



# 4-H Camp Owahta



2026 Parent Handbook



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**4-H CAMP OWAHTA PROVIDES YOUTH AGES 5 THROUGH 16 (8 TO 16 FOR OVERNIGHT CAMP)** with enriching, memorable and positive outdoor experiences. Located on over 120 acres of woodland, with over 5 miles of trails, and a beautiful pond, we have been providing over 60 proven years of high quality camping services to the Central New York region.

**IMPORTANT NOTE:** Any additions/changes made to this handbook after February 16, 2026 will be indicated with a \* and be in blue font.

<b>2026 Program Pricing</b>			
Counselor-In-Training (CIT) \$475/ week Age 16 Sunday- Friday	Leader-In-Training (LIT) \$450/ week Ages 14-15 Sunday - Friday	Overnight Camp \$450/ week Ages 8-15 Monday- Friday	Day Camp \$325/ week Ages 5-12 Monday- Friday



## Summer 2026 Changes

- Camp Registration runs from February 16- June 1, 2026. It **ends** on June 1, 2026!
- **New!** Leader-In-Training (LIT) program for teens ages 14 -15 to explore and develop their leadership skills. (select weeks)
- **New!** Sunset Sessions- an evening day camp program for teens ages 12-15. Enjoy the evening activities at camp without the overnight stay. *Great option for teens who have daytime obligations.* (one week only)
- The Counselor-In-Training (CIT) program age has shifted to 16 years old. CITs will be required to submit an application (located within the Document Center) in order to be considered for the program. **A submitted application does not guarantee registration.**
- Have No Fear, A Free T-Shirt is Here! All campers (day and overnight) will receive a FREE 4-H Camp Owahta T-Shirt their first week of camp. Note: Campers will only receive a total of one t-shirt for the summer 2026 season, excluding Olympic Week.
- There will unfortunately be no fields trips taken in summer 2026 due to financial constraints.
- Guess who's coming to camp? We're hoping to add some furry (and feathery!) friends this summer—goats, chickens, and possibly baby chicks too!
- We will only be offering one themed week this summer, Olympic Week (August 10-14).

### **Ready, set, shine!**

Join us for our 32nd Annual Camp Olympics, where teamwork, creativity, and camp spirit take center stage. Campers will represent their “countries” as they compete in a fun mix of sports events, artistic challenges, and drama activities, all designed to build confidence, celebrate friendship, and create memories worth a gold medal. Will your team rise to the top and earn a place in the Camp Olympics record book?

\*Please note: An additional \$20 fee includes the Olympics T-shirt\*

Thinking “What Are They Going to Do All The Other Weeks? Head To the “Typical Day At Camp” Section

- We're here to help with your schedule! We are now offering day camp families early care from 7:00–8:30 AM (includes breakfast) and after care from 4:00–5:30 PM. Pickup must happen by 5:30 PM at the latest.



- We are partnering with Centro to offer transportation to and from camp this summer. The bus will pick-up/ drop-off at three locations; Cortland County Office Building, Hartley's Auto & RV Center, and the Corner of South St./ W. Center St. in McGraw. Families utilizing the Centro bus will need to arrive early. **The bus will not wait for parents or campers.**
- Growing something new! In addition to our animal visitors, we're planning a camp garden with vegetables, herbs, and pollinator plants for hands-on learning and outdoor fun.
- In addition to a free t-shirt, we are hoping to sell a few 4-H Camp Owahta items (with our new logo) including sweatshirt(s), hat and pajama pants. *More updates soon!*
- We are in the final stages of creating and opening a *Scholarship Application* for families who may need some financial assistance to come to camp. The application will consist of a few questions and not require any formal documentation (tax forms, etc.). **Scholarship awards depend on available funding, and submitting an application does not guarantee approval.**

## Camp Registration & Required Forms

Summer Camp 2026 registration and paperwork will be completed through UltraCamp. Using your UltraCamp account, you can register, make payments, submit required forms, and upload documents (including immunization records). Paper forms are available upon request by email at [owahta@cornell.edu](mailto:owahta@cornell.edu) or may be picked up at the Cornell Cooperative Extension Office (60 Central Ave, Room 140, Cortland, NY 13045). All required forms must be received by the deadlines below. **If required forms are not submitted by their due dates, your child may lose their spot at camp and may not be able to attend. Please note: the Medication Authorization Form must be signed by a doctor.** Immunization records must be uploaded to your UltraCamp account or be delivered to the office in person, please **do not fax immunization records.**

### Required Forms & Due Dates:

- Acknowledgment of Risk — Due June 1, 2026
- Photo Release Form — Due June 1, 2026
- Summer Camp T-Shirt Form — Due June 1, 2026
- Camper Health History — Due June 15, 2026
- Upload of Camper's Immunization Records — Due June 15, 2026 (upload to UltraCamp or bring to the office; do not fax)
- Upload of Camper's Health Insurance Card (if applicable) — Due June 15, 2026
- Medication Authorization Form — Due June 15, 2026 (**must be signed by a doctor**)
- 4-H Camp Code of Conduct — Due 7 days before your camp session begins

This summer we are also providing a small amount of scholarships for families who need some financial assistance. The application and a few other forms are located within the Document Center.



