



# 2021 Parent Handbook



On behalf of the Board of Directors and the entire staff of Camp B'nai Brith of Ottawa, a heartfelt welcome to all of our new and returning campers and their families! We are beyond excited to finally welcome you back "home" for summer 2021!

We are often asked what makes Camp B'nai Brith of Ottawa different from other camps. What makes CBB of Ottawa so special is simple...it's you!

Because of you, we are able to create the most meaningful and positive experiences possible for your child. Because of you, we are committed to creating a safe and supportive community. Because of you, we are able to share the magic that is CBB of Ottawa each and every summer. Because of you and the trust you have in us to take care of your children, we feel so fortunate to have gained a second home and a second family. Because of you, we are Camp B'nai Brith of Ottawa!

What we love and value most is the community that we have created – a community that is respectful and considerate of one another. Each year, we look forward to working together with you to ensure your child(ren)'s happiness and well-being throughout the summer.

As we look forward to the summer, we hope that this handbook will help you prepare for camp, answer any questions you might have, and simplify the preparation process. If you or your child has any questions, suggestions, feedback or concerns prior to or during the camp season, please do not hesitate to contact us.

We are so looking forward to a safe, happy and incredible summer for all! Please find enclosed useful information regarding your child's camping experience at CBB for this upcoming season. If you have any questions or concerns, please feel free to contact our Director, Cindy Presser Benedek.

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## **INTRODUCTION**

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The information surrounding COVID-19 is constantly changing and evolving. This handbook organizes COVID-19 best practices for summer camp published by the Quebec Camps Association, as well as countless discussions with pediatricians, emergency room doctors, epidemiologists, and infectious disease experts. This handbook intends to provide camp families and staff with information about how CBB of Ottawa is adapting policies and procedures this summer to mitigate the risk of COVID-19 in camp. As information changes and evolves, so too will this handbook in order to reflect current information.

We have worked tirelessly to adapt CBB of Ottawa to mitigate the risk of COVID-19 entering our camp this summer by putting in place protocols and procedures prior to camp for our CBB families to follow. It is important to note, however, that there is no way for us to guarantee that COVID-19 will not be present - but we believe that we can care for campers and staff if they do contract COVID-19 in camp, and that we can isolate and stop the virus from spreading.

Camp will look and feel different this year. But the value of being back “home”, among friends old and new, and participating in fun camp activities is needed now more than ever.

**This handbook will outline changes to policies and procedures to help CBB of Ottawa operate as safely as possible. We ask that all parents/guardians review this handbook with their children.**

### **COVID-19 RESPONSE TEAM**

If you have any questions regarding anything in this handbook or COVID-19 at camp, please contact:

**Cindy Presser Benedek:** Director

**Ben Sohmer:** Vice-President, Co-Head of Medical Committee

**Adam Tanner:** Chairman

### **2020/2021 Directorial Team**

#### **Director**

Cindy Presser Benedek

#### **Associate Director**

Jill Doctor

#### **Assistant Director(s)**

Marnie Gontovnick: Operations & Alumni Development

Lianna Krantzberg: Junior Camper Care

Justin Shulman: Senior Camper Care

#### **Program Director**

Mike Levinsky

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## TABLE OF CONTENTS

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CAMP CONTACT INFORMATION	5
COVID-19 SYMPTOMS & HIGHER RISK FOR COMPLICATIONS	5
THE IMPERFECT BUBBLE	6
COVID-19 BEFORE CAMP PROTOCOL	6
TRANSPORTATION	8
COVID-19 DURING CAMP PROTOCOL	9
IMPORTANT DATES	13
YOUR CAMPINTOUCH ACCOUNT	13
FINANCIAL ARRANGEMENTS	14
HEALTH INFORMATION	14
LUGGAGE INFORMATION	15
COMMUNICATION WITH CAMPERS	16
TELEPHONE CALLS & TAKING CAMPERS OUT OF CAMP	17
WORKING TOGETHER	17
VISITING DAY	18
SESSION EXTENSIONS	19
CABIN ASSIGNMENTS	19
GENERAL PROGRAMMING & CIT PROGRAM	19
HEALTH CENTRE/INFIRMARY	23
SUN SENSE & INSECT REPELLENT	25
LICE CHECK	26
CAMP CLEANLINESS	26
BEDDING, CLOTHING & LAUNDRY	27
LOST & FOUND	27
FOOD, DRINKS & CANTEEN	28

<b>VALUABLES, MONEY &amp; ELECTRONIC DEVICES</b>	<b>28</b>
<b>RAIDS, VANDALISM, DRUGS &amp; ALCOHOL</b>	<b>29</b>
<b>TRAVEL DIRECTIONS</b>	<b>31</b>
<b>COVID-19 AFTER CAMP PROTOCOL</b>	<b>32</b>

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## **CAMP CONTACT INFORMATION**

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Camp Director, Cindy Presser Benedek, deals with all matters pertaining to campers and parents. Any information that the camp should know, but has not been included in the health form, should be provided in an email.

We welcome all phone calls and questions during the camp season. If you have any questions or concerns during the camp season, please call the camp office and the Office Administrator will gladly direct you to the appropriate person.

### **PHONE INFORMATION**

#### **Until June 20:**

Office: (613) 244-9210  
(514) 396-7091  
(416) 607-6529

#### **From June 20 until August 15:**

Camp: (819) 458-2660  
Email: cindy@cbbottawa.com

### **MAILING INFORMATION**

#### **Until June 20:**

CBB of Ottawa  
P.O. Box 23108  
Ottawa, ON, K2A 4E2

#### **From June 20 until August 15:**

For ALL campers/staff:  
Child's Name, Unit  
c/o Camp B'nai Brith of Ottawa  
7861 River Road  
Quyon, QC J0X 2V0

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## **COVID-19 SYMPTOMS & HIGHER RISK FOR COMPLICATIONS**

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### **COVID-19 Symptoms**

Primary symptoms of COVID-19 may include one or more of the following symptoms:

- Fever over 38°C
- Body or muscle aches
- Congestion or runny nose
- Cough
- Diarrhea
- Fatigue
- Headache
- Loss of taste or smell
- Nausea or vomiting
- Shortness of breath or difficulty breathing
- Sore throat

### **Higher Risk for Complications**

If a camper or staff member is at higher risk for COVID-19 complications, we highly recommend they consult their medical provider to assess the risk of attending camp.

High-risk conditions include (but are not limited to):

- Asthma
- Chronic kidney disease undergoing dialysis
- Chronic lung disease
- Diabetes
- Liver disease
- Immuno-compromised as a result of a condition, such as:
  - Bone marrow or organ transplantation
  - Cancer treatment
  - Immune deficiencies
  - Poorly controlled HIV or AIDS
  - Prolonged use of corticosteroids and other immune weakening medications
  - Smoking
- Serious heart conditions
- Severe obesity (body mass index [BMI] of 40 or higher)

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## **THE IMPERFECT BUBBLE**

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Best practices to operate safely during this pandemic include creating as closed of an environment as possible, which means limiting who comes in and out of camp to the best of our ability. To accomplish this, CBB of Ottawa will operate as a closed camp (or bubble) for the summer. Once our campers and staff arrive, they will not be allowed to leave. Visitors will not be permitted nor will we be running camp tours for any prospective families.

The CBB of Ottawa Imperfect Bubble is the title given to our efforts to vastly diminish the number of people coming in and out of our setting during the summer. With staff taking in-camp days off, and the cancellation of out-of-camp trips, these efforts alone result in a 99% reduction. Like all of our other interventions, this technique is imperfect but effective nonetheless at minimizing risk.

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## **COVID-19 BEFORE CAMP PROTOCOL**

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In order to mitigate the risk of COVID-19 being brought into camp, we will ask all campers and staff to take additional safety measures in the 5 days prior to their arrival. These procedures may be changed at any time as we continue to review the latest data and guidance from Public Health officials.

### **Self-Quarantine**

All campers and staff must self-quarantine for 5 days prior to your arrival at camp. For supervisors, self-quarantine should begin on June 22 (for a June 27 camp arrival). For staff, self-quarantine should begin on June 25 (for a June 30 camp arrival). For campers, self-quarantine should begin on June 29 (for a July 4 camp arrival). No physical contact should be made with anyone outside of the household unless absolutely necessary. During this time, campers can continue to attend school, but must follow all Public

Health guidelines at all times while outside their household. We ask other household members to take appropriate social distancing measures (wear a mask, maintain 6 feet distance from other people, and wash hands with soap and water frequently) during the five days prior to camp as well.

