



CAMP LONG LEAF

PARENT HANDBOOK 2019

TABLE OF CONTENTS

WELCOME.....	2
CELL PHONE POLICY.....	2
BUNKMATE REQUESTS.....	3
WAITLIST	3
COMMUNICATION.....	4
GETTING TO CAMP.....	4
CHECK IN DAY.....	5
WHILE AT CAMP.....	6
CODE OF CONDUCT.....	6
TYPICAL DAILY SCHEDULE.....	7
SICK CAMPER.....	7
MEALS & DIETARY RESTRICTIONS.....	7
HOMESICKNESS.....	8
CHECK OUT DAY.....	8

ABOUT

The E.O. Wilson Biophilia Center has been in operation for 10 years, teaching local schools about the importance of conservation. The core mission of the E.O. Wilson Biophilia Center is to educate students and visitors on the importance of biodiversity, to promote sustainability, and to encourage conservation, preservation, and restoration of ecosystems. Camp Longleaf provides campers the opportunity to see and interact with our animal ambassadors, enjoy our beautiful conservation land and try new things. Our campers are not just having fun at camp; they are growing and learning in our native ecosystems.

FROM THE DIRECTOR

Dear Parents,

We are so excited for our first sleepaway experience, Camp Longleaf! Here at camp, your child will be encouraged to step out of their comfort zone, try new things, make lasting friendships, and most importantly – have fun! A week spent away from home and familiar routines provides campers with the opportunity to become more independent and confident, all while creating memories that they will be talking about for years to come.

We know that the first sleepaway camp experience can come with nerves for both camper and parent, but we assure you that Camp Longleaf is committed to providing your camper(s) with a safe, positive, nature-packed adventure. Thank you for choosing Camp Longleaf for an experience that will last a lifetime – we look forward to seeing you this summer!

CELL PHONE POLICY

Camp Longleaf is a cell-phone free environment. We believe that by having our campers “un-plug,” they will engage with the outside world and gain more from their camp experience. Going cell-phone free has many benefits for camp...

- Promote socialization among campers
- Remove the divide between “the haves and the have-nots” in each cabin
- Reduce stress associated with damage, loss or theft of electronics
- Reduce home sickness by focusing on camp rather than situations or people at home
- Give your children a much needed break from the world of technology

Please DO NOT send your child to camp with a phone. We understand that it can be hard, but this policy is in the best interest of your child and their experience. If a camper is discovered using a cell phone, it will be confiscated and kept in the camp office until pick-up.

For a complete list of what to bring and what not to bring to camp, please visit our Packing List page on our website for a printable checklist.

BUNKMATE REQUEST

We love when friends sign up for a week at camp together! We will try our best to honor a bunkmate request for *one* other camper within two years of age. Both campers wanting to be placed in the same cabin should request their desired bunkmate on their registration form. While we cannot guarantee that every bunkmate request will be accepted due to limited spots in the cabins, we will try our best to accommodate these requests. Please encourage your camper to branch out and befriend other campers besides the ones they came with – this is one of the best parts of camp!

WAITLIST POLICY

We make every effort to enroll campers as space is available, but we consider the needs of all campers, staff and capacities and will not exceed enrollment beyond what is safe and what would reduce the quality of the camper experience for all our campers. We cannot guarantee that your camper will be enrolled in a camp session once they are on the waitlist, but this waitlist is monitored closely by our Camp Longleaf Staff.

LOST & FOUND

We do everything we can to help your camper keep track of his/her belongings. However, despite our best efforts, each summer we are left with quite a bit of unclaimed lost and found items. Please be sure to check the Lost and Found table on check out day. Items will be held for two weeks after your child's session and then donated to a local charity. If you believe something is missing please contact us as soon as possible with a full description of the item and we will do our best to locate the item and return it to you.

COMMUNICATION

In lieu of phone calls or text messaging, parents and family members of current campers can send up to ten emails per camper/ per week. The link can be found under the “Parents” section of our website. Emails are printed at 10:30 am and delivered to campers during mail time, after lunch. This convenient way to communicate with campers is offered to parents at no extra cost.

We also encourage our parents to send letters or care packages during the camp session. You may write letters ahead of time and leave them with camp staff at check in to be distributed throughout the week, or you can send them via standard mail. If leaving them at check-in, please put in an envelope labeled with the child’s name. If sending through the mail, please send them early in the week since our camp sessions are short. We ask that you DO NOT send food, candy or money in care packages.

<p>Camp Address: “Camper name” ATTN: Camp Longleaf 4956 State Hwy 20 East Freeport, FL 32439</p>

If you would like your child to write letters home, make sure they have packed stationary items. Outgoing mail will be collected before breakfast each day. Journaling can also be helpful for campers who experience homesickness.

In an emergency situation, the listed emergency contacts will be called.

GETTING TO CAMP

Drop off for campers will be at the E.O. Wilson Biophilia center exhibit hall – through the main gate. Staff will be located in the parking lot to direct you on where to place your luggage. Please check your child in and stay for a brief tour of the facilities and hike to Camp Longleaf.

Drop Off Address: **4956 State Hwy 20 East, Freeport, FL 324239**

CHECK IN DAY (SUNDAY)

Before your camp session starts, you will receive email communications with the following information:

- Arrival time
- Your child's cabin assignment and color - campers wear this color on Sunday
- Reminders to complete or update all medical forms

Please bring with you:

- All medications (Do not put in your child's luggage) in a gallon ziploc container, labeled with your child's name
- The name(s) and phone number of people with permission to pick up your child
- Any mail that you wish to drop off for your camper - labeled with your child's name.

