



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# CAMP BURGESS & HAYWARD



Camp Burgess for Boys



Camp Hayward for Girls



Co-ed Week



# 2026 Session Dates

## One Week Sessions

Session 1a June 21 – June 26

Session 1b June 28 – July 3

Session 5 Aug 16 – Aug 21  
(Co-ed Week)

## Two Week Sessions

Session 2 July 5 – July 17

Session 3 July 19 – July 31

Session 4 Aug 2 – Aug 14

## A Note from the Executive Director

Dear Parents & Guardians,

Parenting has always had its challenges, but in today's world of instantaneous social media updates, technology overload, and rapidly diminishing face-to-face interactions, being an engaged parent striving to raise trusting, independent children, has proven an increasingly difficult task. Which is why, more than ever, camp matters.

Camp offers an opportunity for genuine face-to-face socialization with both peers and positive young-adult role models. Which in turn, creates an authentic sense of connectedness with others. Camp provides the perfect place to learn new skills, play and be part of a trusted group, all within a safe and structured environment.

This guide has been designed to help you and your child as you prepare for camp together. I encourage you to read through the material with your camper. After reading this, please feel free to contact me or the Camp Directors with any questions you may have. I look forward to seeing you this summer.

In the Spirit of Camping,



Bruce Netherwood  
Executive Director



# Table of Contents

## About Camp

All About Camp.....	3
Open Houses.....	3
Camp Contacts.....	3
Fees & Cancellations.....	3

## Before Camp

Preparing for Camp.....	6
Packing Information.....	6-7
Lost & Found .....	8
Health Care.....	9-11
Health Forms.....	10
Cabin Assignments.....	12
Airport Transportation.....	13

## Check In & Out

Check In Day .....	11
Check Out Day.....	13
Gratuities.....	13
Camp Store Funds.....	15

## During Camp

Daily Schedules.....	14
Interest Groups.....	14
Cabin Privacy.....	15
On Duty System.....	15
First Time Camper Calls.....	16
Visiting Days/Visitors .....	16
Email.....	18
Snail Mail/Packages .....	18
Social Media & Photos.....	19
Meals.....	20
Mid Session Pick Ups.....	21
Multiple Session Campers.....	21
Code of Conduct .....	22

# Open Houses



Check out our [Open House Dates](#) on our website. There is no need to register, just show up!

If you are unable to attend one of the Open Houses, we recommend looking through our [virtual tour](#) and reading this packet with your camper thoroughly. You may also contact [camp@ssymca.org](mailto:camp@ssymca.org) to set up a tour for your family.

We are unable to offer tours of the property during Summer while camp is in session. We thank you for planning ahead.

# Questions?

Main Line: (508) 428-2571

General Inquiries Email: [camp@ssymca.org](mailto:camp@ssymca.org)

**During the summer it is always best to contact the Office Managers at each camp.**

For Camp Burgess x108  
[buroffmng@ssymca.org](mailto:buroffmng@ssymca.org)

For Camp Hayward x201  
[hayoffmng@ssymca.org](mailto:hayoffmng@ssymca.org)

Camp Hayward Nurse x225  
[haywardhealthcenter@ssymca.org](mailto:haywardhealthcenter@ssymca.org)

Camp Burgess Nurse x125  
[burgesshealthcenter@ssymca.org](mailto:burgesshealthcenter@ssymca.org)

**For Registration, Payments, Camp Store, Cabin-Mate Requests, etc. 508-428-2571 x0**

For Financial Assistance  
[camp@ssymca.org](mailto:camp@ssymca.org) x121

For Camp Burgess Inquiries:  
Kevin Skirvin, [kskirvin@ssymca.org](mailto:kskirvin@ssymca.org) x104

For Camp Hayward Inquiries:  
Emily McGuinness, [emcguinness@ssymca.org](mailto:emcguinness@ssymca.org) x102

For Adventure Trips Inquiries:  
Spencer Stout, [sstout@ssymca.org](mailto:sstout@ssymca.org) x101

**Camp directors are often out & about around the property, ensuring your camper is having a great time! As a result, we recommend emailing for non-urgent matters.**

# Fees & Cancellations

The balance of your fees is due on or before April 15th. When registering, many families select the automatic payment option, and their cards are automatically charged on April 15th. Alternatively, you may call us to charge the balance to your credit card, or you can mail a check, made out to CAMP BURGESS AND HAYWARD, to the Camp office at the following address:

Camp Burgess & Hayward  
75 Stowe Road, Sandwich, MA 02563

Checks must be in American dollars. If the balance of fees is outstanding past the due date, your registration may be cancelled. There are no refunds for late arrivals or early departures. This includes being dismissed for behavioral issues and/or homesickness. Refunds are only given for certified medical reasons, on a pro-rated basis.