AND the entire household should consider very strongly to live in a pseudo-lockdown for the 72 hours before their camper's first day. Do the grocery shopping before - consider working from home... etc.

### **Temperature and Symptom Monitoring**

During the five days of self-quarantine, all parents should monitor their children's health and should screen their children for COVID-19 symptoms on a daily basis. We will continue to monitor symptoms during camp. All campers and staff will be required to be completely symptom-free for at least 24 hours prior to their arrival at camp without the use of any medication.

### **Non-Essential Travel**

All campers and staff should avoid any non-essential travel for the 5 days of self-quarantine. If travel outside of the home is absolutely necessary, a face mask should be worn and 6 feet from other people should be maintained at all times.

### **COVID-19 Tests**

All campers will be tested using the "Gold Standard" COVID-19 PCR test 3 days prior to their arrival to camp at CBB-run pop-up facilities in all three cities (Toronto, Montreal, Ottawa). These pop-up facilities will coincide with luggage/medication drop-off. More information will be provided at a later date. Camp will not be accepting any outside testing results. All campers are **required** to be tested at one of our CBB-run pop-up facilities. This is to ensure accurate and timely responses. Our staff will be tested 3 days prior to their entry to camp as well.

After the test is conducted, the camper or staff should have no contact with anyone outside of their immediate household.

**If a member of the CBB of Ottawa community exhibits COVID-19 symptoms in the 14 days prior to camp, tests positive for COVID-19, or has COVID-19 symptoms during their intake exam prior to departing for camp, they will not be permitted to join us at camp.** We understand how much campers love camp and we want to share the CBB of Ottawa magic with them, but it is critical that anyone who exhibits symptoms or tests positive stays home for the safety of the entire CBB of Ottawa community. Should your child test positive before camp begins, our Medical Team will evaluate this complex issue, which is evolving daily. They plan to assess each case based on the well-being of the individual camper affected, as well as the safety of the entire camp population. We hope to provide more definitive answers in the coming weeks.

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## **TRANSPORTATION**

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For Summer 2021, we are modifying our regular transportation options for campers to arrive at camp.

### **Arrival at Camp**

Parents/guardians must drop their child(ren) off at camp. We will be scheduling everyone's arrival throughout the day to limit congestion. More information will be provided at a later date. Campers should not travel to camp with individuals who are not members of their household. In order to maintain a safe enclosed environment at camp itself, we ask that all cars stay outside of the camp gates and do not enter camp property. Additionally, we request that all parents/guardians stay in their vehicles while saying their goodbyes.

A staff member will be at the CBB of Ottawa gates to welcome your camper to camp. With the camper remaining inside the vehicle, the staff member will take your camper's temperature to ensure his/her temperature is 38°C or below. We kindly ask that parents refrain from giving their children Tylenol or Advil on arrival day. Campers who have a temperature over 38°C, show COVID-19 symptoms, or have been exposed to COVID-19 in the previous 14 days will not be permitted to enter camp.

Campers will be asked the following COVID-19 screening questions prior to being allowed to exit their vehicle:

- Have you come into contact with anyone who has been sick or shown signs or symptoms of COVID-19 in the past 14 days?
- Have you had a fever of over 38°C in the past 14 days?
- Have you recently experienced any loss of taste and smell?
- Have you recently experienced coughing?
- Have you recently experienced any shortness of breath or difficulty breathing?
- Are you experiencing nausea or the feeling that you need to vomit?
- Do you have a sore throat?
- Do you have a headache?
- Do you have any fatigue or body/muscle aches?
- *[If all previous questions are answered sufficiently]* Are you ready to have an amazing summer at camp?

Upon passing the screening, campers will be directed to our rapid COVID-19 testing area. Following the test, campers must wait in their vehicle until they receive their result.

Only once campers pass screening and receive a negative COVID-19 rapid test result will they be permitted to enter camp. A staff member will help gather each camper's belongings and will walk them to their cabin.

### **Return Home from Camp**

We will be determining if we are able to offer bussing. We will communicate our decision by August 1st, but please note should we decide to move forward with bussing it will only be available on the last day of camp (August 15th) to all three major cities (Montreal, Toronto, Ottawa).

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## **COVID-19 DURING CAMP PROTOCOL**

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In order to create as safe an environment as possible and mitigate the risk of COVID-19 in camp, we will be making adjustments to camp policies and procedures in a variety of areas. We may change any or all of these procedures at any time as we continue to review the latest data and guidance from public health officials.

When possible (and weather permitting), camp activities will be held outdoors. We will have more outdoor shelters throughout the summer that have at least two walls open for optimal air circulation. All modified camp rules and procedures will be announced to all campers during the first day of camp, including hand washing and sanitizing procedures, ground rules for cabin cohorts, when masks will be required, etc.

### **Cohorts (formerly referred to as a pod)**

A cohort is similar to immediate family; members of a cohort do not need to wear a mask around one another. To limit exposure, one or two cabins will be a cohort. Cohorts will generally have 24-30 campers and 4-8 staff. Within each cabin, campers will be required to sleep in opposite directions – head-to-toe and toe-to-head. Creation of cohorts serves to ensure that infection, should it arise, is contained to a small and known group of people. Members of one cohort will not be permitted to interact closely with members of another cohort. But closeness within a cohort will be allowed and even encouraged.

- Cohorts may behave as a household does in the city: hugs and closeness will be encouraged.
- Cohorts eat together!
- Cohorts will participate in activities together.
- Cohorts will be in the same waterfront and swim groups.

### **Outside, Masked & Distanced (2 out of 3 rule)**

The most important philosophy that we have adopted to mitigate the potential spread of COVID-19 at camp is to be 2 out of 3: Outside, Masked & Distanced. For any cross-cohort interactions (for example, for siblings who need a hug), campers and staff should aim to observe at least 2 of the 3 following rules: be outdoors, wear a mask, be physically distanced (at least 6 feet apart). There will be moments when doing all three is not possible. In that event, it is critically important that the other two options are adhered to. Our staff will be trained to implement these guidelines with their campers. Not all 3 options are created equal - being outdoors is the most important. We will do our best and are planning as much outdoor programming as possible, including mealtimes.

### **In-Camp Testing**

We anticipate using a hybrid of PCR and Rapid Antigen technologies to provide: confidence on arrival, surveillance testing through the summer, and as a reaction to CBBers with COVID-19 like symptoms. As a base standard, we will test all campers 3 times. One 3 days prior to their arrival using a PCR test, one on the day of their arrival using a Rapid test and one 5 days into the summer using a PCR test. We will have a rapid machine on site all summer to rapidly rule out (or confirm) any suspect case. Should COVID-19 get through the cracks into camp, we will have the ability to detect rapidly and avoid an outbreak in camp. Our staff will be tested for the second time on the Saturday before the campers arrive to ensure a COVID-19 free camp/bubble. Upon campers' arrival, all campers will be screened and tested. All campers and staff will be tested again using the COVID-19 PCR test 5 days after the campers' arrival. Please note – our testing policy is based on the information we have today, and is subject to change.

## **Camp Facility Updates, Sanitization, and Enhanced Hygiene**

- We are planning on installing ventilation fans in each cabin and windows will be open for constant airflow.
- Handwashing stations are being installed all around camp, with a large number of them being placed by the outdoor Mess Hall. Every camper will wash their hands between every activity and before and after meals.
- Hand sanitizer stations will be at each cabin and inside and outside of public buildings so campers and staff can “sanitize in” and “sanitize out” of each activity area. Hand sanitizer will be placed in spaces that don’t have installed hand washing stations.
- There will be two health care locations this year. The first health care location will look after all non-COVID-19 related complaints (sprains, strains, foot soaks, cuts, scrapes, bruises, etc.). This location will also be responsible for campers’ daily medication administration. The second health care (satellite health triage centre) location will be the first stop for all possible COVID-19 symptoms (sore throat, cough, fever, runny nose etc.).
- WysiWash sanitation systems will be used to disinfect and clean all equipment (sports equipment, lifejackets, paddles, etc.) and public spaces multiple times a day.
- Door knobs, handles and other commonly touched areas will be disinfected regularly.
- Additional signage will be posted throughout camp as a reminder of health protocols.
- The Mess Hall will be moved outside this summer to have optimal air circulation during meal time. Tents have been rented to provide campers and staff with a sheltered area to eat during the summer.
- Smaller tents will be placed around camp to offer more outdoor, sheltered programming space.

