Dear CampJCC Indy Families:

Welcome to CampJCC! Whether you are brand new to CampJCC or are returning for another summer of fun with us, we are thrilled to have you!

Last summer, I had the very special opportunity to hold the position of Assistant Camp Director for our program. As a former JCC camper myself, the experience of leading this program was both a tremendous responsibility and a great honor. Each and every camp day was filled with challenges and triumphs as I watched campers make new friends, develop new skills, overcome fears and have lots of fun. I am so excited to begin my second summer leading our camp, this time as your official Director of CampJCC Indy!

For the past 16 years, I’ve had the privilege of calling the JCC home. There is a sense of community (kehilla) and belonging (shayakhut) at the JCC that is truly unique. At CampJCC, the feeling of belonging — of being part of a nurturing community — provides the supportive framework for children to build new friendships, overcome seemingly impossible challenges and develop a greater sense of self-worth — all while having fun!

At CampJCC Indy, our motto is simple: “Campers Come First.” These three words guide, direct and inform every aspect of camp and it’s what we refer to as “intentional programming.” We are also very intentional when recruiting our team of camp counselors as they are key to the success of the program. We seek individuals who share our commitment to “Campers Come First” and who value the opportunity to have a positive impact on a child’s life, even if it’s just for a summer. Our counselors develop relationships with campers in their group and tailor activities to support and encourage personal growth and development of each camper.

At CampJCC, we have eight values that serve as the foundation of our entire program. These universal values are: Kehillah—קהילה (Community), Ometz—אומץ (Have Courage/Perseverance), Tzedakah—צדקה (Help Those in Need), Hoda’ah—הודיה (Appreciation), G’milut Chasadim—גמילות חסדים (Act with Love and Kindness), Kavod—כבוד (Respect), Lashon Hara—לשון הרע (Avoid Hurtful Speech) and Lomed M’kol Adam—לומד מכל אדם (Learn From Everyone). These values are incorporated into all aspects of our program and are reaffirmed by the fantastic team of staff who are dedicated to creating the best summer camp program for your camper!

I am so proud to be a part of CampJCC Indy and grateful for the opportunity to share my day with every camper who attends our program. Thank you for choosing CampJCC — we welcome you to our community!

Let the good times roll!

With appreciation,

Caitlyn

The JCC is a non-profit affiliated agency of the Jewish Federation of Greater Indianapolis, Inc., the United Way of Central Indiana and Jewish Community Centers Association of North America.
Contact us

**Caitlyn Mills** (primary Camp contact), Director of CampJCC  | cmills@JCCindy.org  | 317-715-9254
**Kyle Riege**, Director of School Age Programs  | kriege@JCCindy.org  | 317-475-4438
**Kim Shippy**, Tennis Camps  | kshippy@JCCindy.org  | 317-715-9244
**Anita Hernandez**, Sports Camps  | ahernandez@JCCindy.org  | 317-715-9250
**Jordan Byrd**, Education and Youth Support Specialist  | jbyrd@JCCindy.org  | 317-614-1841

During camp season, please email camp@JCCindy.org or call our general camp line at 317-614-1841 for any questions, general messages, or concerns.

If you have questions about camp, check out our resources online at [JCCindy.org/camp-jcc](http://JCCindy.org/camp-jcc). Forms are located in the right sidebar of the camp page.

Please reference the 2020 Camp Brochure for more resources and info.

**Camp Groups and Ages**

Please register your camper based on the grade they will be entering in the fall. For example, if your child just finished first grade, they should be registered for the Grade 2 camp.

Please visit our website for more information on which camp is the right one for your child.

**Staff Training**

Our specialists and counselors include our professional early childhood staff, teachers, college graduates, college students, and high school students. **The health and safety of the campers is the primary concern of all staff.** Our staff members participate in a training program prior to the camp season, where they receive training on such topics as child development, program planning, leadership, and health and safety. **Extended Care and Camp JCC are nationally accredited in the Darkness to Light Stewards of Children Training Program and are First Aid and CPR certified.** Swimming pool staff receive extensive programmatic and safety training in their area.
Drop-Off/Pick-Up Procedures

General Notes:
Please note that the following drop-off/pick-up procedures are for children who are not participating in Extended Care.

