

Camp James PARENT INFORMATION for 2021

Location:

Camp James 101 N. Bayside
Newport Beach, CA 92660
(949)729-1098

For those of you familiar with Newport Dunes, do not go to the regular Dunes entrance as camp has a private entrance on the Marina side. We are located off Pacific Coast Highway and Bayside Drive inside the Newport Dunes Marina. If the guard gate arm is down, press the button and let them know you are there for Camp James.

Hours:

- Camp operates from 8:30 a.m. to 4:30 p.m. Main activities are from 10 am – 3:30 pm.
- **Morning drop off is from 8:30 a.m. – 9:45 a.m.**
- **Afternoon pick up is from 3:30 p.m. – 4:00 p.m.** with a grace period until 4:30 pm
- *Extended Camp Care Hours are not available this summer.*
- A late fee of \$1.00 per minute per child will be due and payable in cash for every minute after 4:30 p.m.
- Please be sure that your security code word (that you created at the time of registration) is shared with anybody authorized to pick up your child, including other parents and/guardians.

Drop-Off Procedure 8:30 am – 9:45 am:

- We plan to have Drive Thru Drop-Off for all campers. Please keep your children in the car until a staff member has checked them in. Parents need to remain in the car so please apply sunscreen prior to arriving and have their camp bags accessible to grab and go.
- **Campers need to have their mask on when they are dropped off.**
- Drive Thru will close at 9:45 am since the staff have to report for the campers. Late arrivals need to park in our gravel lot and walk into camp and check in at First Aid.
- Medications and Epi Pens need to be dropped off at the First Aid station and requires you to park in our gravel parking lot and walk over to the front of camp to First Aid. Medications must be in the original bottle and have a medication form (that you can access on the [camp website](#) or [this link](#)).

Pick-Up Procedure 3:30 pm – 4:30 pm:

- During your online registration, you created a family security code word. For your child's safety, only individuals who know this word will be permitted to pick up your child.
- The code word must be given to the staff at pick up and then your child will be released back to your care.
- If you have a possible pick up situation (custody issue) please contact our office.
- Parents are not required to wear masks since they are on the property generally less than 15 minutes.

Lunch:

- Campers may bring a lunch with nonperishable foods. Or campers may purchase lunches in advance for \$7.00.
- You can purchase a lunch online up until midnight the night before. This can be done by accessing your on-line family account and editing your current reservation for each child you wish to purchase lunch for. Or you can send an email but be sure to do it at least the night before you need it so we have time to process it.
- Lunches cannot be bought the day of this summer. Sorry.
- Lunches are prepared off-site at various restaurants.
- A cold drink at lunch and an afternoon snack are included in the camp fee for all campers.
- Due to the increase of children with nut allergies, we would appreciate it if you would refrain from sending products with nuts. Although our lunches are not made with nuts, they are made in a kitchen that contains peanut products.
- WE ARE A NUT FREE CAMP.

2021 Lunch Menu

Monday	Cheese Pizza (by The Pizza Bakery)
Tuesday	House Special Chicken & white rice (Pick Up Stix)
Wednesday	Chicken Quesadilla with side of rice (Tacos & Co.)
Thursday	Pasta with Meatballs (The Pizza Bakery)
Friday	Orange Chicken & white rice (Pick Up Stix)

- *Hot lunches include either fruit or vegetables, sweet treat & drink.*

What To Bring To Camp Checklist:

- Campers should wear their swimsuit to camp everyday
- Underclothing and a towel in a bag or backpack with your camper's name clearly marked on each item.
- A mask that ideally is able to hang off the child's neck when not actively being worn. Neck gators work great! **Although the CDC guidelines for wearing masks have been updated this week, the State of California mask mandate is still in place for unvaccinated people (i.e., your children) and is what we must adhere to at this time. Please note our staff are making every effort throughout the day to social distance so campers can be maskless when it is safe. This will likely change on June 15th.**
- [Mask Update Link- OC Dept.of Education](#)
- [Mask Update Link - CDC](#)
- [Mask Update Link – California Department of Public Health](#)
- Sneakers/Tennis shoes

**Sandals, Crocs, Keens, water socks, open toe shoes, and jellies can be packed and used at swim time but fully enclosed toed shoes must be worn most of the day*

**If your child cannot tie his/her shoes yet, we recommend Velcro shoes*

**Children brought in any other shoes than Sneakers will be asked to go home and come back with the correct shoes.*

- Shorts
- T-shirt
- Sunscreen (label)
- Swim suit and towel (label)
- Hat (label)
- Water bottle
-
- HINT: Campers will get dirty and it is very likely that somewhere along their camping experience, something will get lost. We urge you not to send your camper in clothing, jewelry, etc. that has sentimental or high monetary value. We recommend that phones remain at home as these items are not conducive for group interactions ... and may fall in our lovely bay!
- Camp James is not responsible for any personal items that may be lost, stolen, broken, covered in chocolate pudding, or dropped in the bay (including Pokemon Cards, Legos, lanyards, tree cookies).

Camper Expectations:

- Campers are expected to be able to feed, clothe, and toilet themselves.
- Diapers for health reasons (even for individuals with special needs) are not to be worn in the pool.

