

# **Gorman Heritage Farm Summer Camp**

## **Frequently Asked Questions**

### **Hours, Cost, and Forms**

#### **What are the hours of camp?**

Most camps run from 9:30am – 2:30 pm with the exception of the following camps:

Sprouts: 9:00am – 11:30am

Half-day AM: 9:00am – 11:30am

Half-day PM: 1:00pm – 3:30pm

#### **Do you have before and after camp care?**

We do not offer before care but we offer after care every week of the summer EXCEPT July 6-8. After care runs from 2:30 – 4:30 pm and costs \$75 per child, per week. After care is limited to ten children per week

#### **How much does it cost to come to camp at Gorman Heritage Farm?**

Camps cost different prices depending on the times and themes as well as the family's membership status. Camps range in price from \$75 - \$205 for members and \$100 - \$285 for non-members. Camps and prices are available on the camp brochure.

#### **Is there a discounted rate for Gorman Heritage Farm members?**

Yes, a discount is available to members of the Farm. Rates are listed in the question above and under the camp descriptions. Membership codes will need to be applied as a coupon during camp registration to receive the discount. Please refer to the camp registration page of our website for these codes.

#### **Can I use my Childcare Flexible Spending account to pay for Summer Camp?**

Even if you have one of these accounts, you will need to pay for Summer Camp upfront out of pocket. These flexible spending accounts generally have paperwork that needs to be filled out in order for you to get reimbursed for what you paid for Summer Camp.

#### **Do I need to bring any paperwork with me to Camp?**

If you have not filled out the medical information online or signed the medical and media releases you will be asked to do this when you arrive at camp on Monday of your child's camp week. Your child will not be able to stay for camp without having completed these forms. If you have any additional pick-up persons to add to your child's authorized pick-up persons list, please type the names of these people along with their relationship to the child and bring this with you on the first day of your child's camp. No one will be allowed to pick your child up from camp unless their name has been specified as an authorized pick-up person.

## **Registration**

### **How do I register my child for Summer Camp?**

All camp registration is done through our online registration system, CampDoc. This is a new system for us in 2016 but we anticipate that this system will be much more user-friendly than our previous registration system. Please visit the link provided on our website to register your child for camp. You must complete the entire health form and all payments must be completed by May 5, 2016.

**Will I receive anything in the mail?** No, in an effort to be greener Gorman Heritage Farm no longer mails out camp brochures or any other program information, including registration confirmation, unless requested. All correspondence is done via email so please make sure to enter a valid email address on your registration.

### **May I enroll my child in a camp for an older age group?**

No, age requirements are not negotiable and are strictly enforced. Campers must fall within the specified age category on the first day of the camp session they are attending.

### **What if I have to cancel my child's registration?**

Cancellations are accepted up to two weeks in advance of the first day of the registered camp week. *After this time, no refunds will be made, without exception.* Accepted cancellations will receive a complete refund or credit.

### **How many weeks can I register my child for?**

There is no limit as to how many weeks of summer camp your child may attend at Gorman Heritage Farm. However, please understand that some camps may repeat activities and lessons, particularly Farm Adventures camps. While we try to make each week unique, some crafts, games, recipes, and other activities may be used more than one time throughout the summer.

### **My child is too young for the camp, but will be the appropriate age just a short time after the camp starts. Can s/he come to camp anyway?**

No, your child must be within the specified age category on the first day of the camp session in order to attend. This rule is to ensure that all planned activities are age-appropriate.

### **What if I want my child to only come for two or three days instead of all five or if my child is sick for part of the week?**

If you don't want your child to attend all five days of a session that is your choice but you will have to pay the full session fee. We do not prorate or offer daily rates. We do prefer that your child attend the full week as activities build on one another throughout the week and we typically have a waiting list for each camp. We are not able to prorate fees due to illness.

### **Can we change dates after we've registered?**

With 2 weeks notice you may change camp dates by emailing the Camp Director at [camp@gormanfarm.org](mailto:camp@gormanfarm.org). Please include your name, your child's name, the camp

including dates in which your child is currently registered for, the camps including dates you wish to switch to. Please be aware that many camps may be full and you will not be guaranteed a spot in the new camp week. If you wish to change dates within the two-week period, you will only be able to do so if there is a wait-list for the camp week you are *currently* registered for.

