

QUINIPET

CAMP & RETREAT CENTER



WELCOME TO SUMMER 2019!

Parent Handbook



Parent Handbook

Whether you are a new or returning Quinipet family, we welcome you!

Thank you so much for entrusting your camper with The New York Conference of The United Methodist Church camps this summer! You've submitted your application, you received your enrollment confirmation email, now what?!

This **Parent Handbook** will provide you with all kinds of great and important information about summer camp at Quinipet. A key component to a successful summer is being prepared logistically, but also understanding all the fun and personal development your camper will experience while here at camp. Use this Handbook and follow us on Instagram and Facebook where we post pictures and also links to articles and other information about camp we hope you find helpful!

Another key resource for our families is **CampInTouch**. You created your CampInTouch account when you filled out your camper application. You can easily log in to CampInTouch via quinipet.org. Click on "Returning Family Log In." Your CampInTouch homepage is your link directly to all your camper's required medical and permission forms, packing list, financial information and camper accounts. Payments can be made easily online and PDF forms can be uploaded here with just a few clicks. While your camper is at camp you'll be able to check out their cabin's news there too!

WELCOME TO QUINIPET'S 72nd SUMMER SEASON!

A KEY DATES **A**

2019 OPEN HOUSES
Saturday, April 6, 1-4 pm
Saturday, May 4, 1-4 pm
Saturday, June 15, 10-1 pm
Great opportunities to visit!

MAY 15, 2019:
ALL FORMS & DOCS DUE*
JUNE 1, 2019:
FINAL PAYMENTS DUE**

*Campers missing forms by this date **will be moved to the Waiting List.**

**Quinipet does not process payments automatically. Please make your final payments online, by mailing a check, or by contacting the Camp Office.

GENERAL

- 2** Contact Us!
Transportation
Directions
Shelter Island Map
Tours and Open Houses
- 3** Accreditations
Camper:Counselor Ratio
Religious Foundation
Arriving Late, Leaving Early, Missing a Day
- 4** Planning for Camp
Cell Phone Policy

OVERNIGHT CAMP

- 4** Overnight Camp Check-in
Overnight Camp Pick-up
Requesting Bunkmates
- 5** Phone Calls
Sending Your Camper
Mail or Care Packages

DAY CAMP AND COMMUNITY SAILING

- 6** Day Camp Check-in
Day Camp Pick-up
Community Sailing Check-in
and Pick-up

LIFE AT CAMP

- 6** Swim Test
- 7** A Typical Day at Camp
Sample Schedule
- 8** Packing for Camp
(Day and Overnight)

FINANCIAL

- 9** Balance Due Date
Making a Payment
Camp Store
Refund/Cancellation Policy

MEDICAL

- 9** Medical Notification Policy
and Insurance Policy
Health History Form
Head Lice Procedure
Tick Procedure
- 10** Severe Food Allergies
and Dietary Restrictions
Non-Prescription Medicine,
Vitamins, and
Homeopathic Preparations

KEY

Sections are labeled with shapes according to whom that information is applicable to, as follows:

- D** Day Campers
- O** Overnight Campers
- A** ALL Campers

GENERAL

CONTACT US!



Phone: (631) 749-0430
General/Medical fax: (631) 749-3403

Billing & Registration, Medical, or Camp Questions: quinipet@nyac.com

Mailing Address: P.O. Box 549
Shelter Island Heights, NY 11965
Physical Address: 99 Shore Road
Shelter Island Heights, NY 11965

