

# **2024 Camp Letts Summer Camp Parent Handbook**





## **Welcome to Summer Camp 2024 at YMCA Camp Letts!**

Whether it is Day Camp, Overnight Camp, or our Counselors-in-Training program, your campers will get to experience the beauty of the Chesapeake Bay, soar to new heights on our zip-line, and make memories that will last a lifetime!

Campers join us from the DMV area, out of state and international! We will see around 2,500 campers over the summer. We offer Day Camp, Overnight Camp, and a Leadership Development program (Counselors-in-Training). We only offer one-week sessions, but your camper can join us for all weeks if they want.

Our goals for your campers when they are here are to

- Try something new!
- Make new friends!
- Have fun!

This Parent/Guardian handbook has all the information you will need and can think of to help prepare your camper and yourself for when they are with us! Please make sure to review all the information as it is very important in making sure your camper has the best experience possible.

**Letts make this the best summer yet!**

## **FAST FACTS**

### **YMCA Camp Letts**

P.O. Box 208

4003 Camp Letts Rd.

Edgewater, MD 21037

**Main Office Phone:** 410-919-1400

**Office Hours:** Monday-Friday 9:00AM-5:00PM

**On Call Phone:** 443-871-0501 (For communication outside Office Hours) 6/16- 8/23

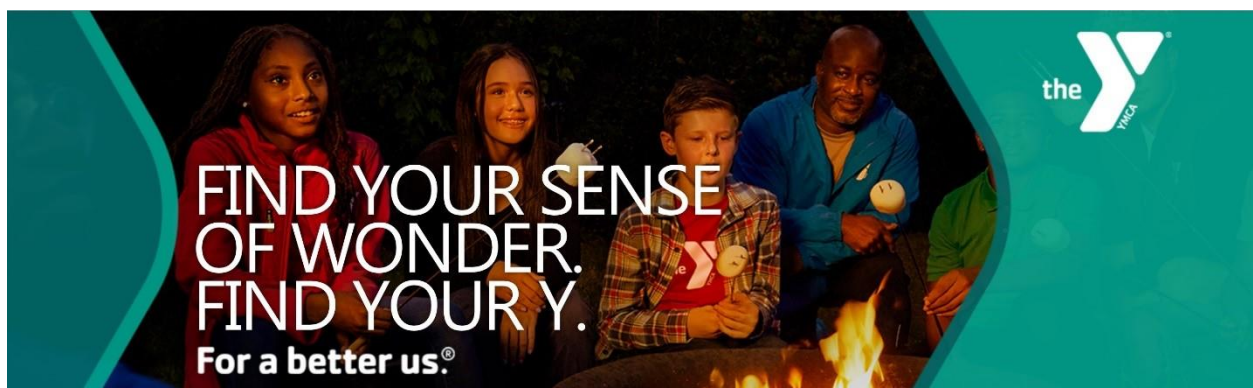
**Website:** [ymcadc.org/campletts](http://ymcadc.org/campletts)

**Email:** [information.campletts@ymcadc.org](mailto:information.campletts@ymcadc.org)

**Overnight Camper Email:** [lettscamper@gmail.com](mailto:lettscamper@gmail.com) Will print and give to campers at 10:00AM daily. Friendly reminder this is a one-way communication, and they cannot email you back.

**Flickr (Camper photos):** We will update you weekly as we have unique links for each week that your camper is attending

**Camper Paperwork Portal:** <https://campletts.campbrainregistration.com/>



## INFORMATION FOR ALL



### BIRTHDAYS

Birthdays are special at Camp Letts! Campers are recognized with the camp-wide Camp Letts version of “Happy Birthday.” Campers are paraded around our Dining Hall during mealtime for the “Order of the Oar”. Please alert the office staff if your camper’s birthday falls during their camp experience.

### VISITATION/PHONE CALLS

Camp Letts does not have a visitation day, although letters and e-mails are welcomed and encouraged. Parents are also invited to attend Open Houses to view camp ahead of time. Due to the volume of campers, Camp Letts does not permit campers to make or receive phone calls. (Especially when campers are homesick, we have found that calls from home disrupt the camper’s adjustment to camp life.)

**If an emergency situation arises at home, we ask that parents contact the Main Office. Directors will gladly assist you and your camper in every situation! Cell phones should stay at home.**



### CABIN MATE/ GROUP REQUESTS

**THIS IS NOT A GUARANTEE**, but parents may enter a request. It is limited to one friend. The campers must be/identify as the same gender, attending the same session, and the request must be mutual (submitted by both camper’s parents). We cannot guarantee, out of fairness for, all the requests for each session. Remember, one of the best aspects of summer camp is making new friends! Additionally, we have found that when there are too many campers from the same group of pre-existing friends, it leads to other campers feeling excluded in the cabin which is a dynamic we aim to avoid. Your group/cabin assignment will be announced at drop off on your camper’s first day of camp.

