

Episcopal Conference Center's *Summer Camp Handbook* 2024



ECC

A Message From The Directors

Dear Families,

Thank you for trusting us to care for your camper(s)! We are so excited to begin our second summer with you, and have made some exciting changes to our programs while keeping the camp magic alive.

We hope this handbook provides you with a place to turn should you have any questions such as what to pack for your camper or if your camper wants to see a typical camp schedule. As always please reach out with any questions! We look forward to seeing you in Summer 2024!



Sara Clarke
Executive Director



Marisa Rainey
Camp & Program Director

Logistics

Forms: Prior to arriving for camp, please make sure all forms are completed and up-to-date in your UltraCamp account. If you need to change any information, you can login to your account and update the forms accordingly.

Payments: Unless other arrangements are made with ECC, all camp fees must be paid or scheduled to be paid prior to your arrival at camp.

Need-based scholarships are available, and the application can be accessed through the reservation process. **If you applied for scholarship, please make sure to complete Part 2 of the application.** The link was included in your reservation confirmation.

If you need assistance or need to apply after registration, please email Sara at sara@eccri.org

Cancellation Policy: Registration fees are refundable up to thirty (30) days before the start of the program.

No reduction, refund or allowance will be made for late arrival, dismissal or withdrawal of a camper.

If there are special circumstances surrounding your cancellation, please contact the Executive Director.

Health, Food, and Safety

Health Center & Nurse: The Health Center is located at the back of the main house in the “Wing”. Each week, a Registered Nurse will be on staff and available to support campers. Families will have the opportunity to meet the Nurse during registration.

Medications: All medication must be handed to the Nurse upon arrival at camp. Be sure prescription medication is in original containers with clear instructions from the physician. Any over-the-counter medications must also be collected and have clear instructions from parent/guardian on use.

Illness: If a camper is sick, their counselor will bring the camper to the Health Center for the Nurse to determine next steps. If the Nurse determines the camper needs to go home, either the Nurse or Camp Director will call home. We will make our best effort to keep campers at camp, as long as their illness/injury is treatable in a 24-hour period.

Food Allergies/Dietary Restrictions: If your camper has any allergies or dietary needs, our Resident Manager, Joyce, will know ahead of time and provide allergy/dietary-friendly options.

For more information about meals, please call the office at 401-568-4055.



Housing



Cabins: Campers will stay in red, yellow, or green cabins around our property. Cabins will house 8 - 10 campers with 2 to 3 counselors in each. Campers are housed by age groups.

The Wing: We accommodate up to 28 guests in single, double, and triple occupancy rooms of the Main House. These rooms house our adult summer staff, visiting staff, and are used during Family Camps.

Friend Requests: If your camper is coming with a friend, you are able to request to be in the same cabin as part of the registration process. Both campers have to request one another in order to be housed in the same cabin. We do our best to honor friend requests. We are unable to accommodate more than 3 friends in the same friend request.

The ECC Inclusion Policy:

Individuals who identify as transgender will be allowed to sleep, use the restroom, shower, and participate in alignment with their defined gender identity. In each housing area, private, single use bathrooms are available. We appreciate that every person has unique needs and levels of comfort, and we will work with each individual to honor their requests. We protect the privacy of all campers, staff, and volunteers, and therefore, there will be no notification to the community about the presence of a transgender camper, staff member or volunteer.

Behavior & Expectations

Electronics Policy: Cell phones/electronics are not allowed at camp. If your child relies on music or a podcast to sleep at night, you may send an old phone/ipod that is not connected to cell service. We encourage bringing a camera if your camper wants to document their camp experience with photos. If a camper is found with a cell phone, it will be brought to the office, and returned to the parent/guardian at pick-up. We appreciate your support and partnership on this electronics policy.

