



CAMP QUALITY USA PARTICIPANT GUIDELINES AND EXPECTATIONS

CAMP QUALITY USA | 5455 Gull Rd, Suite D #246 | Kalamazoo, MI 49048
www.campqualityusa.org | 314-789-2652 | info@campqualityusa.org

The following Camp Quality USA Participant Guidelines & Handbook is provided as an overview guide for the camps and programs offered by CQUSA. Each camp and program location may require additional rules and guidelines as deemed necessary by the Area/Executive/Managing Director, which will be communicated to you. If you have questions or need more information, you are encouraged to reach out to the Field Management Director or your local camp COC.

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LETTING KIDS WITH CANCER

BE KIDS

AGAIN



SECTION I: GENERAL INFORMATION

WELCOME

We are grateful that you have chosen to be part of the Camp Quality USA community. Our top priority is providing a medically safe, engaging, and fun experience for all camp participants. Whether this is your 1st or 10th year with Camp Quality, we look forward to sharing safe, impactful, and fun-filled camp experiences together.

This handbook provides guidance regarding camp participant expectations and camp policies and will be updated on an as needed basis. Please ensure you are using the latest version of this handbook to follow the most current versions of the policies. In addition to the guidance provided herein, CQUSA is beholden to all applicable state and federal laws. As always, we are here to discuss any questions or concerns you may have as we partner with you to ensure the most successful camp experience.

Welcome to Camp Quality USA and thank you for your trust in caring for you and your camp participant(s).

Laura M. Vaughn

Laura Vaughn
CEO Camp Quality USA
laura.vaughn@campqualityusa.org

WHO WE ARE



Camp Quality was named based on the words of a pediatric oncologist: "No one can do anything about the quantity of one's life, but all of us can do something about the quality." It was founded in 1983 in Sydney, Australia, by Vera Entwistle, who was also responsible for introducing Camp Quality to several additional countries, including the United States.

The first U.S. camp was held the summer of 1986 in Northwest Missouri for 43 campers. Today, we host over 500 camp participants and families at our 14 week-long summer camp programs, as well as year-round camp programs and experiences for families, siblings, and teen campers.

Camp Quality USA Mission

Camp Quality serves children affected by cancer and their families by providing year-round programs, experiences, and companionship, at no cost. Camp Quality promotes hope and inspiration while helping children foster life skills and develop their full potential.

Our motto is 'Letting Kids With Cancer Be Kids Again.'

Inclusion and Belonging at Camp Quality USA

Camp Quality USA serves the whole pediatric oncology community and believes that everyone deserves a chance to be their authentic selves. CQUSA is committed to being a place and providing camp experiences where everyone feels safe, included, respected, and valued. We support all our participants without regard to race, gender, sexual orientation or identity, religion, or any other classification.

How we all play a role in creating a camp where everyone belongs:

- We celebrate all our differences and foster the ability to thrive in a safe environment.
- We are kind, caring, compassionate, honest, respectful, and brave in our interactions with each other.
- We look for ways to help others and ask for help when we need it.
- We take responsibility for our mistakes and learn from them to build positive change.
- We foster positive relationships through interactions that are respectful, authentic, and direct.

WHAT WE DO

Camp Quality USA believes that a diagnosis of cancer should not prevent a child from experiencing the simple joys of childhood. Our camps and programs aim to help children diagnosed with cancer and their families reclaim their lives through 3 (three) foundational program pillars on which our experiences are built:

- Creating a sense of belonging through an increased sense of self and connection to others
- Expanding social and emotional awareness by fostering an understanding of feelings, why they matter, and of our authentic selves
- Providing an environment for inclusive play and exploration, building confidence in our abilities to try and accomplish new things.

CQUSA provides 4 (four) flagship camps and programs across the country

- Summer Camp Experiences
 - Week-long overnight residential camp experiences for Patient/Survivor campers ages 5-17 years old
 - Some camps invite Siblings to participate as well based on available spaces
- Family Camp Experiences
 - Weekend overnight residential camp experiences for families who have a child 5-17 years old with a cancer diagnosis in any stage of treatment or remission.
- Sibling Camp Experiences
 - Weekend overnight residential camp experiences for Siblings of patient/survivor campers, ages 5-17 years old
- Teen Camp Experiences
 - Weekend overnight residential camp experiences for Patient/Survivor campers ages 13-17 years old
 - Some camps invite Siblings to participate as well based on available spaces

Additional programs for campers and families are also hosted by individual camps, including day events, virtual game nights, holiday parties, and more. Additional information can be found at: campqualityusa.org

Providing Camp at No Cost

One of the core values of Camp Quality is that all camps and programs are provided to camper families free of cost. We can only accomplish this through the generous support of individual donors, business sponsorships as well as local and national foundations and grants. Families incur no other expenses to participate other than those associated with their personal transportation to/from camps and programs.

HOW WE DO IT

CQUSA Board of Directors

Camp Quality USA is guided by the work of our Board of Directors. The Board of Directors consists of volunteers who offer professional expertise, financial support, and dedication to the mission of Camp Quality USA. This group of directors is led by an executive committee consisting of the president, vice-president, treasurer, and secretary.

CQUSA National Support Team

Camp Quality USA is guided by the work of a National Support Team, which is overseen by a volunteer Board of Directors. This National Support Team, which consists of the CEO, Operations Director, Field Management Director, Marketing & Communications Director, Administrative Director, and Operations Manager, support all aspects of camp and program design, development, implementation, and review.