**We've registered, but now I would like to order an extra shirt and/or After-Care?**

You may do so by logging in to your account on CampDoc.

**How much do extra shirts cost?**

Each child will receive one camp t-shirt for each camp for which they register. Extra t-shirts may be pre-ordered at a cost of \$15 per shirt. Please see the following FAQ for available sizes. Those interested in purchasing shirts that were not pre-ordered may be able to do so based on availability. Please ask a camp counselor for assistance.

**What are the sizes of the camp t-shirts?**

The t-shirts are sized as follows:

Youth Small (6-8)

Youth Medium (10)

Youth Large (12)

Adult Small

Adult Medium

Adult Large

Adult X-Large

If you are unsure of what size to order, please order larger. In an effort to not have as many extras we will not order as many this year. We will not be able to exchange sizes.

**Can my child be in a group with their friend(s) if they are registered for the same week of camp?**

You may submit the names of other children, including friends, siblings, etc, in which you would like your child to be grouped with during the week at camp. We cannot guarantee all grouping requests but will try our best to accommodate them if at all possible. All grouping requests must be submitted by the Wednesday prior to the camp week.

**Do you offer scholarships for camp?**

We may be able to offer a limited amount of financial aid in the form of scholarships. Your total family income must be within 200% of the 2016 Poverty Level to qualify for financial assistance. Please contact Katie Murtaugh for the scholarship application. Applications are due no later than Friday, May 6 at 5pm. Scholarship awards will be announced at the end of May 2016.

## **Health and Safety, Medication, and Allergies**

### **My child needs to take medication. How should I arrange for this?**

Gorman Heritage Farm is **NOT** responsible for administering medication to children. Please consult a pediatrician so medication can be administered outside of camp. To ensure a positive experience for all campers, it is **IMPERATIVE** that you notify us of special needs or medical conditions your child may have. In most cases, we are able to accommodate these needs and will do so to the best of our ability.

### **My child has allergies and carries an epinephrine injector. What do I do?**

You may leave the epinephrine pen with your child or with camp staff, depending on your child's experience with his/her allergies. Please make sure you note this and all allergies in the child's health profile when registering for camp and speak to your child's counselor on the first day of camp to discuss your child's allergy and go over the specifics of their allergies.

### **Can I send my child to camp if they aren't feeling well?**

Please do not send your child to camp if they may have any of the following: A fever, diarrhea, has vomited in the past 24-hours, pink eye (conjunctivitis), strep throat, chicken pox (Varicella), lice, fifth disease (Erythema Infectiosum), hand-foot and mouth disease, bed bugs

If your child is suspected to have any of the above, you will be asked to pick up your child immediately. To prevent spread of disease, hand washing will be mandatory before and after any time outside or with animals, lunch, and any food activities. Campers with a fever will be sent home immediately. While at camp, campers should be well enough to participate in all camp programming.

### **How do I get in contact with staff or my child during the camp if there is an emergency?**

Contact Gorman Heritage Farm at (513) 563-6663 and ask for the Camp Director.

### **What happens if my child gets sick during camp?**

Depending on the severity of your child's condition, we may call you to come and pick up your child. If necessary, our Camp Director, Program Manager, and/or Executive Director will assess your child's condition and seek treatment as deemed necessary. We want camp to be a safe, fun, and enjoyable experience for all campers. Children who vomit during or before the camp are not allowed to continue to participate and are required to be picked up by a parent or someone on their contact list immediately.

### **Is camp at Gorman Heritage Farm able to accommodate children with special needs?**

Yes, **MOST** of our camps are perfect for children with special needs but some specialized camps such as Vet Camp may be over-stimulating for some children. If you are unsure, please contact the Camp Director prior to registration. It is also very important to note any special needs in your child's health profile upon registration. Doing so will allow Gorman Heritage Farm staff to reach out to our friends at A Walk of Joy for assistance if

necessary. Please visit <http://www.walkofjoy.org/> or contact the Camp Director with questions regarding this organization.