## Getting Ready For Summer

### **Welcome to 4-H Camp Owahta!**

Our mission at 4-H Camp Owahta is to create an inclusive camp community where all children can grow, belong, and thrive. We welcome and celebrate campers and staff of all backgrounds, identities, and experiences, and we are dedicated to ensuring every individual feels valued for who they are.

This handbook is here to help you and your camper feel ready and excited for the summer ahead—from what to expect at camp to how to set your camper up for success.

**PLEASE READ THIS HANDBOOK CAREFULLY AND TALK THROUGH IT WITH YOUR CAMPER**

(Seriously—this is one of the best ways to help camp feel comfortable and exciting on day one!)

### **Why camp matters**

Sleep-away camp is a one-of-a-kind chance for young people to build independence, confidence, and self-reliance, while trying new things, meeting new friends, and discovering what they're capable of.

Camp offers a unique chance for campers to meet and connect with people from a wide range of backgrounds. In a new place with a new community and new experiences, campers can unplug and be fully present.



### **Prepare Your Child For Camp:**

1. Have your child talk to other families, friends, relatives, etc. who have gone to the camp, share positive experiences
2. Have your child spend a weekend with a friend or relative (that they do not normally stay with).
3. Go over the daily schedule with your child. Learn as much as you can about camp life.
4. Teach your child how to care for themselves. Talk about dressing for the weather, keeping their things picked up, making their bed, etc.
5. Have your child practice going to bed without any type of screen, speaker, or electronic device.



6. Problem-solve with your child by using “what if” situations like, “What if you don’t get along with a child?” or “What if you don’t feel well?” Let your child brainstorm solutions and make sure they know who they should go to with any issues they may have.
7. Familiarize your child with the outdoors. Children are unfamiliar with total darkness and country night sounds. Practice walking with a flashlight (not a cell phone).
8. Missing home is fairly common. Encourage your child to speak openly about it. Our camp staff is trained to help your child through these expected ups & downs.
9. Letters & postcards are the best way to communicate with your child while they are away at camp. Pack a stamped and addressed envelope/postcard so that they can write home if they chose. You can also send them a letter!
10. Communicate and inform the camp staff of your child’s needs on their Camper Health Form and on drop-off day. In order to set up your child for success our summer camp team needs more information than less. We are not here to judge, we are here to support and provide an outstanding experience for all campers. Please know-due to our structure, camp space and staff we may not be able to accommodate all campers need’s.
11. Prepare yourself (and the rest of your family) for your child going off to camp. You have chosen the best camp for your child and they will have a wonderful summer full of fun, new friends, new activities and many new and exciting experiences.



## 4-H Camp Owahtha Policies

**OFFICE HOURS:** There is a staff member in the Cornell Cooperative Extension office from 8:00 AM to 4:30PM. - The phone number is 607-391-2660. After 4:30 PM leave a message and we will get back to you within two days. This number is for general camp information, registration help and guidance. If this is an emergency and you need to contact your camper, please call the camp phone.

**PHONE CALL POLICY:** The camp phones are used for **emergency purposes only**. Campers are not permitted to receive or make phone calls. Please refrain from calling camp to check on your child. If there is a problem or unusual situation involving a camper, the Camp Director(s) will contact the parent(s). If you do not hear from us, you can assume your child is having a good time at camp! The phone number for camp is 607-391-2674 (or 2675).

**VISITATION POLICY:** For the health and safety of our campers and staff, only screened staff and volunteers, and registered campers are allowed at camp when camp is in session. Unannounced visitors will be asked to leave camp unless in extenuating circumstances. You, as a parent, might be tempted to visit your child during their camp session. We do not encourage parents to visit campers during sessions, as it is disruptive to the camper's busy camp day and can ignite homesickness (missing home) in your camper as well as others. We encourage you to send a letter or postcard to your camper instead! In special circumstances, such as an emergency situation or severe illness, parents can communicate with our Camp Director to make special arrangements.

**ATTENDANCE POLICIES AT CAMP:** Continuing attendance at camp is contingent on proper enrollment, full payment and appropriate camper conduct as per the NYS 4-H Camp Code of Conduct, LIT Expectations and/or CIT Expectations.

**CAMPER SESSIONS:** Camper Sessions are scheduled in one-week long increments.

Overnight Campers are dropped off starting Sunday afternoon between 2-3PM and are picked up at the end of sessions on Fridays between 4-5PM.

Day Campers are transported to the camp via Centro bus or parent/guardian's personal car. Day camp is one week-long Monday-Friday, 9:00 a.m. to 4:00 p.m. Early Care and After Care are available for an additional fee.



