

# Camp WA WA Segowea Guardian Handbook



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## Camp Mission Statement

Camp WA WA Segowea builds a community of youth and young adults that fosters healthy living, cooperation, leadership development, and lifelong friendships in a rustic outdoor setting.

## License Overview

Camp WA WA Segowea must comply with the regulations of the Massachusetts Department of Public Health and be licensed by the Local Board of Health of the town of New Marlborough, MA. Parents and guardians have the right to review the background check and hiring practices of the Camp, as well as health care policies, discipline policies, and grievance procedures. Please contact the Camp Director if you have additional requests or questions.

# Getting Ready for Camp Reminders

Dear Parents and Guardians,

We are excited for another summer at camp!

As you prepare for Camp this summer, please be reminded:

- Camp is unplugged and there is no wifi or cell service. To reach us during the summer, please call 413-229-9110. Camper cell phones and personal screen devices are not permitted at camp for any reason.
- Camper drop off is Sunday from 2-4 PM, and pick up for the two-week sessions is the final Friday at 2 PM. One-week sessions end on Saturdays at 10 AM. Please note that for two-week sessions, all campers stay at camp over the weekend for regular programming.
- All medical forms, immunization records, and insurance information must be provided to the Camp by April 1, or 14 days prior to your child starting at Camp if you register after April 1. If any information changes after you have completed a form, please contact the camp director promptly with the updated information.
- All outstanding balances must be cleared prior to your child starting at Camp.
- A packing list is included below.
- Camper Mail can be sent to the following address: [Camper Name] c/o Camp WA WA Segowea PO Box 14 Southfield, MA 01259. Mail is picked up and sent out daily - this is a big part of camp and very encouraged. Camper email delivery is not available. **PLEASE DO NOT SEND FOOD!** We do not have the capacity to store camper food and they can't take it back to their cabins so send activities, pictures, games, etc. instead.
- To get to camp, please make sure you have enough gas for after you complete drop-off (the nearest gas station is 11 miles away) and bring written directions obtained from our website or via a GPS that end with Canaan-Southfield Rd turning onto Foley Hill Rd. If you arrive at the end of the road that is not passable by a car, please return to Norfolk Road, take a left, and drive back to the stop sign for Canaan-Southfield Road and take another left until you reach Foley Hill Rd and the Camp WA WA Segowea sign.
- For any concerns or questions, please reach out to me at [lily@smithpark.org](mailto:lily@smithpark.org). We are already counting down the days until Camp starts!

Happy Camping,  
Lily Mercogliano Easton, Camp Director  
[lily@campwawa.org](mailto:lily@campwawa.org)  
Camp Phone: 413-229-9110

Snail Mail Address:  
PO Box 14  
Southfield, MA 01259

# Drop-off & Pick-Up Schedule & Routine

**\*\*Please note** that only legal guardians can pick up campers unless a written notification of approval of another person is given and that person's identification is confirmed with photo ID on pick-up day.

## Schedule

Drop-off for overnight camp is Sunday from 2-4 PM

Pick-up is the final Friday at 2 PM for two-week sessions, and Saturday at 10 AM for one-week campers.

## Drop-off Procedure

Please drive slowly on Foley Hill Road and turn your car off when you enter the camp line-up. Please pull up slowly through the canoe gate and follow the instructions of the greeter. Cars will be directed to the drop-off stations. Campers will be dropped off on the field and guardians can get out of their cars to meet counselors. Luggage is also dropped off there and transported down to cabins by camp staff.

## Pick-up procedure

Again, please drive slowly and follow all directions of the greeter at the Canoe Gate. Parking will be available on the main field and behind the main lodge for those who need accessible parking. Campers will be waiting in the Main Lodge. Families are welcome to tour and enjoy Base Camp until 4 PM.

## Directions

Please also note that cell reception can be very limited while en route to Camp and it is advised that all travelers travel with written directions and call the Camp's phone if any problems arise. Directions can be found on our website [www.campwawa.org](http://www.campwawa.org).

## Meals & Special Food Needs

3 meals are served daily in the dining hall, and a camp store with light snacks is open for an hour in the evening.

Food is not allowed in sleeping cabins. **Do not pack food in your camper's belongings.**

If you have special food concerns, make sure to indicate it on your camper health forms & during check-in with the nurse. Please contact the Camp Director if you have additional concerns or questions.