Cabins at Camp Letts are assigned to a camper based on the gender that camper identifies as on their Campbrain registration portal. If a camper or family registers as non-binary or transgender, Camp Letts leadership will work on a case-by-case basis to ensure a cabin assignment that is most amenable to that camper and their family. At Camp Letts, we seek to be as accommodating as possible and create a safe space for all campers.

## **CAMP STORE**

**We do not allow campers to carry cash.** The minimum amount to add is \$5; store money can be used to purchase souvenirs from the Camp Store during the week. Campers will have pre-selected items to choose from. Any remaining money at the end of your camper's last session is donated to Camp Letts and is non-refundable. Parents/guardians can go in the Camp Store with their camper(s) at check out on Friday.

## **SWIM TESTS**

All campers must take a swim evaluation test during their first day of the session to demonstrate their swimming ability. This helps the staff establish the safest areas in which campers can swim or boat. Once campers have taken the test, they will receive either a green wristband or a red wristband which determines what activities they can participate in based off of safety regulations and licensing guidelines.

## **SPECIAL EMOTIONAL/PHYSICAL NEEDS**

If you have any special needs or requests, please let Camp Letts know. The Camp Director is a great resource for any concerns that you may have. We will make every attempt to serve campers who have physical or special emotional needs. Please be thorough and honest when filling out the camper paperwork so Camp can be prepared for the arrival of your camper.

## **INSURANCE**

Camp Letts does not carry accident and sickness insurance on summer campers. Parents/guardians must include their personal Health Insurance information and a copy of the health card as part of the camper paperwork. This information will only be used if outside medical treatment is required. In the event of serious illness or accident, the parents/guardians will be notified. Parents/guardians are responsible for transportation, prescriptions, and charges incurred for outside medical treatment. Services rendered by the camp Health Center are at no additional fee.

## TECHNOLOGY, SOCIAL MEDIA and CAMPER PHOTOS

Camp Letts has several different social media outlets that are updated frequently throughout the summer. Please check them out at:

- Flickr (Camper Photos): We will update you weekly as we have unique links for each week that your camper is attending
- Facebook: [facebook.com/campletts](https://facebook.com/campletts)
- Instagram: [instagram.com/campletts](https://instagram.com/campletts)

We will update our Flickr page throughout the week (internet willing). We take hundreds of photos each day, but we will not force any campers to be in pictures.

*Camp is a technology free zone! Please make sure to leave at home your camper's cell phones, smart watches, tablets, e-readers, video games, music players, and more.*

## LOST AND FOUND

We will make every effort to return lost and found items while your camper is at camp. Please mark all items with a permanent marker or laundry label for easy identification and return. Lost and found items from the camp week will be collected and displayed in the Dining Hall (overnight campers) on Fridays or at the Fisher Hall (day campers) daily during check out. Please check this area before leaving camp to ensure your camper has not left anything behind. Any unclaimed items are stored for one week only and then donated.

## THEMES

Week 1: Pirate Week – Water battle, Design your group flag, and more!

Week 2: Wild West Week – Camp-wide Gold Rush hunt and more!

Week 3: Superhero Week – Counselor hunt, find the heroes!

Week 4: Fantasy Week – Camp Letts Renaissance Festival and more!

Week 5: International Week – International fair and activities highlighting our international staff's home countries and traditions!

Week 6: Legacy Week – Traditional color war red vs blue! What team will come out victorious with the most points at the end of the week, we can't wait to find out!

Week 7: Hollywood Week – Practice your red carpet poses, create movies, and more!

Week 8: Holiday Week – Egg hunt, find the leprechauns and more!

Week 9: Splish Splash Week – Groups will create their own mini cardboard boat and race them across our pool and more!

Week 10 (DAY CAMP ONLY): Out of this World Week – Martian scavenger hunt and more!



## 2SLGBTQIA\*

Camp Letts is a space for all. We work hard to ensure all campers feel safe and supported at camp by following the guiding principle of privacy and dignity for all. To help everyone feel comfortable and safe all individuals are required to change in a stall or privacy pod not out in the open.

Our staff are given updated diversity training annually to help keep everyone updated with the best way to support campers.

### **BEHAVIOR FOR ALL**

**CAMPERS AND PARENTS** - Please read over the rules below very carefully. At the YMCA we believe every person has the right to be safe and healthy within their environment, free from verbal, physical and mental abuse (bullying). Every person has the right to an opinion, and to be heard in a constructive and positive manner. Every person has the right to be respected and treated fairly in a civilized manner. Every person has the right to grow in spirit, mind, and body and is equally valued and important to the YMCA. It is implied that these rights apply to all individuals, campers, staff and parents alike. If a person infringes on another's rights, the YMCA staff will take action to remedy the situation.