## **Mask Wearing Policy**

Masks will be a part of daily life throughout portions of the day and the following four principles will guide us:

- Everyone at CBB of Ottawa will be required to follow the “2 out of 3 but preferably 3 out of 3 rule” when it comes to interacting with campers or staff who are not in your cohort; masking, outdoors, and physical distance.
- Masks are one of the most effective tools to contain an undetected case of COVID-19.
- Masks will not be worn at waterfront activities by our campers, however, our lifeguards and instructors will be required to wear a mask when supervising waterfront participants. This may change by July.
- Wearing masks for too long has negative consequences also. We are as interested in everyone wearing their masks appropriately as we are about removing our masks appropriately.
- We plan to reduce the usage of masks after the 10-14 day mark.

We will be providing medical-grade masks for all campers and staff. We kindly ask that you do not provide your own and let your campers know that they will be required to wear the masks we provide. This is to ensure proper hygienic protocols and the utilization of the most effective masks on the market.

## **Cleaning, Handwashing, and Sanitization Procedures**

CBB of Ottawa will significantly increase its cleaning, handwashing and sanitization procedures this summer. Stations containing hand sanitizer will be located throughout camp. Every table in the tented outdoor Mess Hall will have a large bottle of hand sanitizer. Door knobs, handles and other commonly touched areas will be wiped with antibacterial spray frequently.

All communal bathrooms will be closed for the first 10-14 days. We are providing more transition time in

between periods, to ensure that all campers and staff have enough time to go to their cabins to use the bathroom.

## **Meals**

This summer, there will be a handful of changes to CBB of Ottawa's meal procedures:

- Our Mess Hall will be outside this summer. We have rented two large tents that can accommodate our entire camp population safely and comfortably.
- Campers and staff will be required to wash their hands at our new portable washing stations with soap and water prior to each meal.
- Cabins will sit together at all meals.
- There will be no self-serve areas.
- Food will be brought to each table by one of the cabin counsellors who will receive the food from inside the Mess Hall.

## **Water**

As always, staying hydrated on a warm summer day is imperative to staying healthy and avoiding dehydration. Campers and staff are encouraged to refill their water bottles at the contactless water station located outside of the Mess Hall or other water coolers placed around camp.

## **Daily Schedule**

There will also be additional "transition" periods to allow more time in between periods to sanitize activity equipment, wash hands as necessary, and travel between each activity. All cabin period times will be posted in the cabin and shared with counsellors.

## **Inside The Cabin**

Life inside the cabin will remain largely the same as always with a few exceptions:

- Campers will sleep head to toe.
- More attention will be paid to keeping windows open and cabins well ventilated.
- We are planning on installing ventilation fans in each cabin.

## **Swim/Waterfront Activities**

There is no current evidence that COVID-19 can be spread to people through water in a pool or river. To be extra safe, CBB of Ottawa will implement additional safety measures this summer, including:

- Campers and staff should follow physical distancing and proper hand hygiene practices prior to/following using any waterfront equipment (canoes, kayaks, paddleboards, sail boats, etc.).
- All shared use equipment (paddles, lifejackets, boats, etc.) will be cleaned and disinfected before AND after each use.
- Masks will not be worn at waterfront activities by our campers, however, our lifeguards and instructors will be required to wear a mask when supervising waterfront participants. *This may change by July.*

## **Policy and Procedure for Suspected COVID-19 Symptoms and/or Positive COVID-19 Test**

Should a camper or staff member begin to exhibit COVID-19 symptoms, they will be immediately quarantined, and tested for COVID-19 in our designated quarantine cabin.

### **If the test is positive, the following steps will then be taken:**

- The COVID-19 positive camper's parent/guardian or staff member's emergency contact will be notified immediately;

- The parents/guardians must pick up their child within a 7 hour window and they must quarantine at home for 14 days;
- Parents/guardians/emergency contacts of the *other* campers and staff in the COVID-19 positive cabin will be informed immediately that someone in their cabin has tested positive;
- The rest of that cohort will need to quarantine from the rest of camp. The cohort will be monitored and will be tested as well. If the cohort remains symptom-free and testing is negative, the cohort will be able to return back into the general population. The cohort will need to pay particular attention to physical distancing, masking, and hand hygiene in the 5 days following their potential exposure and will be monitored closely by CBB of Ottawa's Medical Team.

**If the test is negative, the following steps will then be taken:**

- The camper can return to their regular activities once they are no longer experiencing symptoms.

**Quarantine and Isolation at Camp**

While we are taking necessary and required precautions prior to everyone's arrival, as well as implementing the best cleaning and sanitizing practices available, we need to be prepared for the event that someone at camp will present with a symptom of COVID-19. In the event that we need to isolate a single member of a cohort at any point during the summer (due to experiencing COVID-19 related symptoms or a positive COVID-19 test), they will be quarantined at camp in a designated quarantine cabin, where there are private rooms, and a bathroom/shower. Based on guidance from our Medical Team, the cohort where that camper or staff member came from may need to begin quarantining as well. Whenever an entire cabin/cohort is quarantining and is completely symptom-free, they will still be able to participate in camp activities away from othercohorts. During group quarantine, meals will be delivered to them at one of our outdoor dining locations or directly to their cabin. The decision to end any quarantine or isolation will be at the direction of the Medical Team.

**Staff Time Off**

Staff will receive their usual days off, but rather than travel to nearby cities, they will stay in camp. We will provide food from the kitchen and occasional meals from the city, and we will dedicate a space for them away from campers, so they can properly rest and recharge.

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## **IMPORTANT DATES**

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### **2021 SESSION DATES**

Full Session: Sunday, July 4 to Sunday, August 15

First Session: Sunday, July 4 to Sunday, August 1

Starter Session 1: Sunday, July 4 to Sunday, July 18

Starter Session 1b: Cancelled this summer

Starter Session 2: Cancelled this summer

Second Session: Cancelled this summer

**\*One week program**: Sunday, July 4 to Sunday, July 11

PJ Library Does Junior Day @ B'nai: Cancelled this summer

**\*New for Summer 2021 with option to extend**

### **OTHER IMPORTANT NOTES**

Open House at Camp: Cancelled this summer

Visiting Day: We are exploring virtual visiting day opportunities where family members can “visit” with their child(ren). More information about a virtual Visiting Day will come at a later date.

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## **YOUR CAMPINTOUCH ACCOUNT**

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By now, your CampInTouch account has been created and activated. This was done once you completed your child’s application for the summer. This account can also be used throughout the summer to:

- View and purchase camp photos;
- Purchase CampStamps and send your child online mail;
- Update your contact information;
- Manage your financial details.

If you have any questions regarding your CampInTouch account, please contact the Camp office at any time.

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## **FINANCIAL ARRANGEMENTS**

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Financial details can be found in your CampInTouch account. If you have any questions regarding your account, please contact Director, Cindy Presser Benedek at [cindy@cbbottawa.com](mailto:cindy@cbbottawa.com).

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## **HEALTH INFORMATION**

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*\*PLEASE NOTE THAT NO CAMPER WILL BE PERMITTED TO ENTER CAMP WITHOUT COMPLETED HEALTH HISTORY, HEALTH INSURANCE AND IMMUNIZATION, COVID HEALTH FORM (**new this year**) AND CAMPER CARE (**new this year**) FORMS, FOUND IN YOUR CAMPINTOUCH ACCOUNT.*

### **HEALTH FORMS**

A [health form](#), [health insurance and immunization form](#), [COVID health form](#) and [camper care form](#) must be completed for each child, and can be found online in your CampInTouch account. A [valid health card number](#) is required for all campers – please ensure that the expiry date on the health card is valid for your child(ren)'s entire stay at camp. Please do not send your child's health card to camp; simply ensure that it is accurately recorded on the health form. Although no one will ever be denied life-saving measures, lack of a valid health card number when there is less than an urgent visit to a hospital/clinic/physician's office may present a problem. [For Ontario Campers, please ensure that the [OHIP Version Code number](#) (to the right of the health card number) is clearly identified on the health form.]

**For campers living outside of Canada**, please complete the *Medical – Governing Law and Jurisdiction Agreement*, also found in your CampInTouch account. Please check with your insurance provider to ensure that your child has medical coverage for his/her entire stay at camp. Please verify that, should any medical attention be needed beyond what the camp can provide, he/she will be covered for medical expenses. It is the parent(s)/guardian(s) responsibility to verify that medical coverage is appropriate, and to provide the camp with a photocopy of the policy plan name and number.