# The Camp Store

"The Canteen" is the camp store where campers have the opportunity to purchase light snacks and ice cream treats, t-shirts, and a few other basic supplies. All campers will be charged a flat fee of \$50 during registration and this fee will cover one t-shirt, an ice cream, juice, and chip snack daily, and laundry on the weekend. Additional supply and clothing purchases will be charged at pick-up.

## Policies

### Prohibited Items

Camp WA WA Segowea is a smoke and substance-free facility. **Smoking and vaping** of all kinds are not permitted on Camp property. Alcohol is never permitted at camp during any camp programs, nor is the use of any form of recreational drugs. All firearms and weapons are also prohibited on camp property. Visitors who are licensed to carry a gun are instructed to properly lock their firearm in their vehicle for the entire duration of their visit.

**Prescription medications, and any over-the-counter medications - including things like Tylenol, cold medicine, or melatonin, must be checked in with the camp nurse, in the original bottle, and will be locked at all times. Thank you!**

### Packing

A packing list is enclosed - please note phones and personal screens of any kind are not permitted for any reason to enter camp with a camper. If found, guardians will be notified and the device will be stored until pick-up day. Also, the weather can be colder at Camp than surrounding areas, and can change over the course of two weeks, so make sure to pack the warmer clothes that are recommended and to pack a warm sleeping bag!

### Personal Property

Camp WA WA Segowea is not responsible for damage, loss, or theft of personal items. This includes damage to any clothing or equipment brought to camp.

### Vehicles

Overnight campers who drive themselves to camp must have their vehicle returned off-site. Camper parking is never available during any overnight camp session.

## Animals

Pets are not permitted at camp during drop-off or pick-up for overnight camp. Pets may be registered for Family Camp programs when a staff building is available and must remain on a leash in Base Camp at all times.

## Mail/Phones/Internet/Cell Phones

Snail Mail (paper letters and packages) will be picked up daily once the Camp session starts and delivered during meals. This is a highly recommended form of communication.

**PLEASE DO NOT SEND FOOD.**

Camper Address:

[Camper Name] c/o Camp WA WA Segowea  
PO Box 14  
Southfield, MA 01259

There is limited internet at Camp and it is located in the Camp office, up the hill from our “Base Camp” where campers sleep and most programming occurs. We appreciate all efforts to call the summer camp number (413-229-9110) with questions and concerns.

There is no cell reception at Camp. Please check that camper cell phones do not come to camp.

## Guardian Status

All legal guardians must be specified prior to arrival at camp.

## Immunization Records, Health Forms, & Medications

All campers must submit the required health forms in order to attend Camp. All materials are submitted via your registration portal, please be in touch if you have any questions!

All medications must be submitted to the Camp Nurse upon arrival. Please make sure that no medications are packed in a camper’s personal belongings.

Any restrictions, such as restraining orders or special circumstances, must be clearly indicated on health forms.

## Tick Prevention & Removal Protocol

Tick checks will be conducted daily at camp, and after any programming that happens on the ball fields or in the woods. If a tick is found, it will be removed by the Camp Nurse whenever possible, and by a staff person in the event the nurse is unavailable.

## Key Health & Safety Policies

### Camper Release Policy

Campers may only be released to designated legal guardians. Please notify the Camp Director if an alternate adult is needed for pick-up and ensure that the adult comes to Camp with a photo I.D.

### Waterfront Safety Policy

All campers will be assessed by the Camp Waterfront Director on the first day of Camp. Campers will be placed in one of 3 swim levels and will access recreational swimming and boating activities consistent with their swim level. All campers will also be fitted for a personal flotation device (PFD) during their swim test.

PFDs are required for all campers and staff during all boating activities, and for all non-swimmers when playing in the water. PFDs are provided to all campers throughout the program. Parents may also drop off a PFD for use and it will be used as long as the PDF passes a fit test.