### **What is the camp discipline and behavior policy?**

Gorman Heritage Farm camp staff will use positive problem solving techniques with any camper(s) having a discipline issue. Generally, the pattern below will be followed:

All camp staff will be trained to:

- Redirect the camper's behavior
- Attempt to discern the source of the camper's behavior
- Provide alternative positive activities to stop behavior

If behavior continues, senior counselors will:

- Remove camper from offending situation
- After securing supervision for other campers, senior counselor or camp director will:
  - Attempt to discern the source of the camper's behavior in a one-on-one conversation
  - Outline steps to positive behavior, whether through conversation, writing, drawing, or other methods appropriate to the child and return to camp activities
  - Monitor the behavior and provide guidance to the camper as needed

If these actions are not enough, campers will problem solve with the camp director to ensure success before removing the child from camp.

While we welcome all children to summer camp at Gorman Heritage Farm please understand that in severe cases, in the interest of safety of the other campers and staff members, Gorman Heritage Farm staff reserves the right to remove a child from any activity due to inappropriate behavior. Depending on the severity of the situation your child may be asked not to return to camp or you may be called to pick your child up from camp early. In the case that your child is removed from camp due to behavior issues, you will not, under any circumstances, be issued a refund. If your child has any behavioral issues please note this on your child's health profile when registering. Please be specific. Behavioral issues are not typically a problem at summer camp at Gorman Heritage Farm but must be considered for the safety of all involved.

### **My child is in a cast, and/or has difficulty walking. Can s/he still come to camp?**

Yes, your child may still attend camp at the Farm but please understand that there is a lot of walking involved in each camp day. We may be able to provide rides on our gator to and from the farmyard. Please contact the Camp Director if mobility is an issue. If the condition began after your child registered for camp and you feel that it is best for your child not to attend, please contact the Camp Director in order to obtain a full refund, even within the 2 week period.

## **Lunch, Snacks and Breaks**

### **Do you provide snacks?**

No, we do not provide campers with snacks. We do not have a “snack time” during the day and due to the nature of camp on the Farm, interacting with farm animals and gardening, we do not allow children to eat snacks between activities. However, we do typically do one cooking activity per day, depending on the camp in which your child is registered. This cooking activity will be either in the morning or in the afternoon, depending on the rotation of your child’s activities that day. ***Please make sure your child has had a hearty breakfast BEFORE arrival at summer camp.***

### **Do you provide lunch?**

*We cannot stress enough the importance of providing your child with a nutritious breakfast prior to dropping them off at camp.* ALL full-day campers must bring a ***peanut-free*** lunch. Please note that neither refrigeration nor a microwave will be available for use. Your child’s lunch will remain in the Sunflower Room until lunchtime at approximately 11:30 am. Due to allergies, children are not allowed to share lunches.

### **Can I meet my child for lunch?**

We apologize, but no, you cannot join the group for lunch during summer camp. The lunch break is an important bonding time for campers and may vary slightly in its timing day-to-day.

### **My child is having a birthday while at camp. Can I send treats or toys?**

No. Due to allergy and safety concerns, no food, treats, or other items may be provided to campers other than those provided by the camp.

### **How often does the group take bathroom/water breaks? What about handwashing?**

We ask that parents send refillable water bottles with all campers. However, we do have water fountains in the Interpretive Building and in the Farmyard that we ask the children to use frequently. We also ask the children to use the restroom during these water breaks and before and after any hikes. Children are also asked to wash their hands after interacting with animals, planting in the gardens, and before cooking activities.

## **Summer Camp Staff and Miscellaneous**

### **What are the qualifications of camp staff and volunteers?**

Camp staff is comprised high school and college students with extensive experience working with children and in the outdoors. They have experience working at summer camps and are studying agriculture and/or outdoor/environmental education. All must complete a criminal background check and complete a weeklong training session that includes child safety and first aid. Counselors-in-training are volunteers ages 13-15 with a strong interest in working with children and learning skills in leadership and agriculture/outdoor education. They are assistants to the counselors and also undergo a training session.

### **How are the campers supervised?**

Campers are supervised at all times by camp staff and are escorted on restroom breaks. Two staff members will be with children at all times. Staff to camper ratios are 2:10, 3:10, or 4:12, depending on the camp.

### **Will my child get to touch and interact with farm animals?**

Yes! Part of camp on the Farm is interacting with farm animals. Some camps spend more time with the animals than others. Most farm campers will feed, groom, and pet the farm animals. Campers in theme camps may not interact with the animals as much.