Financial Assistance forms are available on [our website](#).

# Our Goals

The following goals are the basic guidelines we use in planning and operating camp. This framework allows every camper to become part of our unique environment.

## As a result of camp...

### A. By learning new skills, campers will develop self confidence and self-respect, based on an appreciation of their own worth as individuals.

- Each camper will choose and participate in Interest Groups through which they will develop skills and expand their interests.
- During Staff Training, each staff member will learn skills necessary to create a safe camp environment that promotes growth and recognition for all campers.
- All participants will contribute to and participate in song leading, cabin activities, all-camp and co-ed events, camp values, etc.
- Counselors will lead discussions and activities that encourage and celebrate the special talents and skills of each camper.

### B. As a result of camp, campers will explore their imaginations to increase and expand their creative thinking.

- Each camper will participate in creative programs such as cabarets, campfires, and theme meals.
- Campers are able and encouraged to contribute new ideas to already existing programs, such as cabin activity periods, interest groups, co-ed days, all-camp programs and cabin chats.
- Campers will be provided with the opportunity to initiate and facilitate creative programs.

### C. Campers will take on the challenges of being a leader and practice leadership responsibly.

- Each camper will be encouraged to demonstrate independent thinking and share their ideas, insights and experiences with others.
- Camp will provide teamwork activities that teach the value and rewards of influencing others in positive ways.

### D. Campers will embrace a value system for daily living based on the four core values of the YMCA: caring, respect, honesty and responsibility.

- Camp will promote an atmosphere of positive interaction and cooperation.
- In the evenings, campers will participate in cabin chats with other cabin mates and a leader, which will be thought provoking and focused on values and priorities.
- Every second Sunday of each camp session, campers will attend and/or present a creative presentation based on the values of camp.
- Each camper will live with a counselor who role models and demonstrates concern and caring for his/her campers.



# Our Goals

## E. Campers will achieve, maintain and enjoy a healthy spirit, mind and body.

- Healthy well-balanced meals will be served three times each day.
- Campers are monitored daily for health concerns and directed to the Health Center as necessary.
- Adequate rest each day will be achieved by adhering to designated lights-out times and daily rest periods.
- Each camper will practice good health and hygiene routines.
- Activities that encourage physical fitness, will be enjoyed by all campers.
- Camp traditions will foster a spirit of community and personal growth.



## F. Campers will participate actively in caring for, and improving the quality of our natural environment and our community.

- Outdoor activities will be provided that promote appreciation, understanding and concern for our natural environment, such as an overnight camping trip. Each camper will sleep, cook, and eat outdoors with his/her cabin and counselors, using proper camp-craft skills and procedures.
- Each camper will be educated in proper waste disposal, based on the three R's: Reduce, Reuse and Recycle.
- Each camper will assist in completing daily living tasks within their cabin group.
- Campers are expected to support his/her cabin mates and those in the larger camp community through cooperation in games, activities and cabin responsibilities.
- All participants will treat all other members of the camp community with respect and caring.



## G. Campers will build positive relationships with others and work towards intercultural and worldwide cooperation, based on an appreciation of the worth of all people.

- The camp will acquire a large proportion of its staff members from around the world.
- Each camper will live in a cabin with a group of other children and two counselors, all with diverse backgrounds and interests.
- Programs will take place that emphasize and celebrate the unique aspects of the diverse cultures and nations represented at camp.
- Each camper will be expected, with help, to resolve any interpersonal conflicts through appropriate means.
- Each camper will participate in activities and discussions designed to make him/her aware of individual differences and strengths.



# First Time Campers: Preparing for Camp

## Before Camp

- **Use positive messages about camp**

Actively use phrases like “You are going to have a great time!” or “You have a great opportunity to make new friends!”

- **Avoid promises to pick up your child.**

Let your camper know that their counselors are there to help and listen to them and that it is okay to miss home. Some parents worry that talking about homesickness before camp will “bring it on”. The more homesickness is discussed ahead of time, with positive messages about how the camper will succeed, the more successful a camper’s experience tends to be. **PLEASE DO NOT TELL YOUR CHILD THEY CAN CALL HOME AS WE DO NOT ALLOW IT.**



- **Read about Camp together**

Help your camper prepare for camp by reading the Code of Conduct together. Discuss opening and closing day, daily schedule, interest groups, and health & safety. If your camper is nervous about coming to camp, please make sure to put this information on the camper information form.