Contacting Parents/Guardians: The Camp Director will determine if a parent/guardian is called. Calls to parents/guardians may be made under the following circumstances:

1. In consultation with the camp nurse, if repeated medical issues arise or illness outside the realm of general camp care indicated at camper registration.
 2. In consultation with the counselors, if pervasive homesickness is preventing the camper from having the full camp experience.
 3. In consultation with the counselors if behavioral issues are such that the camper or other campers are not enjoying the camp experience.
 4. Other calls as deemed necessary by the director.
 5. For reasons parents/guardians list in the parent notification section of the campers current health form.
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If a camper is found to have participated in any of the following activities, they will be immediately sent home: smoking, vaping, drugs, alcohol, stealing, or bullying.

Packing List

For ALL Campers:

- Bug Spray and Sunscreen
- Reusable Water Bottle
- Sleeping Bag/Bedding, Pillow
- Shorts, Tee Shirts, Pants, Underwear, Sweatshirts, Sleepwear
- Closed-Toe Shoes for the beach path, Sneakers/Sandals for daily wear. *Crocs are a camp-favorite option!*
- Bathing Suit
- Beach Towels
- Toiletries: Soap, Shampoo, Conditioner, Toothbrush, Toothpaste, Deodorant, Etc.
- Bath Towels
- Flashlight
- Laundry Bag for dirty laundry
- Raincoat or Poncho
- Camera

For TEEN Campers:

- Long Pants and Closed-Toe Shoes
- Outfit for camp dance (if desired)
- Instrument or prop for talent show (if desired)

Please Do NOT Bring:

- Cell phones or other electronics
- Food/snacks/drinks

For the safety of all campers, outside food/snacks/drinks are not allowed. ECC provides visits to the camp store free of charge.

Please:

1. Label all camper belongings to ensure their safe return.
2. Pack in suitcases and/or duffle bags.

Drawer units are not allowed.

Arrival & Departure

Arrival: Camper drop-off is from 3:30pm-5:00pm. Upon arrival, you are greeted by our staff and given a handout outlining the check-in process for that day. Each camper receives a name tag, weekly schedule, and cabin assignment. Campers then participate in a health screening and lice check, and leave any medication with the Nurse. After checking in, campers can be driven to their cabin to drop off their belongings.

Bridge Camp drop-off is at 1:00pm

Departure: Camper pick-up is from 4:30pm-5:30pm. Authorized pick-ups are asked to stay in their car until the gates open, following the Closing Eucharist. The Nurse and Camp Director will greet them at the gate to hand them any medications or electronics that have been held in the office. Authorized pick-ups can then drive to their camper's cabin and sign them out.

Music & Creative Arts Camp departs after Music Camp Madness. Family Camp departs at 11:00am.

A Note About Overnight Camp: Sleeping away from home for an extensive period of time can be a little difficult for a camper at ANY age! Here are some helpful tips before arriving at camp:

- Practice staying out overnight - have your camper stay with a trusted friend or family member for a night to prepare.
- Talk about homesickness - name that it's okay to miss home, and brainstorm strategies to help with homesickness.
- Encourage your camper to talk with their counselor about how they are feeling - the more open campers are with their counselors the easier it is for counselors to help them feel better. Please tell your camper their counselor is there to help them!
- Connect with your camper while they're at camp - Campers love to get mail and letters from home!

If homesickness occurs for over 24 hours, the camp director will reach out to discuss a plan with you!

The Waterfront at Echo Lake

We are blessed to have an incredible waterfront on Echo Lake!

Campers have the opportunity to swim daily, weather permitting. The waterfront is staffed by a Waterfront Director and a team of lifeguards who participate in weekly swim tests and safety trainings. Our “beach” is licensed yearly by the State of RI, and water quality is tested consistently throughout the summer.



Swim Test: During Children’s Camps and Family Camps, all campers who want to swim in the deep end, must pass a swim test led by the Waterfront Director. At our Teen Camps, all campers are allowed to swim in the deep end. However, if a camper demonstrates swimming inability they will be required to remain in the shallow end.

