



Dear Catalina Sea Camper:

The fact that you are reading this means that your summer is going to be awesome! Catalina Island is an ocean paradise and the underwater world will take your breath away. You will experience amazing programs, extraordinary staff and activities that you will never forget!

This Parent Guide contains everything you need to prepare for a fun and rewarding camp experience. Please read through the Parent Guide carefully as it is essential in your preparation for the summer.

The Parent Guide is divided into two sections. The first, Frequently Asked Questions (FAQ). The second section contains the Forms Checklist.

In the Spring, we will release the **ACTIVITY GUIDE**. This guide will describe the many activities offered at Catalina Sea Camp and walk you through how to sign up for them.

This is going to be a terrific summer. If you have any questions, please do not hesitate to call our business office at 1-800-645-1423. You can also contact us by e-mail: Summer Camp Registrar at registrar@gdi.org or Paul Kupferman, Camp Director, at paul@catalinaseacamp.org or for scuba questions, Ashley “Peach” Bueche, Dive Director, at diving@gdi.org.

Sincerely Yours,

Paul “Butterkup” Kupferman
Catalina Sea Camp
Summer Operations Director

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SECTION I

3-WEEK CATALINA SEA CAMP

FREQUENTLY ASKED QUESTIONS

A. ARRIVAL & DEPARTURE

1. HOW DO THE CAMPER'S GET TO CAMP?

Catalina Sea Camp staff will escort campers to and from Catalina Island aboard a large boat (700 passenger) leaving from the Queen Mary Terminal in Long Beach. Campers prone to seasickness should take anti-motion sickness medication. The fee for transportation to and from the island is included in the tuition. Due to the location of the dock, you may have to pay for parking. If there are changes or emergencies that will affect camper pick-up or drop-off time or location, you will be notified by email, phone blast and text.

2. WHERE AND WHEN DO I DROP MY CAMPER OFF?

SESSION 85:	SUNDAY	June 11, 2023
SESSION 86:	SUNDAY	July 2, 2023
SESSION 87:	SUNDAY	July 23, 2023

Report to the Queen Mary Terminal between 11:00 a.m. and 1:00 p.m. to check in at the Catalina Sea Camp staging area. We ask that you stay with your camper at the terminal until the boat leaves. The boat will depart at approximately 1:45 p.m. **LUNCHES ON THE DAY OF DEPARTURE ARE THE RESPONSIBILITY OF EACH FAMILY.** There is a snack bar on the boat packed with lunch items and candy; \$20.00 would be more than enough. A map has been provided for you with directions to the terminal in Long Beach. Sea Camp staff will be stationed at various locations in the parking lot to help direct you. For your safety, please heed all signs, follow directions and instructions of staff.

3. WHERE AND WHEN DO I PICK MY CAMPER UP?

SESSION 85:	FRIDAY	June 30, 2023
SESSION 86:	FRIDAY	July 21, 2023
SESSION 87:	FRIDAY	August 11, 2023

Campers should arrive from Catalina at the Queen Mary terminal at approximately 12:00 p.m. Please make arrangements to pick your child up at the terminal at the appropriate time. Please bear in mind that the boats are not always on schedule and we request your patience should they run late. Campers must be signed out by a pre-designated adult. Any camper not picked up within 1 hour of arrival in Long Beach will be charged a late fee of \$50.00 per hour. This charge must be paid upon pick-up of camper.

4. WHAT IS REQUIRED IF I WANT MY CAMPER PICKED UP AND/OR DROPPED OFF AT THE AIRPORT?

Yes. There is a \$60.00 charge each way for this service. Any special arrangements must be approved by our business office and be in writing. Additional fees may be incurred.

PLEASE MAKE E-TICKET RESERVATIONS TO PREVENT LOSS. FLIGHT ARRANGEMENTS ARE TO BE MADE FOR THE FIRST AND LAST DAY OF CAMP ONLY.

For those campers flying into the area, flight arrangements are to be made only to Los Angeles International Airport, where a Catalina Sea Camp staff member will meet them at the gate and escort them to the Long Beach Boat Terminal by bus. Please note that our staff members will wear identifiable "CATALINA SEA CAMP STAFF" clothing as well as carry personal identification with them to meet your child.

Make sure your child knows they must wait at the gate. They must not go to baggage claim. Catalina Sea Camp will also return campers to the Los Angeles International Airport for their return flights.

UNACCOMPANIED MINORS:

According to the US Department of Transportation anyone between the ages of 8 and 11 is considered an unaccompanied minor (UM) when flying without a guardian and is therefore required to follow all UM procedures outlined by the airline you have chosen. Please check with your airline to determine your campers flight status. There is a fee issued by the airlines for children traveling under the UM status (typically this fee is between \$100 to \$200 each way). If your camper is flying UM status then we require you **MUST** pay that fee for the return flight as well. That can be done when you check your child in for their flight to camp. The airlines will require a name and contact number for the individual picking your child up from LAX. Please provide them with the name Crystal Mena and the cell phone number (424) 226-2715. We will contact you closer to camp with the accurate staff name and phone number.

