



# CATAMOUNT

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## OUTDOOR FAMILY CENTER

### Summer Camps

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## Dear Catamount Campers and Families,

We are excited to welcome you to the Catamount Outdoor Family Center's summer camp programs! Please read this important information carefully as it will help you and your camper prepare for a safe, fun, and adventurous summer.



## Our Camps

Catamount's **Mountain Bike (MTB)** and **Explorers (EXP) Camps** focus on safety, fun and learning. Led by experienced coaches and educators, campers will explore our extensive trail network and the beautiful Catamount Community Forest on bike and on foot. Activities are tailored to the specific age groups and skill levels for each camp type and session.

Our full-day outdoor camps are designed to improve athletic and outdoor skills while providing hands-on learning experiences. Campers will enjoy a week filled with exciting adventures, technique growth, connective teamwork, and opportunities to connect with nature.



Our programs emphasize good decision-making, enhanced physical fitness, personal responsibility, collaboration teamwork, and respect for each other, our equipment and the environment.



## Camp Staff Structure & Ratios

### Staff Credentials and Ages:

- **Senior Camp Director(s)** oversee all operations and ensure safety and program standards. Decades of coaching and camp experience, SafeSport Certified, Background checked.
  - John Atkinson, Executive Director, age 56, Gravity Logic Freeride Coach and Outdoor Emergency Care/CPR.
  - Tammy Jadus, Admin Coordinator, age 50, elementary and middle school experience, WFA/CPR/AED.



- **Lead Coaches (17+)** – Minimum Wilderness First Aid and SafeSport Certified, background-checked through UltraCamp, Catamount Outdoor Family Center trained
- **Assistant Coaches (16+) & Coaches-in-Training [CITs] (15+)** – Minimum First Aid, CPR, SafeSport Certified, and Vermont State Criminal Record checked. Catamount Outdoor Family Center trained.

### 2026 Staff-to-Camper Ratios:

- Combo Camp (Ages 6–7): 18 campers → 3 Leads, 1 Assistant, 1 CIT
- MTB Camp (Ages 8–10): 20 campers → 2 Leads, 1 Assistant, 1 CIT
- MTB Camp (Ages 11–14): 10 campers → 2 Leads
- Advanced MTB Camp (Ages 10–14): 10 campers → 2 Leads
- EXP Camp (Ages 8–12): 18 campers → 2 Lead Staff, 1 Assistant, 1 CIT



Our staff are carefully assigned to each session based on expertise to ensure campers receive appropriate guidance, supervision, and support throughout the week.

### Communication During Camp:

- **Email:** [programs@catamountoutdoor.org](mailto:programs@catamountoutdoor.org) (checked regularly throughout the day)
- **Phone:** (802) 879-6001. If unavailable, leave a detailed message including the camper's name and age.
- Coaches may contact parents/guardians by phone for time-sensitive updates.
- Camp directors and lead coaches are equipped with radios for communication throughout the forest and on trails.
- We're here for you. Please reach out with any questions or concerns before, during, or after camp!



### Registration Modifications & Cancellations *\*All subject to taxed service fee*

- **Before June 1:** Full refund minus \$50 administrative fee
- **June 1 to 2 weeks before session:** 50% refund
- **Within 2 weeks of session:** No refunds, no registration modifications

**No refunds** for illness or injury before or during camp.



Any changes to your camper's registration made during the week of camp will be updated in your UltraCamp account. **All outstanding balances will be charged in full to the card on file by September 1, 2026.**

## Prerequisite Biking Skills

For All Catamount Camps (EXP, MTB, & Combo), campers must have the ability to:

- Ride a bike on flat, varied terrain (dirt, grass, gravel, small roots) without training wheels
- Turn both directions on flat terrain
- Stop safely using hand brakes only (no feet)

**Advanced MTB Camp:** Campers must have strong foundational skills and experience riding technical trails. Skills include:

- Confident riding on varied terrain (dirt, gravel, roots, rocks, small drops)
- Navigating tight turns, switchbacks, and obstacles
- Efficient gear shifting and cadence control on climbs/descents
- Safe use of hand brakes on inclines and corners
- Bike balance and control on narrow or uneven surfaces
- Comfort riding all green trails and most blue trails at Catamount

**Important:** No refunds will be issued if a camper is sent home for missing prerequisite skills. Have questions about where your camper fits best? Reach out to us!