- Please stay in your vehicle and refrain from cellphone use during drop-off/pick-up. Camp staff will be there to help your camper in and out of the car.
- If you have any concerns or questions, please park your car and walk over to the designated area to speak to the Camp Director, camp management team or counselors.
- Please inform the Camp Director of any changes in who is allowed to pick up your camper. Please make sure that anyone picking up your child is prepared to show photo ID upon request by a JCC staff person.

Early Pick-up Procedures:
- If your camper must leave early, please communicate this through a phone call (317-614-1841), email (camp@JCCindy.org) or Remind 101 as soon as you are aware. Last-minute changes should be communicated via Remind (see next page).
- Early pick-ups after 3:15 pm cannot be accommodated and you will be asked to wait patiently in the carpool line.
- Your child will be waiting for you at the Welcome Desk for an early pick-up. If your time for picking up your child has changed, please communicate this with the Camp Director as soon as possible.

Sablosky Camp Pavilion, which will serve as the main carpool location, is located at the circle by the sports field, behind the JCC main building.

If there is severe rain, drop-off and pick-up will be at the Center for Jewish Engagement & Learning (CJEL) carpool circle (Doors 1, 2 and 3). We will send a text through Remind 101 if we move drop-off/pick-up.

Drop-Off Procedures:
- Morning Carpool is from 8:45–9 am.
- For late drop-off before 9:15 am, please park in the lot nearby and walk to Sablosky Camp Pavilion. A staff member will take your camper to the appropriate group. After 9:15 am, please drop your camper off at the Welcome Desk and a counselor will be notified to pick them up.

Pick-Up Procedures:
- Carpool for pick-up will begin at 3:45 pm and end at 4:15 pm, and will take place in front of the North Wing early childhood playground, next to the Holocaust Memorial Garden.
- Any camper not picked up by 4:15 pm will be taken to After Care.

Please note that late pick-up charges may occur for any child not enrolled in Extended Care.
Extended Care

- **For your child's safety** you need to come inside when dropping off your child for Morning Care or picking them up in the evening from Afternoon Care. Please note that your security fob will be required to access the After School Care Wing. There is no charge for youth in grade 7 and older to be on the JCC campus after camp, though they may only visit the basketball gyms, competition pool, café and pavilion.

- All policies and procedures that are in place for camp must also be followed for Extended Care before and after camp programming hours.

- Extended Care drop-off will take place in the After School Care (ASC) Wing from 7-8:45 am.

- Extended Care pick-up will be split into two areas from 3:45–6 pm:
  - Kindergarten and 1st grade will be picked up in ASC Wing
  - 2nd–5th Grade will be picked up at Sablosky Pavilion

- Please inform Kyle Riege (kriege@JCCindy.org) of any change in pick-up person prior to the day.

Parent Communication

- We have transitioned our Facebook page to a private group with the name “JCC Youth Programs.” The group will be regularly updated with pictures and any special information.

- Please email Caitlyn at cmills@JCCindy.org for any camp questions or issues that are not answered by our FAQ or reminders on Facebook.

- Please make sure we have your up-to-date email address. We will be sending weekly schedules, special notices (field trips, late nights, overnights, cookouts, etc.) and other important information you need to know. We will also utilize the Remind 101 app (see below).

- All caregivers in a family are important to us. Therefore, if your child(ren) is/are part of a single parent or blended family, please speak with the Camp Director personally to ensure that information is available to all caregivers in a prompt and efficient manner.

- In case of camp changes (rain arrangements, etc.) we will utilize the Remind 101 App to contact you. For sports camps, you will receive your Remind code in an email. Day camp codes are below.

  Please open your iPhone or Android phone web browser and go to the following link: remind.com/join/indyjcc and follow the instructions to download the mobile app. To sign up, please text the following message to 81010, according to your child(ren)’s age group:

  - Kindergarten: @jcckinder
  - 1st Grade: @campjcc1
  - 2nd/3rd Grade: @campjcc23
  - 4th/5th Grade: @campjcc45
  - Gesher (6th/7th/8th Grade): @jccgesher

  - If there are any last-minute changes regarding your camper(s), please text using Remind 101.

Inclusion

- We strive to meet the needs of every child who comes to camp, whether it’s physical, behavioral, dietary, allergies, or medical.