TRANSPORTATION

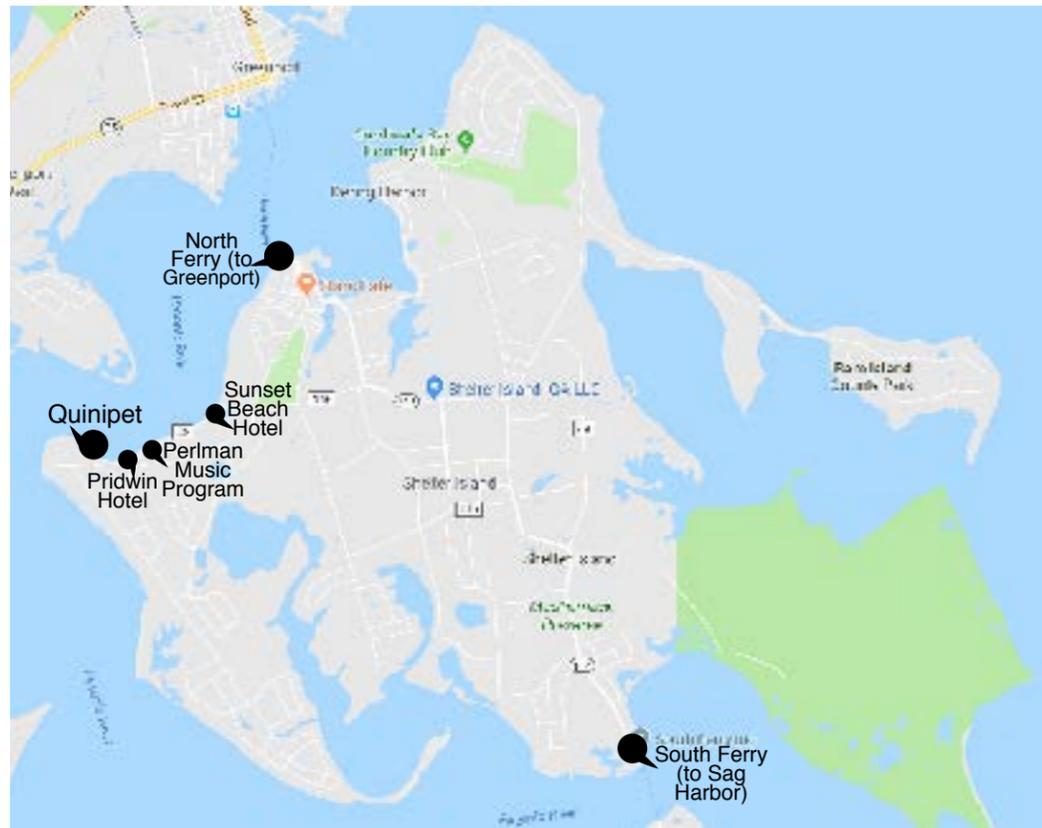


We do not provide transportation for Overnight campers to and from camp. **Campers may not bring vehicles to camp.** We do offer Day Campers optional transportation to and from Greenport via the North Ferry. This is an optional service and requires advanced registration. Space is limited and available for camper who DO NOT require car seats.

DIRECTIONS



See the contact page of our website at www.quinipet.org/directions for detailed written driving directions to camp, including information on taking the ferry. Some GPS have difficulty locating our address. We recommend using "4 Rocky Point Road" as an alternative address for directions.



GENERAL

TOURS AND OPEN HOUSES



2019 Open House Dates:
Saturday, April 6, 1-4p
Saturday, May 4, 1-4p
Saturday, June 15, 10-1p

Visiting camp ahead of time is a good way for first time campers to get to know camp. We also offer guided tours at your convenience. Please call or email to schedule a tour.

ACCREDITATIONS



Quinipet is proud to be accredited by the [American Camp Association](http://www.american-camp-association.org), a community of camp professionals dedicated to safe, quality camp experiences. The American Camp Association collaborates with experts from the American Academy of Pediatrics, the American Red Cross, and other youth serving agencies to assure research-based best practices. As an [accredited camp](http://www.american-camp-association.org), we undergo ACA's comprehensive review of our operation, from staff qualifications to emergency management.



In addition to ACA accreditation, Quinipet meets the stringent [New York State Department of Health](http://www.health.ny.gov) Children's Camp requirements. Quinipet has a Registered Nurse onsite in the camp Health Center. We use the Shelter Island Family Medical Health Clinic and the [Eastern Long Island Hospital](http://www.easternlongislandhospital.com) for care requiring a physician.

CAMPER:COUNSELOR RATIO



We meet and exceed New York State and American Camp Association standards for camper to staff ratio. These ratios vary based on the age of the children, but are typically 6 campers to every 1 cabin counselor, in addition to many other support staff members.

RELIGIOUS FOUNDATION



Quinipet is a progressive Christian camp owned and operated since 1947 by the New York Conference of the Methodist Church. It is our belief that God gave us earth and humankind, and it is our job as loving faithful Christians to love and care for each of these things. Our hope is that each camper will grow not only in new experiences, but in their spiritual walk with God as well. Centering our space around the five rocks of Courage, Love, Faith, Humility and Honesty, Quinipet is an ideal environment for inner spiritual reflection. Each day begins and ends with short Chapel and Vesper services, where campers participate in skits, songs and prayer. Grace is sung before each meal, and camper groups may participate in devotions. Quinipet is a community that is both open and affirming to all who come.