## 4-H Camp Owahta Program and Cancellation Policies

### Family Cancellations

All cancellations, transfers and credits must go through the 4-H Camp Owahta team. Families who wish to cancel their camp session must email [owahta@cornell.edu](mailto:owahta@cornell.edu) with the subject line “Camper First and Last Name, Camp Session- Cancellation/Credit/Transfer”. **All emails will be reviewed based on the date received (date of the email).**

Refunds (when applicable) are issued within **14 business days**.

\*Early Care and/or After Care fees are not included within the camp fees policies stated for day and overnight camps. Please refer to the separate early care and after care cancellation policy.\*

### Day and Overnight Camp:

- **On or before April 1, 2026;**
  - **Refund:** 100% of payments **minus** the \$100 non-refundable deposit
  - **OR Credit Transfer:** 100% of payments **minus** the \$100 non-refundable deposit towards an *existing* 2026 camp registration
  - **OR Credit: 100% credit** of payments made (including non-refundable deposit) towards a new 2026 camp registration
  
- **Between April 2 – May 15, 2026;**
  - **Refund:** 50% of payments **minus** the \$100 non-refundable deposit
  - **OR Credit Transfer:** 75% of payments **minus** the \$100 non-refundable deposit towards an *existing* 2026 camp registration
  - **OR Credit: 75% credit** of total payments made (including non-refundable deposit) towards a new 2026 camp registration
  
- **Between May 16 – May 31, 2026;**
  - **Refund:** 25% of payments **minus** the \$100 non-refundable deposit
  - **OR Credit: 50% credit** of total payments made (including non-refundable deposit) towards a new 2026 camp registration
  - **No Credit transfers offered**
  
- **Between June 1- June 18 2026;**
  - **No cash refunds**
  - **Credit only:** up to **25% credit** of total payments made (including non-refundable deposit) towards a new 2026 camp registration **if your original spot is filled from the waitlist. If your original spot is not filled from the waitlist, no credit will be issued.**



- **No Credit transfers offered**
- **On or after June 19, 2026;**
  - **No cash refunds OR credits available**
  - **No Credit transfers offered**

### **Early Care and After Care Cancellation Policies**

Prior to May 1, 2026 families may remove Early Care and/or After Care and receive:

- **A 100% refund of payments made towards** Early Care and/or After Care (**minus** any non-refundable deposits)
- **OR a 100% Credit Transfer** of payments made towards Early Care and/or After Care (including the non-refundable deposits) towards an *existing* 2026 camp registration with Early Care and/or After Care included

All payments made towards Early Care/ and/or After Care fees are **non-refundable after May 1, 2026**.

### **No-Shows / Early Departures**

- Campers who **do not show up** for camp are **not eligible** for refunds, credit transfers or credits.
- Campers who **arrive late or leave early** are **not eligible** for a prorated refund, credit transfer or credit.

### **Medical / Emergency Exceptions**

We understand that unexpected situations occur. If a camper cannot attend due to a verified emergency, we may offer **additional flexibility**.

Eligible reasons may include:

- Camper illness/injury preventing attendance (*documentation will be requested*)
- Family emergency (as appropriate)

**In these cases, the camp may offer a credit up to the full amount paid (including non-refundable deposit), depending on timing and documentation.**

It is up to the discretion of the Camp Director to determine if a credit is to be given.

### **Camp-Initiated Cancellations (Weather/Safety/Program Needs)**

If 4-H Camp Owahta cancels a session due to safety concerns, weather emergency, facility issues, **or** insufficient enrollment, families may choose one of the following per affected registration;

- **100% refund (including non-refundable deposit) or**
- **100% credit** toward another summer 2026 camp registration

**If camp runs but adjusts activities due to weather/safety, this does not qualify for refunds.**



## Code Of Conduct Agreement

All campers are required to follow the 4-H Camp Code of Conduct. The code of conduct provides a framework for what we expect from our campers (and staff) while they are at camp. These expectations allow us to create a safe and welcoming space to everyone. Please be sure to read these expectations with your camper prior to their first day of camp. When campers arrive at camp they will be given these expectations again to read, ask questions and sign.

The campers within the Leader-In-Training (LIT) and Counselor-In-Training (CIT) program are held to a higher standard of conduct due to taking on leadership roles. The LIT Expectations and CIT Expectations are to be followed by all LIT and CIT participants. Those who do not follow the expectations may be removed from the program and/or not accepted next summer.

### 4-H Camp Code of Conduct

#### **Head: Think Clearly and Make Informed Decisions**

- I will follow all camp rules, schedules, and guidelines, and comply with the expectations of camp staff and volunteers.
- I will make thoughtful choices that promote safety, belonging, and learning for myself and others.
- I will accept outcomes of camp activities and contests with grace and be open to new ideas and feedback.
- I will ask for what I need and be clear about what that is and let staff or fellow campers know how they can help.