- Campers will engage in heavy physical exertion due to the nature of our activities as well as traverse rough terrain to reach several program locations. Alternative activities can be provided if medically necessary.
- Campers need to be able to follow instructions including wearing a mask properly, covering their mouth when coughing, keeping their hands to themselves, washing their hands as directed, and so forth.
- We have a no cell phone policy at Camp James for campers. This digital detox has worked wonderfully especially for our teens! The office as well as our staff have plenty of phones in case of emergency. Aside from the fact that they could get lost or stolen, there is a fundamental problem with campers having cell phones at camp, and that is trust. When children come to camp they – and you – are transferring their primary care from you as their parents to their counselors. As children learn to trust other caring adults, they grow and learn to solve some of their own challenges. We believe this emerging independence is one of the greatest benefits of camp. Campers are permitted to call their parents from the office whenever they need to. Thanks for your support and understanding of this policy.

Conduct: Campers are expected to behave with respect and courtesy when dealing with others. Campers may be sent home for the following:

- refusal/inability to obey written and unwritten rules or directions of staff
- refusal to remain/inability with a designated group or in a designated area
- fighting
- possession or use of alcohol, drugs, tobacco, or weapons of any kind.
- Willful destruction of camp property or equipment by a camper shall be the responsibility of the parent to repair or replace.
- The Camp Administration reserves the right to dismiss your child from camp for behavior or conduct deemed detrimental to self, other campers, the staff, or the camp program.
- Follow E.T.'s advice, "Be good."

Billing:

- Tuition balance is due in full by May 24th.
- Your account will automatically be charged as authorized by you in the enrollment process.
- Late payment fee of \$20 per week and loss of your camp space if balance not paid.
- There is a \$25 charge for all returned checks, including eChecks.

Cancellations:

- Camp contracts for counselor services and program needs based on confirmed enrollments; at least 2 weeks notice is required from the date you wish to first drop/move.
- Cancelling your camp reservation after May 24th will result in your camp fees being credited to your account IF given at least 2 weeks notice. You are welcome to sell your camp time to another family and we can move the credit to their account or you can use it the following summer(s).
- There are no refunds.
- There is no credit given if less than 2 weeks notice given.
- If your child is sick, do not send them to camp. Please notify the camp office in writing by 9 am on the day of the sickness.
- If your child has or is known to have been exposed to the Covid-19 virus and is not vaccinated, please inform the camp immediately so that we can notify the health department and the other camp families (your name will not be shared).
- Schedule changes of any kind cannot be done by you on-line. Instead, you must contact the camp office in writing, either through email directors@campjames.com or the Contact Us form on the website.
- Space permitting, a one-time schedule change may be requested in writing **two weeks prior** to the date(s) in question. Additional changes can be requested but incur a \$20 service fee and must be done at least two weeks prior to the date(s) in question.
- Due to the pandemic, space is extremely limited so group or schedule changes are not easily accommodated. We appreciate your understanding.
- The best time to reach our office in the summer is during our non-peak hours (10 am-2 pm).

On-line Account:

- Keep your online account up to date, especially contact phone numbers.
- You may add lunch up until 11:59 pm the night before your camp day.
- You may remove lunch up until 11:59 pm the night before your camp day.
- The system will not let you drop camp dates nor allow you to change your schedule; these requests must be put in writing and given to the office.

Health Form:

- Parents completed a health form when they registered on-line.
- Medical information is only reviewed in case of an incident and therefore it is important to share any medical or special considerations regarding your child with the counselor (and or director) on your first day of camp.
- Parents are responsible to up-date the information provided should there be a change in camper's health.
- A condition of camp is that all children have health insurance.
- A condition of camp is that all campers be able to feed and toilet themselves. Campers that need assistance with these can attend as long as the family provides a professional to assist with these functions.
- **If your child has a severe allergy, seizures, diabetes, or other serious medical conditions, please contact the office prior to registering and for additional paperwork as well as your family physician.**

Medications:

- A "[Request for Medication Form](#)" must be completed at check-in for the administration of any/all medications.
- Forms can be downloaded from our website, under Parent Info, Download Forms or picked up at the First Aid Station or Office.
- Medication should be handed directly to the First Aid Station.
- Proper name of the medication and complete instructions for its use must be given.
- Each medication must be in its original container! Only the person named on the original prescription may be given medication.

Parent Notification:

- Parents will be notified in the event of illness or injury when deemed appropriate. This would include vomiting, temperatures over 100 degrees, stings, any injuries involving the head, and anytime professional medical attention may be needed.
- We error on the side of caution and will call/email you to keep you informed.
- Should the Camp Administration request for a child to be picked up from camp, parents are expected to do so in a timely fashion. Failure to pick your child up in a timely fashion may result in the child's removal from camp for future days.
- Parents will be called first. However, it is important to list alternate emergency contacts other than parents.

Animals/Pets: Please do not bring animals or cute little pets to camp.

Contacts: Please feel free to contact the directors at any time. The best time to contact the office while camp is in session is during the hours of 10am to 2pm.

949/729-1098 **directors@campjames.com**

The 2021 Camp James Family

“Play is the highest form of research.” – Albert Einstein

“Play gives children the chance to practice what they are learning.” – Mr. Rogers

“At the end of the day, your feet should be dirty, your hair messy, and your eyes sparkling.” – Shanti