Check in process:

- Please come to the Biophilia Center (main campus) exhibit hall for a tour and hike to Camp Longleaf. Staff will be in the parking lot to guide you.
- Luggage will be unloaded and taken by our staff to your child's assigned cabin – it is very important that your luggage is clearly labeled with first and last name of your camper
- All campers must turn in medications to the camp infirmary. No medication is allowed in the cabins during the week.
- Counselors will meet campers and parents at the cabins to help them get settled.
- Campers randomly choose a bed in the cabin. This is the quickest and fairest way to get all campers settled in a bed. Saving beds is not allowed.
- Say goodbye. Your camper will have a more successful time transitioning to camp life if your goodbye is short and your camper jumps right into cabin life.
- Camp Directors and staff will be around to answer any questions you may have.

CAMP STORE

The camp store will be open for purchasing Camp Longleaf Merchandise both at Check-in Sunday and Check-out on Friday. The snack bar will also be open for drinks and snacks.

WHILE AT CAMP

CAMPER CODE OF CONDUCT

At Camp Longleaf, we emphasize a safe, inviting, educational, and nurturing environment for your camper that fosters learning and friendship. We consistently strive to provide fun and safe activities for all campers participating in our programs. Appropriate camp behavior is essential to a great overall camp experience.

Behavior that threatens the physical/emotional well-being or that represents physical danger to your camper and/or other campers is deemed “unacceptable behavior.” We expect that all campers enrolled in our programs adhere to our code of conduct. Our counselors and staff set clear boundaries and expectations as to appropriate conduct and we will hold all campers to these expectations.

We review our camp rules with all campers at the beginning of every camp week. Our trained staff try to help campers help themselves and make restitution for any harm that has been caused. Parents will be notified if a camper is not following camp rules and expectations. Campers who refuse to act in a manner safe for themselves, others or camp will be dismissed from camp early and the parent will be required to pick them up without refund. This is at the discretion of Camp Longleaf leadership.

Unacceptable behavior includes, but is not limited to the following:

- Fighting/physical threats will NOT be tolerated at any time and are grounds for immediate dismissal from Camp Longleaf.
- Verbal abuse (cursing, teasing, name-calling, etc.)
- Repeatedly refusing to follow directions or listen to counselors
- Destruction of property (graffiti, intentional destruction of equipment, etc)
- Behavior deemed to be risky to your child and those around him/her
- Bullying of any kind.

CONSEQUENCES FOR BREAKING OUR CODE OF CONDUCT

We reserve the absolute right to determine how to best deal with disruptive behavior. Actions on our end may involve but are not limited to giving a child a time out, having a child sit out the rest of the activity, asking a parent to come in to discuss the behavior, discussing the disruptive behavior with your child, exclusion from a camp activity, dismissing your child early for the day or dismissal from camp. In cases of camp dismissal, no refunds shall be given.

MEALS & DIETARY RESTRICTIONS

At Camp Longleaf, meals are prepared with love and care to ensure that all campers have nutritious food to fuel them throughout the week. Menu items may change as the camp evolves but we strive to always provide campers with meals that are both fun and delicious. Our kitchen staff is happy to accommodate for any noted dietary restrictions such as vegetarian, gluten free, nut free or dairy free and will have alternatives available.

SICKNESS

While many times campers come to our infirmary feeling ill because they are overtired or a little homesick, some campers do actually have an illness that must be cared for. Our staff will treat their symptoms (as outlined in the health form) and call you only if your camper has a sudden illness (such as vomiting), visits the infirmary repeatedly with the same medical concern, has to visit our local hospital for an emergency or if our staff has a question about your camper's medical form. The refund policy for sick campers will be determined on a case by case basis.

HOMESICKNESS

Homesickness is normal and healthy. Most campers will experience homesickness on some level. Our counselors are trained to identify and assist homesick campers. If a child seems to be experiencing homesickness on a level that does not allow them to have fun, make friends or participate in activities parents will be contacted. If your camper decides to leave camp prior to the end of his or her session, no refund will be provided.

By partnering with the parents, we will make the best decision about how to handle the camper.

Helpful Tips to help prevent homesickness prior to your Camper's Session:

1. Talk with your child about homesickness. Let them know that it is normal and that the camp staff all know how to talk about it too. Let them know there is nothing to be embarrassed about and encourage them to talk with their counselor if they are struggling with homesickness.
2. Plan to write cheery letters that build confidence. Let your child know you are proud of them and focus on the positives of their experience.
3. Try having your child attend a few sleepovers away from home before their stay at camp.
4. Please do not tell your child you will come pick them up if they are not having fun.
5. If you know your camper is prone to anxiety and homesickness help them plan ways to cope while at camp – examples may include journaling, prayer, meditation, bringing their favorite stuffed animal, or talking with their camp counselor.

CHECK OUT DAY (FRIDAY)

- Pick-up is at **11am** on Friday
- Come directly to the **Camp Longleaf dining hall** to sign out your camper(s) – the person picking up your child must be on the list given to camp on Check In Day.
- Luggage will be packed and ready for pick up
- The camp store and snack bar will be open
- The Biophilia Center (main campus) will be open from 9am-2pm for exploring

GETTING TO CAMP FOR PICKUP

The new Camp Longleaf facility is approximately one quarter mile from the main buildings. It is located on Miller Rd off Hwy 20. Check out our website for a labeled aerial view of how to get to camp.

CONTACT US

E.O. Wilson Biophilia Center

4956 State Hwy 20 East

Freeport, FL 32439

(850) 835-1824

campinfo@eowilsoncenter.org