#### **Heart: Build Strong Relationships and Show Loyalty**

- In words and actions, I will treat all campers, staff, and volunteers with kindness, respect, and understanding.
- I will avoid bullying, harassment, or exclusionary behavior, help others feel welcome and valued and speak up if I witness this behavior.
- I will refrain from inappropriate behavior in public or private settings.
- I will report any unsafe conditions, accidents, or concerns to camp staff immediately.

#### **Hands: Serve Others and Contribute to the Camp Community**

- I will participate fully in all camp activities, be on time, and complete assigned responsibilities to the best of my ability.
- I will work cooperatively with others and support group decisions by listening to everyone's perspectives and opinions.
- I will respect camp property, the environment, and the belongings of others.
- I will be a positive role model, demonstrating responsibility, teamwork, and leadership.



## **Health: Maintain Personal Well-Being and Promote Safety**

- I will not possess or use illegal drugs (including the misuse of prescription drugs), alcohol, tobacco or marijuana products or paraphernalia.
- I will not possess or use firearms (except in supervised Shooting Sports programs) or harmful objects.
- I will follow all safety guidelines, including staying in designated camp areas.
- I will prioritize my physical, emotional, and mental well-being by listening to my body, taking care of my needs, and speaking up when needed.
- I will support the health and safety of others including fellow campers, camp staff, and the camp community.

## **Consequences**

**Failure to comply with the camp code of conduct can result in any of the following consequences, depending on the severity of the situation:**

1. Camper will receive a verbal warning by camp staff stating the specific behavior that goes against the Code of Conduct. The camp staff member and camper will review the Code of Conduct again and give the camper an opportunity to ask questions.
2. Camper may remain at camp but may possibly be prohibited from specific activities and/or from attending in the future.
3. Camper may be asked to leave camp. The parent(s) or guardian(s) will be called, and the camper will be sent home at the family's expense. No refund will be issued.

## **LIT Expectations**

### **Head: Think Clearly and Make Informed Decisions**

As an LIT, I will:

- Follow all camp rules, schedules, and guidelines and meet the expectations of camp staff and volunteers.
- Be prepared and on time for activities, transitions, meals, and any LIT responsibilities.
- Use good judgment, especially when younger campers are watching.
- Ask questions when I'm unsure and check in with staff when I need support.
- Accept feedback and coaching respectfully and try again when I make mistakes.

### **Heart: Build Strong Relationships and Show Loyalty**

As an LIT, I will:

- Treat all campers, staff, and volunteers with kindness, respect, and understanding.
- Help create a welcoming environment by including others and being mindful of words, tone,



and body language.

- Avoid bullying, teasing, harassment, exclusionary behavior, hazing, and 'jokes' that hurt others.
- Be a positive influence: encourage younger campers, help de-escalate drama, and seek staff help when needed.
- Speak up and tell staff if I see unsafe behavior, a camper in distress, or a situation that feels wrong.

## **Hands: Serve Others and Contribute to the Camp Community**

As an LIT, I will:

- Participate fully in camp activities and complete any LIT responsibilities to the best of my ability.
- Help with camp routines when asked (set-up/clean-up, transitions, group organization, encouraging participation).
- Support group decisions by listening, cooperating, and modeling good teamwork.
- Treat camp property, the environment, and others' belongings with respect.
- Be a role model through actions—especially in cabins, waterfront, dining areas, and free time.

## **Health: Maintain Personal Well-Being and Promote Safety**

As an LIT, I will:

- Not possess or use illegal drugs (including misuse of prescription drugs), alcohol, tobacco, or marijuana products or paraphernalia.
- Not possess or use firearms (except in supervised Shooting Sports programs) or harmful objects.
- Follow all safety guidelines, including staying in designated camp areas and following supervision expectations.
- Take care of my well-being (rest, hydration, nutrition, sun protection) so I can lead by example.
- Report injuries, illness, unsafe conditions, or concerns to camp staff immediately.

## **Additional LIT Expectations**

### **Be a Role Model**

- I will model the behavior I want younger campers to follow (language, attitude, participation, sportsmanship).
- I will not encourage rule-breaking or 'test the limits,' even as a joke.

### **Support Younger Campers**

- I may remind campers of expectations in a calm and respectful way.
- If a camper won't follow expectations or a situation escalates, I will get staff immediately.
- I understand I am not responsible for enforcing consequences; that is the staff's job.

### **Set Boundaries and Privacy**

- I will keep all interactions appropriate and respectful in all settings (public and private).
- I will not share younger camper's or my peer's personal information, health needs, or behavior issues with others.



- I will follow camp rules about photos/videos and social media and respect everyone's privacy.
- I understand I am not a staff member and will not be alone with campers or supervise independently.

### **Put Safety As Number One**

- I will tell staff right away if:
  - someone is hurt, sick, missing, or unsafe,
  - there is bullying, harassment, or threats,
  - I see substances, weapons, or dangerous behavior,
  - I'm unsure what to do in a situation.

