



**Summer 2009
Parent Handbook**

**Glen Mar United Methodist Church
4701 New Cut Road
Ellicott City**

Contact

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Welcome

Thank you for choosing Camp Glen Mar as a summer day camp option for your child. This is our second summer and we are very excited to offer a safe, nurturing, yet FUN experience for your child. Your child will have the opportunity to meet new people and experience new things all at once. They will be able to explore his or her own world with confidence and bring their own individual gifts to the other campers. We guarantee your Child's experience will be unforgettable and the memories will last a lifetime.

Program Philosophy

Camp Glen Mar is an adventurous hands-on camp environment. The day camp experience is designed to meet the social and physical needs of children in our surrounding community. Positive social and recreational experiences are an integral aspect of each child's camp experience. Therefore, each child is looked upon as a unique individual.

Where Are We Located

Camp Glen Mar is located at Glen Mar United Methodist Church, 4701 New Cut Road in Ellicott City. When driving into the church parking lot, proceed to the back, lower lot. Park in the lower parking lot and proceed into the lower entrance of the church. The camp counselors will meet your camper in The Well. The Well is also where you will pick-up your camper at the end of the day.

Camp Hours and Daily Operations

- △ Camp Glen Mar will begin each day at 9am and end each day at 4pm.
- △ Lunch will be brought by the camper from home and will be stored in a refrigerated unit. Lunch is served at 12 noon daily.
- △ A siesta is built into the program immediately following lunch until 1pm.
- △ Nutritious snacks are served twice daily. Once in the morning and once in the afternoon.

Before and After Camp Care

- △ Before Camp Care begins at 7am and will end at 9am.
- △ Breakfast may be brought by the camper to be served at Camp Glen Mar, otherwise a light snack will be served.
- △ After Camp Care begins at 4pm and ends at 6pm.
- △ A light snack will be served during After Camp Care.

Arriving Late/Leaving Early

If you should need to arrive late or leave camp early, please sign in/out with the Minister to Children and Families. The office is located just to the left of The Well. This procedure allows us to keep track of our campers and know who is on the facilities at all time

Safety and Security

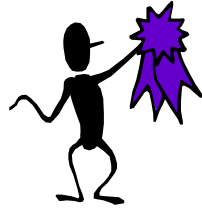
Several measures are used to ensure the safety of all campers at Camp Glen Mar. Check in and check out conducted by the parent, guardian or designee. Camp attendance will be take in the morning, at lunch, and again in the afternoon. All camp staff and volunteers are recognized by their staff t-shirt.

Deposits, Fees & Cancellations

- △ All \$40.00 deposits are non-refundable.
- △ Registration fees are due two weeks prior to the start of camp.
- △ Cancellations made prior to June 1 are eligible for a refund of 80% of the refundable balance.
- △ Cancellations made after June 1 through June 15 are eligible for a refund of 50% of the refundable balance.
- △ No refunds are available after June 15.

Children With Special Needs

Camp Glen Mar does not discriminate on the basis of race, color, nation origin, sex, or disability. Camp Glen Mar is dedicated to supporting the Americans with Disabilities Act and if your child needs accommodations please let us know.



Recognition

The program at Camp Glen Mar is fun-filled and fast-paced. Your camper can expect a full program from 9am—4pm. The mornings and afternoons will be filled by a rotation through many program areas each relating to the theme of the camp

Since children of all ages and abilities, like to be recognized for their achievements, there will be a celebration at the end of each camping session. All parents and guardians are welcome to come and join us at 3:30 at the end of each session (Friday) to be part of this recognition ceremony.



Fundraising

Camp Glen Mar is a non-profit camp. Donations and fundraising help keep the costs low for our campers. If you are interested in making a monetary donation, please make checks payable to GMUMC with Camp Glen Mar in the memo. Cash is always accepted.

Additional T-Shirts may also be purchased at a cost of \$5.00.



Outdoor Skills Camp

June 29th—July 3rd

Join Camp Glen Mar's Counselors and begin a fun, exciting adventure in the outdoors. Each day will be a new lesson in outdoor skills training. Your camper will learn knot tying, lashing, fire building, cooking, camp set-up, campfire skits, songs and so much more.