ARRIVAL INFORMATION:

All flight arrivals must be made to LAX Airport between **8:00 AM and 10:30 AM** on the first day of camp. Flights outside of this time frame will result in additional fees and must be approved by the director.

DEPARTURE INFORMATION:

All flight departures must be made from LAX Airport between **3:00 PM and 5:00 PM** on the last day of camp. Flights outside of this time frame will result in additional fees and must be approved by the director.

If you are unable to make reservations according to the flight time parameters above, please call the office to discuss possible alternatives with the Sea Camp Registrar.

BAGGAGE INFORMATION & FEES:

Please clearly mark with your child's name, Catalina Sea Camp, and the camp phone number (310) 510-1622. Most airlines charge baggage fees for all checked baggage. Parents are responsible for paying all costs associated with checked baggage. If your specific airline does not allow for the prepayment of baggage fees for the return flight, please provide your child with the appropriate amount of money to cover the expense. Please note your camper should bring their medication in their carry on and give it to the counselor upon arrival at the airport. When your child arrives at camp, a staff member will collect and hold their cash and valuables until they depart from camp, at which time all items will be returned to the camper.

NOTE: Campers taking International Flights will be met by a Catalina Sea Camp staff member once they leave the secure customs area.

5. CAN MY CAMPER STAY AT CAMP BETWEEN SESSIONS?

Campers attending more than one session of camp, will **NOT** be able to stay at camp from one session to the next. This means that the camper must be picked up at the end of one session and then brought back to Long Beach at the beginning of the next session.

6. HOW DO I GET TO THE QUEEN MARY TERMINAL IN LONG BEACH?

We will be using Catalina Classics at The Queen Mary terminal in Long Beach. The address is 1046 Queens Highway, Long Beach, CA 90802. Please see the attached map.

Directions to Sea Camp and Check-in

Take the 710 fwy South into Long Beach. Stay in the right lane, follow all signs to Queen Mary which will lead you to the Catalina Express terminal inside the Queen Mary gate.

Parking: First 1/2 hr free
Fees vary from \$12/hr to \$15/day

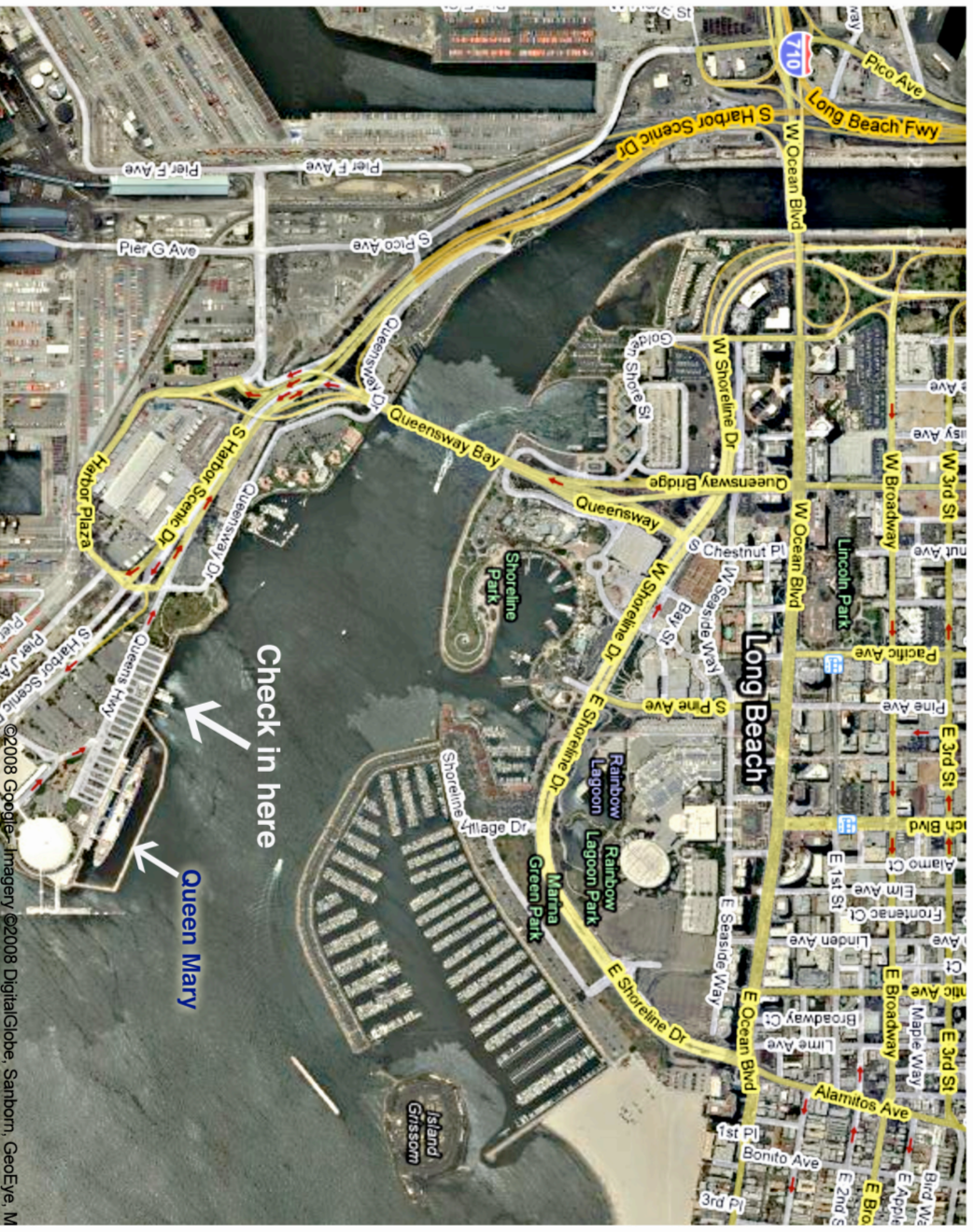
If you get lost please call Sea Camp at:
(424) 226-2715