## Personal Bike Requirements

### All Camper Bikes Must:

- Fit the camper properly (frame clearance & brake reach)
- Have pedals and multiple gears
- Have separate front & rear hand brakes
- Have knobby tires
- Have handlebars w/ bar-end caps
- Have grips that don't spin or slide

### Inappropriate Bikes Include:

- Integrated front-rear hand brakes (Guardian-style), foot/coaster brakes
- Hand brakes that do not fit the camper's finger reach
- Bikes with training wheels, one gear, or no pedals
- Handlebars with open ends
- Grips that are loose or spin



### Bike Issues and Refunds

We want every camper to have a safe, fun learning experience at camp. To help ensure positive results, please have your camper's bike serviced before their session begins. A quick visit to a local bike shop can help confirm that the bike meets our requirements, is safe, fits your camper properly, and is in good working condition.



If a camper arrives with a bike that is unsafe, doesn't fit properly, or doesn't meet camp requirements, we'll provide a rental bike for the day or week, and the rental fee will be charged to your UltraCamp account. **If we are out of rental bikes** (which is likely as we have a limited fleet), we'll ask the parent or guardian to provide a suitable replacement before the camper can participate in camp activities.

If a replacement bike cannot be provided, the camper will need to return home for the day or week, and unfortunately, no refund can be issued. We understand this may be inconvenient, but your camper's safety and success are our top priorities. Please reach out to us early if you have any questions about bike requirements or suitability.

If a camper's personal bike is damaged during camp, Catamount Outdoor Family Center is not responsible for the damage. Our team will do their best to make minor repairs and get the bike back in working order. Any costs for parts and labor will be added to your UltraCamp account. Please note that we are not a full-service bike shop, so there are limits to what we can repair on-site or with the parts we have available.

If a rental bike is available, we'll provide one, and the rental fee will be charged to your UltraCamp account. If no rental bikes are available, we'll contact the parent or guardian to arrange for a replacement bike before the camper can continue with camp.

## Catamount Bike Rentals, Repairs and Storage

We have a limited number of 20", 24", 26" and 29" rental bikes available, which are first-come, first-served. We are not a fully equipped or staffed bike shop and repairs are generally limited to basic maintenance.

- Day Rentals: \$20–\$45, depending on size
- Week Rentals: \$75–\$100, depending on size and includes bike storage
- Helmets: \$5/day or \$15/week
- Bike Storage: \$50/week
- Repairs: \$20 minimum/hour
- End Cap Plugs: \$2 each



## Medical & Contact Information

All campers must have up to date Medical and Emergency Contact Information. This is built into your camper's registration form. Changes to your camper's health or emergency information need to be updated in your UltraCamp account before your session starts. For medication during camp hours:

- Campers 10+ may self-administer medication if parent/guardian prefers
- Campers under 10: Lead Coach holds medication, clarify whether it stays at camp or goes home each day

## Emergency Pick-Up

If a camper becomes ill, injured or has a behavioral problem, parents or guardians are responsible for picking up as soon as possible. Camp staff will contact you directly to arrange a pick up time.

If your child starts showing signs of illness, such as fever, vomiting, diarrhea, or a persistent cough, please inform us immediately via email and remain home from camp that day. Should symptoms arise while at camp, our lead coaches and admin team will assess the situation and decide if your child needs to be picked up early.



We will contact you right away if your child needs to go home due to illness, and we ask that you arrange for pickup as soon as possible. To prevent the spread of illness, your child will be kept separate from other campers until you arrive.

In the event of an injury during camp, a lead coach, who is Wilderness First Aid certified, will provide immediate first aid and assess whether additional medical attention is necessary. Please be aware that we play in the outdoors and bumps, bruises, scrapes, bug bites and cuts are common.

For minor injuries, treatment will be administered on-site, limited to cleaning small wounds, applying bandaids and ice packs. . While parents or guardians will not be contacted immediately for minor injuries, they will be updated at pick up on that date.



Some injuries may require further evaluation and/or could limit the camper's participation in camp activities for the remainder of the day (e.g., cleaning debris from wounds, blister irritation, assessing potential sprains, concussions, etc.). In these cases, parents or guardians will be contacted to arrange for pickup and possible additional assessment by a medical professional.

For more serious injuries, emergency services will be contacted. You will be notified immediately in such situations by the camp admin team.

In all above mentioned cases, an Incident Report Form will be completed to ensure thorough documentation of the injury and response. Return to play paperwork may need to be completed by a medical professional before that camper can return to camp activities. We are committed to ensuring the health and safety of your child and keeping you informed. If you have any questions or concerns, please feel free to reach out.