- **Pack for Camp together**

Every summer campers leave behind clothing and personal belongings. Packing together gives you the opportunity to help your camper take responsibility for their belongings, and makes it more likely that they will come home with all their things.

- **Pack pre-addressed, stamped envelopes** and stationery. Encourage your camper to write letters, but please note that **No news is good news**. Often campers are so busy having fun they forget to write home. Parents of first time campers will receive an email or phone call from the camper’s Unit Leader after the first 48 hours of the session to let you know how your camper is settling into Camp life.

- **Communication to Counselors**

Please tell your camper to be upfront about how they are feeling with their counselors. The role of the counselors is to ensure that all campers are enjoying themselves. While our staff are trained to pick up how each camper is doing, they can better help if the camper is able to communicate how they are feeling with them.

# Packing List

## Bedding:

- Sleeping bag
- Blanket
- Fitted sheet
- Pillow & Pillow case

## Clothing:

- T-shirts/Tank tops
- Shorts
- Long Pants
- Sweatshirts
- Underwear
- Socks
- Pajamas
- Swim suits (2+)
- Raincoat/Poncho

## Shoes:

- Sneakers (1-2)
- Sandals/Flip Flops
- Rain boots (optional)

## Toiletries:

- Shampoo/Conditioner
- Soap
- Razors/shaving cream
- Toothbrush
- Toothpaste
- Deodorant
- Hairbrush
- Shower Caddy

## Other:

- Bath Towels (2)
- Beach Towels (2)
- Laundry Bag
- Flashlight
- Water bottle
- Insect repellent
- Sunscreen
- Camp Passport (for returning campers)
- Stationary, pens, and stamps

## Optional:

- Instrument
- Camera
- Books, mad libs, etc.
- White t-shirt to tie-dye
- Playing cards
- Photos/Stuffed animals
- Swimming goggles

## Specialty Items

If your camper may wet the bed please discuss this with their counselors on Check-In Day so that we are prepared to deal respectfully and discreetly with the issue. You should include a rubber sheet and consider packing Goodnites or other specialized underwear.

## Leave at Home

Do not bring any of the following items to Camp. If a camper brings any of these items we store them in the office.

### ELECTRONICS:

Cell phones  
iPods/MP3 players/  
headphones  
Kindles/iPads/Tablets

### FOOD:

Candy  
Soda  
Gum  
Snacks

### OTHER:

Aerosol spray cans  
Fireworks  
Matches  
Lighters

Knives or weapons  
Alcohol or drugs  
Vapes, Juuls, cigarettes,  
etc.  
Pets  
Hair clippers or hair dryers

## Packing Tips:

- Pack enough clothes for the entire session. Laundry is **NOT** available unless your camper is staying for multiple sessions.
- Please pack appropriately, but not in excess. There are 7 other campers and 2 counselors living in each cabin and space is limited.

## What should we pack our stuff in?

Campers may pack in a duffle bag, trunk or durable plastic case. Trunks or cases must be no higher than 15" in order to fit underneath camp beds. Some campers also choose to bring a set of plastic drawers. It is not necessary to go out and buy special luggage. Campers live out of their trunks; small cubbies or shelves are available for smaller items.

We keep lost and found clothing for two weeks after a session ends, and then donate what we have to local charities.

# Packing Information

## Other Packing Information

### Pack Old Clothes

Pack clothes are suitable for the outdoors. Camp life involves lots of outdoor activity and clothes will get wet, covered in paint, and dirty!

### Water Bottle

A water bottle is required for each camper. It is a good idea to bring two or purchase an extra one from the Camp Store.

### Wacky Tacky Items

Costumes and dress-up clothes certainly come in handy. There is no need to go out and purchase any special costumes, but if you have some send them along.

### Valuables

Do not send valuables to camp with your camper. **Camp assumes no responsibility for loss or damage by any cause to personal property of campers.**

### Labels

Label all of your camper's belongings so that it is easy for them to distinguish what is theirs.

# Coming Home

When your camper returns home from camp, it is always a good idea to wash all clothing and bedding immediately. This prevents the spread of poison ivy, etc. and allows you to see if all your campers original belongings are present.

# Lost & Found

**Two weeks after the end of each session, all items that have been left behind are donated.** Please check the Lost & Found area at Check-Out before leaving Camp.

Please call our office managers if you think you have left something behind. They will call you back if the item is located to arrange pick-up.