1. In keeping with the YMCA mission, appropriate behavior is expected of all participants in summer camp programs. Behavior that conflicts with YMCA values will be addressed in a nature appropriate to the disruptive behavior and is at the discretion of the YMCA staff and directors.
2. The use or possession of alcohol, tobacco, weapons, or any controlled substances, including e-cigarettes and vape pens by any program participant will result in expulsion from the program.
3. Criminal behavior of any sort will not be tolerated. This includes the unauthorized use or theft of the property of any Letts program participant or staff member. Also, damage or theft to program vehicles, equipment or any site visited can lead to expulsion from the program for the remainder of the summer, this also includes pranks of any kind.
4. Appropriate and respectful interactions with program participants and YMCA staff are at the core of the YMCA mission and essential to having a successful program experience. Non-YMCA patrons will also be treated in a manner that is consistent with the YMCA mission.
5. To truly "disconnect to reconnect" at Camp Letts' summer programs, no cell phones, screened devices, and/or smart watches will be brought to camp.
6. As a program participant you will have a daily schedule to follow. Part of your growth at Letts includes responsibility and independence. If you are not where you are



supposed to be at any time your parents may be called, and you may be removed from the camp program.

**CAMP DISCIPLINARY POLICY** - It is the responsibility of the YMCA to ensure each person's right to achieve our goals within the camp setting. In order to do so, the YMCA requests the understanding and application of this proactive disciplinary policy. The YMCA staff will do their best to redirect any misbehavior and resolve any issues to achieve a positive outcome for all involved. Parents may be contacted, at the discretion of YMCA staff, if issues arise regarding camper behavior. If positive outcomes cannot be achieved, the YMCA reserves the right to suspend or terminate the camper from our program.

**CAMP FEES WILL NOT BE PRORATED OR REFUNDED FOR BEHAVIORAL DISMISSAL.**  
**Zero Tolerance Policy**

YMCA Camp Letts has a zero-tolerance policy for serious or pervasive behavior infractions that interfere with a healthy, safe, and fun environment for every child. The behaviors below are grounds for immediate removal from the program for the remainder of the current day/session as deemed necessary by Camp Letts staff. Each incident will be considered on a case-by-case basis to determine if the child is capable of functioning in a group setting while at camp. Depending on the behavior, an internal investigation may be warranted to protect campers and staff.

Serious behaviors that may result in immediate program suspension are: Any behavior that endangers the health and safety of children or staff.

1. Leaving the program without permission, refusing to remain with assigned group or leaving your cabin after lights out.
2. Inappropriate touching of other participants or sexual misconduct.
3. Theft, defacing destruction of property belonging to YMCA or other.
4. Any kind of physical assault such as hitting, kicking, or biting.

**CAMP FEES WILL NOT BE PRORATED OR REFUNDED FOR BEHAVIORAL DISMISSAL.**

**Bullying Policy**

Bullying can occur in any age group and can be done face to face, and by using technology, known as cyber bullying. Bullying occurs when one or more people act with deliberate intentions of hurting another person through repeated verbal, physical, and/or social behavior that intends to cause physical, social, and/or psychological harm.

At YMCA Camp Letts, bullying is inexcusable, and we have a firm policy against all types of bullying. Bullying interferes with a child's opportunities to gain self-confidence, make new friends, and learn. All incidents of bullying will be addressed in a prompt and thorough

manner by camp staff. The Y is committed to giving every child the opportunity to learn and grow in a safe environment that is free from bullying.

### Behavior Guidelines

The Y provides a caring and safe environment for all children. The Y will address any incidents where a child demonstrates behavior that is not appropriate for camp.

Inappropriate behavior will be addressed as follows:

- Positive and appropriate behavior will be reinforced.
- Staff will model positive behaviors and attitudes.
- Expectations and consequences will be explained clearly to children.
- Children will be given clear guidelines for their behavior so that they develop internal control of their actions.
- Children will be allowed to express their feelings both positive and negative. Y staff will focus their efforts on showing children acceptable ways of expressing their feelings.
- Simple and clear rules will be established. These include rules for safety as well as rules for protecting the rights of others.
- Coercion is not used as a form of behavior management or re-direction at The Y.
- Verbal abuse or derogatory remarks are not acceptable.
- Seclusion is not a form of behavior management and at no time should a child be left alone.

## HEALTH CENTER FOR ALL

Please do not pack medications in camper's luggage. **All medication, including over the counter (Ex. Vitamins, ointments, ibuprofen, etc.) must be checked in and dispensed by the Health Center staff as required by Maryland State Law.**

**All medication (prescription, over the counter, Epi-Pens, and inhalers) brought to camp must:**

- Be in the original prescription container
- Be accompanied by a Medication Administration Authorization form that is signed by a Physician. The form must be filled out in its entirety. It can be accessed in your Campbrain paperwork portal.

Camp Letts stocks most over-the-counter medications needed at camp, so it is not necessary to bring these items. These medications are listed in your paperwork portal, where you have the option to select which medications your camper can be administered.

Emergency inhalers and Epi-pens can either be stored with a camper (provided that option is indicated on the camper's physician signed medication administration form), or at the health center. **We strongly recommend that if your camper is not used to carrying an emergency medication to various activities in different locations on their own, that you store it with our health center staff.** Please be sure to pick up any medication that was checked in during Friday check out. Any left or forgotten medication will be stored at Camp Letts for one week. If the medication has not been claimed within one week, the unclaimed medication will be disposed of by a local pharmacist.

