



We build strong kids,
strong families, strong communities.

CAMP DIRECTOR

Jennifer Perrault

ASSOCIATE CAMP DIRECTORS

Rory Marino
Erin Greenwood

UNIT DIRECTORS:

Shawnee/Mohegan- Chris Moise
Lakota/Cayuga - Samantha Reif
Apache/Ranger - TBA
LIT/ CIT - Aron Holewinski
Special Cares - Kate Kelly

AQUATIC DIRECTORS:

Spencer Bresnan
Brian Ference



2011

Camp Mahackeno

Parent Guide

Please read and save all information

Celebrating over 70 years of Day Camping

Westport Weston Family Y
Mahackeno Outdoor Center
14 Sunny Lane
Westport, CT 06880
(203) 226-4221
Fax: (203) 227-1945

Mailing address:
PO Box 190
Westport, CT 06881-0190

Camp Mahackeno 2011!

Thank you for choosing the Mahackeno Outdoor Center. For over 70 years Mahackeno has provided opportunities for campers to enjoy their summers by learning, making friends and giving them a chance to try something new. Our 32-acre property is designed so each camper can appreciate the outdoors in a properly supervised and safe environment. Our directors and staff place your camper's quality of care as their first priority.

This parent guide has been put together to help answer questions you may have about our programs and policies. If you have any further questions, we invite you to call our office at (203) 226-4221 or downtown at (203) 226-8981 x192.

CAMP INFORMATION

All information (theme weeks, parent guide, Ranger schedule and all necessary forms) is available on line at www.westporty.org.

CAMP STAFF

We pride ourselves on a well-trained and enthusiastic staff. Our staff receive extensive training and all Specialty staff are certified in their respective fields. Each staff member has a background check.

CAMPER CONDUCT POLICY

The Westport Weston Family Y promotes character development. Campers/ Parents are expected to abide by the Camp Mahackeno rules and policies. Parent/ Guardian signature on the registration form acknowledges the agreement to abide by these policies.

CAMPERS' CODE OF CONDUCT

- Show respect to others and staff at all times. Swearing, fighting and/or rowdy behavior are not permitted.
- Be accepting of others to join in any activity.
- Respect all property.
- Speak out if you witness unfairness or offensive language.
- Be a good sport whether you win or lose.
- Be truthful.
- Leave valuables at home. The Westport Weston Family Y will not be responsible for lost or stolen valuables.
- Do not bring or use drugs, alcohol and/or tobacco products. These are strictly for bidden at all times and is cause for immediate dismissal from any Family Y program.

If there are any issues that can't be resolved through discussion and agreement, the Unit Director or a Camp Director will contact you. If continued violation of these rules occurs (3 strike rule), you will be called to pick up your camper immediately . Additional continued behavioral problems may result in exiting camp permanently.

NO REFUNDS

SPECIAL EVENTS WEEK

Special Events Week is the first and last week of camp. Enrollment is limited to 80 campers who have finished Kindergarten to age 12. Every day the campers are dropped off at the circle on Sunny Lane and meet their bench groups at the amphitheater. Each day the activities change according to the varying themes. Camp starts at 9:00 am and dismissal is at the pick-up circle at 4:00 pm.

Please note bus service will not be available during this week.

TERMINATION OF CAMBERSHIP

Camper's attendance will be terminated if camper engages in vandalism, theft, or unnecessary roughness, uses obscene or threatening language, or acts in an abusive or intimidating manner to other campers or staff including cyber-bullying. Staff are responsible for enforcing the camper code of conduct (signed by you the parent/guardian).

Refunds are not given for suspension!

REFUNDS

Refunds for camp fees are granted ONLY for a child's illness or injury which takes him/her out of camp session. *Medical requests from your physician must be in writing, mailed to the camp office, and will incur a \$50 processing fee for each registered child.* See full refund policy in the camp brochure or at www.westporty.org.

- Refunds requested before April 20, 2011: 100% less \$100 for each session enrolled.
- Refund or credit requests will NOT be accepted after April 20th.



CAMP INFORMATION

All information (theme weeks, parent guide, Ranger schedule and all necessary forms) is available on line at www.westporty.org.

Make sure all items are clearly marked with your child's name!