### **Will the weather ever cancel Summer Camp at Gorman Heritage Farm?**

Camps will continue rain or shine. Campers will be outside, even in the rain, so please prepare your child for the weather. In the case of thunder and/or lightning, camp activities will take place indoors until it is safe to return outside.

### **What should my child bring to camp?**

- Closed-toe shoes –NO SANDALS!
- Refillable water bottle
- Lunch
- Hat (sun protection)
- Extra set of clothes
- Backpack (to keep their extra items in)
- Raincoats (if bad weather predicted)

Please leave the following items at home:

- Books
- Electronics
- Decks of cards
- Items of value

Please make sure your child is dressed for the weather. We require children to wear closed-toe shoes, ABSOLUTELY NO SANDALS, for their safety while interacting with animals and playing in the woods. It is also a good idea to send an extra set of clothes with your child as they sometimes play in the water to cool off. Please also make sure to put sunscreen on your children prior to camp in the morning.

## **Camp Logistics**

### **What is the camp drop-off procedure?**

Check-in will take place in the Interpretive Center, the Pavilion, or the Pearl Education Tent at Gorman Heritage Farm (10052 Reading Rd. Evendale, OH). The location of sign-in will depend on which camp your child is attending and signage outside of the Interpretive Center will specify where to take your child. Campers may be checked in no more than 15 minutes before camp is scheduled to start. You must escort your child to their respective check-in area and sign them in EVERY DAY. Do not drop your child off in the parking lot, regardless of your child's age.

### **What is the camp pick-up procedure?**

Pick-in will take place in the same location in which sign-in/drop-off takes place. You will not be allowed to pick up your child before the scheduled pick-up time unless this is set-up in advance. By this we mean that you will not be allowed to pick you child up 5 minutes early because you arrived early that day. The end of the camp day is a time for reflection and bonding and early pick-ups can interrupt this important time. If you need to pick your child up early from camp, please let us know so we can be ready.

Your child will need to be signed out from their group (each child will be given a group number at the beginning of the day on the first day of camp). You will sign your child out from this same counselor every day. Anyone who is listed as an "Authorized Pick-up Person," including the parents/guardians listed on the child's registration may pick the child up from camp. If anyone tries to pick up your child who is not listed in your child's records, they will not be allowed to take the child home and we will contact the parent/guardian.

### **What about After-Care?**

After-Care is offered from 2:30 – 4:30 pm each day during the summer, except during the week of July 6-8. It is staff supervised and children will be engaged in activities such as group games, coloring, age appropriate movies, or other low activity games. Cost for After-Care is \$75 per week and is limited to 10 children per week. Sign-out for After-Care is at 4:30 pm and the procedure is the same as regular sign-out. Please be prompt for pick-up.

### **What should I do if I'm going to be late dropping my child off for camp?**

If you are going to be more than 10 minutes late dropping your child off, please call the Farm at (513) 563-6663 and leave a message with the front desk volunteer. If you only be a few minutes later, that's okay. The camp day usually starts with everyone together in the drop-off location.

### **What should I do if I'm going to be late picking my child up for camp?**

If you are going to be more than 10 minutes late picking your child up from camp, please call the Farm and leave a message with the front desk volunteer. If you will only be a few minutes late, that's okay. If you will be more than 20 minutes late for pick-up you will be charged an additional \$15 for After-Care for the day.



**Can my camper purchase an item from the Interpretive Center during camp hours?**

No, please do not send money with your camper to make purchases during the day. We will not have time for this during camp hours. You may make purchases before or after camp hours. Gorman Heritage Farm staff is not responsible for any money sent to camp with children.

**Can I observe my child while in camp?**

No, for the safety and welfare of all campers, summer camp at the Farm is a camper-only experience. Please feel free to ask the counselors about your child's day. The Camp Director will also speak with parents prior to pick-up and give a brief overview of what happened at camp that day. Parental presence can instigate feelings of homesickness and often causes distractions for other campers. Our staff is trained to assist campers with homesickness.

**Can I photograph my child and his/her new friends while in camp?**

No, for the protection of all campers, photography, videography, or audio recording is not allowed except by those authorized by Gorman Heritage Farm.