Camp fees include all medical costs, with the exception of any medical care, medical equipment or prescription drugs not covered by the regular Provincial Medical programs. In the event that your child incurs uninsured medical expenses, including drugs, you will be contacted and asked to reimburse the costs for these expenses. The appropriate material will be forwarded to you so that you may claim these expenses on a third-party insurance policy. The camp will mail the actual prescription information/costs (included with the prescription), plus all receipts, to the parents upon receiving the appropriate remuneration.

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## LUGGAGE INFORMATION

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All luggage must be clearly labeled and packed in duffel bags. No boxes, trunks, suitcases or stackable plastic drawers will be accepted. All items must be contained within two duffel bags. Please refer to the suggested packing list, available on our website (<https://www.cbbottawa.com/parents-campers/suggested-packing-list/>).

Luggage tags, with the name of your child's unit, will be sent to you shortly. Please write your child's name in black marker where indicated.

*\*New campers will also receive plastic luggage tag holders (with rubberized bands). Please insert the luggage tags into the plastic luggage tag holders, and use the rubber bands to attach the luggage tag holders to your child's duffel bags.*

### **LUGGAGE DROP OFF AND MANDATORY COVID-19 TESTING**

**All children receiving daily prescription medication MUST have their medication blister-packed by their pharmacist and must bring it to luggage drop-off.** There will be medical staff members at each luggage drop-off location to receive the medications.

[Please find our 2021 Medication Policy here.](#)

***\*\*The times specified below are tentative and are subject to change. If they do change, however, they will only be within an hour of the times listed.***

#### Ottawa

- Thursday, July 1, 2021 from **3:30pm-6:30pm**
- Main Parking Lot of the Ottawa Jewish Community School (OJCS), 31 Nadolny Sachs Private, Ottawa, ON K2A 1R9
- **Luggage drop-off and mandatory COVID-19 testing by appointment (more information on how to book your appointment coming soon).**

#### Montreal

- Thursday, July 1, 2021 from **9:00am-12:00pm**
- Parking lot at Fairview Shopping Centre in Pointe Claire (near lamp post #30 & #31). 6801 Trans-Canada Hwy, Pointe-Claire, Quebec H9R 5J2
- **Luggage drop-off and mandatory COVID-19 testing by appointment (more information on how to book your appointment coming soon).**

#### Toronto

- Thursday, July 1, 2021 from **9:00am-12:00pm**
- Parking Lot of Beth Tikvah Synagogue, 3080 Bayview Ave, North York, ON M2N 5L3
- **Luggage drop-off and mandatory COVID-19 testing by appointment (more information on how to book your appointment coming soon).**

### **LUGGAGE PICK UP - August 15, 2021**

#### Ottawa

- Luggage will arrive around 9:00am at OJCS.

#### Montreal

- Luggage will arrive around 10:15am at the Parking lot at Fairview Shopping Centre in Pointe Claire (near lamp post #30 & #31).

## Toronto

- Luggage will arrive around 11:30am at Beth Tikvah Synagogue.

**\*\* Luggage pick-up in each city is only being provided for campers staying the full summer, until August 15. For campers who are staying less than the full summer, parents/guardians will pick up their child(ren)'s bags when picking up their child(ren) from camp.**

**\*\*We MAY be providing luggage pick-up for campers who are leaving at 4 weeks (August 1); stay tuned for updates.**

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## **COMMUNICATION WITH CAMPERS**

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- 1. MAIL** – Please send sufficient quantities of stationery and stamped envelopes with your child so that letters can be sent home with ease. In the case of younger children, it might be helpful to pre-address the envelopes. When sending mail to the camp, please indicate the correct unit in which your child is registered. For parents of first-time campers, we suggest that you write and mail a letter about one week before camp begins so that your child will receive it upon their arrival at camp. In addition, hiding a letter in their duffel bag is a nice idea as they will be surprised when they are unpacking. Since COVID-19 has the potential to add more anxiety than normal to being away from home, we encourage parents to write to their camper early and often.

The camp's mailing address is as follows:

**CAMPER'S NAME, UNIT**  
**Camp B'nai Brith of Ottawa**  
**7861 River Road**  
**Quyón, Quebec, J0X 2V0**

- 2. EMAIL MESSAGING: CAMPINTOUCH** – You will be able to send your child emails with our one-way email messaging system. You may purchase CampStamps, in order to do so, through your CampInTouch account.
- 3. FAX** – We no longer accept faxes for camper communication. Please use Canada Post or purchase CampStamps through your CampInTouch account.
- 4. TELEPHONE** – Campers are not allowed to use the phone or receive calls. Should you need to reach someone at camp, the camp telephone number is 819-458-2660. Our Office Manager will answer the phone between 8:30am and 9:00pm (except at mealtimes). The camp has a voice mail system, and the appropriate person will return your call promptly.
- 5. PACKAGES**
  - We will only be accepting packages from Canada Post. Any delivery from third-party delivery companies (including Fed-Ex, UPS & Purolator) will not be accepted.
  - While books, magazines, comics, stickers, coloring books, etc. are welcome, do not send food or candy. All packages will be opened to verify their content prior to delivery, and food items will be confiscated.
  - We strongly encourage you to keep your packages to envelopes no larger than 9 x 12 inches and

1 inch thick.

- If you need to send clothing or other emergency items to your child, please contact the camp office first at [frontdesk@cbbottawa.com](mailto:frontdesk@cbbottawa.com). We have a well-stocked supply of essentials (i.e. goggles, water bottles, shampoo and more) that can be provided. Should you need a unique item please contact the camp offices so that we can assist and help make arrangements.
- We are unable to accept any packages that are sent COD or that require any payment from camp. Packages sent COD or with any money due will not be accepted and will be returned.
- We would ideally like to limit the amount of items that are entering camp, as well as minimize interactions with mail carriers if possible – so we’re asking parents to try and keep packages to a minimum this summer and to send them only if essential.

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## **TELEPHONE CALLS & TAKING CAMPERS OUT OF CAMP**

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### **Telephone Calls**

1. Camp policy discourages parent-child telephone communication for anything other than emergencies. It is our intention to keep you well informed of any situations affecting your child and to respond to all telephone calls in a timely manner. An exception to this policy is **birthdays** – parents may arrange with the camp to call their child on the child’s birthday. The best time to reach your child is 8:25am, Sunday through Friday, and 8:55am on Saturday. **As indicated in the camper application form, all cell phones or any other kind of communication devices brought to camp will be confiscated and returned at the end of the summer. Campers are forbidden to use them during the course of the summer.**
2. Parents of first-time campers will receive a “progress report” phone call within 72 hours of your child’s arrival to camp. Please try not to call us, as the senior leadership team will spend a minimal amount of time in the office during this time in order to assist with all campers adjusting to a new environment. For parents of experienced campers, please do not get alarmed if you receive a call from the camp – we might just be informing you about a special “first experience” your child might have had (ie. got up on waterskis, learned a song on the keyboard, said the Kiddush in front of the camp, etc.).

### **Taking Campers Out of Camp**

We kindly ask that all non-urgent medical appointments (ex. orthodontics) be scheduled prior to or right after camp. Should your child need to leave camp for an appointment, please be in touch prior to camp to discuss. All medical appointments will be assessed and the decision to allow campers/staff to leave and return to camp will be at the discretion of our Medical and Administration Teams. Should we deem the appointment necessary, we will follow all public health protocols to ensure the safety of our bubble (scheduled 2nd dose vaccinations will be our top priority).

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## **WORKING TOGETHER**

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We understand that you worry about your children every day, especially while they are away from home. While the mail you receive from your child will likely be about all the fun things they’re doing and how much fun

they're having, your child may raise a concern in a letter. Do not ignore it – acknowledge it, and encourage them to try and solve it with the help of their counselors, other camp staff, and the senior leadership team. **It is important to note that most of the concerns mentioned in letters are resolved and long forgotten by the time that you receive the letter.**

The Camp Directors will call a parent, if it is needed, in order to help solve a problem, or to inform parents of a situation that has already been resolved. If you are concerned about anything that might be affecting the happiness of your child at camp, please do not hesitate to call the camp at any time.

We are committed to responding to parent phone calls with openness and in a timely manner. The Director will review all telephone messages from parents and, based on the situation, assign the appropriate member of the leadership team to return your call. Every effort will be made to contact you that same day. We recognize that the care of each and every child is important, and we strive to offer the most support that we can for your child(ren).

**A few things to note:**

1. Ensure that your contact information in your CampInTouch account is accurate and up-to-date. A cell phone number for each parent is required.
2. Please keep the camp informed of your travel plans and special situations in your child's life that may influence their stay at camp.
3. Keep the letters coming! They are the highlight of your children's day. Please note that, despite our efforts in keeping the mail flowing, the camp is in a rural area and mail delivery may be slow at times.

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## **VISITING DAY**

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To ensure that we keep the camp quarantine "bubble" intact, unfortunately, visitors will not be permitted this summer. This also means that we must cancel an in-person Visiting Day for Summer 2021. We are exploring virtual visiting day opportunities where family members can "visit" with their child(ren). More information about a virtual Visiting Day will come at a later date.

### **Tipping Policy**

We know that there are those amongst you that feel you need to show your appreciation to your child(ren)'s staff by giving a gratuity. We have created a Staff Appreciation Fund for Summer 2021. Due to our closed camp bubble, our staff will need to stay in camp for their days off. We are looking for ways to help bring the city life into camp so they can properly recharge and rejuvenate in order to be the best staff members they can be! If you would like to make a donation to our Staff Appreciation Fund, please contact [cindy@cbbottawa.com](mailto:cindy@cbbottawa.com).

As an alternate choice, in lieu of tipping your children's counselors in the form of monetary compensation, please consider making a donation to the CBB Endowment Fund, in your child's counselor's honour. That counselor will receive a personalized note indicating your gift in their honour, and your gift will help CBB of Ottawa continue to grow and prosper!

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## **SESSION EXTENSIONS**

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Campers may wish to extend their stay at camp. This year, we have instituted a **NEW 1-week extension policy** where any camper (regardless of age) may extend their stay by 1 week at a time. We kindly ask, however, that you not assume and then discuss with your child the possibility of a stay-over prior to the start of the summer, as it may not be an option for them. The Director, Assistant Director(s) and the staff responsible for your child will evaluate each child and determine the child's readiness to stay over. There are times that we feel that a child's additional time in camp may not necessarily be in their best interest. Although they may have had a great time to date, extending for another 1, 2 or 3 weeks may prove to be too much. For Starter Session campers, a member of the Director team will contact you towards the end of the first week to give you an update and ask if you give permission for your child to extend, should they wish to. We want every child's time in camp to be a positive experience, right up until the very end. Parent communication with their child by phone is strongly discouraged as it most often has a negative impact. Although the child is having a great time, the sound of a parent's voice can often elicit a momentary homesick response.

For First Session campers considering extending for the Full Summer, please contact the camp as early as possible during the First Session to make the necessary arrangements.

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## **CABIN ASSIGNMENTS**

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CBB of Ottawa has always, and will continue to try and fulfill as many of the camper cabin requests as possible. The Director is responsible for all bunk placements of campers and will try to accommodate all reasonable requests. We value the importance of children being with their friends, and we also value the importance of making NEW friends. Please assure your child that we will do what we can to accommodate their requests.

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## **GENERAL PROGRAMMING & CIT PROGRAM**

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### **Returning Camp Favourites:**

Once again, the staff look forward to planning CBB Flagship Special Activities such as: Grey Cup, Super Bowl, Pro Bowl, World Cup, CBB Olympics, Colour War, Sign 'n Song, and many more!

In general, our camp program has been designed to provide the opportunity for participation in a wide range of activities. We are aware that some children may prefer some activities over others; however, we do expect that all campers will participate in all camp activities to the best of their abilities.

## A Typical Day at Camp B'nai Brith of Ottawa (programs and schedule subject to change)

### DAILY SCHEDULE DURING THE FIRST TWO WEEKS (subject to change):

8:00 am	Wake-Up
8:30 am	Flagpole & O Canada
8:35 am	Breakfast
9:15 am	Cabin Clean-Up/Health Clinic
10:00 am – 10:45 am	Period 1
10:45 am – 10:55 am	Morning Snack
11:00 am – 11:45 am	Period 2
12:00 pm – 12:45 pm	Period 3
1:00 pm	Flagpole & Lost and Found
1:05 pm	Lunch
1:45 pm – 2:45 pm	Rest Hour
3:00 pm – 3:45 pm	Period 4
3:45 pm – 3:55 pm	Afternoon Snack
4:00 pm – 4:45 pm	Period 5
5:00 pm – 5:45 pm	Period 6
6:00 pm	Flagpole & Hatikvah
6:05 pm	Dinner
7:00 pm	Unit Round Up
7:15 pm	Evening Program (Staggered start based on unit)
8:15 pm	Bedtime for Juniors
9:00 pm	Bedtime for As
9:30 pm	Bedtime for Bs
10:30 pm, 11:30 pm, 12:00 am	Bedtimes: Seniors, Pathfinders, CITs

### DAILY SCHEDULE AFTER THE FIRST TWO WEEKS (subject to change):

8:00 am	Wake-Up
8:30 am	Flagpole & O Canada
8:35 am	Breakfast
9:10 am	Cabin Clean-Up/Health Clinic
10:00 am – 10:50 am	Period 1
11:00 am – 11:50 am	Period 2
12:00 pm – 12:50 pm	Period 3
1:00 pm	Flagpole & Lost and Found
1:05 pm	Lunch
1:45 pm – 2:35 pm	Rest Hour
2:40 pm – 3:30 pm	General Swim
3:35 pm – 3:45 pm	Snack
3:55 pm – 4:45 pm	Period 4
4:55 pm – 5:45 pm	Period 5
6:00 pm	Flagpole & Hatikvah
6:05 pm	Dinner
6:40 pm – 7:30 pm	Camper's Choice/Evening Program for Juniors
7:45 pm	Evening Program and Snack for As and Bs
8:15 pm	Bedtime for Juniors
9:00 pm	Bedtime for As
9:30 pm	Bedtime for Bs
8:00 pm – 9:15 pm	Evening Program and Snack for Senior Camp
10:30 pm, 11:30 pm, 12:00 am	Bedtimes: Seniors, Pathfinders, CITs

## Shabbat

### Friday Night:

Each week, we welcome Shabbat by gathering around the fire pit and singing songs together. Wearing clean and fresh clothing and a white shirt, we then gather in our outdoor dining hall and say the blessings on the candles, wine and challah. Following a traditional Shabbat dinner, the camp gathers together for outdoor Israeli Dancing.

### ***A Typical Saturday at Camp B'nai Brith of Ottawa during the first 2 weeks (subject to change):***

9:15 am - 9:45 am	Optional Breakfast
10:00 am	Basic Shabbat Service
10:45 am	Extended Clean-Up
1:00 pm	Flagpole & Lost and Found
1:05 pm	Lunch
1:45 pm – 2:45 pm	Rest Hour
3:00 pm – 3:45 pm	Period 1
3:45 pm – 3:55 pm	Snack
4:00 pm – 4:45 pm	Period 2
5:00 pm – 5:45 pm	Period 3
6:00 pm	Flagpole & Hatikvah
6:05 pm	Dinner
7:00 pm	Unit Round Up
8:00 pm	Havdalah
Bedtimes as Usual	

### ***A Typical Saturday at Camp B'nai Brith of Ottawa after the first 2 weeks:***

9:00 am - 10:00 am	Optional Breakfast
10:15 am	Basic Shabbat Service
10:45 am	Extended Clean-Up
1:00 pm	Flagpole & Lost and Found
1:05 pm	Lunch
1:45 pm – 2:35 pm	Rest Hour
2:40 pm – 3:30 pm	General Swim
3:35 pm – 3:45 pm	Snack
3:55 pm – 4:45 pm	Israel Programming
4:55 pm – 5:45 pm	Unit Programming
6:00 pm	Flagpole & Hatikvah
6:05 pm	Dinner
6:40 pm – 7:30 pm	Camper's Choice/Special Evening Activities
8:00 pm	Havdalah
Bedtimes as Usual	

**Judaic Programming is not a choice specialty. Even on a typical day, a conscious effort will be made by all of our staff to add an element of Jewish *Ruach* (spirit) to many activities.**

### **Camper's Choice**

Following dinner, we normally have a Camper's Choice, which allows campers to experience free play, whereby all specialties are open. Several staff are posted around camp for supervision. Campers are free to participate in

any activity of their choice; they may also participate in a sports league, play pick-up basketball, or just hang out with their friends. Due to the COVID-19 regulations, during the first 10-14 days of the summer, our Camper's Choice period will be converted to a regular scheduled period.

### **Trips/Overnights**

Campers of most units will be given the opportunity to go on overnights and/or canoe trips. They will learn how to build shelters for the outdoors, participate in camping, and learn essential survival skills. Normally, these are out of camp experiences - however, this summer, due to our COVID-19 protocols, we are offering an IN-CAMP tripping experience.

### **CIT PROGRAM**

This summer, the CIT program will be supervised by Michael Melamed and Liora Semeria Melamed. The program will consist of the following:

- a. Leadership Program and Character Development
- b. On-the-job Training (unit and specialty placements)
- c. Planning and Implementation of an All Camp Program
- d. Planning and Implementation of Peer Evening Activities
- e. An incredible in-camp tripping experience
- f. An opportunity to attend staff sessions, staff social activities
- g. SO MUCH MORE!

All CITs will receive weekly evaluations and periodic feedback as to their leadership performance throughout the summer. This evaluation process, as well as general behaviour, role-modeling, respect for others, respect for camp property and respect for camp policies are factors that will be examined when selecting CBB of Ottawa staff for the following summer.

CITs are expected to take responsibility for themselves as well as their cabin mates, and to follow camp policies and procedures. CIT summer is known as "the best summer" and we are confident that this program will be very successful and will provide a great learning experience for each and every one of our CIT campers.

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## **HOMESICKNESS**

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When children are away from home, especially for the first time, it is reasonable to assume that, until they become adjusted to the new setting, they may experience periods of homesickness. This occurs at camp as well. The majority of campers will miss something about home when they are away at camp; homesick feelings are absolutely normal. Feelings can vary from mild to a stronger preoccupation with home, and can produce symptoms such as stomach aches, headaches, and even fear or anxiety. Our staff are trained to detect early symptoms of homesickness – they will respond with as much TLC as required for each camper in order to help ease their transition into camp and to make them feel comfortable throughout their camp experience. Special attention is given at nighttime.

It is our experience that homesickness passes with time, with caring support, and keeping campers busy. Fortunately, severe homesickness is rare. While practical experience has helped us to develop a number of effective ways to deal with homesickness at camp, there are some simple things that you can do before camp begins to reduce the chance that your child will feel homesick. In addition, there are lots of things that you can do to support your child if he/she should experience serious homesickness while at camp.

Prior to the start of camp, talk with your child about homesickness. Most children are pretty good at predicting how strong their own homesick feelings will be, and talking about it won't cause it or make it worse. Suggest the following coping mechanisms:

- **Do something fun** – stay busy at camp, both during activities and with friends in between activities.
- **Do something to feel closer to home** – write letters to family, look at pictures, read letters, etc.
- **Think about the good side of being at camp** – think of all the cool and fun things you can do at camp that you can't do at home!
- **Try to be happy and have fun** – sometimes just thinking about feeling happy is enough to change your mood.
- **Remind yourself that camp isn't really that long** – school lasts about 40 weeks!
- **Talk with someone who can help you feel better** – talk to the staff in your bunk or your supervisor, and try to problem solve in a positive way.

We recommend that you start talking about these coping strategies early, but timing is up to you – you know your child best! Working with them on coping mechanisms prior to camp will help them enjoy every moment at camp to its fullest!

Here are some things you can do, as a parent, to help reduce the potential that your child will feel homesick at camp:

- **Keep doubts to yourself** – If you are uncertain about your child's ability to cope with homesickness, it is best not to share with them. If you let them know that you believe they can do it, they will be more likely to succeed.
- **Send your child a letter before the first day** – Personal, positive letters from home are often the cure for almost any illness. Receiving mail at camp helps children feel loved and remembered. Ask lots of questions so they can respond to you: about activities that they've participated in or friends that they've made. Please write often.
- **Do not make deals about early pick-ups or count the days until they're home** – Experience teaches us that this is not a good strategy. A promise to pick children up if they are homesick almost guarantees homesickness. They inevitably remember the discussion and hold onto your promise no matter how wonderful their camp experience.

We will work with campers and parents to do whatever is possible to keep the child at camp. Only after efforts on all of our parts will we discuss sending a camper home. Our goal is to support, care for, and assist every child and make sure that their overall camp experience is one that they enjoy and never forget.

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## **HEALTH CENTRE/INFIRMARY**

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CBB of Ottawa's Health Centre has qualified and professional coverage throughout the summer. Should the need arise, there is also a hospital 20 minutes away, and the Children's Hospital of Eastern Ontario (CHEO), one of the best children's hospitals in Ontario, is 60 minutes away. Parents will be contacted by our Health Centre staff if:

- A child is placed on prescription medication;
- A child undergoes tests that are requisitioned by the doctor (ie. throat swab);
- A child has an accident causing injury of more serious nature (ie. more than bumps and bruises);

- A child has to be taken to hospital;
- A child spends a night in the infirmary;
- A child requires stitches or glue to close a wound.

Your Health History and Health Insurance and Immunization forms (available in your CampInTouch account) are crucial to our Medical Team and we ask for your full cooperation to ensure that all information is completed and is as detailed as possible in order for CBB of Ottawa to be able to provide the most suitable care for your child. The Health History form does not have to be signed by your family doctor. If not done already, please make sure that these forms are completed as soon as possible. **Campers will not be allowed to enter camp if we have not received complete Health History and Health Insurance and Immunization forms.** All medication (needles, prescription drugs, etc.) MUST be kept in our Health Centre, as this is in the best interest of all campers. Our Medical Team, upon arrival at camp, will make arrangements for the administration of these medications. Coolers will be made available at the departure points for those medications that require refrigeration. Parent(s)/Guardian(s) will be charged separately in the event that your child requires a prescription drug that has been prescribed by a camp doctor.

**NOTE: PLEASE ARRANGE FOR MEDICAL AND DENTAL APPOINTMENTS EITHER BEFORE OR AFTER THE CAMP SEASON.**

Should your child require a visit to a hospital, they will be driven to the hospital accompanied by the appropriate staff member. The camp will notify you if your child is being taken out of camp for medical reasons.

**Concussion Policy**

While we take every precaution to ensure a safe environment for our campers, concussions may occur in an active setting. Our Medical Team will contact you should your child be diagnosed with a concussion. We kindly ask that you DO NOT contact or communicate with staff or supervisors regarding your children. Please understand that staff and supervisors are not equipped to address your medical concerns, and by contacting them, you place them in a very difficult and compromising position. Please direct all questions and concerns to our Medical Team.

**General Well-Being for 2021**

Our Medical Team is fully aware of the symptoms of highly contagious viruses and infections, and will act appropriately and quickly to contain the spread of any infection should it occur within the camp setting. Campers and staff will continually be reminded about basic prevention control, such as hand hygiene, cough etiquette and self-quarantine. Please take the time to review these procedures with your children before they come to camp this summer. Everyone will be reminded to frequently use the hand sanitizers that are strategically placed around the camp.

**Health Centre Procedures: COVID-19**

CBB of Ottawa will be taking additional steps to disinfect and sanitize the health centre this year:

- The health centre will be mopped with antibacterial products every night;
- Doorknobs, handles, and other commonly touched areas will be wiped down with antibacterial products often;
- The health centre will be cleaned and sanitized after every health check or after any contact with a sick camper/staff.

### **There will be two health care locations this year:**

- The first health care location will look after all non-COVID-19 related complaints (sprains, strains, foot soaks, cuts, scrapes, bruises, etc.). This location will also be responsible for campers' daily medication administration.
- The second health care location (satellite health triage centre) will be the first stop for all possible COVID-19 symptoms (sore throat, cough, fever, runny nose etc.).

### **Medical Team**

Our Medical Team will be living at camp inside of our camp bubble. While interacting with any of our campers and staff, our Medical Team will wear appropriate PPE (ie. face masks and shields) at all times, following the protocols and procedures that hospitals and urgent care facilities are using during the pandemic. This will allow them to safely interact with any member of our camp community needing medical care.

### **Treating Injuries**

The daily adventures at camp unfortunately result in the occasional injury. Nearly all injuries are minor and do not require any additional medical treatment. To support our staff in cleaning simple scrapes and cuts, first aid kits will be stocked in every program area and cabin, just like in previous summers. CBB of Ottawa staff will be trained and encouraged to treat these minor injuries with supplies from the first aid kit, keeping campers together and engaged in program activities as often as possible. Injuries requiring attention from our Medical Team will continue to take place by our camp nurses – either on site, at our satellite health centre, or at the Health Centre.

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## **SUN SENSE & INSECT REPELLENT**

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### **Sun Sense**

The risks associated with the depletion of the ozone layer and the Earth's atmosphere and the potential hazards to those involved in outdoor activity are, unfortunately, on the rise. Staff will be reminded to check on all campers (especially Junior, A and B) to ensure that they are appropriately protected from the sun and that they remain hydrated.

The guidelines of the Ontario Camping Association Health Care Committee will be adhered to. It is our intention to educate the staff and campers as to the importance of the guidelines.

Except in extreme cases of sunburn, no single exposure causes specific skin damage. Because the cumulative effect of a lifetime of outdoor activities is the issue, the approach of moderation is at the heart of any sun protection education program.

Therefore, our camp is committed to the following practices:

- Having campers wear hats, especially at peak times during the day;
- Having campers wear sunglasses, when practical;
- Having campers wear sunscreen (preferably waterproof or at least water resistant with a Sun Protector Factor (SPF) of at least 30) and re-apply after being in water – **please send your child with the lotion variety as the spray-on varieties use alcohol as a carrying agent which tends to dry out the skin;**
- Having campers continually re-hydrate throughout the day.

**Please ensure that a sufficient amount of sunscreen is sent to camp with your child. Sunscreen loses its effect**

**after two hours – reapplication throughout the day is a necessity.**

### **Insect Repellent**

Most mosquitoes come out at dusk. Campers will be encouraged, on a daily basis, to apply insect repellent after dinner. Although sprays are easier to apply, they are also more likely to be inadvertently sprayed in the eye and can also be breathed in more easily. Therefore, we recommend lotion. Please educate your children about mosquito bites. Resisting the temptation to scratch for a couple of minutes will usually cause the itchiness of the bite to disappear.

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## **LICE CHECK**

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On the day of camper arrival, all campers will be checked for head lice/nits. This has become common practice in most schools and camps, and it helps to prevent the spread of lice. You will be notified if your child has lice/nits.

**It is helpful if parents do weekly and thorough head checks for all members of the family prior to their child leaving for camp.**

**If your child has been treated for lice recently, please let us know. We need to provide follow-up treatment in a timely fashion, if needed. We do not want to over-treat a child because we were not informed.**

**Should we determine that your child has arrived at camp with lice, a member of the professional lice removal team will be there to treat your child, and Camp B’nai Brith of Ottawa will bill you accordingly for the service.**

Please ensure that your child is aware of the following:

- DO NOT PANIC – head lice are a nuisance but not a health hazard.
- ANYONE CAN GET HEAD LICE – head lice are not a sign of poor hygiene.
- BE METICULOUS – getting rid of head lice takes time and patience. Careful removal of the nits is a crucial step in getting rid of head lice.
  - What to look for: head lice are tiny, grayish-brown, crawling insects that live and breed in human hair. They move quickly and are often difficult to see. They lay their eggs, called nits, on hair shafts. Nits appear as small, whitish-beige oval specks, often seen close to the scalp. They cannot be removed easily from the hair, such as a piece of lint or dandruff, but stick to the hair shaft and need to be slid off of each strand of hair. A nit (egg) takes 7-10 days to hatch and lice takes 7-10 days before they can reproduce and begin to lay eggs. Head lice are wingless and they, therefore, spread by direct head-to-head contact, and through sharing of personal items such as hats, helmets, kippot, combs, brushes, hair clips, scarves and bedding.

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## **CAMP CLEANLINESS**

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Cabin and general camp cleanliness is a major focus of the summer and is the responsibility of everyone living in a close-knit community. [Staff will actively assist in the unpacking and preparing of beds, personal belongings, general organizing of shelves, etc. of all Junior Camp campers.]

Prior to sending their children to camp, parents are asked to do the following:

1. Review the basic elements of cleanliness with their children (personal hygiene, as well as keeping personal belongings and personal areas clean);
2. Remind your child of the need to keep track of personal items (labels on items are recommended) and to respect the possessions of others;
3. If your child usually has a bath at home, we recommend that you introduce to them how to shower as all of our cabins have showers only;
4. Children, especially younger ones, should be supervised at home and should be taught how to wash properly (soap, water, shampoo) and how to practice proper oral hygiene (toothbrush, toothpaste, floss);
5. Remind your child that they must actively contribute to, and participate in the clean-up process;
6. Send a reasonable amount of clothing for your child. Encourage your child to actively take pride in and care for their possessions. The volume of Lost and Found items can drastically be reduced if campers look after their belongings carefully and all items are clearly labeled.

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## **BEDDING, CLOTHING & LAUNDRY**

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Sheets, pillow cases and blankets will be required to be changed at least once a week – please provide enough sets. A sleeping bag may be used as a top blanket, but is not to be used to sleep inside of on a daily basis. A laundry service is provided to every camper once per week. There is usually a one-day turnaround for completion of the laundry. **Please label everything clearly.** *Lovable Labels* can help you out: [www.cbbottawa.lovablelabels.ca](http://www.cbbottawa.lovablelabels.ca). Your child has a better chance of retrieving Lost and Found articles if they are well labeled. We suggest you include 2 laundry bags with your child's name and unit written visibly on the outside with a permanent marker.

Want to help your child be more organized at camp? Check out *Cubby Cubes!* [www.cubbycubes.com](http://www.cubbycubes.com).

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## **LOST & FOUND**

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The bulk of lost articles at camp are those that are unlabelled. Lost and Found articles are distributed daily at flagpole. It is suggested that all items are clearly labeled, including water bottles, baseball gloves and shoes. At the end of the summer, the camp donates all unclaimed articles to charity after parents have had the opportunity to see the Lost and Found items.

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## **FOOD, DRINKS & CANTEEN**

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### **Food**

Our CBB Food Services Committee is committed to ensuring that all of our campers and staff are provided with a variety of fresh, healthy, kosher, meals during their stay at camp. They have reviewed feedback from past summers and are dedicated to continuously improving the menu, the quality and the quantity of the camp food. Food service company Bonfire Phoenix Foods Inc. will provide the food this summer and promises new meal options, returning favourites and plenty of variety throughout the season.

Because your children's nutritional needs are well taken care of, **please do not send food to camp (including in care packages)**. This applies to both campers and staff. CBB of Ottawa is a PEANUT and NUT SENSITIVE camp, as well as a kosher camp. Many of the campers and staff have food allergies and restrictions; for these reasons (as well as to avoid inviting furry visitors into the living area), we kindly request that you respect our food policy and not send any with your children.

Special Dietary Needs – Extreme caution will be taken with campers who have food allergies.

Special Diets (ie. vegetarian, gluten free, etc.) will only be accepted if indicated on the health form.

### **Drinks**

The canteen will continue to sell bottled water throughout the summer. However, in an effort to reduce the amount of waste generated by the camp, we recommend that you provide your child with a reusable water bottle. **Please do not send soft drinks to camp.**

### **Canteen**

We are extremely excited to announce that, along with our standard fare of ice cream, popsicles, chips and drinks, we have some fun surprises and new offerings in store for our campers this summer in the new and improved canteen!

As in previous years, all campers will receive canteen at least twice a week. Our canteen serves a variety of drinks, ice cream, popsicles, etc. The canteen charge is already included in the campers' fees.

**Absolutely no cooking/heating appliances (hot pots, kettles, microwaves, etc.) are to be brought into camp. Campers' luggage will be checked for these items and they will be confiscated.**

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## **VALUABLES, MONEY & ELECTRONIC DEVICES**

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We strongly recommend that campers do not bring any valuables or money to camp. It is easy for these items to get lost or damaged in a camp setting, and the camp will not be held responsible for any items that are lost or damaged.

As an ever-broadening range of electronic devices have become more and more universal in our lives and the lives of our children, they have become an increasing challenge in the camp environment. A CBB of Ottawa policy has been developed to ensure the sanctity of the camp experience. As the one who has made the important

decision to send your child to camp, we do hope that you will work with us as partners to ensure that this policy is enforced.