## **ILLNESSES and INJURIES**

Sometimes illnesses and injuries happen, and we take them very seriously at Camp Letts. In cases of serious or persisting illness or injury, a parent/guardian as indicated on the camper paperwork will receive a phone call from one of our Health Center staff.

If a child becomes ill while at camp, they will be treated in our Health Center. If the illness persists, the Health Center staff will follow up with you regarding details and discuss further options. A parent/guardian will be asked to pick up a camper that has had a persisting illness or injury for more than 24 hours. A camper that is sick before camp begins should be kept at home for their own sake and that of others. Please inform the office if your child is sick and will require a late check-in.

Injuries will be treated by our camp and Health Center staff within our scope of care which is primarily basic first aid. Any emergencies and injuries that need further attention may require outside medical care. We will contact a parent/guardian in these situations to transport the camper to the facility, unless the injury or illness requires calling an ambulance. If health care is sought by an outside health care facility, a doctor must give permission for the camper to return to camp. If any restrictions are requested, Camp Letts will do our best to provide accommodation.

### **Illness Policy**

Children must be healthy enough to participate in the daily routine of the camp day. If there are indications of illness upon arrival, your child will not be permitted to remain at camp. If your child becomes ill while here at Camp Letts, they will be evaluated by the Health Center staff and may require immediate pick up. If we are unable to reach you, we will call the next emergency contact listed on your child's forms. **Each child's registration form MUST have an emergency contact person living in the area that is available to either pick them up or meet them at the hospital if needed.**

A child picked up from camp due to an illness may not return to camp until they are symptom free for at least 24 hours without the aid of medications and show remarkable improvement as deemed by parent/guardian and camp health supervisor. In the case that

a child's symptoms are due to seasonal allergies, they may not need to be picked up. Please document all seasonal allergy issues when completing camper paperwork.

A parent may be contacted regarding your child's health at the discretion of the Camp Letts Health Supervisor.

Parent/Guardian cooperation is essential regarding our health policy. To continue to provide quality care for your children, families are expected to:

- Recognize the signs and symptoms of illness in your child
- Promptly pick up your child when called.
- Have one responsible adult in the area in the event of an emergency
- Consult with a doctor about diagnosis and care during illness.
- Inform Camp Letts Health Center and turn in any medications your child is taking, including possible reactions accompanied by a medication administration form that is filled out in its entirety and signed by a physician.

**A child will not be permitted to attend camp or will be sent home with one or more of the following symptoms:**

- Fever of 100.4 degrees F or above at time of rest.
- Any contagious disease (such as: chicken pox, stomach flu, influenza, ringworm, impetigo, scabies/lice, conjunctivitis)
- Sores with significant discharge
- Eye discharge/Conjunctivitis (may not return until on antibiotics for 24 hours)
- Unexplained rash
- Difficult or rapid breathing, severe cough, high-pitched croup or whooping sound after cough.
- Diarrhea/Vomiting: Three or more loose stools or vomiting.
- Significant ailment affecting your child's ability to participate in camp activities.
- Any symptoms requiring one-on-one care or causing severe discomfort without the use of medications

## **CAMP COMMUNICATION PLAN FOR ALL**

We are striving for increased communication this summer and we are excited to send the following emails to you this summer:

The Wednesday before your camper arrives be on the lookout for an email with last-minute reminders and check-in instructions.

The Wednesday during the week your camper is here we will send an update for how the week is going, a reminder on how to see camper photos, and Friday check out instructions.

On Friday we will send you a link to a survey. Please take the time to fill this out. We use the results to know what we can improve on and what we are doing well. This email will also include instructions for retrieving forgotten things at camp.

In the event of adverse/inclement weather, we will update our FB page to keep our camper families informed. Please remember no news is good news! We will contact you via email in the event of an emergency.

## DAY CAMP

### IMPORTANT INFORMATION

**Ages:** 6-12 years old

- **Please note the NEW age range starting in 2024**
- Camper must be age 6 by their first day of camp

#### Check In:

Monday-Friday, 8:30AM-9:00AM at Fisher Hall.

- Please give yourself an extra 20-30 minutes for Monday drop off, **AFTER** we start at 8:30AM, as there is sometimes a delay on the first day of each session.

#### Check Out:

Monday-Thursday, 4:30PM-5:30PM at Fisher Hall.

Friday, 4:30-5:30PM at the Rustics (located directly across from our pool)

- All individuals picking up a child must present a valid PHOTO ID EVERYDAY matching the name as it appears on the approved pick-up list provided by the parent/ guardian.
- If you need an early pick up, please call the main office to coordinate. *We do not allow early pick up from 4:00PM-4:30pm.*

**Day Camp On-Call Phone:** 443-871-0501

- This phone will be monitored from 7:30AM-6:00PM Monday-Friday

**Email for Main Office:** [information.campletts@ymcadc.org](mailto:information.campletts@ymcadc.org)

### - ABSENTEE/LATE POLICY

If your camper will not be attending camp or will be late, please email [information.campletts@ymcadc.org](mailto:information.campletts@ymcadc.org) to help keep camp informed.

