

Broadmoor Nature Camp Family Handbook 2024



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Welcome to Broadmoor Nature Camp!

We're excited to invite your child to discover this beautiful, biodiverse land that offers nearly limitless opportunities for learning. At camp, kids do what comes naturally: explore, have fun, and make friends! Campers experience nature and create lifelong memories through guided outdoor explorations, games, hands-on activities, and crafts. They learn about their place in nature, as well as the importance of preserving it as they interact with fun, knowledgeable camp educators and staff.

At Broadmoor Nature Camp, we strive to create a safe, caring, and inclusive camp atmosphere where each person is respected and supported in their learning and growth. We believe that diversity—both in nature and in our human communities—is essential to strength, resilience, and innovation, and we are committed to recognizing the unique contributions of each community member.

We acknowledge that Broadmoor Wildlife Sanctuary is located on the traditional, contemporary, unceded territories of the Massachusetts, Nipmuc and Wampanoag Nations. We are grateful to these nations past, present, and future for their leadership and care for the land. We seek to continue this legacy of care and stewardship.

Information in this handbook includes important health and safety information, packing lists, policies, and much more essential information. After reading through the handbook, please complete the [Behavior Agreement Form](#) – it is required for your child to attend. **Please be sure to complete your camper's medical and financial forms on CampDoc as soon as possible.**

If you have any questions or concerns regarding your child at camp this summer (allergies, special needs, physical limitations), please do not hesitate to contact us via email at broadmoorcamp@massaudubon.org. We look forward to seeing you and your child this summer for a season of discovery, exploration and fun!

Warm regards,

Meghan Haslam & Milo Briskin
Broadmoor Nature Camp Director Team

Anna Courtemanche
Camp Site Coordinator

Scott McCue
MetroWest Hub Director

Quick Reference

Contact Information

Email: broadmoorcamp@massaudubon.org

Phone: 508-655-2296 (main line) / 508-315-6721 (camp line)

Address: 280 Eliot St, Natick, MA 01760

Payments & Forms Deadline: **May 15**

Contact the camp office *before* May 15 if you are unable to meet this deadline. **We offer payment plans and financial aid.** Late forms and payment can result in your camper being withdrawn from their camp session.

Open Houses: Pre-camp: **June 20, 4:30-6:00 pm** Mid-summer: **July 25, 4:30-6:00 pm**

Camp Hours Regular day camp hours are 9:00 am – 3:00 pm

After Camp: 3:00-5:00 pm

Explorers and Biologists 2-week group overnight: see page 7 for information on overnight programs

Introduction and Expectations

We strive to offer high quality learning experiences to all our campers; experiences they will enjoy and remember for a very long time.

Broadmoor Nature Camp pledges to provide:

- A safe and healthy environment for your child
- A high quality (and fun!) educational program
- Staff committed to providing a positive camp experience for every camper
- A community spirit which helps every child feel cared about and included

In return, we expect parent/guardians and campers to:

- Cooperate with our stated and written policies
- Prepare your child for the camp day (appropriate clothing, snack/lunch, water bottle)
- Care for the health of the camp community (such as keeping an unwell or over-tired child at home)
- Collaborate with camp staff to address behavior concerns and treat everyone with respect

Our Commitment to Diversity & Inclusion

At Mass Audubon Camps, we strive to create a safe, inclusive and caring camp environment where each person is respected and supported in their learning and growth. We believe that diversity—both in nature and in our human communities—is essential to strength, resilience and innovation, and we are committed to recognizing the unique contributions of each community member.

Staff are trained on a range of diversity and inclusion topics. We provide the opportunity for campers and staff to introduce themselves using their names, pronouns, something special about themselves, among other identity-affirming activities. We expect all campers and staff to respect every person's identities and backgrounds, and staff will support campers in learning to celebrate each person and their unique story.

Behavior at Camp

Broadmoor Nature Camp works to be a safe and inclusive community for all. Everyone must follow our [Participant Code of Conduct](#) which will be shared with campers on the first day. The main agreements are:

1. **Respect Yourself**
2. **Respect Nature.**
3. **Respect Others.**

Please review the entire Behavior Policy starting on page 9 for details. Camp staff use proactive behavior guidance and if a camper is struggling these rules, staff will work with the camper by taking steps described in the Behavior Policy. In the case that a camper is continually unable to follow rules or is a danger to themselves or to others, the camper may be removed from the camp program without a refund of fees. **All campers must complete the [Behavior Agreement Form](#)** with their adult.

If you have questions or concerns about your child's ability to participate in the camp program, please reach out to Camp Director Meghan Haslam: broadmoorcamp@massaudubon.org or 508-315-6721.

Program Goals

While all counselors and staff are working to make sure every camper has a unique and fun outdoor camp experience, each individual camp group does have specific curriculum goals to achieve, which guides their program and activities. For detailed information on the different goals of each camp group, please visit our website and see the [Programs >](#)

Camp Staff

Broadmoor Nature Camp's qualified, caring camp educators are enthusiastic about sharing the wonder of nature with children through activities, games, and crafts. Learn more about the team here: [Camp staff >](#)

All staff have a Massachusetts criminal and sexual background check, and undergo a national background check. All staff are certified in CPR and First Aid. Campers are never alone with staff; we maintain a “rule of three” at all times during camp meaning at least three people are together when going anywhere at camp.