CQUSA Camp Organizing Committees

In addition to the Camp Quality USA National Support Team, each camp is guided by a Camp Organizing Committee (COC). Under the direction of their Area/Executive/Managing Director, each COC is made up of individuals focused on the medical, psychosocial, programming, volunteer, camper, outreach, and fundraising needs of camp. This team ensures the safety, quality and content of each camp and program, and leads the camp volunteers in bringing camp experiences together for our campers and families.

MEDICAL SUPPORT AT CAMP

Camp Quality USA would not happen without all the amazing volunteers that serve our camps and programs throughout the year. Key to our program success are our Medical Team volunteers. This team of volunteers at each camp is led by a Medical Coordinator, that must be a licensed RN or Physician, and have working knowledge and background in Pediatric Oncology. The medical teams may also include physicians, nurse practitioners, physician assistants, and emergency medical technicians.

For camps and programs where parents/guardians will not be present, there will be two medical team members that are licensed to administer medications and perform treatments according to the laws of each camp's state. If one must leave for an emergency there will be another team member to continue to provide care. Parents/guardians will meet this team at check-in.

CQUSA makes every effort to ensure your camp participant has a wonderful and safe experience at camp. Giving us information in advance about specific behavioral, health-related, emotional, or other issues that affect your camp participant will be critical to their success at camp.

Each location also has a Psychosocial Team who oversees the social and emotional wellbeing of campers and participants. These team members typically work as Child-Life Specialists, Social Workers, Psychologists and have expertise in working with children affected by cancer.

Confidentiality & Release of Information

At Camp Quality USA we use camper/participant first names to protect your child's privacy. No medical information regarding any camper/participant is disclosed to others inside or outside of the camp setting. The Medical Team are the only members of the staff that have full access to the medical history of each camper. Pertinent information related to the daily support, care, and wellbeing of campers will also be provided to companions and volunteers.

For example:

- Inhaler usage
- Bedwetting
- Allergies
- Dietary needs or restrictions
- Sensitivity to loud noise
- Any specifics deemed necessary for a safe camp environment

This is in accordance with Camp Quality USA's confidentiality policy and standard practice among medical professionals per the Health Insurance Portability and Accountability Act (HIPAA). Additionally, volunteers and staff are trained to ensure that any information offered by a camper/participant cannot be discussed or shared with anyone else, inside or outside the camp community.

Dietary Needs

Your child's application provides space for any dietary needs to be listed. The food service staff at each camp strives to accommodate whatever dietary needs your child may have, and will be overseen by the Medical Team and your child's companion(s).

Vaccination Requirements

As we serve immune-suppressed children, we do require up-to-date immunizations for both camper participants and staff/volunteers. These are based on CDC guidelines and are generally the same vaccinations required by schools; Tdap/DTaP, Varicella, and MMR. All camper participants are required to have an annual physical exam within a year of attending camps or programs. A Physical Form must be uploaded to all participants CampDoc application.

Camp Quality Vaccination Requirements			
Birthdate	MMR (Measles, Mumps, Rubella)	Varicella (Chicken Pox)	Tdap (Tetanus, Diphtheria, Pertussis)
On or before December 31, 1956	Not required	Not Required	Booster required within the last 10 years.
January 1, 1957 – December 31, 1979	Vaccine record or proof of immunity* required	Not Required for Staff/volunteers (except for medical team)	Booster required within the last 10 years.
On or after January 1, 1980	Vaccine record or proof of immunity* required	Vaccine record or proof of immunity* required	Original vaccine or booster required within the last 10 years.

MMR: The CDC recommendation, which we are following, is: Administer 1 dose of measles, mumps, and rubella vaccine (MMR) to adults with no evidence of immunity to measles, mumps, or rubella.

Evidence of Immunity to MMR includes any of the following:

- Documentation of age-appropriate MMR vaccination
- Laboratory evidence of immunity or laboratory confirmation of disease
- Diagnosis or verification by a healthcare provider, with documentation in the patients' medical record
- Evidence of laboratory confirmation, if testing was performed at the time of acute disease

Varicella: Documentation of age-appropriate varicella vaccine.

- Preschool age children (12 months to 3 years): 1 dose
- School age children, adolescents, and adults: 2 doses 4-8 weeks apart (If more than 8 weeks since the 1st dose, the 2nd dose may be given without restarting the schedule).

Evidence of Immunity to Varicella includes any of the following:

- Documentation of age-appropriate varicella vaccination
- Laboratory evidence of immunity or laboratory confirmation of disease
- Birth in the United States before 1980 (except healthcare providers)
- Medical record showing diagnosis or verification of a history of varicella (chickenpox) or herpes zoster (shingles) by a healthcare provider
- An epidemiologic link to another varicella case or to a laboratory confirmed case, with documentation in the patients' medical record
- Evidence of laboratory confirmation, if testing was performed at the time of acute disease.

Tdap: Tdap is the immunization given after age 11 (as opposed to DTaP, which is an immunization for infants/toddlers). Our staff must have had the Tdap and Td or Tdap booster within 10 years. The important item being that they have received an additional "post-kindergarten" dose of pertussis vaccine and are keeping up with boosters every 10 years.

Camp Quality uses the CDC immunization guidelines: <https://www.cdc.gov/vaccines/schedules/downloads/child/0-18yrs-child-combined-schedule.pdf>

The full policy can be found at: <https://www.campqualityusa.org/about/imm/>

Collection and Dispensing of Medications

Your local CQUSA team will have a specific timeframe set up for checking in at camp, which includes dropping off medications and meeting with members of the Medical Team.