ARRIVING LATE, LEAVING EARLY, MISSING A DAY



We recommend that you pick a week when your child will be able to attend the whole experience, but we understand sometimes there are situations beyond your control. Please call the office in advance, and we will work with you on the details and advise your camper's counselor. We are unable to prorate camp fees for missing a day.

GENERAL/OVERNIGHT CAMP

PLANNING FOR CAMP



The American Camp Association's website has some excellent tips on preparing for camp, homesickness, packing and many other topics:

[Camp Resource for Families](#)

[Coping with Homesickness](#)

[What to Pack Tips](#)

CELL PHONE POLICY



Cell phones are prohibited. We believe that camp is one of the last places where kids are free to play, socialize, and learn without the distraction and influence of technology. Studies show that taking a break (even if just for a week) from screens, social media, and texting is extremely beneficial in child development. Here at Quinipet Camp & Retreat Center, we are committed to preserving the 'tech-free' tradition of summer camping to allow our campers to experience camp to the fullest. Quinipet cannot ensure your child's online safety or privacy while using cell phones or other technology.

This does not mean that we want to discourage parents and campers from keeping in touch. We offer a one-way email service for parents to write to their children at cqcamper@nyac.com, and campers are encouraged to write letters home. Emails will be printed daily and delivered after lunch time. Phone calls can be made home in emergency situations.

By signing our required "Code of Conduct" you and your camper are pledging to keep cell phones out of camp. Any cell phones found at camp will be collected and stored until pick-up. There are many helpful articles surrounding cell phones and summer camps, if you or your camper would like more information click [HERE](#).

OVERNIGHT CAMP CHECK-IN



OVERNIGHT CAMP: Overnight check-in is between 2-4 PM on Sundays at Wesley Hall. Please do not arrive early, as we're getting ready for your camper.

OVERNIGHT CAMP PICK-UP



OVERNIGHT CAMP: Overnight Camp pick-up is from 9 AM - 10 AM the following Saturday at Wesley Hall. If a camper needs to be picked up early, the camp office must be notified in advance: (631) 749-0430 or quinipet@nyac.com. We do not offer stay-over weekends. **All campers must be picked up on Saturday morning.** If attending consecutive sessions, campers will be able to check in through an expedited line the following Sunday afternoon.

* **If your camper is going to be picked up by someone else**, you must fill out the "Authorized Adults" Release Form in advance. This is located on your Parent Portal under "Forms & Documents." By law, we are unable to release campers to anyone other than their parents or legal guardians unless given express permission beforehand. Authorized adults will be required to present their driver's license at the time of pick-up.

OVERNIGHT CAMP

REQUESTING BUNKMATES



One of the best parts of camp is spending time with friends, old and new. At Quinipet, we want there to be opportunities for old friendships to flourish and new friendships to begin. Time in the cabin is a great opportunity for both to take place. Campers in the same age group tend to be in the same cabin, so if your camper's friends are coming, they will likely be in the same cabin.

When it comes to bunks, each camper may request only one bunk mate. Here's why: time in the bunks is an opportunity to get to know someone new. We don't want to neglect an opportunity for a new friendship to grow, and having the bunk be all friends from home is not conducive to that. When campers stay together in groups, other campers get left out, especially in bunk rooms that hold a limited number.

Thank you for understanding and respecting this important policy.

PHONE CALLS



Believe it or not, contact with parents actually makes children even more homesick. We have found that most children, with the help of supportive counselors, get over the hump of missing home fairly quickly. If a child does not seem to be adjusting to camp, one of the directors will contact you. Parents are welcome to call the camp at any time to check on their camper. Campers do not use the phone except for family emergencies, medical situations or serious camper adjustment issues. Get expert advice on homesickness at [Coping with Homesickness](#).

SENDING YOUR CAMPER MAIL OR CARE PACKAGES



Mail from home is a great way to combat homesickness! Please feel free to mail a letter, send a fax (631-749-3403), or send an email to cqcamper@nyac.com. Make sure to include your camper's name and cabin are in the subject line. Emails will be printed daily and delivered after lunch time. Parents may also leave letters with us on Opening Day to be handed out during the week.

Care packages will be opened in front of a staff member in the Camp Office to ensure that only appropriate items are brought back to the cabin. **Please do not send any food (including gum and candy), fireworks, or other items prohibited on the packing list.** Any inappropriate items will be held in the Camp Office until pick up on Saturday. Because of the limited space in cabins, the simplest packages are the best. We recommend things like puzzles, books, or magazines. Post cards and letters are appreciated the most!