I understand that LIT privileges (special activities, leadership opportunities, recommendations, etc.) depend on meeting expectations.



## **BEHAVIORS THAT MAY REQUIRE A CAMPER TO LEAVE CAMP EARLY:**

- Non-compliance or Failure to comply with code of conduct, camp policies and/or directions camp staff.
- Consistent inability or refusal to comply with camp routines.
- Non-participation (cutting classes, refusing to participate in programs and activities.)
- Recurring disruptive behavior without response to redirection.
- Profanity, obscene gestures, indecent conduct.
- Fighting, bullying, threatening and other forms of violence or aggressive behavior towards self or others.
- Theft or vandalism, including damaging, destroying, or defacing personal or camp property.
- Severe homesickness (missing home) or failure to thrive (not eating, sleeping, bathing).
- Public display of affection between anyone.
- Gambling or betting with money.
- Any behavior, action or situation the Camp Director feels is unsafe for the camp community and/or the camper

## **SERIOUS BEHAVIORS THAT REQUIRE A CAMPER TO LEAVE CAMP IMMEDIATELY:**

*\*These behaviors are treated as a third chance as per the Camp Code of Conduct.*

- Possession and/or use of cigarettes, cigars or other tobacco products.
- Possession and/or use of marijuana, vape cartridges, pens, edibles or other products that contain cannabis and/or THC
- Possession and/or use of matches, lighters, candles, or other combustibles.
- Possession and/or consumption of alcoholic beverages.
- Possession and/or use of illegal drugs.
- Possession and/or use of a weapon, including but not limited to pocket knife, sheath knife, folding knife, slingshot or firearm.
- Possession and/or use of fireworks
- Sexual, racial, religious or any other forms of harassment. This includes repetitive, indecent conduct whether it is directed at another person or indirectly.
- Leaving camp property without authorization
- Running away from camp
- Being in restricted camp areas without staff permission
- Physical violence, fighting, threatening/physical abuse.
- Any behavior, action or situation the Camp Director feels is unsafe for the camp community and/or the camper



## Summer Staff

At camp, your child is surrounded by a caring, enthusiastic and well-prepared team whose top priority is creating a safe, welcoming, and fun environment. Below is a quick overview of the key staff members you may see or hear from during the summer and how each helps your camper have a great experience.

**Camp Director** - oversees the entire camp operation, including safety procedures, staffing, daily logistics, and overall camper experience. They provide leadership to all staff, coordinate emergency protocols, and serve as a primary point of contact for families when needed/appropriate.

**Assistant Camp Director** - supports day-to-day camp operations and helps ensure everything runs smoothly behind the scenes. They assist with supervision, scheduling, lesson development, camper support, and stepping in quickly to problem-solve throughout the day.

**Day Camp Director** -coordinates all day camp programming and logistics, including drop-off/pick-up procedures, daily schedules, and camper transitions. They help make sure the day campers have a great camp experience, feel included, supported, and set up for a successful week.

**Program Area Directors** - lead the camp programming areas that make each day exciting. They plan and lead age-appropriate lessons, ensure supplies and spaces are ready, supervise staff in their area, and support campers as they learn new skills. The Program Directors may include;

- Outdoor Adventure (wilderness skills, archery, low ropes course)
- Arts & Crafts
- Nature
- Music & Theater
- Garden and Small Animals

\*Sports and Rec is not assigned to one specific person

**Waterfront Director**- manages all waterfront operations, including swim schedules, buddy board, boating activities, safety procedures, and supervision. They coordinate lifeguard coverage and ensure campers are grouped and supported appropriately in and around the water.

**Lifeguards**- actively supervise all swim and waterfront activities, enforce safety rules, and respond quickly if support is needed. Their job is to keep the waterfront fun and safe, so campers can build skills and confidence in the water.

**Camp Nurse**- The Camp Nurse supports camper health and wellness each day, handling medications, first aid, and health check-ins as needed. They also partner with camp leadership to support any medical concerns and help campers feel comfortable if they're not feeling their best.

**Senior Counselors**- are the heart of the camper experience. They supervise cabins/groups, provide daily guidance and encouragement, and help campers feel safe, included, and cared for. They also assist in planning special events/activities and provide support in programming areas. They're trained to support



campers through missing home, conflict resolution, and the everyday ups and downs of camp life.

**Camp Kitchen Manager** - plays a major role in keeping campers healthy, energized, and cared for throughout the week. They plan and oversee all meals and snacks, coordinate food ordering and safe storage, and ensure meals are prepared according to health and safety guidelines. They also help accommodate dietary needs and allergies whenever possible, so families can feel confident that campers are being fed safely and thoughtfully.

**Camp Kitchen Assistant** - supports the daily flow of the kitchen and helps make mealtimes run smoothly. They assist with food preparation, meal service, cleaning and sanitizing, and keeping the kitchen organized and on schedule. Their behind-the-scenes work helps ensure that every camper gets nutritious meals on time and that the dining experience stays positive, efficient, and welcoming.