- All medications will be checked in with the Medical Team upon arrival, and returned at check out. Please make sure these are in their original labeled prescription packaging (bottles, bags, packets, etc.)
- Parents/guardians should make sure that any new medications or changes to medications are noted in CampDoc in the camper/participant application, and shared with the Medical Team at check in.
- All medications are distributed and logged by the Medical Team only. These medications should be listed on the camper/participant's application.
- Bring only the amount of medication(s) needed for the length of camp/program.
- Vitamins and over-the-counter medications will need to be turned in as well. Please label all with your child's name.
- **NOTE:** for camps and programs where the parent/guardian is present, such as Family Camp, medications will not be collected and dispensed by the Medical Team. That will be the responsibility of the parent/guardian.

SECTION II: PARTICIPANT EXPECTATIONS

The overall goals of camp are safety first and fun second. The expectations and policies revolve around keeping camp participants safe and creating a healthy environment for them to be together and share their experiences. Many of these considerations will not be typical at camp while other situations can arise that are unable to be anticipated.

CQUSA makes every effort to ensure all participants have a wonderful experience at camp. Parents and guardians can greatly help, particularly by reviewing the below information and ensuring that they raise any questions prior to participation.

STANDARDS OF CONDUCT

All camp participants are expected to act in a responsible manner. The following is a code of conduct which camp participants are expected to follow while on property owned or leased by Camp Quality USA and during all camps and programs. These standards will be provided as a separate document as part of the camp participant application process for all camp participants to acknowledge and sign. **PLEASE REVIEW WITH YOUR CAMP PARTICIPANT** before arriving at camp. The policies section of this handbook will cover these and other participant expectations in more detail.

- I agree and understand that for Camp Quality USA to create a positive experience and environment for all camp participants, the goals of camp are safety first and fun second.
- I will treat other camp participants, volunteers, and staff with courtesy and respect. This includes contracted vendors, facilitators, guests, employees, and anyone we encounter while participating in a camp or program.
- I agree and understand that participation in activities is an important part of the camp experience and that the camp volunteers and staff will make all reasonable efforts to adapt or modify activities as needed so that all can participate. I will sincerely try to participate in the activities to the best of my ability. Where these accommodations do not apply to me, I will be supportive of these efforts and encourage others in their participation.
- I understand that if, despite the efforts of the volunteers and staff, my behavior is disruptive, disrespectful, or dangerous, that it may be necessary to send me home in accordance with CQUSA policy. I also understand that this kind of behavior may result in being suspended or prohibited from attending future camps or programs.
- I understand that volunteers, CQUSA staff, and the CQUSA organization are not responsible for lost, stolen, or damaged items I bring to camp.
- I understand that the use of phones and tablets at camps and programs is prohibited. I also understand that if I violate the phone/tablet use policy, my device may be confiscated until the end of the camp session.
- I understand that CQUSA maintains a Zero Tolerance policy with regard to alcohol, tobacco/smokeless tobacco (including vaping), recreational and illegal drugs, weapons, sexual harassment, sexual abuse, and any behavior that threatens or endangers others, including bullying and cyberbullying. I also understand that any violation of this policy will result in my immediate dismissal. I also understand that this kind of policy violation may result in being suspended or prohibited from attending future camps or programs.
- I understand that I am not allowed to have contact with a volunteer outside of camp without my parent or guardian initiating the contact with the volunteer, and they must always be present and actively supervising the visit if it occurs. If it is learned that I am not compliant with this policy, it could result in my ineligibility to attend future Camp Quality USA camps and programs.

As the participant, I acknowledge Camp Quality USA reserves the right to send any participant home, should the severity of the offense warrant, and realize the following are possible consequences should I violate this code or other rules, policies, and/or procedures while participating in a Camp Quality USA camp or program:

- Camp staff will verbally warn me about breaking the policies and guidelines and discuss ways to improve.
- If my inappropriate behaviors or actions persist, CQUSA will contact my parent/guardian(s) to discuss the situation with them, and any further disciplinary actions deemed necessary.
- If I continue to have problems abiding by the policies and guidelines, I understand that I will be asked to leave the Camp Quality USA camp or program. Depending on the severity of my behavior and action, I may also be prohibited from participating in future camps or programs.

In addition to the above, as a parent/guardian, I understand and agree to the following:

- If I wish to know about my camp participant's experience, I will email or call a CQUSA staff member or the Area/Executive/Managing Director who will obtain the necessary information from my camp participant's companion and return my call or email as quickly as possible. I will not expect to talk directly with my child.
- I will provide Camp Quality USA with the necessary contact information to reach me or another designated responsible person while my camp participant is away.
- If it is necessary for my camp participant to be sent home during the camp session, I will help arrange for it to happen as quickly as possible.

GENERAL CQUSA POLICIES

Accidents and Additional Care

If camp participants become ill during an in-person camp or program, medical volunteers will administer medical attention as necessary. In the event of an accident or illness needing more than routine care, the participant will be taken for additional treatment at a medical facility. Your signed authorization on the Medical Consent Form that is a part of the registration process allows your consent to secure proper treatment. In this event, the Medical Coordinator, Area/Executive/Managing Director, Camp Director (or other designated COC member), or a CQUSA staff member will attempt to notify parents/guardians or emergency contact persons. It is important to keep emergency contact information up-to-date and to be available as needed during the duration of a camp session. Participant medical insurance information will be shared with outside medical facilities as needed, but payment for said medical services will be billed from the facility to the family and is the parent/guardian responsibility.

Activity Participation

Participation in activities is an important part of the camp experience. Camp volunteers and staff will make all reasonable efforts to adapt or modify activities as needed so that all can participate. During check-in, parents/guardians are given the opportunity to review a listing of all activities offered during the camp session. If there are any activities a parent/guardian does not wish to give their child permission to participate in, it will be noted by the Camper Coordinator.