Address mail in the following manner:
Camper Name (Cabin)
c/o Quinipet Camp & Retreat Center
99 Shore Road (if using UPS or FedEx)
P.O. Box 549 (if using USPS)
Shelter Island Heights, NY 11965

DAY CAMP AND COMMUNITY SAILING

DAY CAMP CHECK-IN

D

Day Camp (9 AM – 4 PM)

Our drop-off/pick-up procedures are in place to create the safest environment for all campers here at Quinipet. Please read carefully to understand these procedures, and if you have any questions we'd be happy to answer them.

Monday Drop-off (8:45-9 AM): Please park outside Wesley Hall and walk your child to the check-in table on Wesley's side porch. From there you will be able to meet your camper's head counselors and share a "see you later" hug.

Tuesday-Friday Drop-off (9 AM): Follow the signs and staff members directing you to the drop-off line. A staff member will greet you and your campers at your car in the drop-off line. That staff member will help your campers out of the car and bring them to their groups.

DAY CAMP PICK-UP

D

Monday-Friday Pick-up: Follow the signs and staff members directing you to the pick-up line. Your campers will be waiting with the rest of their group. Please place your car in park, remain in your car, and your camper(s) will be brought to you.

If your camper is going to be picked up by someone else, you must fill out the "Authorized Adults" Release Form in advance. This form is located on your Parent Portal under "Forms & Documents." By law, we are unable to release campers to anyone other than their parents or legal guardians unless given express permission beforehand. Authorized adults will be required to present their driver's license at the time of pick-up.

Running late? Please be sure to CALL the Camp Office at (631) 749-0430. We are often not in front of our computers during this busy time, so it is always best to call in the event that you are not going to get to pick up on time.

COMMUNITY SAILING CHECK-IN AND PICK-UP

D

Community Sailing:

On Mondays please drive into camp to check in at Wesley Hall (morning sailors) or at the Welcome Center (afternoon sailors). All other days, meet at the Sailing Barn for all drop-offs and pick-ups.

Mornings: 9 AM - 12 PM

Afternoons: 1 PM - 4 PM

SWIM TEST

A

Campers must complete a swim test upon arrival to demonstrate comfort in open bay water. Our swim test consists of four laps (without stopping) in the swimming area, treading water for 1 minute and floating on their backs for 1 minute. Sailors must also be able to demonstrate donning a life jacket in deep water.

LIFE AT CAMP

A TYPICAL DAY AT CAMP

A

OVERNIGHT CAMP

SUNDAY is all about checking in and getting comfortable at camp. Bunk assignments are given after your camper clears a head check for lice. Sunday ends with an all-camp orientation by the campfire complete with games and songs. Campers will learn basic camp rules, select electives, and learn how to stay safe and comfortable while at camp.

MONDAY - FRIDAY is when camp is in full swing!

SATURDAY mornings are about cleaning up, packing up, and preparing for your journey home.



| TIME | ACTIVITY |
|----------|---|
| 7:00 AM | RISE AND SHINE! |
| 8:00 AM | BREAKFAST |
| 9:15 AM | MORNING GATHERING A time for us to fully wake up and celebrate another beautiful day at Quinipet! |
| 9:30 AM | ACTIVITY BLOCK Age groups are scheduled for a waterfront block every day, as well as special bunk ("Family") activities. Additional blocks are for camper electives. |
| 10:30 AM | ACTIVITY BLOCK |
| 11:30 AM | QUIET ACTIVITY, BUNK CLEAN UP |
| 12:30 PM | LUNCH |
| 1:30 PM | F.O.B. "Feet On Bed" is a time for campers to relax with their bunkmates-inside games/reading/hanging out/writing, etc. |
| 2:30 PM | ACTIVITY BLOCK |
| 3:30 PM | ACTIVITY BLOCK |
| 5:00 PM | ADVENTURE PERIOD A camper favorite! Each day counselors create a menu of fun activities for campers to choose from. Offerings can range from tie dye to water carnival to karaoke! |
| 6:00 PM | DINNER |
| 6:45 PM | ALL CAMP EVENING ACTIVITY |
| 8:00 PM | VESPERS Morning Gathering's counterpart. Vespers is a time for campers to slow down and reflect on their day. |
| 8:30 PM | CANDLE CHATS & BUNK TIME Great opportunities for campers and counselors to connect and bond as a cabin. |
| 9:00 PM | LIGHTS OUT bedtime varies for each age group, all between 9-10 pm |