Catalina Classic Cruises Catalina Sea Camp Check-in

Located next to the Queen Mary
at the Catalina Express Terminal

1046 Queens Hwy, Long Beach Ca 90802



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B. MEDICAL

1. DOES MY CAMPER NEED A PHYSICAL?

YES. The physicians examination form is available through the “Forms & Documents” link on your online account. Have this form completed by your physician prior to the start of camp. The physical must have taken place within one year of the start of their enrolled session.

ALL SCUBA DIVERS MUST COMPLETE ADDITIONAL PAPERWORK THAT WILL REQUIRE A DOCTOR’S SIGNATURE.

IF YOUR CAMPER HAS A HISTORY OF ASTHMA, OTHER RESPIRATORY OR CARDIOVASCULAR PROBLEMS AND THEY WANT TO PARTICIPATE IN A SCUBA DIVING COURSE, THEY MUST BE EXAMINED BY A DIVING DOCTOR. THESE DOCTORS ARE SPECIALLY TRAINED TO EVALUATE PEOPLE WITH THESE CASES.

2. DOES MY CAMPER NEED TO BE VACCINATED?

Catalina Sea Camp requires staff to be fully immunized (using state guidelines for school) before camp begins. At this time we are not requiring campers to be vaccinated for COVID-19, but strongly recommend that campers are up to date with the COVID-19 vaccine and appropriate boosters prior to the start of camp. Campers and staff with medical exemptions will be allowed at camp with documentation from their physician. Personal exceptions will not be accepted. For list of required vaccines please go to the “Forms & Documents” link on your online account.

3. HOW DO I RETURN MY CAMPERS’ REQUIRED FORMS?

Once the required forms have been completed, there are **FOUR OPTIONS** for returning these documents.

A. UPLOAD TO COMPANION APP (PREFERRED) - Please see last 2 pages of this parent guide to create your Companion account. Once you have registered please click the forms link and follow the directions.

B. UPLOAD AS A PDF (PREFERRED) - To upload these documents, log into your account and click the “Forms & Documents” link, then find the appropriate corresponding form. You will see an upload arrow on the right side of the section. Click the upload arrow and follow the instructions to correctly upload the documents.

C. FAX - There should be a small bar code located in the lower right hand corner of each page of the forms. Be sure when faxing these documents back, that the bar code is visible. Please fax those documents to (949) 627-8084.

D. SNAIL MAIL - If you are unable to fax or upload the documents you can mail the forms to our physical address:

**Attn: Summer Camp Registrar
302 N El Camino Real
San Clemente, CA 92672**

4. IF MY CAMPER TAKES PRESCRIPTION MEDICATION'S HOW IS THAT ACCOMMODATED?

All prescribed or over-the-counter medication needed by a camper will be collected at check-in by the nurse. Medication must be brought to camp in the prescribed container. Even vitamins, pain medication, and all over the counter medication must be turned into the nurse. Accurate instructions must accompany the medication. Campers will have access to their medication through the nurse's office. Campers flying in, must put medication in a carry-on bag to be turned in to the nurse upon arrival at the boat terminal.

5. IF MY CAMPER HAS SPECIAL NEEDS WILL THEY BE ACCOMMODATED?

- **DIETARY NEEDS:** If your camper requires a special diet please click the "Forms & Documents" link and list this on the health history form. If your camper has a more severe allergy, please contact the camp director at 1-800-645-1423 at least two weeks prior to the camp session.
- **PHYSICAL NEEDS:** If special accommodations are needed for your camper to fully participate in the program, please contact the camp director at least two months before camp.