# Health Care

Each Camp has a registered nurse on site. In case of accident or illness, campers are cared for by Camp's nurses, with standing orders from a Medical Doctor.

It is a state requirement that all medications, including vitamins, are stored in the Health Center with the Nurse. Our Health Center is stocked with over-the-counter pain relievers in both child and adult doses so there is no need to send these with your camper.



## Medications

**Parents are called if their child is required to visit a doctor or leave Camp for a medical reason. Parents are also called if their child must stay in the health center overnight. Other more minor injuries will not warrant a call from the Health Center.**

- All medications must come in original containers.
- Prescribed medications must have the pharmacy label containing Rx number, the name of the medication, the dosage, directions for administration, and the child's name.
- Whenever possible, a copy of the doctor's prescription or letter may be sent to clarify any discrepancies.
- "Bubble Packs" are a great way to eliminate dosage questions.

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## "Medication Vacations"

Some parents consider it in their child's best interest to remove or reduce the dosage of some behavior management drugs, such as Ritalin, while their child is at Camp. It is our experience that "Medication Vacations" can cause difficulties for campers and their cabin mates.

## Head Lice

All campers are checked on check-in day. **You will need to pick up your child and treat them if the nurses detect lice.** If your child has head lice, please alert the director before camp.

## Poison Ivy

Camp does spray main areas of camp for Poison Ivy. Campers are encouraged to take showers whenever they venture into the woods for an activity. Although most cases will be handled at the health center, severe cases may need outside medical attention.

## Ticks

Campers are encouraged to check for ticks every evening. If a camper has a tick, the nurse will remove the tick and attach it to a tick form.

# Health Care

## Menstruation

If you have a daughter nearing puberty, discuss the possibility of menstruation beginning while at Camp. Feminine hygiene products are available in the health center, although we suggest you pack supplies so your daughter is adequately prepared. Let your daughter know that she can speak with her counselors and the camp nurse if she has questions or needs assistance.

If a camper does not feel comfortable going in the water during their period, we ask they not choose any waterfront activities for their Interest groups.



### When will the nurses contact me?

Camp nurses do not contact parents about everyday camp injuries and sickness. The nurses **will** contact parents about medication questions, injuries/maladies that require advanced attention, or when campers stay overnight in the health center.

If there is a non-emergency situation, such as an ear infection, the nurse will communicate with parents about the situation. Camp can arrange for campers to be taken to the pediatrician for these ailments.

- Camp is not responsible for any medical charges incurred while your child is at Camp. Charges are billed to your family's medical insurance or directly to parents/guardians.
- Any medications prescribed as a result of an injury/illness while at camp are billed to the camper's Camp Store account.
- Any pre-existing injury should be handled by the camper's primary physician. The nurse and the unit leaders will help arrange for parents to pick up their camper in these cases.

### What happens in an emergency?

In case of an emergency, campers are taken to the local Emergency Room (Cape Cod Hospital or Falmouth Hospital) and parents are called immediately.

### When do campers go home for health reasons?

If a camper is unable to participate in activities for an extended time period (24+ hours) or has a contagious illness, parents will be asked to pick up their camper.

# Camp Brain Health Forms

All campers must have their mandatory medical paperwork (copy of insurance card and most recent physical) uploaded to their CampBrain account 2 weeks PRIOR to check-in.

The security, confidentiality and privacy of your camper's personal health information will always be protected. Only camp's nurses and administration staff have access to camper health information,

and Camp Brain is secure, encrypted and password protected.

# Check-In Day

Sunday

1:00 to 2:30 pm

For Check-In to run as smoothly as possible we need the morning to prepare. Please understand **we are unable to start check-in before 1 pm**, so plan accordingly.

If you arrive earlier than 1 pm you will be asked to wait in the parking lot.

**Co-ed Week: All campers (boys and girls) check-in at Camp Hayward.  
Adventure Trips Check-in is located at Camp Burgess**

## What to Expect

### Parking Lot & Luggage

Upon arrival, our friendly staff will greet you and ask you to place your camper's luggage in a central location in the parking lot. The luggage is taken by our staff to a location near your child's cabin so that you don't have to worry about carrying it through Camp.

### Cabin Assignments

You will find your child's cabin assignment. A staff member will escort you to the cabin area.

### Meeting the Counselors

Once you arrive at the cabin you will meet your camper's counselors who will check your camper in. Please feel free to talk to your camper's counselors about any concerns you/your camper have. Counselors will go over any outstanding paperwork with you and have you sign your camper into Camp.