**Thank you for choosing Camp Mahackeno!
Have a great summer!**

NOTE: OUR CAMP HAS TWO DISMISSAL TIMES:

All Shawnee, Mohegan and Special Cares campers are dismissed at 3:45pm. Any Shawnee or Mohegan camper who has a sibling in an older camp will be with staff while they wait for the 4:15 pm dismissal. Younger siblings waiting for their older siblings will have activities until pick-up.

All Lakota, Cayuga, Apache, Rangers, LITs, and CITs are dismissed at 4:15 pm. If your camper is not dismissed until 4:15, please do not arrive at Mahackeno early. This will only block traffic for the 3:45 dismissal and slow down the whole dismissal procedure.

RANGERS

When the Ranger Unit is off the property, they are expected to return by 4:00 pm, with the exception of overnights. In the event of a delayed return, the parents of any Ranger camper who normally uses the bus service will be notified as early as possible so transportation arrangements can be made.

LIT/CIT Program

Leaders in Training/Counselors In Training meet the LIT/CIT Director at 9:00 am. At that time, attendance is taken and announcements are made. The director reviews the responsibilities for the day and the CITs spend most of the day with a counselor or program area. LITs spend half of their day as a group and the other half in groups with campers. The LIT/CIT Director may also schedule to meet during the afternoon for a training session in leadership skills, working with children and each other.

BUS SERVICE

We encourage you to use bus service as it decreases the number of cars accessing Mahackeno and allows for easier dismissal of campers and staff. A Mahackeno staff member is on each bus route to provide supervision. Please see the camp brochure for more information. Please note that bus service is not available during Special Events Week.

LOST AND FOUND

We accumulate a huge quantity of lost and found items each day. Please help us by **labeling any item** that your child wears or brings to camp with their **full name**. Please do not send video games, large amounts of money, iPods, cell phones or other expensive items to camp with your child. Mahackeno cannot be responsible for lost or stolen items. All lost and found items will be available daily at the Sunny Lane office tent. Campers are not allowed to have cell phones at camp.

SUNSCREEN/INSECT REPELLENT

Please have your camper's sunscreen and bug spray clearly marked with their name. Unless we have a signed permission slip from you stating we can help assist in reapplying sunscreen and repellent we are prohibited from doing so.

GENERAL POLICIES

- There is a \$25 late fee for any past due account.
- Failure to remit full payment and submit the completed Medical (physical) and/or Health forms by June 1st will result in a \$25 late fee.
- Incomplete registration forms will not be processed
- State regulations prevent us from allowing campers to bring guests.
- We cannot assist with arranging play-dates, carpooling, or babysitting.
- We do not provide other campers' personal information.

- The Westport Weston Family Y does not provide health or accident insurance. The parent/guardian assumes total liability for all charges incurred for medical treatment or property damage.
- If excessive behavior/disciplinary problems occur, we reserve the right to terminate placement.
- All policies apply to Leaders/Counselors in Training.
- If any person other than those listed on the camp registration form is to pick up your child, a written note signed by a parent/guardian must be given to the camp office. A telephone call is not sufficient. There will be no exceptions to this rule as it ensures the safety of your child.

- The Camp Nurse or EMT reserves the right to send a camper home in case of illness or injury.
- If your camper is ill and must go home, parents will be contacted by phone. Parents have a maximum of 1/2 hour to pick up camper or make arrangements for emergency contact to pick up.
- If your camper is having a problem at camp, we ask that you inform your camper's Unit Director of the situation as soon as possible so that we may be more effective in providing a solution.

- In order for your child to have a positive camp experience, we ask that you accurately report to Directors your camper's limitations and behavioral issues so we can successfully work with you child.

CLOTHING

Please be sure that your child comes to camp in appropriate clothing for outdoor activities. **No open-toed shoes or sandals are allowed at camp.** Children wearing sandals will not be allowed to participate in some activities as it can lead to injuries. ***PLEASE LABEL ALL CLOTHING WITH YOUR CHILD'S NAME.*** Other items that are brought to camp :

Towels, one piece-bathing suit, backpack, extra clothing, weather appropriate attire; sweatshirt, rain gear, water bottle and lunch.

All campers will receive one Camp Mahackeno T-shirt. Ranger Unit must wear their camp shirt on field trips.