- If your child has any special, dietary or behavior needs, please detail them on the Camper Health Form. The Camp Director may reach out for an intake process meeting after receiving the form to discuss any accommodations.
Discipline Policies and Procedures

- Camp JCC is dedicated to working with families so campers can develop social, physical and cognitive skills in a safe, fun camp environment. When situations of inappropriate behavior arise that may create an environment that makes it difficult to build these important skills, intervention is required. **Camp JCC staff members are trained in behavior management strategies, but please contact the Camp Director if you have any concerns or tips for working positively with your child.**

- To create a positive, conducive environment, Camp JCC has specific behavior expectations in place for all campers. Please help us keep these expectations consistent by discussing them with your camper at home.

  Campers will cooperate with staff and follow directions.

  Campers will respect other children, staff, JCC equipment, as well as outside properties visited.

  Children will stay with their designated group, adhering to our supervision requirements.

  Children will refrain from any behavior that threatens the safety or well being of any staff person or child in our program, including themselves.

  Threatening behaviors that are unacceptable include, but are not limited to:
  - Bullying of any kind (gossiping about, insulting, excluding, or intimidating another camper)
  - Making obscene gestures or comments
  - Punching, kicking, slapping, biting or using physical violence of any kind
  - Using foul language
  - Inappropriate physical contact; violation of personal space; threatening someone with physical violence

- To uphold these expectations, Camp JCC staff will follow discipline policies and procedures that include open communication with families.

  **Step 1:** When guiding and correcting campers, the counselor will provide instructive guidance to the child. The counselor will discuss the behavior with the child, explain what behavior the child needs to change and offer acceptable alternatives. The child will be given an opportunity to correct his/her behavior. The counselor will reinforce the appropriate behavior.

  **Step 2:** If the unacceptable behavior continues, the child may be separated from the camp group. This will provide the child with the opportunity to think about his/her inappropriate behavior. The counselor will inform the Director of the program about the incident, and a written note will be sent home to the parents explaining the behaviors observed and the consequences of those behaviors. A copy will be retained in the child’s file, as well.

  **Step 3:** If the behavior does not improve, the counselor with the Camp Director will contact the parents by telephone to discuss the inappropriate behavior. Note: It is recommended that campers be present when their parents are called. If applicable, the use of behavior modification techniques, including intervention by a professional, also will be discussed at that time. The parents will be advised of potential consequences if the behavior does not change.

  **Step 4:** If the inappropriate behavior continues, a conference between the counselor, Camp Director and parents will be arranged to determine whether or not the child can further benefit from Camp JCC. If behavior modification techniques are being used and some improvement has been noted, an additional conference may be scheduled to keep communication channels open.

  **Step 5:** If inappropriate behavior persists and behavior modification techniques are ineffective or not used, permanent dismissal from camp may be necessary, at the discretion of the Camp Director.
Visitation Policy
• Camp JCC has an open door policy for parents during programming hours. We would love for you to see what your camper is doing this summer! Please contact the Camp Director so we can be aware of your visit.

Birthday Policy
• If your child has a birthday that will fall during camp programming, we’d love to celebrate it!
• If you would like to bring in store-bought treats to share with your child’s camp group, please contact the Camp Director to discuss allergies.

Outside Communication with Staff
• Outside communication between staff and campers participating in our summer programming is not permitted. This includes, but is not limited to, video and audio phone calls, text messaging, all social media and networking websites, and online video gaming. Please alert the Camp Director if this occurs.

Cellphone Policy
• We understand that it is important that your child have a cellphone in case of emergency. For the safety and security of all our campers, campers are prohibited from using personal cell phones during programming hours. Your child will be participating in many outdoor and water activities and the JCC would hate for any unnecessary damage to happen.
• If your child uses his/her cellphone inappropriately during camp programming, Camp JCC staff will keep the phone until the end of the day. If another incident occurs, a parent will have to retrieve the phone during pick-up.

Camper Health Information
• Please complete a health form and email to cmills@JCCindy.org or return a hard copy to the Welcome Desk. The completion of this form is a pre-requisite to attending Camp JCC. **Campers will not be permitted to attend camp without an updated form on file.** Health form required upon registration.

• We are a nut-aware camp; all products provided by the JCC will be nut-free. Please be aware that some children may bring products containing peanuts in their lunch to camps. Our Camp Director is open to meeting to discuss any dietary/health-related restrictions, if you have any concerns.

• If medications must be given during camp hours, please complete a Medical Permission form (included in Camper Health Form). Medications that are to be administered during camp hours must be given directly to the Unit Head by a parent/guardian (please do not send with camper). Medications should be in the original container, accompanied by written prescription and clearly labeled with the child’s name, directions, parent’s name and phone number and physician’s name and phone number. To keep all medication safe, counselors will carry any medications that are for immediate need (inhaler, Epi-Pens, etc.).
  — If there are any concerns, our Camp JCC staff are open to discussing how to give medication with you during Camp Open House or the first day your child attends camp.