## Drop-Off & Pick-Up Procedures

- The speed limit is 25 mph on Governor Chittenden Rd and 5 mph in the parking lot. Please respect neighbors and other visitors.
- Park in the main lot, walk campers to camp meeting areas for sign-in.
- Avoid using the private circle driveway in front of the Governor Chittenden house. Please do not turn around, pull through or park there, even for quick stops.
- **Monday morning drop-off** starts with a bike safety check station at the Hub and paperwork confirmation at the Lead Coach meeting area. This process will take longer than any other camp day. Please plan accordingly.

## Designated Drop-off/Pick-up Windows and Fees

- Morning: 8:30–9:00 AM \*no check in or supervision prior to 8:30 AM.\*
- Midday: 12:00–1:00 PM
- Afternoon: 3:30–4:00 PM

\$10/occurrence for drop-off/pick-up outside scheduled windows listed above

\$2 per minute Late Fee after **4:00 PM**

We recognize that many families juggle multiple camps, programs, and busy schedules. Our 30-minute drop-off and pick-up window provides flexibility to help more families participate. During this time, campers enjoy light games and relaxed activities, a valuable warm-up and cool-down to prepare for and integrate their busy adventures on the trails.

### Pick Up Authorization:

You must sign your camper in & out with a Lead Coach each day. No camper will be allowed to walk home or off-site without explicit written consent of a duly authorized parent/guardian. The consent must contain the date that permission is granted for, and the location/route the camper will take to said location.

### Friday Awards Celebration:

On Friday, we host a small awards celebration where each camper receives a Catamount OFC Summer Camp shirt and a personal award. We would love to have you and yours join us at this celebration. Start times are either 3:15 pm or 3:30 pm. Please confirm with your Lead Coach.





We stagger these celebrations as we recognize folks may have campers in different age groups. This format allows parents/guardians to watch all their campers celebrations and take care of any end of week tasks that may need attention.

## Required Gear & Equipment

Please make sure you have the necessary gear/equipment each day. If your camper arrives at camp without the required gear and clothing, staff will determine whether or not they can safely participate in camp that day. No refunds will be provided if the camper is sent home for the day for ill fitting or unsafe equipment. *(check out these partner rentals too)*

**Water** - Campers need non breakable bottles/bags that are able to be closed. We recommend a hydration pack (small backpack with water bladder and sipping hose) as this allows the camper to sip and ride, as well as carry snacks and other items while out on the trails. Water bottles work too, but must be carried in a backpack, as many smaller framed youth bikes do not have a water bottle cage, including Catamount's rental bikes.

**Food** - There will be snack time in the mornings and afternoons, with lunch occurring around 12:30 pm each day. Please pack the appropriate amount of food for your camper. We ask that your camper knows what food is for snack versus lunch too. We highly recommend packing extra snacks. We are very active at camp and we want to be sure that everyone has enough food to fuel themselves. Please pack a trash bag for all food waste and trash, as Catamount is a Leave No Trace, pack-in, pack-out facility.

Please send your camper with only food for themselves. Catamount does NOT provide food for campers and for safety, sharing food is not permitted.

**Backpack** - Please send your camper with all their gear secure in a large backpack. An additional smaller backpack or water bladder pack can be sent for use on the trails for snacks, raincoat, and water while out on the trails.



**Clothing/Gear** - Please pack your camper with the following clothes/gear they will need to be safe, comfortable and happy. Please be attentive to the weather forecast for the

week, and day of camp. Remember, we will be outside and active throughout the day. Synthetic or wool clothing is preferred over cotton.

Camp staff are not permitted to apply sunblock or bug repellent to your camper. We encourage you to apply it prior to drop off and to be sure they can safely self apply during camp as needed.

Please put sunscreen & bug repellent in a small plastic bag with your child's name on it and store it in their backpack. Sunscreen and bug repellent cannot be shared with other children because of potential allergies and sensitivities. Sunscreen and bug repellent are also corrosive to bike helmets, all contact should be avoided.