**Camp Maintenance / Grounds Support** - helps keep camp running safely and comfortably every day. They support the upkeep of lawns, buildings, and program areas, respond quickly to maintenance needs, and help ensure buildings and grounds are safe for campers and staff. From fixing a door latch to checking walkways and supporting facility safety checks, their work provides peace of mind and helps camp stay a clean, secure place for everyone.

## **Emergency Preparedness and Protocols**

The safety of our campers and staff is our top priority. All camp staff are trained and regularly practice emergency procedures for a variety of scenarios, including but not limited to; drowning response, fire, a lost camper, and active-threat situations. While we take proactive steps to reduce risk through supervision, planning, and clear safety policies, we are prepared to respond quickly and effectively if an emergency occurs. In any situation where there is an immediate risk to safety, the appropriate **emergency services will be contacted first**. Once the immediate danger or threat has passed, families will be notified by phone, email, and text. If an emergency requires immediate family response or action, communication will be sent as soon as possible. If the incident has been resolved and no immediate response is needed, families will be notified within 24 hours. The information sent to families will provide the necessary details and appropriate next steps if needed.



## A Typical Day At Camp

<b>SAMPLE SCHEDULE: * Subject to Change*</b>			
7:00 am	Wake Up/Personal Hygiene		2:15pm
7:45 am	“Reveille” Bugle Call		2:30 pm
7:55am	Flag Raising & Morning Thought		3:45 pm
8:00 am	Breakfast		5:00 pm
8:45 am	Cabin Clean-Up		5:30 pm
9:15 am	First Program Block		5:35 pm
10:15 am	Second Program Block		6:30 pm
11:15 am	Third Program Block		7:45 pm
12 pm	Free Time/Choices		8pm
12:25 pm	Waiters Call		8:45 pm
12:30 pm	Lunch		9:30 pm
1:15 pm	Day Camp Swim/ Overnight Rest		10pm
			TBD
			Get Ready for Swim- Overnight/ Day Camp- Choices
			Overnight Swim
			Shower/ Clean-Up from Swim/ Day Camp Wrap-Up
			Free Time/ Choices
			Flag Lowering/Afternoon Thought
			Dinner
			Evening Program Block
			Snack
			Campfire
			Reflection Time/ Get Ready for Bed
			“Taps” Bugle Call/ Lights Out



## Health Care

Our Camp Nurse is on site 24/7 when camp is in session and is available for medications, emergencies and other medical situations. In addition to the Camp Nurse a handful of our summer camp staff are also trained in CPR and First Aid, so in case of an emergency they can act quickly and effectively.

Our Camp Nurse and/or Camp Director will act you if:

- There is a medical emergency
- Your camper needs to be seen by an outside practitioner
- Your camper needs to spend the night in the nurse's office
- Your camper menstruates for the first time
- They have a general medical question or concern about your camper

### Medication Vacations

If you are considering taking your child off of any medication or changing dosage prior to camp, please call our office to partner with us regarding this decision. Camp is an immersive, socially intensive, 24/7 atmosphere full of new experiences and it may not be the appropriate time for a “medication vacation.”

### Dental and Optical

A hard-shell case is a great way to protect your glasses at camp. We recommend bringing an extra pair of glasses. If your child wears contacts, remember that there might not be access to a sink and mirror every morning and evening. If your child needs a retainer at night, please remember to pack it with adequate cleaning supplies.

### Communicable Diseases

If your camper has been exposed to any communicable diseases within 3 weeks before arriving at camp, such as measles, mumps or rubella, you must notify us immediately at 607-391-2660 or email us at [owahta@cornell.edu](mailto:owahta@cornell.edu).

### Head Lice

Have your camper inspected for head lice two weeks prior to departure and again, immediately before camp begins. When you arrive at camp all campers will be checked for lice by the Camp Nurse. If lice is discovered during this check parents/guardians have two options: - Leave camp and treat the camper's hair/belongings and come the next morning for a re-check - Ask about availability in another week while the child is treated at home.

During camp if lice is discovered on your camper, they will be required to be picked up immediately. If



campers were in a cabin with others the cabin will be vacated and cleaned accordingly. Campers may return to camp once the lice has been treated and no other lice is present.

## Ticks

As an outdoor camp, one of our main goals is providing the opportunity to explore and enjoy the woods and field safely. Our staff will be highly aware and knowledgeable of ticks. We recognize that ticks are an ongoing issue in the Finger Lakes region, and therefore we take precautions to reduce the risk of tick bites.

We highly recommend following these best practices when preparing for camp.

- Light colored clothing to be able to detect crawling ticks
- Long pants and long sleeved shirts
- A hat (in which long hair can be tied up and be tucked into, if appropriate)
- Close-toed shoes
- Non-aerosol insect repellent
- High socks, (for tucking long pant legs into) - fun patterns are a plus!