### The Health Center: Paperwork & Medications

If you haven't finished your CampBrain health forms or there is a question about your information, you will be asked to visit the health center. If your camper takes any medication, you need to visit our health center to drop off their medications and go over the directions with our nurse.

**In the interest of safety**, we request parents/guardians ensure that their camper is healthy upon their arrival at Camp.

### Late Arrivals

If your camper cannot arrive at Camp within 24 hours of the check-in time they cannot attend the session. If you know that your camper will be arriving after the normal Check-In hours, please call camp to let us know in advance.

### Don't Forget!

**Eat lunch before you arrive.** Dinner is at 6 pm. Campers should have a good lunch before coming to Check-In.

**Bring copies of Medical Paperwork, if your participant's account is incomplete.**

**Deposit \$ into your child's Camp Store account.**

**Record your camper's cabin name.** You can easily email or send them mail while they are at Camp.

### Saying Goodbye

Saying goodbye can be difficult, particularly if this is your camper's first time at Camp.

Let your camper unpack, finish making their bed or hang up photos. This helps campers develop confidence in their ability to take care of themselves.

We suggest you keep your goodbyes short and sweet.

**We ask that all parents leave by 2:30pm.**

### Please let Camp know immediately if your camper...

- Exhibits a temperature over 100 degrees accompanied with a cough, sore throat or congestion
- Has lice or nits
- Has any other communicable disease or illness

In all of these cases, you will not be able to check in your child.

# Cabin Assignments

All cabin assignments are made in the best interests of your camper and camp as a whole. Our priority is to ensure that each camper feels welcome in their cabin and we try to avoid placing large groups of campers who all know each other together.

- You must limit your request to **one other camper**, who must be within one year of age and the request must be mutual.
- When making a cabin request please put the **first and last name**.
- **Campers staying 1 week are never assigned the same cabin as 2 week campers.**
- Due to last minute changes and/or cancellations we are unable to let you know the cabin assignments prior to your arrival on Check-In Day.
- These requests are cabin requests not bunk requests. During online registration or on the camper information form, you will select your top or bottom bunk preference. Specific bunks will be assigned by the counselors based on camper preferences.

The camp directors spend a considerable amount of time thoughtfully planning cabin assignments and it is impossible to make changes on check-in day without disrupting other campers, counselors and parents.

Cabin mate requests are usually made at time of registration.

If you wish to make a request after registration please email; Kevin, [kkskirvin@ssymca.org](mailto:kskirvin@ssymca.org) for Camp Burgess

Or

Emily, [Emcguinness@ssymca.org](mailto:Emcguinness@ssymca.org) for Camp Hayward

- Cabin Mate Requests:
- Limit your request to one other camper: **same age and a mutual request**
  - 1 week and 2 week campers never room together
  - Announced on Check-In Day



## Check In Day- After Parents Leave

### Tours of Camp & Orientation

The campers get a tour of Camp, meet their Unit Leader and learn their Unit's song, learn the dining hall procedures, general camp policies and select their Interest Groups for the week.

### Swim Evaluation

Campers participate in a swim evaluation to establish the waterfront activities in which they can safely participate. This evaluation consists of a couple lengths of our dock and treading water. If a camper cannot swim they must wear a lifejacket when in the water.

### Health Evaluation

Each camper sees the Camp Nurse for a general health evaluation, including a lice-check. If a camper has lice, parents are called and the camper must go home immediately. Within the following 48 hours, the camper can return to Camp if a doctor confirms that the lice are gone.

### Flagpole, Dinner & Campfire

At 5:45pm, all campers and staff meet for our first evening flagpole. Then, we all head to the dining hall for a delicious spaghetti dinner (accompanied by lots of singing and spirit). After that, everyone makes their way to the amphitheater for our very special opening campfire.



## Check-Out Day

All Sessions Check-Out:  
Friday: 11:00am to 12:30pm

On Check-Out Day please arrive **no earlier than 11:00am** as your camper is busy with important closing Camp traditions. You must check out your camper with the appropriate staff before leaving with your camper.

Please remember to **bring photo I.D. with you to Check-Out**. Camp does not release a camper to anyone other than the person(s) authorized in writing by the camper's parent/guardian (on Check-In Day), **not even another family member, including a spouse**. Under no circumstances is a camper released to someone under the age of 18. If you need to add



### Gratuities

Tipping is not necessary and against Camp policy. It takes our entire staff to create the magic at Camp. However, if you wish, you are welcome to make a donation to our campership fund in the name of a staff member.

## Airport Transportation



We offer transportation to and from Camp for participants flying in and out of Boston Logan Airport.