Application Review

All camps and programs currently accept application through CampDoc, a secure database where Camp Quality USA applications are held. The application itself includes information about the participant(s), an uploaded photo, as well as all insurance and medical information, including uploaded annual physical exam forms and immunization records. Camp Quality adheres to strict HIPAA privacy standards and access to medical information can be only accessed and is reviewed by the Medical Coordinator.

To promote safety, all camp participant applications will be reviewed by the Area/Executive/Area Director and Medical Coordinator. If an application is not approved from a medical and/or safety perspective, the camp participant will be unable to participate in that particular camp or program, but will be welcome to apply to others. This medical recommendation will supersede any other acceptance or confirmation from medical professionals outside the organization/the camp participant's healthcare team, other members of the CQUSA staff, or volunteers.

Appropriate Touch

Appropriate physical contact is important in the emotional development of all children. Camp Quality USA volunteers should never touch a child in any location on their body that would normally be covered by a bathing suit. CQUSA volunteers should not initiate hugs or perform frontal hugs of children – hugs should be from the side. The volunteer should get down to the child's physical level when possible to speak to or assist a child. No piggyback rides or shoulder rides are allowed at any time at camp. Campers/participants should only be lifted or carried when medically necessary.

Automobile Keys

Some camper participants are age-eligible to drive themselves to camp, or may be arriving at camp without a parent/guardian. Camper participants will be asked to give a minimum of 1-week notice to the Area/Executive/Managing Director before the camp session begins in order to schedule a virtual "check-in" with the camper, their parent/guardian, Camp Director and Healthcare Coordinator where all "check in" paperwork and processes will be completed. The camper is to bring those signed forms with them to camp. Upon arriving at camp, a designated COC member will collect the keys to their vehicle at check in and will have them returned at the conclusion of the camp session. All camper and volunteer participants are not permitted to access their vehicle or leave campus throughout the duration of the camp session.

Behavior Management

Grounded in the 'Camper Code of Conduct' as a foundation of behavior overall, when behavioral problems arise, Camp Quality USA's Psychosocial Team members serve as active resources to resolve issues alongside the volunteers and staff. In the event that behavioral issues cannot be corrected or resolved, the parent/guardian will be contacted to talk over a plan for success for their participant. If the behavioral issue is in any way self-harming or is expressed in the harming of others, the parent/guardian will be contacted immediately. Camp Quality USA never subscribes to any corporal punishment for any reason. Discipline includes, but is not limited to, resetting of boundaries, warnings, establishing consequences and the creation of a 'Behavioral Progress Report' by the psychosocial team. We are dedicated to working beside each camper to ensure a positive experience at camp.

Bullying & Cyberbullying

Camp participants are expected to treat all other participants with courtesy and respect and to help one another achieve the best possible experience together. Bullying is when one or more people exclude, tease, taunt, gossip, hit, kick, put down another person, intentionally misgender or speak disparagingly about other camp participant's gender or sexuality, or threaten to do any of the previously stated, with the intent to hurt another person physically or emotionally. Bullying happens when a person or group of people want to have power over another, to get their way, at the expense of someone else. Camp participants who are bullied will not have the same potential to get the most out of their camp experience and therefore Camp Quality USA does not tolerate bullying. Any camp participant found to be harassing, degrading, demeaning, threatening, making fun of, or intimidating another participant is subject to disciplinary actions.

Cyberbullying is also not tolerated at camp. Cyberbullying includes any form of bullying noted above by use of electronic communication. A few examples of cyberbullying include sending threatening/intimidating messages via phone/email/social media, etc., posting private or embarrassing photos/videos online in any capacity, or spreading gossip/information about others through any electronic means.

Camp Quality USA staff and volunteers take all bullying and cyberbullying seriously. Volunteers are trained in preventative bullying measures and are expected to be good examples to all camp participants. Volunteers are also trained to promote communication with their camp participants and to encourage them to feel comfortable alerting leadership of any problems during their camp experience. Prevention, identification, management, and discipline all come together to ensure camp participants can make the most of their time at camp.

Camp or Program Cancellation

To ensure the highest level of safety for all participants, Camp Quality USA requires annual site reviews and qualified medical volunteers to care for the camp participants during camps and programs. If unable to secure the requisite medical coverage in compliance with current ACA and COCA standards at least 15 days prior to a scheduled camp or program, that camp or program may be subject to cancellation. Also, if a site location is deemed unsafe or unusable, such as damage from a recent storm, that camp or program may be subject to cancellation. In these rare situations, applied participants will be notified of the cancellation as soon as possible.

Cell Phones & Electronics

Camp Quality USA promotes camps and programs as "tech-free environments" and therefore prohibits participants from bringing electronic equipment to in-person camps, such as but not limited to cameras, smart phones, tablets, mp3 players, electronic games or systems, radios, laptop computers, and portable DVD players. If a camp participant brings these items to camp, they will be assuming the risk. Camp Quality USA bears no responsibility for lost, damaged, or stolen items.

Certain designated CQUSA volunteers and COC members may use cell phones or electronic devices for camp business during a camp session, while general volunteers can be allowed devices for use away from campers. Campers may not use volunteer cell phones to make calls or send texts. Undesignated volunteers are prohibited from taking photos/videos of campers on their personal cameras or cell phones.

Calling and texting home or to outside-of-camp parties or reviewing social media can cause homesickness or take away attention from the camp experience, which is why these uses are highly discouraged while at camp. If following this policy will be challenging for your camp participant, or if a device will be needed for medically related usage, please contact the Area/Executive/Managing Director to discuss.

The above guidance does not apply to campers participating in digital programs where devices such as tablets, laptops, computers, and phones may be required to fully access the program activities.