Friday, 7/3, night will end our week with a family cook-out and campfire. Prepared and performed by our campers for their families and friends. We ask that all parents and visitors arrive at 5:30pm for dinner and the campfire celebration and closing ceremony will begin at 7pm. All campers and their families are invited to bring their tents and campout thru Saturday morning.

Nature/Ecology Camp

July 6th—July 10th

Join us and discover the many wonders of science in our surrounding nature. We'll also learn how to protect and improve our place in this wonderful world.

Hodgepodge of Art Camp

July 13th—July 17th

Roll up your sleeves! This camp will give you a chance to be creative in new and exciting ways. Get a chance to sculpt, paint, play music and so much more!

(Our [Nature/Ecology Camp](#) and [Hodgepodge of Art Camp](#) are held from 1pm—4pm. Join us for Vacation Bible School in the morning, bring a lunch and finish your day at camp.)

Infinity Sports

July 20th—July 24th

Why choose Infinity Sports Camp? To quote their brochure “positive sports training that allows every participant to achieve some level of success... Sports are a worldwide platform that is used to build relationships, strengthen relationships and win people to the Lord.”

Circus of the Kids

July 26th (Sunday)—July 31st

You don't have to wait for the circus to come to town, now you can be the circus. Join us for a fun-filled week of acrobatics, clowning, skating, juggling, and much, much more. Our week ends with campers putting on their own circus on Friday (July 31st) afternoon and evening.

Sunday, July 26th will be the day the All campers must audition for their circus roles

(See the Circus of the Kids web-site to view pictures from the summer of 2008.)

Case Crackers

August 3rd— August 7th

You can be a part of Glen Mar's own CSI team. This week will be filled with gathering and photographing evidence, examining suspects, comparing fingerprints, and solving a crime.

When Campers Check-In

- △ Campers are to report to the Lower Narthex (The Well).
- △ Upon registration they will receive a name tag, t-shirt, and mug.
- △ Campers will receive their crew assignments and meet with their counselor.

What to Wear/Bring

- △ Comfortable shoes
- △ Play clothes should be worn daily

In a tote/backpack please label and bring:

- △ Lunch
- △ Sun screen
- △ Hat
- △ Raincoat for liquid sunshine
- △ Beach towel
- △ Medical Information (page 15)
- △ Consent and Waiver Form (page 16)



What Not to Wear/Bring

- △ Do not wear sandals or wheelies
- △ Do not bring any toys or valuables from home
- △ Do not bring electronic devices

Lost and Found

The lost and found is located in the church main office at the front of the building.

Our Staff

The staff at Camp Glen Mar is second to none! It is comprised of young men and women who have trained and committed to work this summer to serve the children of this community. You can expect a highly energetic, knowledgeable group of individuals who are dedicated to Camp Glen Mar and its programs.

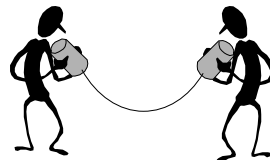
Communication

The Minister to Children and Families and the staff are available for conversations with parents throughout the day. If you would like set up a time for a longer conversation, please call the Minister to Children and Families to arrange a time.

When necessary, important notices will be sent home with the campers.

Filing a Complaint

Providing a safe and caring atmosphere for our campers is our top priority at Camp Glen Mar. We welcome all suggestions and concerns. Please notify the Minister to Children and Families in person, in writing, or by phone.



Discipline

All campers are expected to follow the rules and regulations of Camp Glen Mar. In the event of unacceptable behavior, children will be issued a verbal warning with clearly stated expectations. Attempts will always be made to redirect a child's behavior to a more suitable activity or behavior.

If a child continues to show unacceptable behavior, a parent will be called. Every effort to correct the situation will be made prior to notifying the parent. We will always try to be fair and consistent.

In extreme cases, immediate dismissal may occur. These cases may include but are not limited to:

1. Any action that could threaten or pose a direct threat to the physical or emotional well-being of a child or adult who may be at camp.
2. Fighting
3. Biting
4. Stealing
5. Possession of a weapon of any kind.
6. Vandalism or destruction of church property.
7. Sexual misconduct.
8. Possession of drugs or alcohol.