We will do multiple tick checks throughout each day of camp and will provide private, well-lit spaces with mirrors. If a camper has an embedded tick, medically trained staff will take out the tick. We will call parents in the event of an embedded engorged tick and discuss follow-up options at that time. All embedded ticks that were taken off the camper during camp will be kept by the Camp Nurse for the parents to take at pick-up

## Sunday Arrival For Overnight Campers-*\*Process Subject to Change\**

1. Overnight campers should arrive on Sunday afternoon between 2:00-3:00 p.m.
2. When you arrive please park in the parking lot and walk up with all your camper's belongings. There will be staff nearby to guide you on where to go and where to put all of your items.
3. Once you have dropped off all your belongings you will start the check-in process either in/outside of the Dining Hall (depending on the weather).
4. The check-in process consists of four "stations"- Attendance, Camp Code of Conduct Review, Gear Check, Nurse's Station.
  - Attendance- confirm your camper's name, cabin assignment, receive buddy tag, parent will sign them in. *The parent/guardian signing the camper is must have a Photo ID.*
  - Camp Code of Conduct Review- camper's will have a chance to read over the Camp Code of Conduct again, ask question and sign a paper copy
  - Gear Check- a staff member will review the Overnight Camp Packing List with the parents/guardians and camper(s) to





ensure they have everything they need. If a camper forgot something the parent will need to set up a time to come drop it off. If the parent is not able to come back with the missing item camp leadership will do our best to provide what is needed. *If camp has to purchase a packing list item for a camper an additional fee will be added to the parent's Account.*

- This is the time for campers to give their parents/guardians their cellphones and other electronic devices.
  - Nurse's Station- review of all camp health records, medications, answer any questions/concerns, conduct a lice check and health check
    - If a camper is feeling sick or exhibiting unexplained symptoms the Camp Nurse has the right to send the child home
5. Once you have successfully gone through the four stations it is time to say good bye to your camper. We recommend a short, loving goodbye. When goodbyes are too long it sometimes makes it harder for campers (and parents) to separate.
  6. Throughout the check-in process the Camp Director/Assistant Camp Director will be around to answer any questions, concerns or comments you may have. *Please note- this is not a time to share new information about a camper.* All information about a camper should be shared within required camp paperwork or shared with the Nurse.
  7. Check-in will wrap up at 3pm. At this time campers will be moving and settling into their cabins and getting ready for the next activity.
  8. **If your family needs a later drop-off time, please email [owahta@cornell.edu](mailto:owahta@cornell.edu) as soon as possible to make arrangements. We need at least a week notice. If notice is not given within this timeframe, we can not guarantee the timing will work.**



## Check Out Time For Overnight Campers

Check-out day is on Friday between 4-5 PM – for all overnight campers.

1. When you arrive please park in the parking lot and walk up to the Dining Hall.
2. Once you arrive at the Dining Hall you will go through a similar process as check-in. **Please do not go get your camper. Your camper will be notified when they can join you.**
3. The first station you will visit is Attendance. You will be required to show your photo ID to sign out your camper. You will also get a brief summary of how their week went.
4. The second station is the Nurse's Station. The Nurse will return any camper medications and/or camper items. The nurse will let you know how the week went and if there were any minor injuries or things to report.
5. Once you have gone through both stations your camper will join you and is officially under your supervision.

If you are running late for pick-up, please reach out to [owahta@cornell.edu](mailto:owahta@cornell.edu) **and** give us a call at 607-391-2688/ 2674 letting us know. If we do not hear that you are running late or do not receive any contact from the family by 5:15pm we will charge an additional \$5 per 10 mins.





## Packing List For Overnight Camp

Please be sure to label every item that your camper brings to camp. This will assist us in making sure that your child leaves camp with what they brought. Make sure to pack enough clothes and personal items for a week of camp **plus** extra.

- Short Sleeve Shirts
- Long Sleeve Shirts
- Shorts
- Long pants
- Socks (extra)
- Underwear (extra)
- Toothpaste
- Feminine Products if needed
- Light jacket or sweatshirt (2 preferred)
- Raincoat
- Hiking boots or durable rubber boots
- Sneakers
- Shower Shoes (for shower area only, flip flops are acceptable)
- Sturdy Sandals (must have back strap and CLOSED toe shoes)
- Swimsuit or Swim Shorts
- Book and/or journal
- Reusable Water Bottle
- Writing implements & self-addressed and stamped envelopes
- Personal hygiene items as needed
- Flashlight and extra batteries
- Bug spray/ insect repellent
- Hat (optional)
- Towels (1 for beach and 1 for shower):2
- Pajamas
- Sleeping bag OR Twin Sheets & blankets
- Pillow
- Shampoo
- Soap
- Washcloth
- Deodorant
- Toothbrush
- Deodorant

\*This list is not all exhaustive, please modify it for your child's needs.