### General Packing List:

- ☐ Extra change of clothes
- ☐ Rain gear
- ☐ Appropriate footwear for rides/hikes
- ☐ An extra pair of shoes
- ☐ Sunblock
- ☐ Bug Repellent
- ☐ Bike
- ☐ Helmet
- ☐ Hydration Pack/Water bottle
- ☐ Extra backpack for rides/hikes

### Optional items:

- ☐ Bike tool kit & tire repair kit (spare tube, tire irons & patch kit)
- ☐ Biking gloves
- ☐ Protective eyewear
- ☐ Knee, shin, elbow pads are recommended, but not required
- ☐ Old toothbrush and rag for cleaning bike
- ☐ Long sleeve pants and shirt for bug and thorn protection
- ☐ Mosquito netting

**Cell phones and other technology are not permitted during camp hours.**

**Lost & Found:** Label all belongings. Unclaimed items are cleared in late August.

## Camper Behavior & Code of Conduct

To ensure safe and enjoyable camp programs for all participants, please explain this code of conduct to your camper. At all times, campers must:

- Show respect to all participants, staff & visitors
- Refrain from using foul language and obscene behavior



- Refrain from causing bodily harm to other participants, staff & visitors.
- Show respect for equipment, supplies, facilities and the outdoors

### Behavior Management

Catamount Outdoor Family Center staff aims to foster good behavior by creating a trusting environment, promoting appropriate behavior, anticipating behavior problems and redirecting the camper when a behavior is inappropriate. Expectations and limits are clearly explained at the beginning of the week.



Beyond first attempts to address and/or redirect bad behavior, the following procedure will be followed:

**Strike 1:** Camper and staff will go to office to complete a Behavioral Plan Form that identifies the rules broken or behavior that needs addressing. Camper and Coach will work together to find ways they can best move forward.

**Strike 2:** Camper and Coach complete the same paperwork and then call parent/guardian together to explain what has occurred.



**Strike 3:** Camper and Coach complete the same paperwork and call parent/guardian to come pick them up. That individual will not be allowed to return to the camp session. If your camper is signed up for future camps this season, our Camp Director will meet with you to discuss options moving forward.

The Catamount Outdoor Family Center reserves the right to immediately expel a child, based on the situation, without refund of payment, if the child poses a safety risk. Examples of this behavior include physical altercations, use of racial slurs, actual or spoken intent of violence, or leaving the designated area without staff permission.



## **Weather & Environmental Protocols**

Catamount camps do not close for inclement weather. Should an extreme weather event occur, staff will communicate necessary information and plans via email.

**Rain Protocol:** Camp activities will proceed as scheduled outdoors. If rain causes the environment to become too soggy, muddy, or otherwise unsuitable for safety and fun, we have indoor facilities available to ensure the camp experience remains enjoyable. Campers should come prepared with appropriate rain gear, as outlined in the packing lists. Indoor activities will include a variety of options to keep campers engaged, such as

games, arts and crafts, and educational sessions (bike maintenance skills, Leave No Trace, Animal ID, etc.).

**Thunderstorm Protocol:** In the event of thunderstorms, we will immediately relocate all camp activities indoors. We will observe a 30-minute waiting period from the last instance of thunder before considering moving activities back outdoors. If thunder is heard again during this waiting period, the 30 minutes will reset. Indoor activities are facilitated during this time. This protocol ensures camper safety and provides a constructive way to use time while waiting for storms to pass.

**Flooding Protocol:** In the event of heavy rain or localized flooding, camper safety is our highest priority. Camp activities will continue only when conditions are safe to do so. We monitor weather and trail conditions closely throughout the day and will communicate promptly with families if any adjustments are needed. We have successfully remained operational during major flooding events over the past two years. If travel or on-site conditions become unsafe, we will pause outdoor activities and may offer early pick-up options. Families will be kept fully informed by email about any schedule or location changes to ensure everyone's safety and peace of mind.



**Heat Index/Extreme UV Index Protocol:** To prevent heat-related illnesses and ensure the safety of all campers during high heat index or UV conditions, we will shift our focus to low-impact activities. This may include water based games, educational sessions on staying cool, shade/indoor games, and restful play periods. Campers are encouraged to drink plenty of water, wear light and breathable clothing, and take breaks in shaded areas. Our goal is to keep everyone safe while still providing a fulfilling camp experience despite the high temperatures.

**Air Quality Protocol:** When air quality is compromised due to smoke or other pollutants, we will modify our activities to minimize physical exertion and reduce the risk



of respiratory issues. Low-impact activities will be prioritized, and we will provide regular breaks to ensure campers have time to rest and recover.

## We can't wait to see you at camp!

### Catamount Outdoor Family Center Staff:

- John Atkinson – Executive Director – [Director@catamountoutdoor.org](mailto:Director@catamountoutdoor.org)
- Andy Coddington – Trails & Facilities Manager – [Trails@catamountoutdoor.org](mailto:Trails@catamountoutdoor.org)
- Tammy Jadus – Admin Coordinator – [Lessons@catamountoutdoor.org](mailto:Lessons@catamountoutdoor.org)
- Lead Coaches
- Assistant Coaches
- Coaches In Training