Refunds will not be issued for children removed from camp due to behavior.

If your child has any conditions that may affect his behavior in the day-to-day activities, it is your responsibility to let the staff know. Failure to do so may result in the child's removal from camp.



Camp Rules

On the first day of camp, once all campers have checked-in, will be given an orientation of the camp rules. They are as follows:

1. Show respect for yourself and others.
2. Keep hands, feet, and objects to yourself.
3. Speak up for yourself, not for anyone else.
4. Use appropriate language.
5. Cooperate with staff and follow directions.
6. Stay in program areas with your group at all times.
7. Listen and others will listen to you.
8. Play safely and fairly.
9. Follow all facility and playground rules.
10. Maintain a positive attitude.

Emergency Procedures

In case of emergency, callers can call the church office at **410-465-4995**. The receptionist will be able to get the call to the appropriate person.

All Camp Glen Mar staff have been trained in CPR and First Aid. In the event of a first aid emergency parents will be notified immediately. A first aid log will be maintained for all first aid procedures taken.

If your child is ill, please be considerate to others by keeping your child home. If children become ill at camp, they will be separated from other children and parents will be notified to come and pick their child up.

In the event of severe weather, campers will continue with their program indoors.

In the event of excessively hot weather, campers will be moved indoors. All campers will have continual access to water during camp activities.

Rainy Day



Liquid sunshine is part of day camp life. However, it never washes away fun. In the event of rain or other inclement weather, the camp program will continue to run with the staff indoors.

Medical Information

If your child is enrolled in a Maryland school, public or private, please fill out the "Camper Health History" inserted in this handbook. If your child is enrolled in a non Maryland school, please fill-out the same health history and include a copy of your child's immunizations.

No child will be discriminated due to health related conditions. Please be thorough in your child's health so we can make the necessary accommodations allowing them to have a safe and fun-filled summer.

All campers requiring prescription or over the counter medication while attending camp (including Epipens), must have a completed Camp Glen Mar Prescription Medication Form (see below) detailing the medications, storage requirements, side effects, and specific dosage instructions. We will also need a signature and phone number from the prescribing physician and parent. All medications are to be in their original containers.

Camp Glen Mar Prescription Medication Form

Camper's Name: _____

Camp Session Attending: _____

Medication	Storage Conditions	Side Effects	Dosage Instructions

Physician's Signature: _____

Phone: _____ Date: _____

Parent's Signature: _____

Phone: _____ Date: _____

Camp Glen Mar Consent and Waiver Form

Camp Glen Mar's Consent and Waiver Form outlines guidelines for campers, parents and guardians to guarantee that we are able to operate a safe program and keep campers in good health. This form must be completed and returned to Camp Glen Mar for all children to participate in camp. By completing this form, you will be agreeing to the terms outlined, by providing consent for your child to attend the Camp Glen Mar program.

- I will be responsible for the care and transportation of my child to and from Camp Glen Mar.
- I understand that I must complete and sign the Camp Glen Mar Prescription Medication Form before medication can be given to my child.
- I will notify the Minister to Children and Families if my child contracts a communicable disease. I understand that my child will not be able to return to camp until they are no longer infectious.
- I understand that no child can attend camp if they are ill. If my child becomes ill and is too sick to participate in the camping program, I will be called to pick him/her up.
- I am aware of the camp activities and that there can be a slight risk to injury in the activities and willingly agree to assume responsibility for those risks as a condition of registering my child for Camp Glen Mar.
- I understand that if my child does not follow the rules set by Camp Glen Mar, and endangers his/her own or other's safety and health, he/she will be asked to leave camp and may not be able to return.
- I have read and understand the Camp Glen Mar Parent Handbook.
- My signature on this consent form indicates that I release and hold harmless Glen Mar United Methodist Church, Camp Glen Mar, Minister to Children and Families, Counselors, Volunteers and any other instructors of all liability in case of an accident or injury, which the camper may sustain during his/her participation in camp.

I have read and understand all the Camp Glen Mar guidelines.

Camper's Name: _____ Age: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Phone: _____ Date: _____