Communication

Camp Quality USA will send communication via email, and in some instances via text, prior to and during camps and programs related to required documentation, arrivals and departures, transportation options, the packing list, and other information as necessary. In the time leading up to the start of a camp session, please ensure you're checking your email and junk email regularly to ensure compliance with all requirements. Where possible, Camp Quality USA will also provide relevant information on the CQUSA website. If your contact information has changed, please update your account in CampDoc or reach out to a CQUSA staff member for assistance. If there is ever a family emergency and you need to contact your child, simply contact the Executive Director.

Stay connected during the camp session and all year by following your camp's Facebook page. Throughout the sessions camps will post pictures of all the activities happening, and it's also a great place after camp to find out about the programs and activities available to your child and family year-round.

Dress Code

Our dress code allows for each person to be able to wear clothing and accessories that makes them feel comfortable, as long as all private areas are covered and it is deemed safe for programmatic or activity needs. (i.e., long pants required for rock climbing, long shorts and closed toed shoes required for zip lining, etc.) At the pool or lake, males may wear any swim trunks except competitive swim team apparel; females should wear one-piece swimsuits or tankinis. See local camp rules regarding acceptable swim wear.

Camp Quality USA does not allow clothing displaying or promoting alcohol, tobacco/smokeless tobacco (including vaping), recreational and illegal drugs, weapons, sexual harassment, sexual abuse, and any behavior that threatens or endangers others, including bullying and cyberbullying. Camp participants may be asked to change their clothes if any volunteer or staff person deems their attire in violation of this code.

Energy Drinks

Based on health research, camp participants are not allowed to consume energy drinks including but not limited to Red Bull, Rock Star, and Monster while at camp. All energy drinks found will be confiscated and not returned until the end of the camp session.

Falsely Reported Emergency Calls and Fire Alarms

Any camp participant falsely setting off a fire alarm, fire extinguisher, tampering with a smoke detector, or calling to falsely report an emergency to 911 will be subject to disciplinary action.

Family Visitors to Camp

Parents are received at camp during the designated times on check-in or check-out days. Visits from family and friends are not allowed during the duration of the camp session. Parents, family, or friends visiting camp participants may elicit homesickness and/or disrupt the camp programming. When camp participants forget to pack something, family members are welcome to bring it to campus after drop-off. They will be asked to meet a member of the COC, a CQUSA staff member, or member of the medical team at the campus entrance or office and will be asked to leave without contacting or connecting with their camp participant on site.

Fighting

Camp Quality USA does not tolerate camp participants harming others. Any camp participant involved in fighting, whether verbal (including degrading, demeaning, or malicious teasing) or physical, is subject to discipline and may be sent home. The parents/guardians may be contacted by the Area/Executive/Managing Director, Camp Director, or a member of the CQUSA staff.

Harassment

CQUSA is committed to maintaining an environment free of discrimination and harassment on the basis of race, religion, ethnicity, age, disability, national origin, ancestry, military or veteran status, marital status, sexual orientation, sexual identity, genetic information, or any other characteristic protected by applicable law.

CQUSA takes allegations of harassment seriously. If a participant feels they or any camp participant, volunteer, or employee is being subjected to offensive conduct in violation of CQUSA policies, they must report it. Camp Quality USA will not tolerate retaliation against any individual who makes a good-faith report of harassment, even if after investigation it appears that there have been no violations of this policy.

Health Insurance

All participants are required to have health insurance and must provide proof of valid insurance during the application process, including the contact information and birthdate of the primary insurance holder under which the participant is covered. If a participant's insurance changes after submission of application, it is the parent/guardian's responsibility to provide an updated copy of the new card. Parents/guardians are financially responsible for co-payments associated with hospital visits, clinic visits, or prescriptions purchased for their participant. Individuals without health insurance will not be able to participate in Camp Quality USA's overnight/residential camps or programs. Camp Quality USA does not carry health and accident insurance on camp participants.

Homesickness

For most camp participants, including those who've been to camp before, missing home is a common occurrence. Parents/guardians can play an important role in helping them to overcome missing home before and during camp. Here are some tips for preparing your child for camp:

- Start by having conversations about camp and what they may experience while at camp.
- Review photos on the camp website and social media channels, talk about the types of activities they may experience, and explain the shared living experience of camp.

- Shared cabins and bathrooms can all be new to camp participants and it can be helpful to ease anxiety by talking about it ahead of time. Explain to your child that there will be other children and volunteers sharing the room with them and they must respect the property and space of others.
- CQUSA also encourages sending along something special from home like a stuffed animal or photos of loved ones.
- To help prevent continued homesickness and promote an independent growing experience, we do not allow children to call, text, or email home. However, we do encourage parents/guardians to send letters and packages to your camp participant, where applicable, and pack writing supplies like paper, postcards, and pens so they can write letters home.
- Avoid making promises to pick them up if they don't like camp. The single most important method of promoting a positive camp experience is to NOT tell your child that you will pick them up if they do not like camp. Making this deal will ensure that your child will give less effort to invest in the experience.
- Validate their feelings. The feeling of missing home can be a lot for a child to process. This is a normal feeling. Should your child begin to show anxiety or worry, it can be an effective tool to let your child know that many children – and volunteers too – miss aspects of home and have found ways to deal with this feeling.
- Encourage a positive attitude! Build up the camp experience and ensure your child that it may be challenging, but it will be an experience they will never forget.
- After all the check-in procedures are completed, you will unload your car, give your final hugs, and say your goodbyes. To keep prolonged departures to a minimum, family members won't be able to enter the campground beyond the check in location. Volunteers will take your child and their gear to the cabin or accommodation they are staying in, and the exciting camp week or program begins!

