



Gan Ideal

Where Preschoolers Explore, Play & Grow



**PARENT INFORMATION
HANDBOOK**

WELCOME TO GAN IDEAL!

Welcome to the first year of Gan Ideal! We are so excited that your family has decided to spend some of their summer with us! We have an excellent program planned for campers this summer.

The following Parent Information Handbook has been prepared with all the necessary information to ensure a happy and healthy 2024 camp season.

Please read through the manual carefully and keep it handy during the summer.

If you have any questions that are not answered in the manual, please feel free to contact us.

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GAN IDEAL POLICY

By registering my child for Gan Ideal, I have agreed to the following:

- I understand that all registration fees are due by **the week before the camper's first day of camp** unless alternate arrangements have been made.
- I understand that my registration fee holds my camper's space at Gan Ideal and is **non-refundable**.
- I understand that I am ultimately responsible for paying the camp tuition.
- I allow my child to participate in all on-site and off-site activities.
- I understand that Gan Ideal and staff do not accept tips or gratuities. Our staff understands this and agrees to adhere to it in their signed contracts. Donations in honor of staff members are welcomed to the Camp Scholarship Fund.
- I agree that Gan Ideal may share my family's contact information with other camp families for communication purposes only unless I indicate otherwise in writing.
- Gan Ideal has permission to use my child's photographs, videos, or likenesses for promotional purposes unless indicated otherwise in writing.
- I hereby agree to indemnify and hold the Jewish Federation of St. Joseph Valley harmless from any and all liability.
- As a parent/guardian, I am ultimately responsible for all transportation of clothing, equipment, or personal effects of campers during the camp day or while in transit.

- I understand that Gan Ideal does not accept responsibility for the loss, theft, or damage of my child's belongings while at, to, and from camp.
- I understand and will comply with the following: Campers are expected to arrive and depart at the appropriate opening and closing times each day of their sessions and to remain in camp for the entire day unless special arrangements are made with the camp director. Having campers come and go during the day disrupts the camper and the camp community.
- I will make full disclosure of any medical, emotional, or social conditions and medications (including medication holidays) that may affect my child's experience at Gan Ideal.
- I understand that if my child is sent home or asked to leave camp for any reason or if I withdraw my child during the camp week I have signed up for, I am not entitled to a refund.
- I understand that I will not be refunded for poor camp attendance.
- I understand that the Executive Director of the Jewish Federation of St. Joseph Valley reserves the right to dismiss any camper without refunds who:
 - Willfully disregards camp rules or who endangers the camper's or others' safety;
 - Harms themselves or other members of the community;
 - Requires greater supervision than can reasonably be offered by the camp;
 - Acts in any way which the Executive Director, in his sole discretion, finds to be detrimental to the camp community.

CAMP HOURS & LOCATION

- Monday - Friday: 10:00 A.M. to 3:00 P.M.
- 3202 Shalom Way, South Bend, IN 46615

DROP OFF:

- Be careful and aware of children
- Follow the markers to drop off zone in the circle drive
- Keep your child in the vehicle until you can pull forward and a staff member approaches
- You may not drop off your child earlier than 10:00 AM.

PICK UP

- Be careful and aware of children
- Park your car in a designated spot at the front parking lot
- Please refrain from approaching your child, staff will approach your vehicle when official dismissal procedures have begun
- Only people listed on the emergency card may pick up your child
- Please have your photo ID ready (Until we get to know you)
- You may not pick up your child later than 3:15. Any exception must be arranged in advance
- Let your child know who will be picking them up and when

VISITATION

- Visitations during the camp day are not suggested unless it is for a parent invited special program

LUNCH

- A delicious and nutritious lunch will be provided by Gan Ideal for all campers.
- A kosher snack will be provided by camp each morning and afternoon as part of the program. Snack may include dairy.
- If you have any concerns regarding food allergies, or dietary issues while at camp, please do not hesitate to contact the camp director.