• Please do not send campers to camp with over-the-counter medications (aspirin, ibuprofen, cough drops, etc.). If you want your child to have access to these medications during camp hours, please follow the same steps as medications with prescriptions (fill out form, label medication, give directly to the Unit Head).
Accident and Illness Policies and Procedures

• In the event of an accident or illness, trained JCC staff members will administer first aid. Should additional treatment be needed, you will be notified immediately. If JCC staff can't reach you, we will contact the physician listed on the Camper Health Form, and, if needed, your child will be taken by ambulance to St. Vincent Hospital on 86th Street.

• For any minor injuries that occur during programming hours, your child will be sent home with a Minor Injury Report describing the incident and what First Aid care was given.

• If you child is ill, we ask that you keep your child home from camp. If your child becomes ill during camp, we will call and ask that they are picked up as soon as possible.
  — If your child is sent home with temperature, vomiting or diarrhea during any day at camp, they will not be able to return to camp the next day. After that period of time has passed, your child may return if they have been symptom-free for 24 hours.

Safety Policies and Procedures

• The JCC Indianapolis and all associated camps have an Emergency Action Plan to address a variety of situations which may arise during the camp day. Each situation has its own set of procedures and guidelines to ensure the safest place for your child’s summer experience. Please contact the Camp Director if you would like more details about our plans.

Child Abuse and Neglect Reporting Responsibilities

• In the event of suspicion of child abuse or neglect of any enrolled children, staff members are legally obligated to report to the Camp Director and the Department of Child Services.

• If an intoxicated or impaired person insists on removing campers from the JCC, we will immediately report the incident to the police on duty and cannot allow the person to leave with said camper.

Camp Dress Policy

• Campers should be prepared to be outside and active for most of the day. Children should wear closed-toe shoes.

• Swimming is scheduled for every day. Children should bring a bathing suit, pool shoes, sunscreen and towel daily. Pool shoes are classified as flip flops, Crocs, or sandals. No other type of shoe will be allowed in the pool area.

• For easy identification, the JCC asks that you label all campers’ items.
Lunches and Snacks Policies and Procedures

• JCC will provide a kosher snack each day, as well as access to water throughout the day. Please send your child to camp with a refillable water bottle labeled with your camper’s name.

• All campers should bring a sack lunch four days a week: Monday, Tuesday, Wednesday and Thursday. Sports campers should pack lunch every day, Monday through Friday.

• JCC Campers (including Tennis, but not other Sports) will participate in a kosher cookout meal every Friday. Hot dogs will be served along with side items.
  - If the cookout menu is altered, parents will be informed prior. Please reach out to the Camp Director if you have any concerns about the cookout menu.

Lost and Found

• Any items misplaced will be gathered at the end of each day and brought to the Sablosky Pavilion or the After School Care Wing.

• At the end of each week, all items will be at the Welcome Desk. All items not claimed by the end of camp will be donated.

What to Bring to Camp

Day Camp Essentials Packing List:

- Bottle of sunscreen
- Refillable water bottle
- Swimsuit and towel
- Pool shoes
- Closed-toe shoes
- Sack lunch
- Insect Repellent
- Camp bag/backpack
- Hat

Please pack (and label!) the personal items listed on the Day Camp Essentials Packing List only. JCC and its staff will not be held liable for any lost, stolen, or damaged personal property that your child brings to camp.

Toys, games, Pokemon cards, electronics, etc. are not permitted at camp. If these items are brought to camp and not put away, they will be taken by CampJCC staff until pick-up.

Photographs

• We may take photographs of your child for promotional purposes of JCC programs or events. Unless indicated, your signature on the Camp Registration Form provides us with permission to use your child’s photograph for these purposes.

• If you do not want your child’s image used for any reason, please indicate that on the registration form.
Swimming

- All camp groups will swim and be given a swim test daily. Your child will learn all pool-specific rules during the first day of camp each week.
  - The swim test includes swimming **30 feet without stopping** AND treading water for **30 seconds without stopping** (if camper can stand flat-footed on the bottom of the pool with their chin out of the water, they can skip this step). Those who are not able to meet the above criteria must wear a Coast Guard-approved lifejacket that will be provided to them during their free swim time.
  - Kindergarten will be restricted to the zero-depth pool, and is the only camp group permitted in that area.
  - Sports camps will have one hour of free swim, except Jr. Pacers Basketball Camp.
- The JCC’s Aquatics staff will provide lessons to campers in grades K–3. Please reach out to the Aquatics Director, Nicole Hagemeyer (nhagemeyer@JCCindy.org), if your child is older than 3rd grade and requires swim lessons.