Housing at Camp

Overnight/Residential camps for CQUSA take place at a variety of facilities with different room accommodations ranging from small cabins to dorm style buildings with multiple bunk beds, and larger lodges with multiple rooms. Bathrooms are either in the room, cabin, or in a nearby building and are furnished with flush toilets, sinks, and showers with hot water. Bathrooms are equipped with single-stall toilets and showers. If the camp participant's cabin assignment and bathroom access does not meet their basic needs, CQUSA will work with the camp participant to create a solution that ensures the camp participant's safety. Housing is based on the size and need of each of the Overnight/Residential camps. All camp participants will be assigned a bed for their sole use during the session. Camp Quality USA will never ask participants to share a bed with another individual.

We make companion and cabin groupings prior to arriving at camp based on information collected on applications and other outside factors. All special requests will be reviewed and accommodated where able. After arrival to camp, additional requests for cabin or room changes will be granted or denied at the Camp Director's and/or CQUSA COC's discretion. We only make cabin changes for safety reasons. Affirming a camp participant's gender identity is a safety concern and therefore a qualifying reason. If a camp participant presents a reason for changing cabins, we will determine with that camp participant whether they are experiencing feelings of discomfort or a threat to their safety or health. If a camp participant comes to a volunteer to request a cabin/room change, that volunteer may ask for a reason but should not assume gender identity as a motivation unless disclosed by the camp participant.

Camp Quality USA understands the need for camp participant privacy and that when camp participants are respectful of others' boundaries and have appropriate supervision, anybody can be safe(r) in any space. Camp participants will be allowed to use the restroom/shower/changing/facility that best aligns with their gender identity without question. Staff and volunteers will be trained in appropriate supervision practices for "vulnerable spaces" (showers, restrooms, and changing areas). All bathroom stalls, showers, and changing spaces will be designated as single occupancy. Public nudity, including changing in a room with other individuals present, will be highly discouraged.

Identity Non-Disclosure

Non-disclosure of Cabin Mate's Identities - In keeping with our values, we will honor each individual's right to privacy as it pertains to their gender identity and/or sexuality. Parents/guardians will not be notified if a transgender or gender expansive camper is placed in a cabin with their camp participant. We consider this Personal Health Information (PHI). Families will not be notified of any personal information about a camp participant's cabin mates, volunteers, or staff before, during, or after the camp or program session.

Non-disclosure of Camp Participant Identity - Following our reporting protocol, staff and volunteers are required to report to camp leadership any camp participant disclosure that communicates a safety risk, requires parent/guardian notification, or requires a change in housing or programming. Gender identity, sexuality, name, or pronoun use are not, on their own, safety risks and do not require reporting to anyone.

Late Arrivals/Early Departures

Each Camp Quality USA camp and program is planned and structured, from the time the camp participants meet each other through to the last good-bye. To avoid disruption in the experience, CQUSA prefers camp participants arrive on time and stay for the full duration of the session unless due to a medical reason. This is particularly important for participants that

are new to CQUSA. Late arrivals can compromise important bonding for new participants and cause unnecessary homesickness. Once the camp experience has started, CQUSA does not allow participants to depart camp and return unless in the case of a medical appointment. Where possible, those appointments will be managed by the CQUSA medical team. If your camp participant has a non-medical reason for late arrival or early departure, please contact your Area/Executive/Managing Director to discuss if the situation can be accommodated.

Lost & Found

Mark all clothing and personal items with the camp participant's full name. Found items are collected in a central lost and found, and can be retrieved from there. If there are any items left in Lost & Found at the end of the camp session, it is not CQUSA's responsibility to track down the owners of the items. They may be donated if left unclaimed or unidentified. Camp Quality USA is not responsible for lost or stolen items. We encourage camp participants to leave valuable items at home.

Obscenity

CQUSA expects all camp participants to be respectful to volunteers and other camp participants. Obscene, profane, or vulgar language, whether written, oral, played in music, or expressed by symbols is unacceptable and will not be tolerated. Any camp participant that violates this policy may be subject to disciplinary action.

Out-of-Camp Contact: Volunteers & Camp Participants

Camp is designed to be a special experience that has a beginning and an end. Appropriate relationships and positive experiences with our programs will create memorable experiences for our campers. We know that strong relationships are built at camp; however, Camp Quality USA cannot monitor or screen internet, written and phone communications, or private gatherings. This policy protects both our campers and volunteers/employees.

Camp Quality USA has no control over the decisions made by parents regarding their children's social interactions. Camp Quality USA prohibits visits between campers and volunteers/employees. However, if the parent or guardian of a camper decides they would like to facilitate a supervised visit between their child and a volunteer or employee, they may do so at their discretion. This scenario must be initiated by the parent or guardian, and not the volunteer/employee or camper themselves. The volunteer/employee member is not required to participate and should do so only if comfortable with the visit. The parent or guardian must be present and actively supervising the visit at all times.

This policy is noted as part of both the camper and volunteer application, code of conduct, and handbooks. The full policy can be found within the [Camp Quality USA website](#).

Packing for Camp

Camp experiences are filled with a wide variety of activities, so the packing list for each camp will be based on that specific program schedule. In general, the following is a basic list of items to plan on packing:

Clothing	Toiletries	Bedding	Extras
Play clothes for each day	Towel & Washcloth	Sleeping Bag or Bed Roll	Flashlight
Jeans or long pants	Soap, Shampoo	Fitted Sheet (Twin)	Beach Towel
Closed-toe footwear	Toothbrush & Toothpaste	Pillow	Hat
Flip-flops (for use in shower)	Sunblock & Bug Spray	Blanket	Laundry Bag
Rainwear or Jacket as weather requires			Book
Modest Swimwear (one-piece for girls, swim trunks for boys)			Water Bottle
Pajamas			
Light Jacket or Hoodie			

What To Leave at Home

Cell Phones – these are not allowed at camp

Wi-fi enabled or other electronics of any kind – radios, music players, etc.