6. WHAT DO I DO IF MY CAMPER IS SICK BEFORE CAMP BEGINS?

Please call the business office at 1-800-645-1423 to discuss the specifics of your child's medical condition. The health of your camper has an effect on the health of the entire camp community. If ill or injured, a doctor's release will be necessary at check in.

7. WHAT HAPPENS IF MY CAMPER GETS SICK OR INJURED AT CAMP?

The medical professional on site will make an informed decision about whether or not the parent or guardian needs to be contacted based on the severity of the illness or injury. The primary parent or guardian will be contacted by phone.

C. COMMUNICATION

1. WHERE DO I MAIL A LETTER TO MY CAMPER?

Address all mail to: Campers Name
 Team number (will be given at check in)
 c/o CIMI @ Toyon Bay
 PO Box 796
 Avalon, CA 90704

NOTE: WE ARE NOT ACCEPTING PACKAGES OF ANY KIND! THEY WILL BE SENT BACK AND YOUR CAMPERS STORE ACCOUNT WILL BE CHARGED FOR SHIPPING. IF YOUR CAMPER NEEDS AN ITEM PLEASE CALL US FOR APPROVAL.

2. CAN I CALL MY CAMPER?

Telephone calls to or from your camper are not allowed due to their busy schedules. If you have some concern about your child, our camp staff is available to help you. In case of an emergency you may contact the camp. Our camp office is open between 7:30 a.m. and 9:30 p.m. at (310) 510-1622. Calls after 9:30 p.m. may be answered by an answering machine. The camp office is closed on weekends.

3. CAN I EMAIL MY CAMPER or RECEIVE EMAILS FROM THEM?

Camper communication is now done within your camper account. Please log into your account and then click on the email link, the system will guide you through the process of purchasing "CampStamps" to send emails as often as you'd like throughout the session to your camper. **WE WILL PROVIDE YOU WITH 5 "CAMPSTAMPS" PER CAMPER, PER WEEK, PER PARENT WHICH WILL BE ADDED TO YOUR ACCOUNT RIGHT BEFORE CAMP BEGINS.** More information can be learned by reading the detailed instructions at the end of this guide.

4. CAN I SEE PICTURES OF CAMP EACH DAY ONLINE?

Pictures will be posted each night and can be viewed through the Companion App. We will do our best to make sure each camper has a picture in the gallery, but this is not guaranteed. Digital copies of camp photos are free to save to your devices.

5. CAN I VISIT MY CAMPER?

No. In order to keep our camp population as safe and healthy as possible we will not hosting a Visitor's Day for summer 2023.

D. WHAT TO BRING TO CAMP

1. HOW SHOULD MY CAMPER PACK THEIR GEAR

Please limit luggage to no more than 2 bags and a backpack. Please make sure all luggage has a visible tag with the camper's name and address written in ink. To help with the sorting of the luggage on the first day of camp please mark bags with the appropriate colored strings or ribbons:

- Campers Aged 12 or 13 as of August 31st of 2023 - Blue String - A Camper
- Campers Aged 14 or 15 as of August 31st of 2023 - Red String - B Camper
- Campers Aged 16 or 17 as of August 31st of 2023 - Green String - C Camper

2. WHAT ARE SOME PACKING TIPS

Packing for camp is the start of your child's independent camp experience. Please have your child participate in packing for camp so that they know where to find clothing and other items, Campers who don't participate in packing often don't know what they have or where to find things at camp, which makes it harder to get acclimated to camp. The quantities listed above for t-shirts, shorts, bath towels and beach towels are what we recommend however, you can modify the quantity depending on your own child and packing them for a 3-week camp stay.

3. ESSENTIAL ITEMS PACKING LIST

Clothing

- 12 pairs Underwear
- 2 sets Pajamas
- 6 pairs Shorts
- 12 T-shirts
- 3 pairs of Jeans or Sweatpants
- 3 sweatshirts
- 1 Jacket (polar fleece is best weight)

Swim Gear

- 3 Beach Towels
- 4 Swimsuits
- 1 Swim Shirt (recommended for UV protection - *optional branded purchase* - gruvywear.com - click "Camp

Footwear

- 10 pairs of socks
- 2 pairs of Athletic shoes
- 1 pair of flip Flops/Sandals or Water Shoes

Bath

- 3 Bath Towels
- Bath Puff or multiple Wash Cloths
- Toiletries & Toiletry Bag (including toothbrush & paste, soap, deodorant, lip protection w/ sunscreen, shampoo, hair grooming supplies, nail clippers, & sunblock. You do NOT need Bug Repellent as we do not have mosquitos in camp.)

Bedding

- Sleeping Bag (machine washable)
- Blanket (for extra warmth)
- Pillow
- 2 Pillow Cases
- Twin Fitted Sheet (to cover mattress)

Equipment

- Laundry Bag
- Water Bottle
- Hat or Visor
- Backpack (small daypack like used for school)
- Sunglasses
- Dive Gear (all scuba courses - mask, snorkel, fins and booties)

Optional Items

- Hand Sanitizer (We will supply, but bring if a specific brand is preferred)
- Books
- Stationary or Postcards (including stamps)
- Camera
- Beach Chair
- Flash Light
- Costume, Props, or Other Items (for dance & Carnival - announced in May)

4. SHOULD I LABEL MY CAMPERS CLOTHING AND GEAR?

YES! All of your camper's clothing and belongings must be clearly labeled with your camper's full name. Items that are not labeled are unlikely to be returned to your camper if lost in the cabin or around camp. Labeling your camper's clothes can be as simple as writing the last name on each clothing tag using a Sharpie. Alternatively, you can purchase iron-on labels online through your provider of choice. We recommend not to use stick-on labels for clothing because many of them fall off.

5. WHAT IS THE CLIMATE LIKE ON CATALINA ISLAND IN THE SUMMER?

In general our daytime temperatures range from 70-85 degrees and campers wear shorts and a t-shirt when they are no in their bathing suits. Earlier in the summer it can be in the 60's in the morning and later evening due to "June Gloom".

6. CAN MY CAMPER BRING A CELL PHONE OR OTHER ELECTRONICS TO CAMP?

Cell phones, IPODs, smart watch (Apple Watch), handheld video games and other electronic devices are **NOT ALLOWED**. They will be confiscated and put in the camp safe till the end of camp. Camp is a place to make new friends, try new things and gain independence which can be pretty tough if campers are texting friends from home or calling parents. **PLEASE** leave cell phones at home. Parents, we really need your support as it is especially difficult to reinforce policies without that support from you. Exceptions are made for campers that are flying in. Their phones will be collected upon arrival and kept safe until departure day.

7. WHAT ITEMS SHOULD MY CAMPER NOT PACK?

To ensure the safety of the campers, Catalina Sea Camp insists that the following items not be brought to camp.

MP3 Player/ipod/tablets	<u>Any Smoking Products (Vaping/e-Cig)</u>
Mobile Phones/Smart Phones	Video Games
Smart Watch (Apple Watch)	Expensive Jewelry
Spear Gun	Two-way radios (Walkie Talkies)
Tobacco	Lighters
Marijuana Products (i.e. edibles)	Alcohol
Illegal Drugs	Stereos
Televisions/portable DVD players	Computers
Surf Boards	Fireworks
Skateboards	Hair Dye
Skim Boards	Hair Clippers
Knives of any kind (including dive or filet knives)	
Inappropriate Card Games (i.e. Cards Against Humanity)	

Catalina Sea Camp does not accept any responsibility for the loss, damage, or theft of such devices. Any abuse of this policy will result in confiscation and storage until the end of the session.

8. IS THERE A DRESS CODE?

Yes. We ask that our campers dress appropriately and of course comfortably for their various activities at camp.

- We do not allow campers to wear clothing with alcohol, tobacco, drug, religious, political, sexual or obscene printing.
- Please keep the bathing suits modest – What does “modest” mean - No thongs, string or cheeky bikinis for female campers and no Speedo-style bathing suits for the male campers.
- Please send your campers with shorts of an appropriate length. The length of skirts, skorts, and shorts must extend below the camper's thumb tips when the camper's arms are extended at his/her sides.
- We do reserve the right to request campers to change clothing if deemed inappropriate.

C. YOU'RE AT CAMP

1. WHAT DOES THE OVERALL CAMP SCHEDULE LOOK LIKE?

Catalina Sea Camp 3-Week Program Schedule

Breakfast 7:30-8:00

Lunch 12:30-1:00

Dinner 6:00-6:30

	9:00-10:30	10:45-12:15	1:00 - 2:00	2:00-3:30	3:45-5:30	6:30-8:00	8:00 - 9:15	9:15-10:00
SUN		Check-in Long Beach 11:00 AM - 1:00PM	Boat Ride to Toyon		Welcome, Move In, Tour, Guideline Talk	Rec Time Until 7:30pm	7:30-9:15 OPENING CAMPFIRE	Dorm Time
MON	Camper Schedule Introduction and Add/Drop		Quad Time	Dive Deck Orientation, Yacht Club Orientation, Swim Challenge & Beach Party		Rec Time	Crew Night	Dorm Time
TUES	Activity 1 Session #1	Activity 2 Session #1	Quad Time	Activity 3 Session #1	Activity 4 Session #1	Rec Time	Crew Night	Dorm Time
WED	Activity 5 Session #1	Activity 6 Session #1	Quad Time	Activity 7 Session #1	Activity 8 Session #1	Rec Time	Ugly Counselor	Dorm Time
THURS	Activity 1 Session #2	Activity 2 Session #2	Quad Time	Activity 3 Session #2	Activity 4 Session #2	Rec Time	Crew Night	Dorm Time
FRI	Activity 5 Session #2	Activity 6 Session #2	Quad Time	Activity 7 Session #2	Activity 8 Session #2	Rec Time	Elective Night	Dorm Time
SAT	Activity 1 Session #3	Activity 2 Session #3	Quad Time	Activity 3 Session #3	Activity 4 Session #3	Rec Time	Dance 7:30-10:30	
SUN	All Camp Olympics		Quad Time	A/B Beach Party C Backside Trip		Rec Time	CIMIplex B Blackjack Campout	Dorm Time
MON	Toyon Adventure Day		Quad Time	A/B Tubing Beach Party C's Return from Backside		Rec Time	A/B Elective Night C Movie Night	Dorm Time
TUES	Activity 1 Session #4	Activity 2 Session #4	Quad Time	Activity 3 Session #4	Activity 4 Session #4	Rec Time	Guest Speaker	Dorm Time
WED	Activity 5 Session #3	Activity 6 Session #3	Quad Time	Activity 7 Session #3	Activity 8 Session #3	Rec Time	CIMIWood A Blackjack Campout	Dorm Time
THURS	Chill Day					Rec Time	CIMI TV	Dorm Time
FRI	Activity 5 Session #4	Activity 6 Session #4	Quad Time	Activity 7 Session #4	Activity 8 Session #4	Rec Time	Elective Night	Dorm Time
SAT	Activity 1 Session #5	Activity 2 Session #5	Quad Time	Activity 3 Session #5	Activity 4 Session #5	Rec Time	Carnival 7:30-10:30	
SUN	Visitor's Day					Rec Time	CIMIplex	Dorm Time
MON	Activity 5 Session #5	Activity 6 Session #5	Quad Time	Activity 7 Session #5	Activity 8 Session #5	Rec Time	CREW NIGHT	Dorm Time
TUES	Activity 1 Session #6	Activity 2 Session #6	Quad Time	Activity 3 Session #6	Activity 4 Session #6	Rec Time	Elective Night	Dorm Time
WED	Activity 5 Session #6	Activity 6 Session #6	Quad Time	Activity 7 Session #6	Activity 8 Session #6	Rec Time	Talent/No Talent	
THURS	Packing - Newly Certified Divers Diving		Quad Time	Packing & Beach Party until 4:00		Group Presentations	Photo Contests, Awards, Slide Show & Final Campfire	
FRI	Pack & Clean	Boat to Long Beach 10:00-12:00						

2. WHAT IS THE SEA CAMP BEHAVIOR POLICY?

Camp participants are expected to exhibit appropriate behavior at all times while at camp. In order to provide all campers and staff with a camp experience that is safe and enjoyable, the following guidelines have been developed. We require that all words and actions be **TRUE, KIND, AND NECESSARY**. Camp staff will reinforce appropriate behavior through positive reinforcement, firm statements and redirection of activity. All campers must understand and follow the guidelines set forth. Please review these guidelines with your child.

- Talk in a pleasant manner. Foul language, putdowns and bullying will not be accepted.
- Be safe! Always obey camp guidelines and staff.
- Treat all equipment and supplies with proper care and respect.
- Show respect to all staff and fellow campers.
- Aggressive behavior that is threatening to a child, staff or others will not be permitted at camp.
- Have a positive attitude and have fun!

Listed below are the discipline procedures for campers who are exhibiting unacceptable behavior. Depending on the severity of the behavior, we may find it necessary to skip a particular step. (I.e. aggressive behavior will not be tolerated.)

Step 1: Verbal warning from counselor or instructor.

Step 2: Meeting with Director or Head Counselor where a “Behavior Contract” is created by camper and administrator. Parents will be notified of their child’s “Behavior Contract” and concerning behavior.

Step 3: If camper continues to not follow camp guidelines or the “Behavior Contract” that camper will be removed from camp and escorted to Long Beach by a camp staff member. The parent or guardian will be required to pick up their child at the Long Beach terminal. If camper is from out of state, other arrangements will be created. No refunds will be given.

The summer camp director will review these guidelines with every camper at the beginning of each session.

3. HOW DO I SIGN UP FOR ACTIVITIES?

In the Spring, we will release the **ACTIVITY GUIDE**. This guide will describe the many activities offered at Catalina Sea Camp and walk you through how to sign up for them. Please know that this is **NOT** a first come first serve process, so take your time in selecting your desired activities.

