child's registration if these items are not received in time.
2. You can cancel your child's registration at any time before they are scheduled to attend. However, to receive a refund of your Registration Deposit, you must notify the Camp Office at least **two weeks** before your child's session start date. We will retain your deposit in the event of a last-minute cancellation or no-show.
3. You will not receive a refund if your child is dismissed due to a violation of the Camper Code of Conduct. College Settlement retains the right to dismiss any camper if deemed necessary.
4. Prorated refunds are available to campers who depart their session early for medical reasons. In this instance, refunds of Camp payments will be prorated for the days attended, minus the Registration Deposit.
5. If your child becomes ill or is seriously injured before arriving at Camp, please contact the Camp Office and we will connect you with the Camp Nurse. If necessary, and pending availability, we will attempt to reschedule your child's session.

Health & Wellness at Camp

At least one Registered Nurse (RN) is on-site and on duty 24 hours per day while Camp is in session

Special Needs or Adaptations

We ask all applicants to inform us of any special needs or adaptations by noting it on the Camper Profile, Medical Forms, and by communicating with the Camp Director **AT LEAST 30 DAYS BEFORE** your child's session start date. We endeavor to provide reasonable accommodations for special needs within our ability to do so—however, please understand that our programs are not rehabilitative or therapeutic in nature. Please contact the Camp Office before enrolling to discuss what accommodations and levels of support may be available.

Agency Caseworkers, Wrap-Arounds & TSS Workers

In the following section, **Support Worker** is the Camp's common term for professional Therapeutic Support Service (TSS) worker, therapist, psychologist, counselor / caseworker, etc. who has been retained by the family to provide therapeutic support for a camper.

1. No Support Worker will be permitted to interact with any camper before we obtain permission from the camper's Parent or Guardian.
2. For one-time visits: Parents or Guardians must notify the Camp Office that an agency is sending a Support Worker at least a week before their visit.
3. For ongoing visits: The Parent / Guardian or agency must notify the Camp Office of the intended visit schedule for the camper, and the name of the support worker, before the Camp session.
4. Support Workers should stop at the Camp Office with their agency identification before a visit and carry it with them when onsite.

Please keep in mind that Camp is a physically and socially intense experience that may not be suitable for all children

Illness or Injury at Camp

- If a child needs basic medical attention which will not adversely affect their stay at Camp, the Camp Nurse can provide such treatment.
- The Parent / Guardian will be contacted immediately in case of an injury requiring doctor or hospital care, if they develop symptoms of a communicable illness, or if they test positive on a Covid-19 rapid test. Should emergency treatment be required, the Camp Nurse and / or Camp Director will consult with the Parent or Guardian for further treatment and follow-up.

- The Parent / Guardian will be contacted in the case of camper illness or injury requiring an extended stay in the Health Center (typically 3 hours or more). If a camper is unable to return to the program due to injury or illness that cannot be managed at Camp, the Parent or Guardian will be contacted and asked to provide transportation for the child to return home for treatment and recuperation.
- With the approval of the Camp Director and Camp Nurse, the child may return to Camp after they receive health clearance from a Licensed Physician. In the case of hospitalization for concussion, breathing emergency or other illnesses / injuries of concern, etc., the Camp Director and Camp Nurse can request that the camper stay home for 24 hours after release from the hospital. The Camp cannot be responsible for medical expenses after the camper has returned home.

WE MUST BE ABLE TO CONTACT YOU OR ANOTHER AUTHORIZED ADULT IN CASE OF AN EMERGENCY, 24 HOURS A DAY.

IF YOU WOULD BE UNABLE TO PICK UP YOUR CHILD FROM CAMP WITHIN 2-3 HOURS NOTICE, YOU MUST ENSURE ANOTHER ADULT, LISTED AS AN EMERGENCY CONTACT TO WHOM YOUR CHILD MAY BE RELEASED, IS AVAILABLE TO DO SO. THERE ARE NO EXCEPTIONS TO THIS POLICY.