DAILY SCHEDULE EXAMPLE

9:00 - Drop off and free play

9:30-10:00 - Tefillah and sing songs

10:00-10:15 - Snack

10:15-10:45 - Activity

10:45-11:45 - Outdoor Play (including water activity or various other activities)

11:45-12:45 - Lunch

12:45- 1:30 - Quiet Time

1:30-1:45 - Snack

1:45-2:45 - Outdoor Play or Activity

2:45 - Tidy Up & Goodbye

3:00 - Pick up

PACKING LIST

What to Pack Everyday	What to <u>NOT</u> to bring
<ul style="list-style-type: none"><input type="radio"/> Hat<input type="radio"/> Water Bottle<input type="radio"/> Sunscreen<input type="radio"/> Closed-Toed Shoes<input type="radio"/> Comfortable clothes than can get dirty<input type="radio"/> Warm layer for cold/windy days<input type="radio"/> Light jacket for rainy days<input type="radio"/> Towel for grass or water activities<input type="radio"/> Emergency spare set of clothes<input type="radio"/> Bug Spray	<ul style="list-style-type: none">• Items of high monetary or emotional value• Clothing that is delicate, new, or valuable• Inappropriate clothing which includes overly revealing clothing or clothing with inappropriate slogans or pictures.• Medication of any kind. All medication MUST be checked in with the camp director. (Inhalers and epinephrine are the only exceptions).• Weapons (or toys resembling weapons) of any kind are not allowed in camp.

Notes

- Label everything !!!
- Apply sunscreen before camp each day. (staff will help to reapply as necessary throughout the day)
- Pack bug spray containing CDC recommended ingredients: DEET, picaridin, IR3535, Oil of Lemon Eucalyptus (OLE), para-menthane-diol (PMD), or 2-undecanone as recommended to deter ticks.

MEDICAL INFORMATION

In Case of injury or illness during camp

- Legal guardian will be notified immediately
- First aid will be given based on the severity of the situation by CPR-trained staff, emergency or non-emergency medical services
- The camper might be sent home based on the severity

When do I need to keep my child at home

- If your child has had a fever over 100° F, has vomited or had severe diarrhea within the previous 24 hours of camp
- If you suspect your child might have lice

Medical treatment during camp

- Campers may not keep or carry medications of any kind themselves
- All medication must be checked in with the camp director
- All medications are required to be kept locked in the Federation Offices under supervision
- When possible, organize medication times around lunchtime to avoid campers having to be pulled out of regular programming
- All medications must be in original packaging and/or prescription bottles with explicit written instructions for distribution
- Camp does not stock or provide any over the counter drugs

Information disclosure

- We request you to trust us with information about your child's situation such as a learning difficulty, ADHD, emotional/behavior problem, a recent loss or major change in the family or child's life, etc.
- Knowing this makes a tremendous difference in helping us to be sensitive to your child's needs.
- This sensitive information will only be shared with relevant staff and will help staff prepare and offer the best camp experience to each camper

Safety

- We comply with or exceed all State Sanitary Codes and St. Joseph County Department of Health regulations governing a children's camp
- Camp follows the American Camp Associations standards for a day camp
- All members of the camp staff (including the directors) hold CPR, AED, and first aid certifications
- At least one certified staff member is with the children at all times
- Camp has an Emergency Procedures and Safety Manual, on which all staff are trained
- Emergency drills are held in all emergency procedures during staff training

GUIDELINES

- Campers will respect themselves and others.
- Campers will listen to others including staff and fellow campers.
- Campers will control and be responsible for their own behavior and use appropriate language.
- Campers will not intentionally cause physical or emotional harm to other campers or staff.
- Campers will respect the environment, camp equipment, property, and other people's belongings.
- Campers will follow the camp rules and the camp schedule.
- Campers will wear appropriate clothing and footwear for all activities at camp.

Please understand that if your child fails to follow any of these expectations, that there will be consequences including being sent home from camp at the discretion of the Camp Director. In the event that a child is sent home, no refund will be given for any part of camp that is missed due to a breach of our Behavior Guidelines.

Following these guidelines will help camp be a safer, happier environment for everyone.

CAMP FORMS & FEES

The data you provide gives us the necessary information to serve your child best. Each form is reviewed by the appropriate staff with concerns for that area of your child's care. All information is kept confidential and seen only on a need-to-know basis.

When do I need to return the forms?

Forms need to be received no later than July 1st. All forms must be received and approved tuition payment arrangements must be made before campers are permitted to be dropped off on their first day. *If you have not made approved payment arrangements or you do not have all of your child's forms your child will not be allowed at camp.



**Gan
Ideal**

**See you
at Camp!**