Our camp swim program is led by staff certified by the American Red Cross. It is a program that is designed to promote a love of the water and forward development for each camper’s swim skills. It is highly recommended that campers attend several consecutive camp sessions in order to derive the maximum benefit from their swim lessons. Campers will be evaluated and placed in a swim group with campers with a similar skill set.

- At the end of each week, a skill review card will be sent home. Intermediate updates can be provided at any point during the summer.
- Pool safety topics will be covered each week.
- Children not following pool rules during instructional time will be given a warning on their first infraction, the second will result in a time out, and the third will result in the loss of structured play.

- Please pack a towel, bathing suit, and sunscreen every day with labels. Goggles are optional, but may not be worn in the Lazy River or on the slides. If a camper does not have a swimsuit, they will sit in the shade during their scheduled swim time.
- Sunscreen can’t be shared at camp. JCC Staff will reach out if your child doesn’t have any sunscreen in their camp bag.

Severe Weather Policies and Procedures

- In the case of inclement weather, all activities, including overnight and late night programming, will be moved inside the JCC. Counselors will be prepared with rainy-day activities that can be done inside the JCC if the weather is more than just a light drizzle. Campers will not swim outside in the event of lightning, but we will try to swim outside during light rain.
- If extreme heat is a factor at camp, campers will have access to hydration stations outside (but please remember to pack a reusable water bottle), activities will be conducted in shaded areas, hydration breaks will be scheduled, and the JCC indoor facilities will be used.
Day Camp Programming

- More specific details about each camp week’s themes are located in our 2020 Camp JCC Brochure and at JCCindy.org/camp-jcc.

- The Leon Mordoh Lip Sync show is scheduled for Thursday, June 25 at 7 pm at the Pike Performing Arts Center (6701 Zionsville Rd.). Campers are expected to be there no later than 6:30 pm to prepare for the Leon Mordoh Lip Sync performance. Costume information will be provided prior to the show through email.

- Yom Sport is an Olympic-style event that takes place on the Tuesday and Wednesday of the last week of camp. Camp groups will be split into color teams and compete against each other in games and challenges.

- K–1: Kindergarten and 1st grade campers will participate in a special Late Night on Tuesday, June 9 and Tuesday, July 7. Campers will have a meal, swim and participate in fun activities with their Camp JCC staff. Pick-up for Late Nights will be from 7:45 to 8 pm. Reminders will be sent the week prior and the day before via Remind 101.

- Grade 2–3: 2nd and 3rd grade campers will get to participate in an Overnight on Thursday, June 18 and Thursday, July 16. Campers will have dinner, swim time and participate in special themed activities until bedtime at the JCC. More information will be sent out the week of Overnights. Reminders will be sent the day before via Remind 101.

- Shlichim, or Young Israeli Ambassadors, are sent to hundreds of JCC camps around America to work as counselors and cultural specialists. Our Shlichim volunteers will create programming during the week for our campers to share different aspects of their Israeli culture and community. Israeli Day is Friday, July 17.

- Shabbat is celebrated at camp on Friday afternoons each week with singing, dancing, and closing the week together. Family Shabbat will take place on Friday, July 24 at 2 pm. All family members are invited to join in for our Shabbat celebration.

- Boker Tov is the morning song session and flag-raising ceremony that will take place every morning at the Sablosky Pavilion. It is meant to welcome the day!

Judaic Content

As a Jewish day camp, Jewish beliefs and customs are at the core of our programming. Campers will also spend time with our Israeli Culture and Community specialist each week. The following Jewish values are woven into our camp programming:

- Ometz | Have Courage/Perseverance
- Kehillah | Community
- Kavod | Respect
- Tzedakah | Help Those in Need
- Hoda’ah | Appreciation
- Lashon Hara | Avoid Hurtful Speech
- G’milut Chasadim | Act with Love and Kindness
- Lomed M’Kol Adam | Learn From Everyone

Our Values

At Camp JCC, we instill in campers the core values that align with our organization’s mission: