

# Parents' Information Handbook



Making a difference,  
one child at a time.

Lions Camp Merrick, Inc.

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## Mission

*Lions Camp Merrick provides summer camp programs that promote the education, creative expression and social growth of children who are Deaf, blind and type one diabetic.*

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This handbook is distributed for the purpose of sharing basic information concerning the registration process, programs and expectations with parents and/or guardians of campers. If, after reading through this booklet, you have additional questions or need further information, please contact Lions Camp Merrick at 301-870-5858 or e-mail [admin@lionscampmerrick.org](mailto:admin@lionscampmerrick.org)



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has applied to attend the following camping session (s) at  
LIONS CAMP MERRICK

Diabetes session \_\_\_\_\_

We appreciate your prompt attention to completing and returning the application, medical forms and camper fees to:

**Lions Camp Merrick, PO Box 56, Nanjemoy, MD 20662**

Please return forms and fees by: May 31, 2018

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The American Diabetes Association provides financial support to the Lions Camp Merrick for the youth diabetes camping sessions, a.k.a. Camp Glyndon. The American Diabetes Association is not responsible or liable for the operation and actions of Lions Camp Merrick.

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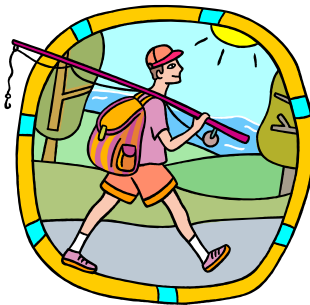
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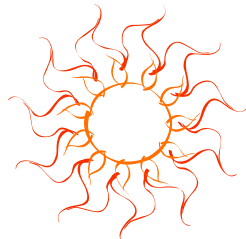


## *Introduction*

**W**elcome to Lions Camp Merrick! Whether you are a first time camper or have attended summer camp in the past, you have made a wise choice. As our very important guest, we pledge to do everything within in our power to ensure that each camper has an enjoyable and memorable experience. And, above all else, we want every parent and/or guardian to be comfortable leaving their child with us, therefore, we promise that each camper will be in a safe, nurturing environment.

Camp is not only about getting away from home and having fun. It's also about learning more about yourself and making new friends. To be sure this happens, we ask each camper to come with an open mind and positive attitude.

This handbook will provide you with information you will need to prepare for your son or daughter's stay; however, if you do have any questions, please do not hesitate to contact us.



## *General Information*

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### **APPLICATION PROCESS**

**C**omplete online registration information and print & fill out the Application Packet, which includes the Physicians Forms, to be completed and signed by the doctor. Your child's session is to be paid in full 30 days prior to session start date. You must send in the completed forms with appropriate signatures and swimmers sheet for processing 3 weeks prior to your arrival at camp. Campers **WILL NOT** be checked-in without properly completed paperwork. **We recommend that you make a duplicate copy of your paperwork before mailing to camp, and that you bring the duplicate copy of your paperwork with you to camp.**

### **Cancellations**

If your child is unable to attend the session she / he signed up for, please notify the Camp immediately by phone **and send written confirmation**. Refunds of paid fees will not be made without a written request prior to the camping session. Refunds on cancellations made less than 30 days prior to the session start date will be made at the discretion of the Board. The Registration Fee is non-refundable.

### **Personal Items**

Campers should pack appropriate and sufficient clothing for the entire session. Laundry facilities are available at Camp but are limited to incidental use.

Please consult the list of items the camper should bring to camp. **Note:** towels, washcloths and bedding (sleeping bags, sheets, blankets, or pillow) are NOT provided by the camp. See detailed listing on page 14 .

Please carry all medications separately in their **original containers** and give them to medical staff during check-in. DO NOT pack medications in your luggage.

Food and/or snacks should not be brought to camp. No food is allowed in the cabins. Contact LCM if you require a special diet. Also, do not bring valuables, such as a radio, iPod, video games, collectors' cards, cell phone, pager, etc. Or knives/weapons,



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## *The Organization*

**L**ions Camp Merrick, Inc. is incorporated in the state of Maryland and is recognized by the Internal Revenue Service as a 501 (c)(3) non-profit organization. The Board of Directors and Council members are responsible for the overall care and management of the property and meet several times each year to review the progress, policies and procedures.

The day-to-day operation of the Camp is the responsibility of the professional staff who ensure that the facility along with the programs and services are properly managed and promoted. The Director and the camp Office Manager staff the office at the Camp in Nanjemoy, Maryland.

During the peak summer camping sessions our staff increases to over 50 employees who include doctors, registered nurses and other medical staff, counselors, CIT's, cooks and cooks helpers, and maintenance personnel. The camp administrator along with several counselors are certified instructors in the low and high ropes, climbing wall, archery, canoeing, swimming, CPR and First Aid. Our dedicated staff is committed to bringing out the best in each individual camper.

Lions Camp Merrick is accredited by the American Camp Association (ACA), a member of the Conference of Lions Camps (CLC) and the Diabetes Camping Association (ADA) and is licensed by the Maryland Department of Health.

The Camp office is located at 3650 Rick Hamilton Place P.O. Box 56, Nanjemoy, MD 20662, with office hours from 9:30 a.m. to 3:30 p.m. Monday through Friday. **Request for information and registrations along with monetary and gifts-in-kind donations are handled through the Camp office.**

## **History**

In 1979, the Lions Clubs of the Metropolitan DC Area leased the Merrick Boys Camp which operated from the 1930's until it closed in the early 1970's. After extensive repairs, the Lions re-opened the site in 1980 as the Camp for the Deaf. Since then, the programs have expanded to include individuals with diabetes and those who are blind. With the inclusion of other groups, the camp was renamed Lions Camp Merrick.

Another milestone was reached in 1998, when the Waldorf Lions Foundation exercised the purchase option to acquire the camp for the Lions organization.

Today, Lions Camp Merrick hosts many groups, to include, The Charles County 4-H, Boy Scouts and Girl Scouts of America. Veterans groups, Bridging Hands, Charles County Every 15 Minutes.

## **Donations**

Lions Camp Merrick is a non-profit, 501 (c)(3) organization and monetary donations to the camp are 100% tax deductible. The Camp welcomes non-cash donations as well. Interested? Visit our web site [www.lionscammerrick.org](http://www.lionscammerrick.org).

## **Sponsorships**

Thanks to the generosity of individuals, groups and organizations who make donations, grants and camp sponsorships available to Lions Camp Merrick, financial assistance may be given to those families that demonstrate a financial need. Financial aid application forms are available through Lions Camp Merrick, plus sponsorships may also be obtained by contacting your local Lions Club, the Health Department, Social Services, Catholic Charities, Local Church Organizations and community service organizations such as the Rotary, Kiwanis, JC's, Moose Clubs and veterans organizations.





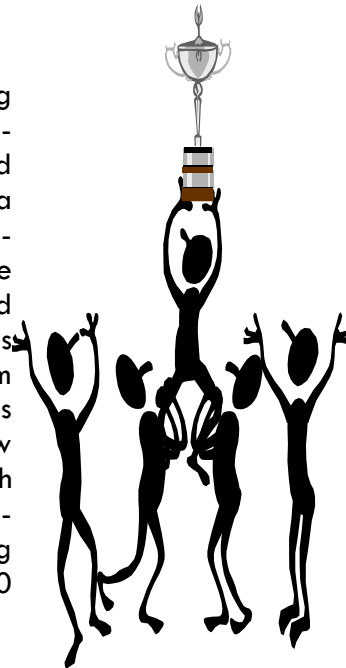
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## Activities

While at Lions Camp Merrick, campers may participate in activities, such as swimming, fishing, nature walks, field sports, archery, drama, dances, hayrides and even an overnight camp out. These activities are presented in a beautiful woodland setting along the Potomac River in Southern Maryland.

### Adventure Programming

Adventure Programming is designed to help campers develop problem-solving skills and personal initiative. Through a variety of group-oriented activities, this program illustrates the importance of teamwork and the value each individual holds within a group. The program offers shaded outdoor areas and a Ropes Course with low and high elements. The high elements course is approximately 25 feet high and a climbing wall that is an astonishing 30 feet high.

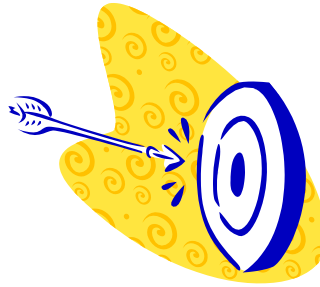


### Campouts

Campouts, usually held in one of the camp's on-site locations, give campers the chance to develop their personal awareness of the natural environment, experiences in hiking, building campfires, cooking outdoors and opportunities for storytelling.

### Archery

**A**rchery teaches hand and eye coordination, as well as various target procedures and safety precautions that are used in shooting sports. The program provides a shaded shooting range where campers can learn target skills using re-curve bows.



### Awesome Wilderness Experience



**N**ature Study Activities help campers to investigate their relationship with the natural environment. The program considers concepts such as weather, conservation, natural resources and natural habitats.

### Recreation and Athletics

**T**he Recreation and Athletic Activities provide opportunities for campers to learn a variety of sports and games that are designed for both individual and group play. Whether the camper is athletic or not, we have an activity for them to enjoy. The Camp's large recreation fields accommodate a variety of games, such as, football, softball, kickball and soccer. There is also a volleyball and basketball court.





### Waterfront

**W**aterfront Activities utilize the river and its tributaries for a canoeing experience your child won't soon forget. Sunrises and sunsets are breathtaking. You can even get in a little bird watching;

ospreys and eagles have nest on the property.

### Arts and Crafts

**O**ur Arts and Crafts Activities offer a chance for each camper to explore creativity and hone their talents while working with various mediums on paper, fabric, wood and other materials.

Our goals are to encourage artistic expression, teach new techniques, stimulate thought and possibly develop some hidden talent.



## *Program Information*

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### **Session Check-in**

Check-in for campers will be held from 3:00 p.m. to 5:00 p.m. on the Sunday of your child's session. Dinner will be provided for campers at 5:00 p.m..

- ◆ Check-in will begin **in the recreation hall**.
- ◆ Parents arriving prior to check in are welcomed to take a self-guided tour of the Camp, visit with other parents or simply relax in any of the peaceful settings at our facility. We ask that you do not enter any cabins until your check in-processing has been completed and you receive a cabin assignment.

Bring All medications which campers will need during their stay at camp to registration, to be given to camp medical personnel during the check-in process. **Medication must be in original labeled prescription containers.**

If, on the day of check-in, you realize that you will be delayed (arriving after 5 p.m.), contact the camp immediately (301-870-5858). We will make every effort to accommodate your late arrival; however, we must caution you that our nurses are only scheduled for check in-processing between 3:00 and 5:00 p.m. and your child will not be admitted to camp until a complete on-site screening has been conducted by medical staff.

At the time your camper is checked-in, please verify that the Camp has a record of persons authorized to pick up your child if you are unable to return to the Camp by 11:30a.m. on the last day of camp.

### **Parents Before Leaving Your Child at Camp**

**P**lease make sure that the items on the following checklist have been completed:

- Your child has been signed in with the program staff, with the health care staff, and has met his/her counselor.
- All information needed for your child's well being has been given to the check-in personnel.
- You have arranged for your child's transportation home and have given this information to the Camp.
- You have informed the Camp of the time when you will be returning to check your child out of Camp.
- You have made sure that necessary emergency phone numbers are on file should we need to contact you.

**You have made sure that the staff understands any and all specific issues about your child's behaviors, needs, coping abilities or fears, as well as how to assist your child with them.**

## *Health Information*

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### **General Health of the Camper**

A camper CANNOT be admitted to camp without immunization records and a current physical completed by a licensed physician. A parent/guardian must accompany the camper through the entire check-in process.

Each camper will receive a health screening upon arrival to camp. A camper will be sent home if they have been exposed to or have had a recent illness, have athlete's foot or fungus, have a temperature, have a sore throat or if the admitting nurse feels in any way that the child's health will affect his/her or others' health while at camp.

### **Parent Medical Calls**

Parents or guardians may be called whenever there is a question regarding medications being dispensed or any question regarding a minor's health or well-being. Phone calls to parents or guardians will be noted and followed up. Someone from the Health Center Team usually initiates this practice.

If a parent or guardian is unreachable, it is expected that camp personnel leave voice or TTY messages on answering machines that appropriately communicate the need for a parent/guardian to call the camp. In addition, the emergency contact will be called.

### **Appliances/Nebulizers**

If a camper requires crutches, braces, appliances, such as a Nebulizer, the equipment should be brought to camp and clearly labeled with camper's name. Please discuss any special appliances or equipment with a member of the Health Care Staff prior to your child's arrival to Camp. (Remember: Nebulizers must include prescriptions or Doctor's orders on the physical forms.)

### **Lice Check**

Each applicant who registers for Camp will be checked for lice during the check-in process. Persons with active head lice, larvae or nits (eggs) **WILL NOT** be admitted to Camp on check-in day. Please make certain applicants are free from head lice and nits before coming to camp. If there is any doubt or suspicion concerning a possible infestation, you should consult a health care professional. All evidence of the infestation must be removed prior to admission.

### **Medications**

Prescription medications must be in **original prescription bottles** on which a pharmacy has listed the following information:

- ◆ The Name of the Child
- ◆ The Name of the Medication
- ◆ The Dosage
- ◆ Time to be taken

If there is a change in the dosage, a note from the physician detailing the change must accompany the prescription bottle.

Be sure to bring enough medication for the child's entire time at camp (if the camper does not have enough medication he/she may be sent home). All medications are stored at the Health Center and dispensed by the Health Care Staff.

Campers may bring their prescription drugs in individual daily dosages that are **prepackaged and labeled by a licensed and registered pharmacist** in lieu of bringing their entire bottle(s) of medications. Please ensure an adequate supply of prescription drugs are packed to last through the entire camp.

### **Health Care for Vision Impaired Campers**

A licensed registered nurse is on duty for a minimum of two hours each day and on call 24 hours a day for special problems. In case of emergency, our physician is available 24 hours a day and the closest emergency room is 20 miles away. Health Care Assistants and First Aide Staff are always at camp, and the local rescue squad is just five miles away in Nanjemoy.

### **Health Care for Diabetes Campers**

The Health Center is staffed by doctors and/or registered nurses 24 hours a day. Night Rounds are done each night by the medical staff to check campers for hypoglycemia. In case of an emergency, the closest emergency room is 20 miles away and EMT's (rescue squad) are approximately five miles away in Nanjemoy.

### **Hypoglycemia**

Hypoglycemia is treated after the campers blood glucose is tested. All counselors carry "hypoglycemia bags" or "shock packs" which contain testing supplies and food to treat hypoglycemia.

### **Education Program**

Education is an important part of camp. Informal education takes place during testing, insulin injections, meals/snacks and activities. Formal education is planned daily by the staff and is part of the camp program as fun activities.

### **Food for Thought**

The exchange system and carbohydrate counting are used at camp. Special Diets can be accommodated, please be sure and note it on your campers application and check with the office if you have questions.



### **Insulin Pumps**

Campers who use an insulin pump will need to bring ALL pump supplies. Bring twice as many tube sets as you would use in a normal week.

### **Testing**

Blood glucose (sugar) testing will be done at least 4 times each day. Urine testing for glucose (sugar) and ketones will be done if blood glucose is 240 mg/dl or higher, during any symptoms of illness and at the discretion of the medical staff.

### **Insulin and Injections**

“Perfect” blood glucose control is not the primary goal of camp. Campers who understand insulin adjustments will help to decide doses. Typically, insulin does need to be decreased because of higher activity levels. Occasionally, doses may remain the same or are increased because of high blood glucose. Syringes are usually donated by the manufacturing companies and are available for campers.



Campers must be checked-out by the Health Center Staff. The Parent/Guardian will sign blood glucose records and knowledge/skills assessment sheets to denote understanding of camper’s experience at camp and to pick up medications.

### **Parent Notification of Medical Concerns**

Parents will be contacted when there is a medical issue that needs attention by our nursing staff to include: injuries that prevent the child from fully participating in camp activities at the same supervision ratio as prior to injury, injuries that require a trip to the hospital and medical issues that create a risk to the campers safety and well being at camp.