Medication at Camp

There are a number of guidelines we are required to enforce regarding medications at Camp:

- **If your child attends Day Camp** and uses an asthma inhaler or an EpiPen, one should remain at Day Camp for the entire session. All medication must be in the original prescription container and checked in to the Day Camp staff during camper check-in. Please do not pack ANY medication in your camper's bag, including non-prescription medication, vitamins, and supplements. Again, ALL medication must be checked in.
- **Campers at both Day and Overnight Camp** are NOT permitted to have medication of any kind in their possession, with the exception of emergency asthma inhalers and EpiPens if a Parent or Guardian requests they self-carry. Campers may not carry cough drops, nose sprays, multivitamins or medicated creams, or any homeopathic or herbal supplements. ANY/ALL OF THESE ITEMS CAN BE DANGEROUS IF USED INCORRECTLY. Our Health Center is supplied with appropriate pediatric over-the-counter medication, which the Camp Nurse will dispense if necessary.
- All prescription medication must be provided in their original container bearing a pharmacy label that displays the following information:
 - Camper's Full Name (Cannot be the name of a sibling, parent, etc.)
 - Prescription Number
 - Date Filled

- Prescribing Physician's Name
 - Medication Name and Strength
 - Directions for Use
- **PLEASE DO NOT PACK ANY MEDICATIONS IN YOUR CAMPER'S LUGGAGE. ALL MEDICATION, INCLUDING NON-PRESCRIPTION, OVER-THE-COUNTER MEDICATION, MUST BE CHECKED IN WITH THE CAMP NURSE.** Parents & Guardians should note that many basic supplements, including multivitamins and melatonin, can be dangerous in large quantities. To help ensure the safety and welfare of our campers, parents **MUST** ensure that any and all medications are checked in with the Camp Nurse upon arrival.
 - Medications will **ONLY** be dispensed by Camp Medical staff according to the directions listed on the prescription label.
 - We cannot accept pre-packed medications that are in daily dose packets or pillboxes, unless the pre-packing is completed by a recognized prescription service that meets the labeling requirements listed in the previous section. We are **legally unable** to accept or administer medications if they are not in the original labeled pharmacy container.
 - We cannot accept expired medications.
 - We do not provide EpiPens or asthma inhalers. These are stocked in our First Aid kits for emergency use—however, if your child has ever been prescribed an EpiPen, you **MUST** send one to Camp with your child. The Camp Nurse will ensure that campers receive the dosages as prescribed, and will always notify Parents or Guardians in the event of a medical emergency.
 - Medications are typically administered at mealtimes: breakfast, lunch, dinner, and evening snack. Evening medications are typically given at evening snack time—usually between 8:15 PM and 8:45 PM. All medications will be administered by the Camp Nurse or Assistant Camp Nurse, both of whom are licensed to administer medications.
 - Medication will be dispensed according to the directions provided by the authorized medical professional prescribing the medication. Send only enough medication for the duration of a child's session. If an insufficient supply of medication is provided for the Camp stay, the Parent / Guardian will be notified and asked to bring or send additional medication to the Camp. Again, medications will be administered only if in the original container or bottle containing the information described above.

Camper Medical Bills

The Camp's financial resources are limited in the area of medical expenses. If an emergency occurs requiring special medical services, Parents or Guardians will be asked to submit the bill to their health insurance provider.

Environmental Conditions

The outdoors offers a great playground for our campers, and we try to take every advantage of our natural Camp environment. However, there are some natural hazards associated with outdoor recreational programs, including the following:

- Poison Ivy or contact dermatitis
- Insect bites and stings
- Weather-related issues such as sunburn, heat rash, heat exhaustion, dehydration, etc.
- Seasonal allergens including pollen, ragweed, grass, etc.
- Activity related issues, including splinters, dry skin from pool chlorine, foot blisters, etc.

All of the above concerns are typically managed in our Health Center by our Camp Nurses. If any one of these conditions becomes extreme or is something beyond the Camp Nurse's ability to treat, you will be notified immediately.

Tick Bites

Any child bitten by a tick will be seen by the Camp Nurse at the Health Center. A record will be made in the Health Log, and the Parent or Guardian will be contacted. Lyme Disease is an infection resulting from the bite of a deer tick, but not all deer tick bites result in Lyme Disease. If your child develops any Lyme symptoms within 1-8 weeks after Camp—circular, red rash, fatigue, headache, pain and stiffness in muscles and joints, slight fever, or swollen glands—please contact your child's doctor. Antibiotics are very effective in the early stages of Lyme Disease.

A zero-risk of injury at Camp is not possible,
and this should be understood by all participants

Behavior Management at Camp

The Summer Camps at College Settlement aims to give all campers a positive experience when possible. However, our programs are not rehabilitative or therapeutic. Campers must be able to manage their own hygiene, get along with others, and participate in camp activities.