Camp does NOT offer a prorated cost for missed days.

## PACKING LIST FOR DAY CAMPERS

The following is a suggested packing list for a day of camp. Please do not send your camper's best clothing, as camp activities are outside and rugged. Pack items and clothing that can get wet and dirty. **All items should be clearly labeled with your camper's first and last name.** Camp Letts is not responsible for lost, stolen, or damaged items.

### Bring:

- Backpack (no wheels)
- Lunch – labeled with camper's name – **Reminder: no food containing nuts**
  - Refrigeration is not provided, please pack nonperishable foods or required cooling pack as needed.
  - Snack will now be provided for each camper every day and not available for purchase in our Camp Store
  - Please make sure your camper brings everything home with them at the end of the day!
- Water bottle
- Bathing suit (first activity every morning is the pool therefore we recommend having your camper arrive in their bathing suits)
- Towel for swimming
- Water shoes, sandals or sneakers that can get wet (a heel strap is requested for campers in water activities)
- Sunscreen (waterproof)
- Insect repellent

### Consider Bringing:

- Goggles
- Raincoat or poncho
- Light jacket
- Hat or baseball cap
- Sunglasses

### Do Not Bring:

- Electronics
  - Cell phone
  - Smart watches/Apple Watch
  - Gameboys, Nintendo switches, etc
  - Kindles, music players
- Money
- Fireworks



- Knives (this includes camping and pocketknives) or weapons
- Drug/Alcohol
- Personal Sports equipment
- Animals

**DAY CAMP SAMPLE SCHEDULE (subject to change)**

**\*Subject to change due to weather**

<b>SAMPLE 2024 Day Camp Schedule</b>					
	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>8:30- 9</b>	<b>Camper check-in *Monday takes longer</b>	<b>Camper check-in</b>			
<b>9- 9:15</b>	Sunscreen and transition to pool				
<b>9:15- 10:15</b>	Swim checks	Pool time			
<b>10:15- 10:45</b>	Transition from pool and changing time				
<b>10:45- 11:15</b>	Announcements/Cheers/Large group game				
<b>11:15- 12</b>	<b>Lunch</b>				
<b>12- 1</b>	Archery	Tye-Dye	Banana Boat	Craft	Sandcastle building
<b>1- 2</b>	Field Game	Gaga	Nature Craft	Zip	STEM Activity
<b>2- 3</b>	Store	Water games	Hike	Dance	Relay Race
<b>3- 3:15</b>	Snack	Snack	Snack	Snack	Snack/Smore
<b>3:15- 4:15</b>	Volleyball	Scavenger hunt	Large group game	Fort Building	Low ropes
<b>4:15- 4:30</b>	End of day wrap up	End of day wrap up	End of day wrap up	End of day wrap up	End of week celebration at Rustics
<b>4:30- 5:30</b>	Check out	Check out	Check out	Check out	Check out at Rustics

## 2024 Day Camp Activities\*

\*This is an evolving list and activities are available based on weather and availability

<b>Activity</b>	<b>Notes</b>
<b>Archery</b>	All
<b>Banana Boat</b>	All
Canoe	8+
Court Sports	All
Crafts	All
Dance	All
Drama	All
Field Sports	All
Fort Building	All
Gaga	All
Hike	All
Horsemasters	All \$ Additional Cost
Kayak	10+
Nature	All
<b>Pool</b>	Every Morning for all
STEM	All
Store	Once a week
Trail Ride	All \$ Additional Cost
<b>Tie-dye</b>	All
Yoga	All
<b>Zipline</b>	All

## ADD ON ACTIVITIES FOR DAY CAMPERS

For Day Campers the available Add Ons for Summer 2024 is a Trail Ride OR Horse Masters. You cannot register for both equestrian add-ons. Please note this program is also weather dependent

**Trail Ride (\$50):** Enhance your camp experience with a guided trail ride! Your child will befriend one of the Clover Run horses for a picturesque waterfront ride through the woods. Trail rides are appropriate for all skill levels, no experience necessary. **Hard soled, closed toed shoes required.** Long pants highly suggested for comfort. **Campers may register for 1 trail ride per week.** Space is limited, so please register for a trail ride prior to arrival at camp.

Trail Rides will be held daily for day campers from 12:15PM-1:00PM (will start to walk towards Equestrian Center at 12:00PM). *Please keep these times in mind in case you need an early pick-up! Please note if your camper is on a horse and you need early pick-up, you will have to wait until their add-on is done.*

**Horse Masters (\$275):** Are you looking for a more immersive equestrian experience? The Horse Masters program allows your child to come to the equestrian center every day and learn to care for and ride a horse independently. No prior experience required. Space is limited, so please register for Horse Masters prior to arrival at camp.