Kayaking: The Waterfront Director offers kayaking during most camp weeks and tries to accommodate all campers interested in participating. Kayaking availability changes week to week.

If you have any questions about the Waterfront, please contact the Camp Director at marisa@eccri.org

Camp Staff

The ECC Summer Staff is a group of enthusiastic teens and young adults who come together for the common goal of caring for campers and building an incredible camp program!

Assistant Counselors: First-year counselors and our newest staff members. They participate in extra training during the beginning weeks of the summer and have constant support from the Head Counselors and Adult Staff.

Junior Counselors: Second-year counselors assist in the cabin. In addition, they staff our City Camp program as a way to increase their training.

Full Counselors: Third year counselors! They have gone through extensive training for the previous two summers and are ready to lead the cabin.

YAS: Young Adult Staff hold a range of jobs such as head counselor, store, program assistant, kitchen staff and more! They have usually gone through the counselor process and are a necessary part of our program!

We asked our staff: What inspired you to join the ECC team?

“I've been loved and accepted by the ECC community so much, so I wanted to give that love and acceptance back.”

-Emerson, *Full Counselor*

“I knew I wanted to be a counselor at ECC when I was 6, simply because nowhere else brings me the same joy.”

-Conner, *Junior Counselor*

Daily Schedule

Each session of camp at ECC has a slightly different daily schedule. Here are some of the things that you can expect, no matter which week you come to.

Worship at Camp:

At ECC, we start each day with Morning Prayer or Eucharist, and end each day with a short evening prayer called Compline. While morning prayer and compline are led by a member of staff, Eucharist is led by the visiting clergy member of the week. In addition to Eucharist, visiting clergy lead a part of the program called Chaplain's Time where we reflect on the lesson read during the morning service or the summer theme.

Body Shop:

We take about 30 minutes each morning to stretch and move our bodies to fun, upbeat music.

Free-Time/Camper's Choice:

Each afternoon, campers get to choose how they want to spend their time, whether it be at the waterfront, on the slip-n-slide, making a craft in the pavilion, or bonding with their fellow cabin-mates.

Evening Program:

Each night of the week, campers get to enjoy a fun program planned by our YAS such as a carnival, scavenger hunt, movie night, dance, or talent show.

Entire Camp Clean-Up: *For Teen Camps Only*****

A unique part of our program, cabin groups work together to beautify and care for the community we live in.

You can find a more detailed daily schedule for each week of camp on our website. Visit the "Summer Camp" page, and click on the name of the week your camper is attending.

FAQ's

HOW DO I GET MAIL TO MY CAMPER?

Bins at registration: We have a mail bin available during registration where you can drop off mail that will be passed out to your camper during the week.

Mail to Camp: You can mail directly to ECC! Please include the campers name and cabin. Please see the example below:

Camper Name
c/o Cabin Name
Episcopal Conference Center
872 Reservoir Rd
Pascoag, RI 02859

If mail arrives after your camper has gone home, we will forward to the home address listed on the camper's UltraCamp account. To avoid this, if sending the mail by USPS, please mail no later than the Monday of the camp week.

HOW DOES THE CAMP STORE WORK?

The ECC Store opens at least once a day for snacks free of charge*. Please do not send money with your camper as the fees for the store are included in your camp fee. The ECC store is also open during drop-off and pick-up days! Please pick-up your camper first, and then park in the parking lot. ECC merchandise and snacks are available for purchase, and we accept cash and credit cards.

*During Family Camp, ECC will keep a running list of purchases and charge your UltraCamp account at the end of the session.

WHAT IS CITY CAMP?

Operating since 1982, City Camp is ECC's free day camp for campers who live in the Olneyville and Manton sections of Providence. ECC Staff travel to Providence to meet their campers, and go on field trips each day! This summer, City Camp will operate for three one-week sessions, and will visit ECC twice each week. We look forward to seeing ECC and City Camp campers enjoy the camp magic together.