Expensive Items – we can't be responsible for lost or damaged items

Snacks – these will be made available for all participants

Photographs and Media

Members of the media (for example, newspaper reporters, television, etc.) may visit camps and programs and it is possible they will want to photograph and/or interview camp participants. These photos may be used for marketing and media purposes. If you do not want your camp participant to have their photograph taken or be interviewed, please contact Camp Quality USA.

CQUSA volunteers are directed not to share or post photos of camp participants taken at camps or programs on public social media platforms unless the image has already been shared by Camp Quality USA on our official organizational

channels or has been approved by the Area/Executive/Managing Director. Please contact CQUSA if you prefer images of your camp participant not be shared.

Pranks

Unapproved/Unsupervised pranks, and those that are harmful to others will result in disciplinary action. While appropriate, approved, and volunteer supervised pranks can be a part of a fun camp experience, they should never include the destruction of someone's property, the invasion of someone's privacy, or the intention to hurt someone's feelings.

Search and Seizure

Volunteers are given the right to search a camp participant's property, either with the Area/Executive/Managing Director or COC designee, or with the aid of law enforcement officials, should they deem the search necessary to maintain the integrity of the camp's environment and/or the protection of other camp participants or volunteers.

Social Media

Personal websites, web logs (blogs), and internet networking sites (such as Facebook, Instagram, Snapchat, LinkedIn, X or Twitter, TikTok, etc.) have become prevalent methods for self-expression in society. CQUSA respects the rights of individuals to use these mediums during their personal time. If participants choose to engage in activity on a website, blog, or internet networking site, they must adhere to the following guidelines:

- If you identify yourself as a CQUSA camp participant or parent on a website, blog, or other social media, make clear to readers/viewers that the views or opinions expressed are yours alone and may not reflect the views of the organization.
- You may post, share, or like images, likenesses, videos, reels, and other media content CQUSA shares or posts first.
- Do not identify or disclose information about camp participants, employees, donors, or volunteers.
- Do not disclose information that is confidential or proprietary to Camp Quality USA.
- Uphold the organization's value of respect for others and remember that the internet is public. Avoid making defamatory, disparaging, or embarrassing statements about CQUSA camp participants, volunteers, or employees. Even if posted anonymously, comments may be traced back to the author. Further, if the author posts or writes narratives or comments that undermine the organization or show it in a negative fashion, CQUSA may request a cessation of such activities, or the author may be asked to no longer participate in CQUSA activities. If you or your camp participant believe such narratives or comments are warranted, please contact a member of the CQUSA staff to discuss rather than posting.

Stealing

Stealing is a violation of the law. Camp participants who are involved in theft of camp property, another camp participant's belongings, or a volunteer's belongings, are subject to disciplinary action. Stealing may result in a camp participant being sent home early from camp. If an incident occurs, the Area/Executive/Managing Director or CQUSA staff may contact parents/guardians.

Water Safety

Lifeguards will be present during swimming activities. Unsupervised swimming or use of watercraft is not allowed. To ensure the highest level of safety, camp participants using watercraft are required to wear a personal flotation device (PFD). Where applicable, CQUSA or the lifeguard team on site administers a swim test to gauge swim ability. Those who pass the swim test will be allowed in the designated deep swim area. Swimmers who have not passed will be confined to the shallow area. Swimmers of all swim abilities are always welcome to wear a PFD.

Weapons

CQUSA recognizes that some of its camps and programs will require the use of knives as tools as part of supervised projects and activities. Where needed, those tools will be provided by Camp Quality USA or the approved vendor running the activity. Use will be restricted to adults or supervised by adults, and all tools will be locked at night to prohibit access. Camp participants should refrain from bringing their own tools to camp.

All types of dangerous weapons must be kept off the camp property. Items designed to cause bodily harm, or deemed potentially harmful, including but not limited to knives, clubs, guns, or explosives, are strictly prohibited at camp. Bringing such items to camp may result in participants being sent home early from camp. The item will be confiscated, and the camp participant's parent/guardian will be contacted by the Area/Executive/Managing Director or a CQUSA staff member. Depending on the situation, the participant may not be welcomed back to camp in the future.

Zero Tolerance: Recreational and Illegal Substances

Alcohol, recreational and illegal drugs, and tobacco have no place at camp. Camp Quality USA has zero tolerance toward camp participants using or being in possession of recreational or illegal drugs, drug paraphernalia, alcohol and/or tobacco/smokeless tobacco (including vaping) on or off campus during any camp or program. Zero tolerance means any

camp participants caught in possession of or found to be using any of the above listed items will be sent home prior to the conclusion of camp. The item will be confiscated, and the camp participant's parent/guardian will be contacted by the Area/Executive/Managing Director or a CQUSA staff member. The parent/guardian is expected to pick the participant up immediately, no matter the time of day or night. Depending on the situation, the participant may not be welcomed back to camp in the future.

Anyone taking controlled substances (narcotics) prescribed by their health care team must discuss these medications with the Healthcare Coordinator and, if allowed, check these medications to the medical team upon arrival to camp. They will remain locked in the medical office for the duration of the camp session and administered by medical personnel as prescribed.

Medical Marijuana and CBD Use at Camps

Based on the inconsistencies between federal and state regulations, the use of medical marijuana and CBD is prohibited at all Camp Quality USA overnight/residential camps and programs.