### Care of Mildly Ill Campers

Campers who exhibit mild symptoms such as fevers, colds, or an upset stomach will be evaluated by the Nurse. If necessary for the comfort of the ill camper and the health of the remaining campers in the cabin, the ill camper will move to the onsite infirmary for ongoing health care until all symptoms have passed and the nurse deems it appropriate for the Camper to return to the cabin. Campers with fevers, or any other confirmed reportable communicable disease, will be moved to the infirmary and must stay there until they are fever-free for 24 hours and no other quarantine limits are in place. If a camper needs to stay in the infirmary for multiple days, or is uncomfortable there, pick-up may be advised by the nurse. If symptoms require a visit to the health clinic, the parent or guardian will be notified prior to the visit and upon completion of the clinic visit.

### Administration of Medications

Medications are given daily at scheduled times per the direction of the Camp Nurse. All medications must be stored with the Nurse unless otherwise approved by the Nurse. When necessary due to program schedule or staff schedule, trained staff will also administer medications to campers at the direction of the Camp Nurse.

## Emergency Health Care Provision

In the event of a medical emergency, the impacted camper will be transported to the nearest emergency facility and the parent or guardian will be contacted. If a guardian can not be reached, the emergency contacts will be contacted.

## Kitchen Safety & Allergen Awareness

Our kitchen staff are trained in allergen safety and are prepared to maintain a safe environment for all campers. In addition to indicating any allergies or special food needs on your camper health form, please also make special note of allergies and special dietary needs during the nurse's check-in upon arrival at camp.

## Gender Inclusion Policy

Inclusion is an important part of Camp WA WA Segowea's mission. Campers can choose from "girls," "boys," and "all-gender" cabin options during registration. All-gender cabin options are dependent on a minimum enrollment of 6 peer campers. If the minimum is not met, the Camp Director will call the guardians and discuss the next best option for housing.

Girls and Boys cabins are open for all members of the selected gender cabin (including transgender campers), non-binary campers who feel most comfortable living in a cabin with that gender assignment, and campers who are trans and feel more comfortable in a cabin assigned to the gender they were assigned at birth. This means that cabins labeled "Girls" or "Boys" may have campers living in the cabin who identify as different genders.

If a camper requests to change their cabin assignment at camp, this request will be brought to the Program Director who will review it confidentially with the unit directors. As with any cabin placement move, the camper will be allowed to move if another bunk is available and the move is considered to be beneficial to the camper making the request. Parents will only be notified if the camper requests that they are.

## Emergency Notification

Emergencies at camp will be notified in the following manner:

**Individual camper emergency:** If a camper has an injury or other emergency, a call will be placed to the primary contact. If unable to reach the primary contact, camp staff will contact the two additional emergency contacts.

**Natural disaster or weather emergency:** If Camp experiences a weather emergency or natural disaster, an email will be sent to all guardians. If possible, this email will come from the camp director, [lily@campwawa.org](mailto:lily@campwawa.org), however if Camp loses power, an email will come from the Board President of Smith Park of New York.

# Program Overview

Camp WA WA Segowea is a rustic summer camp operated by Smith Park of New York, an independent non-profit organization founded to preserve our camp. Camp WA WA Segowea is one of the oldest children's camps in the country, and was started by the Poughkeepsie YMCA in 1913. The camp's location provides unique recreational and educational opportunities, as well as the privacy of nearly 500 acres of land in the beautiful Berkshire Mountains.

## Statement of Individual Rights and Dignity of All Individuals

Camp WA WA Segowea respects the rights and dignity of all campers and staff, including individuals of all races, religions, genders, sexual orientations, abilities, and backgrounds. We believe that all participants are essential to our camp community. Everyone is treated with respect and given the autonomy to be their full selves.

### **Camper's Rights**

As a summer camp participant you have the right to:

1. Be treated with respect by everyone
2. Have a safe, calm, clean, and orderly environment
3. Seek help from the camp community, including the adults who are here to help you
4. Be free from fear of physical harm
5. Have a fair turn in all camp activities
6. Be free from cruel teasing and put-downs
7. Make mistakes without being ridiculed by others

### **Camper's responsibilities**

1. Be kind, considerate, helpful, and respectful toward others
2. Be fair and accepting of others eager to join any activity
3. Be truthful with everyone
4. Avoid fights or verbal abuse of other participants
5. Share equipment and materials fairly and use them properly
6. Respect property, especially things that do not belong to you
7. Cooperate with others and with adults who are here to help you
8. Be a good sport when you win or lose
9. Show a positive attitude when new camp opportunities arise
10. Speak out when you witness unfairness or offensive language or behavior of others
11. Leave toys and electronics at home

## Camp Program Eligibility

All of the camp programs at Camp WA WA Segowea are available to all campers, with the exception of

waterfront programs which are skill-based. Every camper's swim ability will be assessed within three hours of arriving at camp. Enrollment in a sailing class is required to use a sailboat and independent use must be granted by the sailing instructor. Base Camp hikes to a local waterfall whenever the weather allows, and Teen Camp programs include both hikes and canoe trips. Physical limitations on participating in those trips will be assessed on a case-by-case basis, and an alternate schedule can be created if needed.