We ask you to keep all expensive electronics at home. In addition to the possibility of the items to get lost or damaged at camp (and the camp will not be held responsible for any items that are lost or damaged), with no personal electronic devices in camp, we are better able to:

- encourage campers to spend more time outdoors involved in active play;
- promote socialization between campers;
- remove the divide between “the haves, and the have-nots” in each cabin;
- reduce the stress associated with the damage to and possible theft of electronics;
- give campers a much-needed break from the world of technology;
- ensure that our campers are only exposed to age appropriate material.

Below are some key points:

- **iPod/Digital Music Players**  
If your child must have his/her music at camp, please send an inexpensive digital music player. **Any music player with Wi-Fi capabilities will not be accepted, even if no SIM card is included in the device.**
- **Digital Cameras**  
*We encourage you to send an inexpensive digital camera or disposal cameras with your child. **Any picture taking device with Wi-Fi capabilities will not be accepted, even if no SIM card is included in the device.***
- **Personal Gaming Systems and other Videos**  
*We do not allow portable electronic games to be brought to camp.*
- **Cell/Smart Phones**  
*It is our long-standing policy that campers are **NOT PERMITTED** to have cell phones at camp. **Apple watches are prohibited as well.***
- **Laptops, Tablets and E-readers**  
Campers are not allowed to have laptops or tablets at camp. E-readers can be brought for reading material only, but are brought at one’s own risk.

All devices that are not permitted will be confiscated and returned to the camper on the last day of camp. Camp is a chance to disconnect from the electronic world.

Hot pots, fridges, DVD players, and televisions are not permitted at camp. Campers live in wooden cabins and these items are fire and safety hazards. If they are brought to camp, they will be confiscated and given back on the last day of camp. We expect full cooperation by all parents, campers and staff with regard to this matter.

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## **RAIDS, VANDALISM, DRUGS & ALCOHOL**

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### **Raids**

The objective of our camp is to ensure that all campers are being provided with a safe, fun-filled environment, free from harassment. In order to fulfill these objectives, we have a set of rules and policies that we expect every camper and staff member adhere to at all times. Some campers, for example, feel that “raids” are fun. A camper

out after curfew – when there are no longer staff members on duty – roaming in strange areas in the dark where the terrain is uneven and tree-lined, is dangerous. It also disturbs the sleep and privacy of others. **Nighttime visits or “raids” will not be tolerated.**

### **Boys’ Side – Girls’ Side**

CBB of Ottawa provides a fun-filled program each and every day, and some activities will be co-ed. Units are divided across the camp so that one side of the camp is the boys side, and the other side of the camp is the girls side. Campers found on the opposite side of camp will face a consequence. If the same campers are repeatedly found where they are not supposed to be, parents will be contacted and campers risk being dismissed from camp.

### **Vandalism**

Campers must understand that destruction of the property of others is wrong. This includes writing over the outside of buildings or in the washrooms. CBB of Ottawa will not condone the defacing of camp property or the property of others. Parents will be made aware of any wrongdoings and an offence might lead to the dismissal of the camper from camp (plus the cost for repair, cleaning or replacement of the damaged property). **As there are several new cabins and some of the cabins have been upgraded, we kindly ask that campers do not write on any of the new items, including beds, shelves and floors.**

### **Drugs & Alcohol**

CBB of Ottawa strongly enforces a zero-tolerance policy for any camper or staff found in possession of alcohol, tobacco products, weapons, and any illegal drugs (including prescription and over-the-counter medications not turned over to the infirmary upon arrival at camp). Campers or staff who violate this policy will immediately be sent home. In these above situations, the camper will be isolated from their unit until their parents pick them up. There will be no warnings, second chances, or refunds of any kind (see registration form). If necessary, depending on the circumstances, the appropriate authorities could be notified. In the case of minors, parents will be notified immediately.

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## **BULLYING & INTERNET POLICIES**

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CBB of Ottawa reserves the right to immediately send home any camper who engages in fighting, taunting, bullying or who is emotionally, verbally or physically threatening to another camper or staff member.

### **Internet Policies**

CBB of Ottawa is proactive and trains their counselors. Please make it clear to your child that we will not tolerate any association of CBB of Ottawa with any negative reference to any camper or staff or to the camp itself – on web sites, blogs, or other Internet mediums, whether as a photo or written word. We are committed to the emotional safety of our camp family. Accordingly, we believe that all campers should be respectful in all written and graphic communications on the Internet, and campers and staff must not use it to disparage, embarrass or malign the camp, its staff, or its campers. If your child feels harassed, please encourage him/her to see a staff member or a member of the senior leadership team. A camper that singles out another person or group in a negative way, either verbally or in writing (via email, instant messaging or online social networking sites) will not be allowed to attend camp. We encourage parents to monitor their children’s social networking sites and help identify and remove inappropriate pictures, language and/or any hurtful comments. Furthermore, out of respect for the privacy of all members of our camp community, campers and staff may not take videos at camp (other than our contracted photographers and videographer).

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## **TRAVEL DIRECTIONS**

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### **FROM OTTAWA:**

Cross the Champlain Bridge (at the north end of Island Park Drive) into Quebec. Pass the first set of lights and the end of the bridge and proceed straight ahead to the next set of lights. Turn left. You are now traveling westbound on Highway 148. Proceed for approximately 10 minutes into Aylmer. Passing Tim Horton's on your right, proceed until a set of traffic lights where a park is on your right and City Hall is on your left. Turn right at these lights, which places you on Eardley Road (the continuation of Highway 148). Stay on this highway for approximately 30 minutes, proceeding past Luskville and beyond the four-lane stretch. Look for a sign on the right side of the highway reading "MOUNTAINVIEW Golf and Athletic Turf Specialists". Approximately two minutes past this sign, as you come over an overpass, turn left onto a gravel side road called River Road/Chemin River. As you veer left on the gravel road, turn right at the first entrance off this road, which is the main gate of Camp B'nai Brith of Ottawa.

### **FROM TORONTO:**

1. Highway 401 to Highway 416 (to Ottawa)
2. Highway 416 North to Highway 417 East (you are now in Ottawa)
3. Highway 417 East to Carling/Kirkwood exit
4. At the end of the off-ramp, move over to the left lane. At the lights, turn left under the 417 bridge, move to the right lane and travel north. You are now on Kirkwood Avenue.
5. Proceed approximately 3 minutes to the set of traffic lights at Richmond Road (there is a large Loblaws on your left). Turn right at these lights, onto Richmond Road.
6. Continue east on Richmond Road for about 2 blocks until you come to Island Park Drive. Turn left onto Island Park Drive.
7. Continue north on Island Park Drive, which crosses over the Ottawa River via the Champlain Bridge. At the end of the bridge, there is a set of lights. Continue straight through these lights and continue about 100 metres until you come to another set of lights. Stay left, and turn left. You have now turned onto Highway 148 West (in Quebec).
8. Continue on Highway 148 for about 10 minutes into the centre of the town of Aylmer (Gatineau). On your left, you will see the City Hall with a large brass fountain in front and, on the right, a park. There is a set of lights here – turn right at these lights. You are now on Eardley Road (which is a continuation of Highway 148).
9. Travel this road for about 25 minutes. You will then see a sign on the right side of the road "MOUNTAINVIEW Golf and Athletic Turf Specialists". Once you see this sign, you are about two minutes away from the camp.
10. Continue over an overpass and, just as you come over the overpass, turn left at the first street sign on your left, which is River Road/Chemin River.
11. As you turn onto River Road, the first gate on your right is the camp gate.

### **FROM MONTREAL:**

1. Take the 417 West to Ottawa, and get off at the Island Park Drive North exit.
2. Follow Island Park Drive North, and continue as per the Toronto directions above, starting at #7.

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## **COVID-19 AFTER CAMP PROTOCOL**

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While it will be exciting to welcome campers and staff home after camp, we strongly recommend that parents and guardians limit interactions with campers/staff for 14 days. This includes anyone in risk groups and anyone over the age of 65 (sorry, grandparents!).

If your camper exhibits COVID-19 symptoms or tests positive within 14 days of returning home, please contact camp immediately so we can take appropriate measures to contact trace and inform other camp families as necessary.

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Thank you for taking the threat of COVID-19 seriously. Thank you for quarantining before camp. Thank you for sharing the new policies and procedures with your children and making sure they understand them. Thank you for reading through this handbook. We are regularly updating this document to reflect any changes made to policies and best practices to prevent the spread of COVID-19. Check back frequently for our most current plans.

**Note: This document will be updated as needed, and items outlined may change.**