\*\*if your child is a more advanced rider, please contact Clover Run Riding prior to signing up to discuss options at [cloverrunriding@gmail.com](mailto:cloverrunriding@gmail.com)

**All participants must have closed toe riding shoes with at least a 1/2 inch heel and long pants.**

Horse Masters will be held daily for both day and overnight campers from 9:00AM-11:00AM (will start to walk towards Equestrian Center at 8:45AM). *Please keep these times in mind in case you need an early pick-up! Please note if your camper is on a horse and you need early pick-up, you will have to wait until their add-on is done.*

*ASTM-SEI certified riding helmets are provided and required to be worn by all participants. If you send your child with their own helmet, it must have an ASTM-SEI certification label attached and be dated within 5 years. If the certification cannot be found or is out of date the helmet may not be used. Bicycle or other non-equestrian helmets are not permitted.*

*Still not enough horse time? Clover Run Riding offers riding lessons year-round! Contact them directly for scheduling options at [cloverrunriding@gmail.com](mailto:cloverrunriding@gmail.com)*

## **OVERNIGHT CAMP**

### **IMPORTANT INFORMATION**

**Ages:** 7-16 years old

- **Please note the NEW age range starting in 2024**
- Camper must be age 7 by their first day of camp

**Check In:** Sunday, 1:00PM-3:00PM. Location: Camp Road

- We are asking that you come in the time slots below. There are 200 campers arriving on Sunday so please keep in mind there will be a little wait, but these time slots should greatly decrease your wait times!
  - **TIME SLOT INCREMENTS FOR OVERNIGHT DROP OFF:**
    - AGES 7-9: Please arrive between 1-1:45pm
    - AGES 9-12: Please arrive between 1:45-2:30pm
    - AGES 12+: Please arrive between 2:30-3:00pm

\*If you have multiple campers that you are dropping off, please arrive at the youngest sibling/camper's age

**Check Out:** Friday, 3:00PM-5:30PM. Location: Dining Hall Parking Lot

- All individuals picking up a child must present a valid PHOTO ID matching the name as it appears on the approved pick-up list provided by the parent/guardian.
- If you need an early pick up, please call the main office to coordinate. **We do not allow early pick up from 3:00PM-3:30pm on Fridays.**

**Awards Ceremony:** Friday, 3:30-3:45PM Location: Dining Hall

- Parents/guardians are invited to watch the award ceremony if you are able to join us at that time! Campers will demonstrate chants and see who won the crew cup!

- We will start verifying ID's at 3pm. This will give you time to then park and walk to the Dining Hall for the ceremony at 3:30. If you would like to attend the awards ceremony, please plan to arrive by 2:45PM to allow ample amounts of time.

**Overnight Camp On-Call Phone: 443-871-0501**

- This phone will be monitored 24/7 from June 16<sup>th</sup> at 12:00PM to August 24<sup>th</sup> at 12:00PM

**Email for Main Office:** [information.campletts@ymcadc.org](mailto:information.campletts@ymcadc.org)

## **ABSENTEE/LATE POLICY**

If your camper will not be attending camp or will be late, please email [information.campletts@ymcadc.org](mailto:information.campletts@ymcadc.org) to help keep camp informed.

Camp does NOT offer a prorated cost for missed days.

## **PACKING LIST FOR OVERNIGHT CAMPERS**

For a one week stay at camp, we recommend that campers bring at least the items below. We recommend that you do not send your camper to camp with new clothes, especially new shoes. Camp can be especially hard on new things. Please review the “Do Not Bring” section in our Day Camp section to know what not to pack for your overnight camper as well.

- Duffel bag
- Sleeping bag OR a blanket, 2 sheets (twin size)
- Pillow and pillowcases
- 2 towels for swimming use
- 2 towels for bathing use
- 5 t-shirts or short sleeve shirts
- 2 sets of pajamas
- 1 pair of long pants
- 1 long sleeve shirt
- 5 pairs of shorts
- 6 sets of underwear and socks
- 2 pairs of tennis shoes or sneakers
- Water shoes, sandals or sneakers that can get wet (a heel strap is requested for campers in water activities)
- 1 comb or brush
- 1 flashlight and batteries

- Sunscreen (waterproof)
- Water bottle
- Backpack
- Raincoat or poncho
- 1 light jacket
- 2 bathing suits
- Toiletries (toothbrush, toothpaste, etc.)
- Insect repellent (non-aerosol)
- Laundry bag
- Sunglasses
- Hat or baseball cap

**OVERNIGHT CAMPER SAMPLE SCHEDULE** (subject to change)

\*Available based on weather and availability

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
<b>7</b>		Wake up				
<b>7:45</b>		Flagpole/KP				
<b>8</b>		<b>Breakfast</b>				
<b>9</b>		Activity 1				
<b>10:05</b>		Activity 2				
<b>11:10</b>		Activity 3				
<b>12:15</b>		Flagpole/KP				
<b>12:30</b>		<b>Lunch</b>				
<b>1:30</b>	**1pm Check-in Starts	Siesta				Cabin clean up
<b>2:15</b>		Soccer	Sand Castle building	Tye-Dye	Volleyball	Gaga, field games
<b>3:15</b>	Camp tours/swim checks/cabi n photos	Pool	Water Front	Archery	Fort building	**All Campers into DH at 3. ***3-5:50
<b>4:15</b>		Snack				