DEW DAYS

The Mahackeno Outdoor Center is a traditional outdoor day camp; indoor facilities are very limited. In the event of rainy days, the schedules and activities for all camps are modified to include indoor games, craft projects, talent shows and skits. We ask that you pack a jacket with your camper on days when rain is expected. We make every effort to keep to our regular schedule and only go to the Dew Day schedule in case of severe weather.

MEDICATIONS

If your child requires prescription or over-the-counter medication during the camp day, please make sure you complete a medication authorization form available online at www.westportny.org.

Medication that needs to be administered must be brought to the Camp Nurse on the first day of each session that your child attends, in its original container and accompanied by a Medical Authorization Form, available online.

Any health problem should be reported to the camp medical staff.

FAMILY CAMP OUTS

Bring your tents and camp out overnight under the stars! Our staff will host this special family night. We will have a night full of activities including crafts, field games, baggo, and so much more. Roast marshmallows by the campfire and catch our feature movie (to be announced) on our outdoor movie screen! Please bring your own dinner; breakfast will be provided. All campers must be picked up at their regular pick-up time and families are invited to return anytime after 5:30 pm.

If your camper is in our sunset program they still **must be picked up by 6:00pm**.

Late fees are applied to those who do not pick up their camper by 6:00 pm.

Dates and times

Friday, July 8 5:30 p.m.-9:30 am

(Rain date July 15)

Friday, August 5 5:30 pm –9:30 am

(Rain date August 12)



SESSION THEMES

Each session has a theme that makes Mahackeno a new and fun experience for campers. Theme details will be available online as summer approaches.

SUNRISE/SUNSET PROGRAMS

Sunrise and Sunset are extended opportunities, before and after regular camp hours, for parents to work and for campers to enjoy special activities. Campers participate in games and activities in the morning. In the late afternoon, campers will have extra chances to visit their favorite parts of camp: swimming, fishing, archery, etc. Please see the registration packet for prices and details.

LATE PICK-UP

There is a substantial penalty for arriving late to pick up your camper. \$25 for each 15 -minute increment. Emergency contacts will be called after 15 minutes. Per State licensing, if no one is available for pick up the Westport Police Department will be contacted.

ARRIVING LATE/LEAVING EARLY

If bringing your child (including LITs/CITs) to camp late or picking up early, the **only** times to do this are **10:00am** or **1:00pm**. You may drop them off or pick them up at the Sunny Lane tent. At these two times, and **only these two times** will a staff person be there to bring your camper to their respective group.

If a camper must arrive or leave at these two time periods, the camp office must be notified in writing at the start of the day. Please come to the Sunny Lane tent to pick up/drop off and sign your child in/out of camp.

LUNCH/SNACK

Please send your child's lunch in a plastic Ziploc-style bag clearly marked with name and bench group. Do not send lunch boxes or coolers. We refrigerate each campers lunch, and lunch boxes/coolers are too bulky to be effectively refrigerated.

We offer an afternoon snack daily. Snack consists of crackers, cookies, fruit or veggies and juice. Feel free to pack an additional snack that they can leave in their back pack. During snack campers will be allowed to purchase other snacks and goodies at our camp store. A more detailed list of what is provided in our camp store will be available online close to the start of summer.

MAHACKENO SWIMMING/CANOEING PROGRAM

All campers swim in our six-lane outdoor pool. On the **first day of each session** campers take a swim test and are grouped with other campers according to ability. During the session campers receive swim instruction Mon-Thurs and free swim on Fridays.

Campers will have canoeing scheduled daily. (Unless there is inclement weather) All staff and campers are required to wear a personal flotation device. Counselors receive training in teaching paddling skills.

CAMPER PICK UP AND DROP OFF

If you choose not to take advantage of the bus service, it is very important that you are aware of our pick up and drop off procedures.

All campers (including LITs/CITs) are dropped off at the Sunny Lane entrance.

Please drop your child off at the correct entrance between 8:50 and 9:00 am. Camp starts at 9:00 am

At the end of the camp day please pick up your child at the same place. Normally there is a short line of cars that moves quickly once the campers arrive in the pick up circle. **[Please be patient during the pick up process.]** Be prepared to have your pick up sign or show photo identification each day so dismissal is easy and convenient for parents, children, and staff.