*Family Activities can include any of the following: arts & crafts, sports & games, outdoor education, low ropes course, waterfront or themed group discussion.

| TIME | ACTIVITY |
|----------|---|
| 9:00 AM | CAMPER ARRIVAL |
| 9:15 AM | MORNING GATHERING A time for us to fully wake up and celebrate another beautiful day at Quinipet! |
| 9:30 AM | ACTIVITY BLOCK Age groups are scheduled for special "Family" activities. Additional blocks are for camper electives (ages 7+) |
| 10:40 AM | ACTIVITY BLOCK |
| 11:45 PM | LUNCH |
| 12:30 PM | QUIET ACTIVITY/CHANGE FOR SWIM |
| 1:00 PM | WATERFRONT/ACTIVITY BLOCK Swim Time! Our youngest campers (ages 5-6) will receive instructional swim for part of the block, with plenty of time for free swim and games! |
| 2:30 PM | ACTIVITY BLOCK |
| 3:30 PM | PACKING UP/FIELD GAMES |
| 4:00 PM | CAMPER PICK UP |

*Family Activities can include any of the following: waterfront, arts & crafts, sports & games, outdoor education, low ropes course or themed group discussion.

DAY CAMP

MONDAY through FRIDAY, from 9 AM - 4 PM.

Day Campers will participate in activities with their family groups, daily waterfront time (weather-permitting and campers ages 5-6 will receive Red Cross instructional swimming daily).

Day Campers 7+ have the opportunity to choose their own electives Monday morning with their counselors.

All Day Campers will interact with Overnight Campers and, depending on age, are able to go on trips!



PACKING FOR CAMP



Overnight Campers TO PACK:

- Reusable water bottle
- Sun protection! (sunscreen, board shirt, wide brim hat, sunglasses)
- Enough clothing for 1 week: Shorts, T-shirts, etc. (be prepared for these to get dirty)
- Sweatshirt
- Rain jacket with hood
- 1-2 pairs of pants
- Pajamas/bed clothes
- Socks
- Underwear
- Appropriate bathing suit (no bikinis)
- Sneakers
- Sandals with a back (Flip flops allowed in cabin only)
- 2-3 Towels (for shower and waterfront)
- Toiletries and shower caddy (shampoo, toothbrush/paste, deodorant, etc)
- Pillow and bedding (sheets & blanket, or sleeping bag)
- Hat
- Flashlight
- Bug spray (non-aerosol, DEET recommended)
- Mesh laundry bag
- Closed toe boat shoes (sailors only)

Day Campers TO PACK:

- A bathing suit & towel
- Sandals with a back (No flip flops)
- A reusable water bottle
- A change of clothes (just in case)
- Bug spray & sunscreen
- A rain jacket (when the weather calls for it)
- Closed toe boat shoes (sailors only)

Optional: (not required but can make camp more fun!)

- Journal/book/letter writing materials
- Nicer outfits for “Fancy Friday” (campers may wear a dress or “Sunday Clothes” to dinner Friday)
- White t-shirt to tie-dye
- Disposable camera
- School size backpack

NOT TO PACK: (everyone)

- Non-prescription drugs/medicine (that have not been checked in with our camp nurse)
- Weapons, fireworks, alcohol, tobacco, lighters, cigarettes, vapes, or any illegal substances
- Electronics (cell phones, iPads, iPods, computers, etc.)
- Valuables or anything that can't be lost (including personal sports equipment)
- Clothing that can't get dirty
- Animals/pets
- Food/Snacks (No food allowed in cabins. Campers can buy healthy snacks at the Camp Store.)
- Cash (Money for camp store may be added through CampMinder or deposited during Check-In)

LABEL ALL BELONGINGS !

We recommend plastic storage bins or duffel bags. **Do not bring hard trunks or drawers**, as we want to maximize space in the cabins. Excessive luggage around the cabin can cause tripping hazards. Clearance under bunks = 9 inches. (The Willard cabins do not have storage underneath bunks, but have large, deep cubbies that easily accommodate luggage.)

Be sure to label all your camper's belongings! You can purchase inexpensive personalized labels or fabric markers online.

Quinipet Camp & Retreat Center is not responsible for any lost, stolen, or damaged personal items.

BALANCE DUE DATE



Payment in full is required by June 1, 2019. If registering for camp after June 1, the full balance is due upon registration.