# Camp WA WA Segowea Packing List

## Label Everything!

Permanently write, sew, or iron on labels that include the camper's first and last name. You would be surprised how quickly your camper will not recognize their own clothes or personal items when left somewhere at camp.

## Think Layers

Even in the peak summer months, mornings and evenings can be chilly. It's common for the day to start out in the 50s-60s and then heat up to the 80s or 90s during the afternoon. Layers allow campers to adjust their clothing as needed.

A rain jacket or poncho is a must! Summer in the Berkshires is hard to predict. We can have no rain for days or a week of rain!

## What Not to Pack

- **High-value items** (including precious clothes or jewelry, electronic items, library books, etc). Things do get lost, damaged, and messy while at camp. Old T-shirts, sweatshirts, and shorts are the style at camp! Camp WA WA is not responsible for lost, damaged, or stolen items.
- **Food or candy items.** Food of any type cannot be kept in the cabins, as it will attract insects and wildlife. If special dietary food is required, it must be given to the staff to store properly.
- **Prohibited items:** personal screen devices, drugs/alcohol/vapes/tobacco/medications, weapons.

## Trunks

Trunks or sturdy suitcases work best for packing items. Campers live out of their trunks and most prefer the traditional hard trunk. However soft trunks and plastic ones work just fine. Duffel bags can be stored under their beds.

## Laundry

Laundry is available mid-session. Dirty Laundry is taken out once a week, on the weekend in the middle of the two-week session, and is included in the store fee.

## Electronics

Campers are not allowed to have cell phones at camp - and there is no cell reception or wifi available anyway! Personal screen devices are also not allowed. If found at camp, the device will be stored until pickup at the end of the session.

## Hair Care

If you have a camper with any type of hair that needs protection or that knots easily, please send your child with the materials they will need to take care of their hair - including a protective hairstyle, if preferred. A note about your child's hair care routine to a counselor in the health notes can be very helpful!

## List (Label EVERYTHING)

Below is a suggested list of items to pack for camp. Feel free to adjust as needed/add items.

### Linens/Bedding

- 1 pillow
- 2 pillowcases
- 1 set of twin sheets
- 1 sleeping bag
- 1 rectangular bug net
- 4 towels
- 3 washcloths (or loofa)

### Clothes

- 2-3 pair long pants/jeans
- 4 pairs of shorts
- 4-6 T-shirts
- 2 sweatshirts or fleece pullovers
- 4 sets pajamas
- 2 bathing suits
- 7 bras/sports bras (if needed)
- 10 pairs of socks
- 10 pairs of underwear
- 1-2 pairs of sneakers
- 1 pair water shoes with straps (eg. Tevas, other water sandals. No flip flops!)
- Raincoat or poncho
- 1 dress outfit for end-of-session dance

### Personal Care

- Shower caddy
- Shampoo/Conditioner
- Facewash
- Bodywash
- Toothbrush/toothpaste

### Personal Care (cont)

- Insect repellent

- Sunscreen
- Hairbrush, comb or pick, hair ties or clips
- Laundry Bag
- 1 small backpack (not on wheels)
- 1 water bottle
- Flashlight/extra batteries

### Teen Camp Additional Items

- Framepack (internal)
- Extra water bottle

### Additional Optional Items

- Inexpensive or disposable camera
- CD player or mp3 player (no video screen)
- Extra pair of glasses/contacts
- Sunglasses
- Shower/swim cap
- Sleep bonnet
- Menstrual hygiene products
- Small games, books, cards, pens
- Crocs, or Pre-addressed, pre-stamped stationery (in ziplock bags to protect from moisture)
- Special hair care products

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