<b>4:30</b>	Crew Meetings	Dance	Banana Boat	Store	Zip	parents arriving ***3:30 Awards
<b>PAGE BREAK</b>						

<b>5:30</b>	Flagpole/KP/Cheers		
<b>6</b>	<b>Dinner</b>		
<b>6:45</b>	Welcome to camp Speech	Chance to run to cabin and prepare for evening activity	
<b>7</b>	30 min or less sign ups	Evening activity	
<b>8</b>	7:30-8:30 Fire	Reflections and showers	
	8:30-9:15 Reflections and get ready for bed		
<b>9:30</b>	Lights out: Bos'n and Plebe		
<b>10</b>	Lights out: Everyone else		



12	All staff in cabins	
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## **BEDWETTING**

Our staff is trained to handle bedwetting by discreetly working with your child one-on-one. Please notify Camp Letts in advance if your camper is prone to bedwetting. Campers should be instructed to ask their counselors for help, and every effort will be made to prevent accidents. Any bedding, wet or soiled due to bedwetting, will be laundered and returned discretely to the camper before Siesta. Other sensitive information may be included in the camper's paperwork or by pulling aside a counselor, Head Counselor, or Unit Director during Check In.

Campers will get the chance to pick their morning activities for the week at our Activity Fair on Sunday night after their first dinner with us.

## 2024 Overnight Activities\*

\*This is an evolving list and activities are available based on weather and availability

<b>Activity</b>	<b>Notes</b>
Archery	All
Banana Boat	All
Canoe	8+
Cooking	All
Court Sports	All

Crafts	All
Dance	All
Drama	All
Field Sports	All
Gaga	All
Hike	All
Horse Masters	All \$ Additional Cost
Kayak	10+
Nature	All
Paintball	10+ Overnight
Pool	All
Ropes	10+
Sailing	10+
Store	Once a week
SUP	10+
Trail Ride	All \$ Additional Cost
Tie-dye	All
Zipline	All

### **ADD ON ACTIVITIES FOR OVERNIGHT CAMPERS**

For Overnight Campers the available Add Ons for Summer 2024 are a Trail Ride OR Horse Masters. You cannot register for both equestrian add-ons. Please note this program is also weather dependent.

**Trail Ride (\$50 per week and per camper):** Enhance your camp experience with a guided trail ride! Your child will befriend one of the Clover Run horses for a picturesque waterfront ride through the woods. Trail rides are appropriate for all skill levels, no experience necessary. **Hard soled, closed toed shoes required.** Long pants highly suggested

for comfort. **Campers may register for 1 trail ride per week.** Space is limited, so please register for a trail ride prior to arrival at camp.

Trail Rides will be held daily for overnight campers from 12:15PM-1:00PM (will start to walk towards Equestrian Center at 12:00PM). *Please keep these times in mind in case you need an early pick-up! Please note if your camper is on a horse and you need early pick-up, you will have to wait until their add-on is done.*

**Horse Masters (\$275 per week and per camper):** See description above in Day Camp add-on section

\*\*if your child is a more advanced rider, please contact Clover Run Riding prior to signing up to discuss options at [cloverrunriding@gmail.com](mailto:cloverrunriding@gmail.com)

All participants must have closed toe riding shoes with at least a 1/2 inch heel and long pants.

Horse Masters will be held daily for both day and overnight campers from 9:00AM-11:00AM (will start to walk towards Equestrian Center at 8:45AM). *Please keep these times in mind in case you need an early pick-up! Please note if your camper is on a horse and you need early pick-up, you will have to wait until their add-on is done.*

*ASTM-SEI certified riding helmets are provided and required to be worn by all participants. If you send your child with their own helmet, it must have an ASTM-SEI certification label attached and be dated within 5 years. If the certification cannot be found or is out of date the helmet may not be used. Bicycle or other non-equestrian helmets are not permitted.*

*Still not enough horse time? Clover Run Riding offers riding lessons year-round! Contact them directly for scheduling options at [cloverrunriding@gmail.com](mailto:cloverrunriding@gmail.com).*

## **SAMPLE MENU FOR OVERNIGHT CAMPERS (subject to change)**

**Sunday**

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**\*Snack is  
now  
included! \*  
WE ARE A  
NUT FREE  
CAMP**