Zero Tolerance: Sexual Harassment & Abuse

Camp Quality USA maintains a Zero Tolerance policy with regard to sexual harassment, sexual abuse, and any behavior that threatens or endangers others, including bullying and cyberbullying. Any violation of this policy will result in immediate dismissal and may result in being suspended or prohibited from attending future camps or programs.

CQUSA volunteers provide leadership, guidance, and encouragement throughout each camp session for all participants. They are responsible for leading through their actions and integrity and always do what is in the best interests of the participant and the organization. All volunteers are expected to observe camp participants and other team members' behaviors, and are required to report violations of Camp Quality USA policies and suspected abuse immediately.

Camp Quality USA volunteers are trained to recognize and prevent physical, mental, and emotional abuse, and how to appropriately act as a mandated reporter. Mandated reporters are people required by law to report suspected or known instances of abuse. At Camp Quality USA, all employees and volunteers are mandated reporters.

As a resource for you, and to assist your camper participant in their preparation for the exciting adventure of camp, here is a "Getting Ready for Camp" worksheet. You may choose to print this off and bring a copy to camp to give to your cabin companions so that they can better understand your likes and needs.

GETTING READY FOR



Write or draw what you are most excited to try at camp this year



I am nervous about trying _____ at camp this year



Write or draw something you really like about camp



To make new friends at camp, I will:



3 Things I want my cabinmates to know about me



I know I need to take a break when

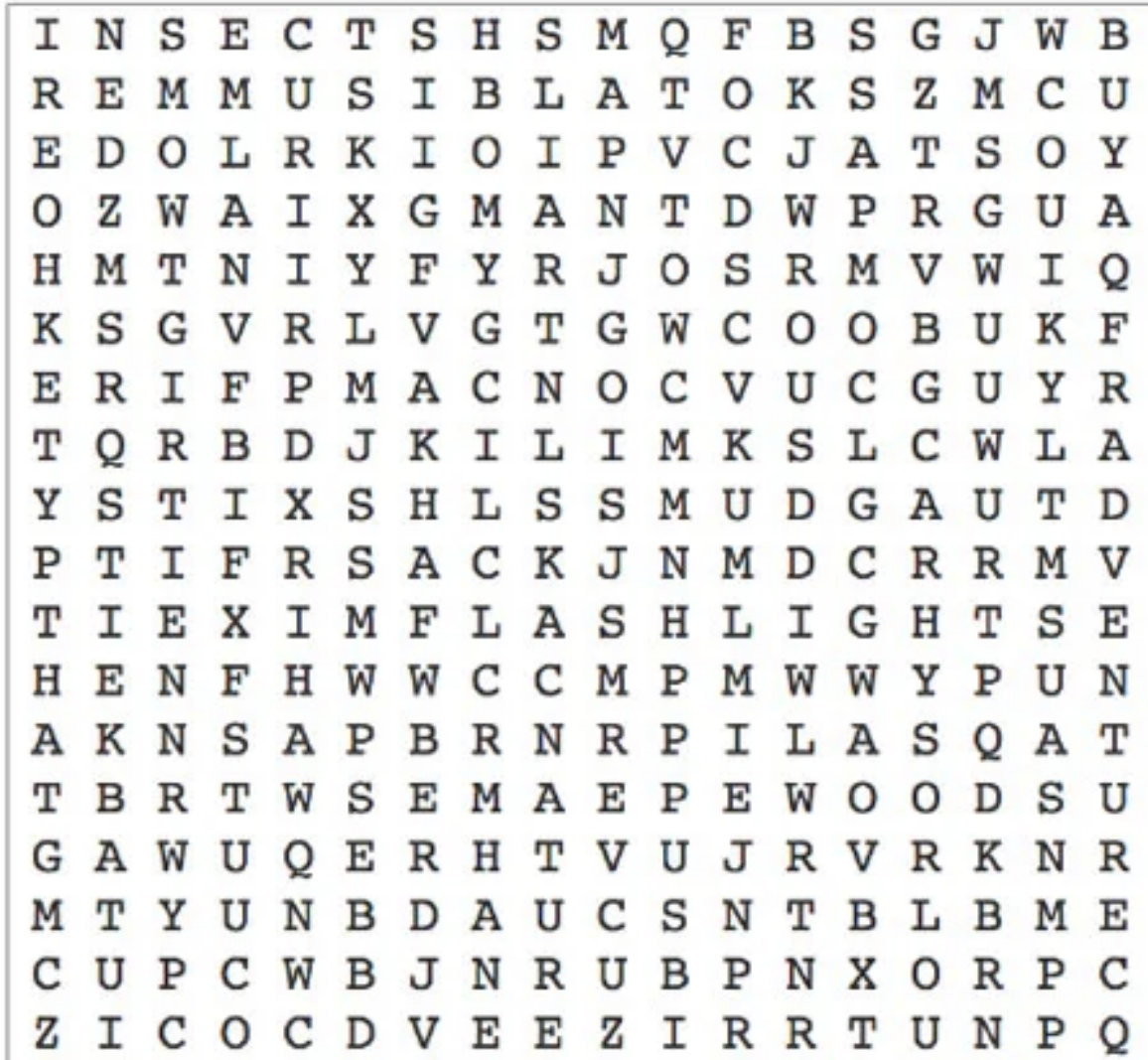


Write or draw what you like to do during downtime at camp



My favorite camp snack is

Happy Camper Word Search



ADVENTURE
BINOCULARS
CAMPER
CAMPFIRE
COMPASS
FISHING
FLASHLIGHT
HIKING
INSECTS
MAP



**Words
to
Find**

MARSHMALLOWS
NATURE
SAFETY
STARS
SUMMER
SUNSCREEN
SWIMMING
TENT
TRAILS
WOODS