This service is available for Sunday arrivals and Friday departures. Round trip fee is \$100.00 per camper. You can register for airport transportation through your CampBrain account.

# Daily Schedule

On a typical day, campers participate in a wide variety individually-chosen and cabin activities.

**Interest Groups:** Campers spend mornings in pre-selected activities of their choice.

**Siesta:** A break time to write letters, read, or just relax with cabin mates.

**Beach Party:** A camp-wide gathering at the waterfront during the hottest point in the afternoon.

**Cabin Activity Periods (CAPs):** The afternoons and evenings focus on fun, adventure and camp spirit, as campers spend time with their cabin groups participating in a variety of activity areas.

<b>7:45</b>	Flag raising
<b>8:00</b>	Breakfast
<b>9:15</b>	Interest Group 1
<b>10:30</b>	Interest Group 2
<b>12:00</b>	Lunch
<b>1:00</b>	Siesta
<b>2:00</b>	Beach Party
<b>3:00</b>	Pop Stop (snack from the camp store)
<b>3:15</b>	<b>Cabin Activity Period 1(CAP)</b>
<b>4:30</b>	CAP 2
<b>5:45</b>	Flag lowering
<b>6:00</b>	Dinner
<b>7:00</b>	Camp Store
<b>7:30</b>	CAP 3
<b>8:30</b>	CAP 4 (Older Campers) Cabin Chat & Bed Time (Younger Campers)
<b>9:30</b>	Cabin Chat & Bed Time (Older Campers)



# Interest Groups

On the first day of camp, each camper chooses activities that they are interested in (Interest Groups). Counselors go over the activities and campers select their top four choices for each period. Every effort is made to have as many campers as possible placed in their top activities.

Campers are grouped according to age within their Interest Groups. Most Interest Groups are one hour long, but a few are two hours long and count as two choices. Campers do the same Interest Groups for the first five days of Camp and over the weekend they sign-up for two new Interest Groups for the last five days of the session.

Below is a list of typical Interest Groups:

Swimming	Sailing	Paddle boarding	Canoeing	Kayaking
Nature	Yoga/Wellness	land Sports	Soccer	
Drama	Music	Dance	Singing	Sewing
Farm	Arts & Crafts	Court Sports	Outdoor Pursuits	
	Fitness	Scrapbooking	Jewelry Making	

# Cabin Privacy & Bathrooms

Most of our cabins have only one room where all campers and staff sleep in bunk beds. As a result, there is limited privacy available as everyone, including the counselors, gets changed in the cabin. Please speak to your camper prior to Camp about our living situation, especially if they get embarrassed easily or are uncomfortable with this type of set up. Changing occurs in cabins, in bathroom stalls, and even in sleeping bags!

Large bathhouses are located on lighted paths near cabin areas. Whole cabin groups typically make bathroom stops throughout the day or campers can also go with a buddy during meals, etc. If a camper needs to use the bathrooms in the middle of the night they can wake a buddy or a counselor depending on their age and comfort level. All bathrooms can be seen from cabin areas and are well lit throughout the night.

# On-Duty System

From 9:30pm - 12:45am Camp operates an on-duty system where in each unit, two counselors sit in a central location to their respective cabins and perform checks on each cabin every 10 minutes until one counselor from each cabin returns to their cabin for the night. This system allows counselors to attend a nightly "unit meeting" where they discuss the day's events, any camper issues, and program activities for the following day. The OD system also provides staff with a small break to send emails, relax, etc. There is no OD system on the first and last night of each session as counselors stay in their cabin the entire night.



# Camp Store

Camp Burgess and Camp Hayward each have a store with items available for purchase. Items sold include necessities such as toothbrushes, water bottles, bug spray, sunblock, and flashlights, as well as souvenirs such as Burgess-Hayward tank tops, t-shirts, sweatshirts and sweatpants. Campers visit the Camp Store once while they are at Camp. The stores are also open to families on check-out day. On check-out day we accept credit card payment in the store.

Campers are not allowed to bring cash to Camp, therefore we ask that each camper have a Camp Store Deposit set up prior to check-in. We recommend a deposit of \$50 per week at camp. Purchases made during the Camp session are deducted from the camper's store deposit. Funds remaining in the camper's store account after they depart Camp can be spent in our virtual store in the fall. Once the online store closes, all remaining funds will be donated to our Campership Fund. Our virtual store can be found on our website. **Please note that we do not issue any refunds or credits to camper accounts for remaining Camp Store funds.**

## First Time Camper Calls



If it is your child's first experience at Camp Burgess & Hayward, you will receive a phone call or email from your camper's Unit Leader *after* 48-hours into Camp. We will update you on your child's experience including cabin life, interest groups and their overall transition into Camp. This will typically happen on Tuesday evening or Wednesday. Unit Leaders will call the first number listed on the check in card, so please make sure to check your voicemail.