# What to Bring to Camp

**ALL BELONGINGS SHOULD BE CLEARLY MARKED WITH CHILD'S NAME**

<b>Clothing for one session (approximately):</b>	
<input type="checkbox"/> Pants (3-4 pairs)	<input type="checkbox"/> Rain Jacket or Poncho
<input type="checkbox"/> Shorts (4-5 pairs)	<input type="checkbox"/> Laundry Bag (for dirty clothes)
<input type="checkbox"/> Shirts (6)	<input type="checkbox"/> Pajamas
<input type="checkbox"/> Socks (4-5 pairs)	<input type="checkbox"/> 1 plain white tee-shirt to dye
<input type="checkbox"/> Underwear (6-7 pairs)	<input type="checkbox"/> Extra pair of shoes
<input type="checkbox"/> Ball Cap or Hat	<input type="checkbox"/> Jacket
<input type="checkbox"/> Swim Suit	<input type="checkbox"/> Flip Flops
<input type="checkbox"/> Sweatshirt/hoodie	<input type="checkbox"/> Water Shoes
<b>Personal Hygiene:</b>	
<input type="checkbox"/> Toothbrush	<input type="checkbox"/> Soap/Soap Box
<input type="checkbox"/> Toothpaste	<input type="checkbox"/> <b>Insect Repellent*</b>
<input type="checkbox"/> Hairbrush/Comb	<input type="checkbox"/> <b>Sunscreen* &amp; Chapstick™</b>
<input type="checkbox"/> Deodorant	*requires authorization slip
<input type="checkbox"/> Shampoo	signed by physician and parent
<b>Other:</b>	
<input type="checkbox"/> Towels/Washcloths	<input type="checkbox"/> Sleeping Bag or twin sheets & blankets
<input type="checkbox"/> Beach Towel	<input type="checkbox"/> Pillow & Case
<input type="checkbox"/> One Flashlight (extra batteries)	
<input type="checkbox"/> Disposable Camera	
<b>Diabetes Supplies (as appropriate):</b>	
<input type="checkbox"/> Insulin Pump (if used)	<input type="checkbox"/> Insulin Pen or Injecting Device
<input type="checkbox"/> Insulin Pump Supplies	
If LCM receives a surplus of donations, you may be allowed to take select supplies home. Please <input checked="" type="checkbox"/> items you use and may be interested in receiving. Check with camp nurse or camp administrator concerning availability of surplus supplies.	
<input type="checkbox"/> Insulin Syringes	<input type="checkbox"/> Glucometer
<input type="checkbox"/> Insulin Pen Needles	<input type="checkbox"/> Strips
<input type="checkbox"/> Finger Lanceting Devices	<input type="checkbox"/> Urine Strips
<input type="checkbox"/> Finger Lancets	<input type="checkbox"/> Insulin Rx _____



### **Transportation**

All campers must be accompanied to and from Camp by a parent or legal guardian. If someone other than a legal guardian is transporting - dropping off or picking up - your child, the camp must be notified.

**Please note:** Lions Camp Merrick is located in a rural area of southern Maryland. Please ensure that your vehicle has an adequate amount of fuel to travel to and from the Camp to drop off or pick up your child. The closest gas station is approximately 20 miles away in La Plata, Maryland.

**There are no gas stations in the Nanjemoy area.**

### **Parking**

All vehicles should park along the edge of the ball field (one car deep) following the curvature of the road. No vehicles are permitted to park at the cafeteria or other non-parking areas. No vehicles may be driven past the ball field.

Please leave your luggage, bedding and any camping gear in your car until after check-in. Following check-in, LCM staff members will assist campers (and parents) with their personal items and help bring their belongings from their vehicle to the camper's assigned cabin.

### **Facilities**

Rustic and climatized cabins, (each cabin has its own bathroom), cafeteria, health center, arts and crafts, recreation hall, bath house, pool, fishing pier, sports field, basketball, volleyball court, ropes Challenge Course, archery range, hiking trails, scenic overlooks and more.



### **Behavior**

Campers and parents/guardians are required to sign a behavior agreement. This agreement alerts parents/campers to the fact that the camper must conduct themselves in an appropriate and acceptable manner. If behavior becomes a problem and constant one-on-one attention is required, the Camp may request the parent/guardian to pick up their child. If the parent/guardian is called to pick up their child, you are expected to pick up the child the same day as called. We reserve the right to call County Social Services in the event the child is not picked up. If your child is sent home because of misconduct or inappropriate behavior, NO refund will be given for missed days.

### **Safety**

We are very excited about summer camp and happy that you have selected Lions Camp Merrick for your child's camping experience.

The safety of your child is very important to us and Lions Camp Merrick encourages your active involvement in promoting a healthy camp environment in the following areas:

1. Do not leave your child at Camp unless staff members are there to receive and supervise your child.
2. Instruct your child to always remain part of a group. Stress the importance of following the camp's rules.
3. If your child suddenly becomes withdrawn or balks at attending certain activities or tries to avoid being around a particular person, seek gently to find out why, as we will do the same.
4. Instruct your child to report any actions by Lions Camp Merrick campers, staff or volunteers, which he/she deems to be inappropriate to the Camp Administrator or nearest staff member.