Waffles served with Maple Syrup Country Sausage Links Jelly & Butter Wheat & White Bread Apples & Oranges Fresh Juice Assorted Cereals & Milk	Scrambled Eggs Tom's Sausage Gravy Country Biscuits Hashbrowned Potatoes Crispy Bacon Jelly & Butter Orange Juice Assorted Cereals & Milk	Pancakes served with Hot Maple Syrup Jimmy Dean's Sausage Hot Fresh Oatmeal Toast with Jelly & Butter Assorted Cereals & Milk Fresh Juice	French Toast Topped with Hot Syrup & Butter Country Links! crisp Bacon slices Wheat & White Bread - Toast Florida Orange Juice Assorted Cereals & Milk	Cheesy Scrambled Eggs Hash Browns Sausage Gravy Biscuits Crisp Bacon Slices Cereal & Milk Juice
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Cheese & Pepperoni Pizza Hot All Beef Hot Dogs Our Famous Chili Sauce Onions and Relish Too! Crunchy Potato Chips Apples & Oranges Salad Bar	Soft Tacos Topped with Shredd Cheddar, Lettuce, Tomatoes, & Sour Cream Apples & Oranges Tortilla Chips & Salsa Apple Sauce Salad Bar	Hearty Meatball Hero or Roasted Italian Veggies Served in a Hero Roll with Shredded Mozzarella Crispy Chips!!!! Salad Bar	Chicken Sammies Ours Are Better!! Fresh and Hot with Lettuce & Sliced Tomatoes Frito Corn Chips Chef's Fruit Oranges & Bananas Salad Bar	Hamburgers HotDogs Potato Salad Salad Bar Sliced watermelon
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All-Beef Burger with Bacon & Cheese Old Bay Steak Fries Lettuce & Tomato with All The Toppings Salad Bar Choc Chip Cookies	Marinara Mozzarella, & Parmesan Meatballs & Marinara Italian Garlic Bread Salad Bar Frozen Italian Ice	Grilled Chicken Breasts topped with Country Sauce & served with Garlic Mashed Potatoes Corn Fresh Dinner Rolls Salad Bar Ice Cream	Tangy Teriyaki Style Chicken Strips Served over Steaming Hot Baked Rice Steamed Green Beans Apples & Oranges Salad Bar Oreo Crumb Pudding	Our Famous Barbecue Slow Roasted and Served on a Soft Roll with Potato Salad Merriland Fries!!! Salad Bar Sugar Cookies
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**CAMPER MAIL, CARE PACKAGES, and EMAIL**



Whether it is your camper's first or tenth summer at camp, mail is an important part of every camper's day.

When addressing a letter to camp, please address the letter as followed:

Camper Name

Session (Week) Number

P.O. Box 208

4003 Camp Letts Road

Edgewater, MD 21037

**Please allow 7 business days for mail to arrive at Camp Letts.** We highly recommend bringing your camper mail to check-in, to ensure it arrives while your camper is with us! We have a designated spot at our Main Office to drop off mail on your way out of camp after you drop your camper off at their cabin. This way the mail can remain a surprise for your camper!

**Camper Email Information:**

You may also e-mail your camper at [lettscamper@gmail.com](mailto:lettscamper@gmail.com). *Please note that campers will be unable to reply via e-mail.*

When addressing the email to your campers, please put the following as the subject: Camper Name, Cabin, and Week Number. (Example: John Smith QM Week 3). **If you do not have this information in the subject, we will not print to give to your camper as we have over 200 campers each week and over 150 emails/letters PER DAY to print, review, and give to campers.**

We print and review every day by 10:00AM. If you email after 10:00AM, your camper will be given the letter the next day.

Campers have the opportunity to write home during Siesta. Please plan on sending your camper with self-addressed pre-stamped envelopes. Do not be alarmed if the letters are brief and quite irregular as the campers are busy at camp, and “no news is good news” as far as campers are concerned.

## **LEADERSHIP DEVELOPMENT PROGRAMS**

**For details of packing, drop off, and more please refer to our Overnight Camp section of this handbook. \*In addition to the overnight camper packing list, we ask those participating in LDP to also pack a watch that does not require charging, a pen, and a notebook.**

## **Program Overview and Objectives**

The goal of the LDP: Leadership Development Program, is to give older campers opportunities to discover their leadership style and what it takes to work at camp. CIT is unique and tailored to the campers who are in CIT, below is a description of the program:

- **CIT: Counselor in Training (Ages 16-17) (Dates: Sunday, July 7 - Friday, July 26)**
  - This program is designed to help your camper learn what it takes to run camp and the different styles of leadership found around camp. They will still participate in normal camp activities in the morning of the first week and in the afternoon with move as a program doing specific leadership training. The second week they will be assigned to different skill areas to assist in the mornings, and the third week they will be placed in different cabins to assist.
- **Junior Counselor (Age 16-17)**
  - After completing the CIT program participants have the ability to interview and work at camp as a junior counselor (JC). JCs are paid to work at camp and are assigned to work with campers who are at least 2 years younger than they are.



Thank you for reviewing our Parent/Guardian handbook for our rules, policies, and tips to make your camper's week successful!

We try to include all the information you need to know here, but there is so much to our wonderful camp!

If you have any clarifying questions, please reach out so we can assist! Our Main Office contact information is under 'Fast Facts' in this handbook.

Letts have a fantastic summer here at Camp Letts!