4. HOW DOES THE CAMP STORE WORK?

Once you have registered your camper, you have the option to fund the camp store account at any time prior to your camper's arrival at camp. We generally recommend an average of \$50.00 per week. To fund the camp store account, please log on to your camper's account and click the link named "View Camp Store Account". Please note, at the time you fund the camp store account, your credit card will be charged for the selected amount. **At the end of the summer any remaining balance \$10.00 and below will NOT be refunded to your credit card and will be added to our camp financial aid fund. Any remaining balance over \$10.00 will be refunded to your credit card on file. If you would like to change your selection that was made upon registration, please contact the Sea Camp Registrar at 1-800-645-1423.**

Items available in the camp store include:

Soap/shampoo

Post cards/stamps

Toothbrushes

Sunglasses

Snacks

Sweatshirts

Batteries

Mementos

T-shirts

Hats

5. WILL MY CAMPER'S LAUNDRY BE DONE?

Camper laundry will be done by a professional laundry service twice during the session. There is a laundry facility in camp for emergency use. **NOTE: Catalina Sea Camp is not responsible for articles of clothing or personal belongings which are lost or damaged by misuse, laundry, shipping or theft.**

SECTION II FORMS

3-WEEK CATALINA SEA CAMP

A. CHECKLIST

**ALL REQUIRED CHECKLISTS ITEMS BELOW MUST
BE COMPLETED BY APRIL 1, 2023
ALL FORMS CAN BE FOUND ON YOUR
CAMPERS' ACCOUNT ONLINE.**

1. **CAMP TUITION & FEES**
2. **HEALTH HISTORY**
3. **PHYSICIANS EXAMINATION**
4. **PARENT AUTHORIZATION**
5. **CAMPER EXPERIENCE**
6. **CAMPER CODE OF CONDUCT**
7. **ACTIVITY PREFERENCES**
8. **TRANSPORTATION**
9. **CAMP STORE ACCOUNT**
10. **SCUBA PAPERWORK - REQUIRED FOR SCUBA DIVERS**
 - CAMPER INFORMATION & DIVE HISTORY**
 - MEDICAL HISTORY & CLEARANCE**
 - INSURANCE**
 - RELEASE OF LIABILITY**
 - SAFE DIVING PRACTICES**
 - NAUI WAIVER**

B. CAMP TUITION AND FEES

Camp fees are due by MAY 1, 2023

2023 Tuition	\$6,050.00
Less Paid Non-Refundable Deposit	\$ 300.00
Total Tuition Due	\$5,750.00

Please Note: No postdated checks. Please make checks payable to “GUIDED DISCOVERIES”. Checks may not be processed immediately. When your credit card is charged, “GUIDED DISCOVERIES” will show on your statement.

C. TRANSPORTATION

Please login to your camper account and complete the transportation form with what arrangements have been made to drop off and/or pick up your camper for camp. If your camper is going to be picked up in a vehicle by someone other than the primary guardians listed in your camper account, then the Name and Contact number **MUST** be provided for the individual who will be the pick up person. If you plan to make flight travel arrangements for your camper then please refer to “WHAT IS REQUIRED IF I WANT MY CAMPER PICKED UP AND/OR DROPPED OFF AT THE AIRPORT?” section for the required information that **MUST** be provided.

D. HOUSING POLICIES

Catalina Sea Camp believes that meeting new people is an essential part of the camp experience. We encourage you and your camper to think of camp as an opportunity to meet as many new friends as possible. Summer camp is a great way to develop life skills, especially friend-making skills.

- Roommate requests are not guaranteed. We will do our best to accommodate reasonable requests.
- Roommates must be the same gender and in the same age group.
- Age Groups:
 - “A” campers 12-13 years old
 - “B” campers 14-15 years old
 - “C” campers 16-17 years old
- Roommates are grouped by AGE, NOT GRADE in school. This applies to all campers, including those who have skipped grades. The age cutoff date is August 31st. This means that whatever age a camper is on August 31st is what age we consider them at camp.
- Campers will **NOT** be moved up to the next age group. Campers may move to a younger group, if appropriate and space allows.

A SPECIAL NOTE REGARDING PERSONAL INFORMATION ABOUT YOUR CHILD

We hope you noticed the Camper Experience report included in the online registration materials. We would like to take a moment to discuss this particular report.

Some parents are ambivalent about providing camps with information about personal aspects of their child's behavior or past experiences. Some parents fear that the information may be misused, while others are concerned about their child being "labeled," singled out or treated differently. All parents want to see their child have a good start at camp, unencumbered by past problems.

As seasoned camp directors who are ourselves parents we appreciate these concerns. We also know how invaluable such information can be in assisting us to help your child make as smooth and happy adjustment to camp as possible, something we know all parents want! Very often having prior knowledge about a learning difficulty, a recent loss in or out of the family, a major change in the family or in the child's life can be the crucial factor in helping us be sensitive to your camper's need for patience, understanding, and reassurance. Since children often automatically use their behavior rather than their words to tell us what's bothering them, having advanced knowledge of areas that might be difficult for your child really helps us understand the message in his/her actions so we can assure him/her of a better summer.

Our commitment is never to misuse such information or to release it to unauthorized persons. It will never be used at camp unless necessary, and then only with the greatest discretion. We will certainly let you know if your child is having difficulty. If you have any special concerns about this information or about your child, please feel free to call us. Or, if something comes up before camp begins, please send us a note or call us. As a team we can better assure your child of a successful time at camp!