We need you to be an active partner in promoting a safe and healthy camping environment. Thank you for your help in achieving these goals and we look forward to seeing you at check-in.

## Supervision

Activities and camp supervision are provided by trained staff who will provide a healthy and caring environment for the campers. Counselors are at least 18 years old and participate in at least 48 hours of intensive training. Selected staff are certified in First Aid and CPR, waterfront and water safety, canoeing, archery and challenge course. The Camp is licensed annually, according to the standards of the State of Maryland and is certified by the American Camping Association.

## Visitation

Occasionally a camper experiences difficulty with homesickness. Parents are requested to limit visits to the time of registration on the opening day of the session and at the end of the camping session. Parents are however encouraged to write letters to their camper. Our experience has taught us that direct communication between the child and parent often creates increased difficulty. Parents may also send an e-mail to their camper by sending it to [admin@lionscammerrick.org](mailto:admin@lionscammerrick.org) and putting your camper's name in the SUBJECT box.



## Telephone



Because calls cannot be transferred directly to the bunkhouses, campers do not have free access to a telephone while at camp. However, parents may call and discuss their child's progress with a staff person if necessary. In the event of an emergency or other urgent need, please do not hesitate to call. Likewise, if any problems which require your attention should arise at camp, a staff person will contact you. **Please NO CELL PHONES at CAMP!**

## Helping With Homesickness

If your camper does experience homesickness, our staff will make a diligent effort to comfort your camper. Following are a few suggestions for preparing and helping your child to have the best time ever at Camp.

### Before Camp

1. Talk about camp in a positive manner! (Don't focus on how much you will miss him or her).
2. Contact your school to see if other children from your area will either be going to Camp or have been there before.
3. Shop for "camp things" together.

### During Camp



Send a letter (early in the week) focusing on how much fun your camper may be having – not about how sad and lonely you and the family feel (children may feel responsible).

Send a card or letter on the day of check-in – it usually takes two or three days for mail to arrive at Camp. Children are likewise encouraged to send mail home, so provide stamps and address envelopes beforehand. Emails to camp ([admin@lionscampmerrick.org](mailto:admin@lionscampmerrick.org)) will be passed along to your child.

When sending your child mail, please include his/her name as well as the Camp address (Don't forget your return address on the envelope or package):

#### **Mailing Address**

Camper Name  
c/o Lions Camp Merrick  
P.O. Box 56  
Nanjemoy, MD 20662

#### **Shipping Address**

Camper Name  
c/o Lions Camp Merrick  
3650 Rick Hamilton Place  
Nanjemoy, MD 20662



## Awards Ceremony

The Awards Ceremony is held on Friday at 10:00 a.m. for each camping session. You are invited to attend.

## Program Check-out:

Campers will be waiting at their cabins and must be signed-out by the Parent/Guardian . Please **DO NOT forget to pick up all medications and check to see that all belongings have been accounted for prior to leaving Lions Camp Merrick.**

◆ **All camper's check-out time is Friday at 11:30 a.m.**

Your observance of this check-out time is very important. It can be very stressful for a child to be left at Camp past the established close of the session. In addition, this places an unnecessary burden on the counselors and camp administrator.

The Camp reserves the right to contact social services if a child is not picked up by the Friday departure time.

Again, please ensure the camper has packed all of his/her personal items. Lions Camp Merrick is not liable or responsible for any personal property left at the Camp.

**NO CAMPER IS PERMITTED TO STAY AT THE CAMP  
DURING THE WEEKENDS BETWEEN SESSIONS.**



# Lions Camp Merrick, Inc.



Making Memories that Last a Lifetime!

Camp Office:

**3650 Rick Hamilton Place  
PO Box 56  
Nanjemoy, MD 20662**

*Phone 301-870-5858  
Voice & TTY 301-870-5858  
Fax 301-246-9108  
E-mail [admin@lionscammerrick.org](mailto:admin@lionscammerrick.org)*

[www.LionsCampMerrick.org](http://www.LionsCampMerrick.org)

Camp Administrator

## **Lions Camp Merrick Core Values**

Campers First  
Enthusiastic Leadership  
Mentoring Campers  
Confidence  
Education