Sharing clear and honest information about your child's needs helps us determine if our programs are a good fit for them. College Settlement may deny or cancel any camper's enrollment as permitted by law. If you have any additional questions, please contact the Camp Office before registering.

Camper Dismissals

The Camp Director reserves the right to dismiss any camper early, before the official end of the Camp session. This will occur if the camper's behavior violates the Code of Conduct, included below. In the event that a camper is sent home, they will be released only to an authorized Parent, Legal Guardian, or Emergency Contact.

**A PARENT / GUARDIAN OR AUTHORIZED EMERGENCY
CONTACT MUST BE AVAILABLE AT ALL TIMES IN CASE A
CAMPER NEEDS TO BE PICKED UP FROM CAMP**

Camper & Parent Code of Conduct

Camp is a place to learn, grow, and have fun. All campers are expected to follow rules and behave in a way that helps maintain a safe, respectful, and welcoming Camp environment. Camp staff use positive discipline and will contact parents when behavior does not meet expectations.

Camp Goals <ul style="list-style-type: none">Keep campers and staff safeHelp everyone enjoy outdoor learningSupport teamwork and good choices Camper Expectations <i>Campers agree to...</i> <ul style="list-style-type: none">Follow Camp rules and safety guidelinesListen to staff and follow directionsTreat others with kindness and respectTake care of Camp property and natureJoin activities and try their bestNever hurt themselves or others Behavior Consequences <ul style="list-style-type: none">First issue: Time-out and a talk with staff	Immediate Dismissal <i>A camper may be sent home immediately for...</i> <ul style="list-style-type: none">Using or possessing drugs, alcohol, or tobacco / vape productsUsing or possessing weapons of any kindInappropriate sexual behaviorThreatening or unsafe behavior Camper Promise <i>Campers agree to...</i> <ul style="list-style-type: none">Treat others the way I want to be treatedListen to staff and follow instructionsUse safe words and actionsRespect personal space and propertyFollow safety rules and wear proper clothingTell staff if there is a problem
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- Second issue: Time-out, meeting with the Director, and parent contact
- Third issue: Parent contact and possible dismissal from Camp

Serious or Ongoing Behavioral Problems

A camper may be dismissed if their behavior...

- Needs constant staff attention
- Hurts others with words or actions
- Destroys property
- Repeatedly ignores Camp rules
- Leaves Camp without permission

- Have fun without hurting others
- Take responsibility for my actions

Parent & Guardian Agreement

Parents and Guardians agree to...

- Treat others the way I want to be treated
- Support Camp rules and decisions
- Communicate respectfully with Camp staff
- Follow the Parent and Guardian Handbook
- Make sure campers do not bring banned items
- Arrange transportation if a camper must be sent home

Campers sent home for behavior are not eligible to return to Camp in the future

Additional Information

Visiting Camp

There are no other visiting days while campers and staff are on site. Any unannounced visitors jeopardize the safety and security of our staff and campers, and any such visits will be considered trespassing. For information regarding our Spring Open Houses, please visit our website or call the Camp Office.

Camp Publications

Unless otherwise indicated in writing, Parents and Guardians give permission to have photographs or videos of their campers used in printed materials and social media for Camp promotional or fundraising purposes.

Photographs & Camper Updates

Be sure to follow Summer Camps at College Settlement on Facebook and Instagram to see camper updates and session photographs! Camp does not employ a professional photographer, and the Camp Directors will upload as many photos as possible for each session, when they are able to do so. **INDIVIDUAL CAMPER PHOTOS AND REQUESTS ARE NOT POSSIBLE.**

Activities at Camp

The Parent / Guardian's e-signature on the Camper Registration gives permission for campers to participate in all activities facilitated by the Summer Camps at College Settlement, including all transportation. If there is any reason for the camper to be restricted from any activity, it is the Parent or Guardian's responsibility to notify the Camp to discuss the restriction as early as possible before the beginning of their child's session.

Summer Camps at College Settlement

600 Witmer Rd
Horsham, PA 19044

**Please contact us with any
questions or concerns!**

Phone: 215-542-7974

Fax: 215-542-7457

Email: camps@collegesettlement.org

**Monday - Friday
9:00 AM - 5:00 PM**

Summer Hours

**Monday - Friday
8:00 AM - 6:00 PM**

**Emergency Answering Service:
1-800-838-7416**



**Summer Camps at
College Settlement**