## Visiting Days & Visitors

Although 1-2 weeks may seem like a long time for you, we assure you time flies for your camper! Parents, relatives and friends are welcome to visit Camp on Check-In and Check-Out Day. Camp does not permit any kind of visits during sessions.



## Mid Session Pick Ups

Mid-session pick-ups for sporting events, family events, concerts etc. are not allowed to ensure that each camper gets the full experience and also to minimize disruption to the whole cabin. Please choose your child's session carefully. Please contact the Camp Director if you have any questions. If there is a family emergency, please contact Camp immediately.

## Multiple Session Campers

If your camper is staying for more than one session in a row, they may stay at Camp between sessions for an added cost of \$100.00, for "Changeover." For the Adventure Trips program, please see the Adventure Parent Guide for information on weekend mini-adventures.

You will register for this changeover weekend the same way you would register for any other session. Parents are welcome to pick up their camper(s) during changeover for a lunch or couple of hours.

If your camper is staying for two consecutive sessions and for changeover, Camp will do their laundry free of charge.

**There is no changeover weekend offer between Sessions 1a & 1b  
or between Sessions 4 & Coed Week.**

# Code of Conduct

To keep camp a safe, healthy and fun place we have clear standards and expectations for appropriate behavior in our campers and staff. Please review this code of conduct with your camper so that you both understand our expectations. Campers are responsible for their behavior and actions and are expected to follow our code of conduct at all times.

- 1) I will treat fellow campers and staff members with respect. This includes speaking respectfully by not using language that is offensive, prejudiced or demeaning to others. I will not yell at, threaten or intimidate other campers.
- 2) I will not bully anyone as this behavior is not tolerated at Camp. Bullying includes physically and emotionally threatening or hurting another camper and spreading unkind rumors, intimidating and isolating other campers.
- 3) I will work out my differences collaboratively and in a positive manner. Staff will assist in the resolution of conflicts and I am willing to listen to other points of view in a respectful manner.
- 4) I will not wear clothing that has offensive language, symbols or that advocates the use of drugs/alcohol.
- 5) I will participate in the shared responsibilities of my cabin group, unit and Camp which includes cabin clean-up, dining hall duties.
- 6) I will follow all safety rules.
- 7) I will respect Camp property and the property of others. This includes respecting fellow campers and staff member's belongings, not borrowing items without asking and not writing graffiti on Camp property.
- 8) I understand that certain actions will be cause for immediate dismissal. These include, but are not limited to, smoking or use of tobacco products, consumption or possession of alcohol and/or illegal drugs, bullying, harmful actions towards others or towards oneself.
- 9) I will abide by any additional rules, which may be announced at Camp, and accept the consequences of their violation.

# Behavior Management

Part of the magic of Camp is that we work hard to create a safe and inclusive culture for all. Our staff are trained to prevent problems before they occur and effectively manage behavior problems when they arise. When a camper behaves negatively or inappropriately our staff are committed to working with parents in developing a plan for addressing and managing the behavior. If a camper's behavior does not improve, or if a camper's behavior is detracting from the experience of fellow campers, the camper will be sent home. Campers sent home for behavioral issues are not be entitled to any refunds.

# Staying In Touch

## Snail Mail

Campers look forward to receiving news from home.

Mail is delivered every day and is distributed after dinner. We sort through mail as quickly as possible once on property, but we cannot estimate the time it will arrive from the US Postal Service. Send mail to:

Camper's Name  
**Cabin Name**  
"Camp Burgess" or "Camp Hayward"  
75 Stowe Road  
Sandwich, MA 02563

## Email

Visit our website at [www.campburgessandhayward.com/registered-families/email-a-camper/](http://www.campburgessandhayward.com/registered-families/email-a-camper/) to email your camper. Campers cannot send emails in reply. Emails are printed once daily and handed out after dinner along with the mail. If emails are received less than 24-hours before check out, they may not be delivered in time.

Please DO NOT call Camp prior to your camper's session to find out what cabin they are in. This information is only available on Check-In Day.