How To Email Your Camper Using **CampMinder**

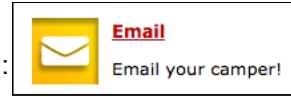
You can now email your camper from the same account you created to sign up for camp. **All outgoing and incoming messages cost one CampStamp each. Each family automatically receives 5 CampStamps per parent/per camper/per week.** Simply follow these instructions to set up your email messaging system. You will also have the option to add guests to your account so friends and family can email your camper too.

If you ever encounter problems with the email system or any other part of your online account, contact CampMinder directly by calling 303.444.2267 extension 3 or click on HELP and submit an electronic Help Ticket.

STEP 1 - LOG IN to your online account. After logging in you will see your dashboard (below).

The dashboard includes sections for: Forms & Documents, Your Camper (Camper Application, Camper Information), Your Family (Update Addresses/Phone Numbers, Financial Management, View Camp Store Account), Your Account (Login Details), and Online Community (Email, Guest Accounts, Credit Card for CampStamps).

STEP 2 - Under the Online Community section click on:



STEP 3 - PRE-PRINT STATIONARY BEFORE CAMP (optional) - from the email screen (right) you have the option of pre-printing letters that your camper can take to camp and can be emailed back to you. If you want to pre-print stationary click on:



STEP 4 - CHOOSE YOUR RECIPIENT - if you have more than one camper at camp you can choose a specific camper or send the same message to multiple campers.

The email screen shows: Recipient selection (Camper A, Camper B), a message box with a 'How much space do I have left?' indicator, and a 'Send Email' button. It also includes a 'Print Now' button for eLetters and a 'Send a Smile!' button.

STEP 5 - WRITE YOUR MESSAGE - to send an email simply write your message in the message box. It will calculate how much space you have remaining to fit onto a single page.

STEP 6 - CHOOSE THE SENDER - if you've added guests to the account they can choose their name from the list.

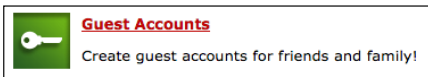
STEP 7 - INCLUDE A HANDWRITTEN RESPONSE? - if you want your camper to write you a response to this message check the box.

STEP 8 - ATTACH A PHOTO (optional) - you can attach a photo to your email as well for an additional CampStamp.

STEP 9 - SEND YOUR MESSAGE!

How To Add Guests To Your Account

STEP 1 - LOG IN to your account and click on:



STEP 2 - ADD GUESTS - add your guests names and email address

STEP 3 - SET PERMISSIONS - choose which camper your guests can email.

The form includes fields for: Your guest's first name (Required), Your guest's last name (Required), Your guest's email (Required), and Your guest may email (Camper A, Camper B). It also has an optional note field and a 'Create Guest Account' button.

How To Retrieve Camper eLetters Using CampMinder

Once you've sent an email to your camper, you can see if they have written you back by logging into your account. Remember **all outgoing and incoming messages cost one CampStamp each. Each family automatically receives 5 CampStamps per parent/per camper/per week to use.** We recommend not purchasing more until you've used up your free CampStamps. To purchase more Camp Stamps simply click on Credit Card For CampStamps on your account's dashboard. You must enter a new credit card number to purchase more CampStamps.

STEP 1 - LOG IN to your account . After logging in you will see your dashboard (below).

The dashboard is organized into several sections:

- Online Community**
 - Email**: Email your camper!
 - Guest Accounts**: Create guest accounts for friends and family!
 - Credit Card for CampStamps**: Update your credit card information used for purchasing CampStamps.
- Forms Dashboard**
 - Forms & Documents**: Complete forms online and print important documents.
- Your Camper**
 - Camper Application**: Fill out our online camper application.
 - Camper Information**: Review and update the information we have on file for your children.

STEP 2 -Under the **Online Community** section click on:

The button features a yellow envelope icon and the text "Email" in red, with "Email your camper!" below it.

STEP 3 - Once you click on Email you will see the following screen. To see your messages, simply click on eLetter Inbox:

The page has a header with "Email" and navigation links: "My Account | Help | Log Out". Below the header, the word "Email" is prominently displayed. At the bottom, there are links for "CampStamps", "Previous Emails", "eLetter Inbox", and "About Email".

STEP 5 - Your inbox will look like the following screen to the right. You can choose if you'd like your camper eLetters to be forwarded to your personal email address, check this box.

STEP 6 - If you have an eLetter they will appear here. Simply click on the message to view it's contents.

The page title is "EMAIL - eLETTER INBOX". It includes a dropdown menu for the year "2017" and a message: "You have not yet received any eLetters for the selected season." There is a "Go Back" button and a "CampMinder Privacy Policy" link at the bottom right.

SPECIAL NOTICE!

You **WILL NOT** be charged a camp stamp if you don't access your eLetters through your CampMinder account while your camper is at camp.

YOU WILL be charged a camp stamp if you choose to have your eLetters forwarded to your email.