### Items to Leave At Home

- Clothing with illegal or obscene art or language on it.
- Cigarettes, cigars, tobacco products, matches or lighters
- Any and all items considered to be controlled

substances

- Candles or lanterns (unless battery operated).
- Food, snacks, gum, etc. (food is not allowed in cabins due to wildlife concerns).  
ABSOLUTELY NO PEANUTS, NUTS or SNACKS CONTAINING PEANUT BUTTER!

# Cornell Cooperative Extension Cortland County



- Potentially dangerous weapons including pocket knives, folding knives, sheath knives, hatchets.
  - Hand-held video games
  - Personal stereos (cd players, MP3 players, iPod's etc.)
  - Cell phones, including camera phones
  - Expensive cameras/jewelry
  - Personal sports equipment
  - Live animals
  - Pressurized aerosol sprays. Please use pump spray bottles (ex: hair spray, insect repellent.)
- \*\* The Camp Director has the right to hold onto these items for the week and will return them to their families on Friday\*\***





## Bus Transportation For Day Campers

### DAY CAMP BUS – MON. - FRI. (WEEKLY)

This summer we will be partnering with Centro to provide camp transportation for our day camp program. **Families who wish to utilize Centro transportation must sign up for early care and/or after care and pay a small additional fee for the week.** The campers will be accompanied by at least one staff member while traveling on the bus. Campers are expected to observe all safety rules and behave appropriately and according to the bus driver’s rules.

\*\*The offering of bus transportation is dependent on weekly camp enrollment.\*\*

All campers are asked to follow all Centro and 4-H Camp Owahta safety rules as listed below while being transported by camp vehicles:

1. Campers must remain seated at all times.
2. Campers must keep hands and arms in windows and must not throw objects from windows.
3. Behavior that is unsafe to the camper, the driver and/or other passengers is strictly prohibited.
4. Behavior that is distracting to the driver is strictly prohibited.
5. Campers are expected to follow the directions as given by the designated staff person or bus driver.
6. Campers must wait for a staff person to enter and/or exit the bus.

***\*The bus will not wait for campers and/or parents, so be sure to arrive at bus locations early!\****

<b>BUS LOCATIONS: (3 STOPS)</b>	<b>Morning Pick Up</b>	<b>Afternoon Return</b>
Cortland County Office Building, 60 Central Ave., Cortland, NY 13045	6:40 am	5:10 pm
Hartley’s Auto & RV Center 3830 US-11, Cortland, NY 13045	6:45 am	5 pm
South St./Center St. McGraw, NY 13101	6:50 am	4:56 pm

**PERSONAL CAR** – Families are welcome to drive their campers to and from camp. For those driving to camp, when you arrive please park in the parking lot and walk up to the Day Camp Building (the building across from the Dining Hall). You will be met by a staff person who will sign your camper in/ out every day. They will also conduct a brief daily health check to ensure your child is ready and healthy enough to come to camp. **When dropping off and picking up your camper a photo ID is required.**

**Day Camp Times:** Drop-Off: 9am                      Pick-Up: 4pm

**At pick-up you must check-out with a staff member before leaving camp with your child. Do not just take your child and leave, we must go through the sign-out process.**



## Packing List For Day Campers

Please be sure to label every item that your camper brings to camp. This will assist us in making sure that your child leaves camp with what they brought. Day campers should bring a backpack everyday with all of their items. The camper should be able to hold and transport their backpack on their own.

<u>REGULAR DAY</u> (Monday- Friday)	<u>OVERNIGHT</u> (Campers ages 8+ years old may choose to stay on Thursday evening)
Swimsuit and Towel	Sleeping Bag <b>or</b> twin sheets and blankets
Rain Gear (jacket and pants) and Durable Rubber Boots	Pillow
Reusable Water Bottle	Pajamas
Personal Hygiene Items (as needed)	Flashlight with Batteries
Sneakers or Hiking Boots	Toothbrush and Toothpaste
Water Shoes (must have back strap and CLOSED toe shoes)	Personal Hygiene Items (deodorant, etc.)
Sunscreen and/or Bug Spray (if applicable)	Feminine Products if needed
Extra Change of Clothes in a zip lock bag	Clothes for Friday: shirt, socks, pants/shorts, underwear
Hat (optional)	Jacket or Sweatshirt
*Lunch and Snack IS PROVIDED*	Wash Cloth
Backpack	<i>*Campers may or may not be able to shower on Friday*</i>
	<i>Shampoo, Soap, Shower Towel</i>





## Directions To 4-H Camp Owahta:

We are located 45 minutes south of Syracuse, NY, and 50 minutes North of Binghamton, NY. Our address is: 4826 Knecht Rd., McGraw, NY 13101

From ROUTE 81-EXIT #10, travel south - Route 41 through McGraw to Syrian Hill Road. (approx. 3 miles) take a left turn onto Syrian Hill Road traveling North approx. 3 Miles to 4-H Camp Road. Entrance is on the right side of the road where our 4-H Camp Owahta sign is.