MAKING A PAYMENT



We accept eChecks, money orders, cash, checks, or VISA/MC/AMEX. When you register online, you will be brought to a page where you select the amount and your method of payment. If you opt to send us a check, please do so within the week of registering.

eChecks are Quinipet's preferred method of payment!
All the convenience of paying with a credit card, without Quinipet incurring processing fees - that means more funding available for programming and scholarships

Traditional checks or money orders can be made payable to **Quinipet Camp & Retreat Center**. Write the camper's name and session date in the memo area.

Mailing address:

Quinipet Camp & Retreat Center
PO Box 549
Shelter Island Heights, NY 11965

CAMP STORE



The Camp Store is available to all campers daily. You may add funds to your camper's account via your CampInTouch parent portal or on Opening Day. The Camp Store provides a variety of reasonable treats and snacks with nut free options, beverages, ice cream, apparel, waterbottles and other items. Any unspent money may be donated to our Scholarship Fund or refunded (for \$5 or more).

REFUND/CANCELLATION POLICY



Fees for summer camp include a non-refundable \$100 administrative fee. Refunds cannot be made after June 1. Please contact the Camp Office via email quinipet@nyac.com or call (631) 749-0430.

MEDICAL NOTIFICATION POLICY AND INSURANCE POLICY



Parents will be notified by the Nurse or Camp Director of any injury, accident, or illness that requires treatment by a physician, or of any illness that lasts more than one day. The Nurse at Quinipet Camp & Retreat Center may be reached at the following (only reachable during our summer camp season):

Nurse Phone: (631) 749-0430 x19

Nurse Email: quinipet@nyac.com

Nurse Fax: (631) 749-3403

MEDICAL

CAMPER HEALTH FORM & ONLINE MEDICAL HISTORY



We are required by New York State to collect our online Medical History AND our Camper Health Form from all campers ANNUALLY. Our Camper Health Form needs to be signed and stamped by an authorized health provider, and be accompanied by an updated copy of each child's immunization records. All forms are due May 15, 2019.

Campers missing forms by this date *will be moved to the Waiting List.

Online forms can be submitted via your CampInTouch parent portal. Forms that require authorized signatures should be uploaded via your CampInTouch Parent Portal as .PDFs or scanned and sent to the camp office, attn: Megan Schmidt at mschmidt@nyac.com or faxed to (631) 749.3403.

HEAD LICE PROCEDURE



Each Overnight camper will be screened for head lice at check-in. If any head lice/nits are found, we will confirm with our camp medical professionals. If the lice/nits are confirmed, campers must be treated at home. We look forward to welcoming them back to camp after treatment! Cabin assignments are given out after lice screening.

TICK PROCEDURE



Staff receive tick prevention training through Southampton Hospital as part of staff training. Counselors encourage campers to have a buddy and perform tick checks daily. Counselors also remind their campers to be on the lookout for ticks while showering.

Our protocol for ticks is as follows: if a tick is found on a camper, it will be removed by the camp nurse. We will then call the parent, and a follow up trip to the doctor may be arranged if the parent wishes after consulting with the nurse.

We recommend that you send your camper with non-aerosol anti-bug/tick spray. NY State Department of Health requires us to have a permission form for applying bug spray on your camper. Another helpful product, permethrin (<http://www.tickencounter.org/prevention/permethrin>), can be applied to clothing and sneakers, and is effective in tick prevention through 6 washings. Permethrin spray can be found at most outdoor stores, and Amazon. For more resources on ticks, visit www.eastendtickresource.org

SEVERE FOOD ALLERGIES AND DIETARY RESTRICTIONS



Quinipet is a nut-free camp, which is why it is so important that campers not bring food to camp. Parents are asked to clarify specific requests within your camper's Medical History online. We will work with you to ensure your camper enjoys safe and delicious meals at camp!

NON-PRESCRIPTION MEDS, VITAMINS, HOMEOPATHIC PREPARATIONS



The New York State Department of Health requires that any medicine provided must be in its original container, be accompanied by a copy of the original prescription, and be provided to the Nurse at Check-In. "Medication" is any substance a person takes to maintain and/or improve their health. This includes vitamins and natural remedies. There is no need to send non-prescription drugs, as the Health Center is stocked with the over-the-counter medications listed on the Camper Health Form. The Nurse must know about any treatment your child may need administered during camp. **A healthy camper is a happy camper! Thank you and see you this summer!**