## Tips for great camp letters & emails

- Send a letter on check-in day, that way they can get it early, mail can take a while.
- Be positive and do not write bad news, no matter how small. Being away from home can amplify simple issues.
- Ask questions, so campers can really reflect on all the amazing things they do in a day.
- Assure your camper that all is "normal" or "same old, same old" at home, and that you're looking forward to seeing them and hearing about their Camp adventures!
- Although you miss them, please try to avoid writing that in their camp letters. These reminders of parents, siblings, or pets missing them can produce homesickness quite easily.

## Phone Calls

We do not allow incoming or outgoing calls between campers and their family or friends unless there is an emergency. Any important messages that need to be relayed to campers can be done through the Director or the camper's Unit Leader. Please help us by explaining this policy to your child.

In a world of cyber bullying and technology dependence, Camp offers a unique opportunity to unplug. Getting away from technology fosters independence and autonomy. For these as well as privacy reasons, **Cell phones are strictly forbidden.** Campers found in possession of cell phones or other electronics are violating their counselors' trust and our policies. They are placed on behavior contracts which can lead to dismissal from Camp.

## Homesickness

- **Remember missing home is natural.** Campers and staff miss home at points during the summer. Occasionally a camper will send a letter home in the first couple of days expressing homesickness. Usually these letters are followed by a second letter or postcard saying everything is great (or no letter at all because they are so busy having fun!).
- If you receive a letter that is concerning please contact Camp. We will speak with the counselors and work together to make sure your camper is feeling positive about Camp. We can also give you suggestions on how to deal with the 'campsickness' many campers experience when they leave Camp!



## Care Packages

Many parents/guardians like to send care packages to their campers. Do to the sheer volume of mail that we receive each day, we ask that you send **one care package per camper, per session**. Please do not send food, candy, gum or drinks. **This is to keep animals out of the cabins!**

### Camp-Friendly Care Package Ideas

- Comic books, puzzle books, or madlibs
- Streamers, balloons, other cabin decorating materials
- Small toys: cards, yo-yos, board games
- Waterfront toys or inflatables
- Glow-in-the-dark items
- T-shirt or pillow case for the whole cabin to sign

## Social Media & Photos

We post pictures throughout the session through Bunk1. Check your email for information on creating an account. **We do not post photos every single day and they are also not of every camper**. Our photos represent some of the activities going on at our facility and are not a guarantee of seeing your camper.

If you are worried about your camper's experience, please contact the Camp Director. They can check in with the cabin and give you a much more accurate description of their camp experience.

We thank you in advance for understanding our philosophy on photos.



# Meals at Camp

At our camp, we want all campers to eat well and feel good!

We expect campers to eat three meals a day, which is necessary to maintain a busy and active schedule. We never force campers to eat food that is not to their liking, but we do encourage campers to try all food items on the table. Our staff watch to ensure that campers are getting a balanced meal at each sitting.

At breakfast, our cereal bar is complete with an assortment of cereals, oatmeal, and fresh fruit. At lunch and dinner, we offer an extensive salad bar and hot soup.



## Birthdays

If your camper is celebrating their birthday during their camp stay, we provide a cake to share with their cabin. We also have a spirited celebration in the dining hall filled with loud singing and dancing!



## Pop Stop & Snacks

A snack is provided in the afternoon daily, called "Pop Stop".

Snacks range from granola bars and fresh berries to special candy options. Pop Stop is included in the program fees. Please provide our staff with any daily snacks for severe allergies, etc. at check in.

There is also whole fruit available through out the day in the dining hall.

## Vegetarians

We always provide a vegetarian, vegan and Chickatarian option for campers who eat poultry. At the first meal, we take a count and campers must stick to whatever they decide for the entire session.

## Other Special Dietary Needs

We can accommodate most dietary restrictions & allergies. Many campers and staff join us every year with a wide range of dietary needs.

We serve soy & rice milk at our cereal bars, and have gluten-free alternatives available. Soy-nut butter is available for lunch and dinner.

Please contact us about your specific dietary concerns at [camp@ssymca.org](mailto:camp@ssymca.org).

## Checklist for Parents

- Complete Registration
- Upload Insurance Cards & Most Recent Physical– due 2 weeks prior to session
- Complete Camper Information Form & Medical Form (included as part on online registration)
- Add Camp Store deposit
- Pay balance of Fees – due April 15th



## Cancellation Policy

Cancel *before* April 15 – 100% program fees paid are refundable, less registration fee and deposit\*

Cancel *on or after* April 15 – 50% program fees paid are refundable, less registration fee and deposit\*

Cancel *within 14 days* of program start date – No refund, except in the case of medical necessity

\*(documentation must be provided)\*

**GPS Address:** 75 Stowe Rd. Sandwich, MA 02563