Important Camp Policies

Refunds & Cancellations

A full refund, minus the nonrefundable deposit, is provided to camp families who cancel in writing on or before May 15. After May 15, no refund is available. Deposits are not transferable, and refunds are not given for participant dismissal, failure to attend, absence, or sick days. If we must cancel a session, you will receive a full refund.

Sliding Scale Pricing & Scholarships

Under the sliding scale model, every family will register for camp at a tuition rate based on their annual gross income. At registration, you have the opportunity to select the pricing that best fits your family’s gross income bracket. You will be asked to upload income verification documentation at a later time if you selected Tiers 1–4. Registrants at Tier 5 are not required to provide income verification. A deposit is due at the time of registration; the final balance and all paperwork are due by May 15. Payment plans can be arranged with the [camp director](#) for further information. If cost is still a barrier, financial assistance in the form of scholarships may be available. Apply here for a camp [scholarship >](#)

Medical Information

If your child has any serious medical needs such as severe asthma, cardiac conditions, etc. please contact us at broadmoorcamp@massaudubon.org to discuss your child’s health and wellbeing while at camp. See more details on page 12 under Camp Health Information.

Under Massachusetts state law, all campers must have a health form on file before attending camp. This includes a physical examination and immunization record signed by their physician within the 18 months before camp begins. Authorization is required for the administration of prescription and over-the-counter medications. **Health forms will be sent to you upon registration from “CampDoc,”** a secure online health records system. Please contact our team if you have any questions at broadmoorcamp@massaudubon.org.

Policies

You may request to see copies of our policies regarding staff hiring, background checks, health care, child care, discipline and filing a grievance at any time. If you have any suggestions, questions or concerns, please contact the Camp Director at broadmoorcamp@massaudubon.org.

Buddy Requests

One buddy request per camper will be honored as possible. Both campers must be the same age and must request each other. All buddy requests must be made in writing **at least one week prior** to the first day of camp. Make requests to broadmoorcamp@massaudubon.org. We cannot take first day of camp buddy requests.

Dogs & Pets

We love animals; however, *domestic animals are not allowed at Mass Audubon sites*. **Please leave your pets at home or in the car** at all times, and please do not walk your pets in the parking areas. Please let us know if you plan to bring a service animal when you drop off/ pick up your camper so we can alert staff.

Packing List for Camp

Please check each morning to make sure your child has everything on the list. Please put your child's name on everything they bring to camp! We want to return lost items to you. Every morning, **please apply sunscreen and bug spray before arriving at camp**, and show your camper how to apply it on their own. All campers will **reapply at lunch**, and staff will assist younger campers as needed with your permission.

Bring every day

- **Shoes:** Closed shoes like hiking boots or sneakers (no holes in shoes allowed, no sandals, Crocs or Keens). Campers will be in forests, on trails, and in fields, so closed shoes are important!
- **Water Bottle** (*labeled with child's name*)
- **Snacks (2-3)**
- **Lunch** *We do not refrigerate lunches.*
- **Backpack** (*labeled with child's name*)
- **Hat** (*labeled with child's name*)
- **Sunscreen** (*no aerosol sprays please*)
- **Insect repellent** (*no aerosol sprays please*)
- **Raincoat** (*labeled with child's name*)
- **Sweater or sweatshirt** (*for cool days*)
- Clothes that are comfortable and can get dirty and muddy!
- **Sunglasses, Face Mask** (*optional*)

What to store at camp

Each camper will have storage space at camp for their personal items which they can bring in an extra bag. The following items can stay in the camper's cubby throughout the session:

- Extra set of clothes, shoes, and socks
- Bathing suit, towel and water shoes for water activities on hot days

What NOT to bring

- Electronic devices, cell phones/iPhones, walkie-talkies, iPads etc.
- Collectable cards
- Personal sports equipment
- Matches, firearms/ammunition
- Knives or weapons of any kind (including toy weapons)
- Tobacco products, alcohol, illegal drugs
- Pets or any animals
- **Cell phones are not permitted.** If your child has a cell phone, it must stay OFF in their backpack all day. They may not carry the phone with them or use the phone during the day. *We reserve the right to temporarily confiscate cell phones to be returned at the end of the camp day.*

Mass Audubon is not responsible for lost, stolen or damaged items brought from home

Food at Broadmoor Nature Camp

Lunches & Snacks

Please **pack food in reusable containers** as much as possible and **bring a reusable water bottle**.

- We **DO NOT** refrigerate lunches, follow the guidelines below for safe lunches.
- **Make sure the food you pack is filling and something your camper will eat!** Camp days are extremely active and campers will be very hungry. Extra snacks are very helpful. Please plan to pack a snack for Before Camp if your child is attending.
- **Try to keep your child's lunch as nut free as possible.** Broadmoor does have strict allergy procedures for meal times at camp, however, with the increasing number of peanut and tree-nut allergies, the fewer nuts we have at camp the better. You will be notified if there is a life-threatening allergy in your camper's group, then we will ask for no allergen products at all.

Quick Tips to Packing a Safe Camp Lunch

Be sure to keep hot foods safe by using an insulated bottle. You can keep other foods safe by using an insulated lunch container and/or an ice pack or frozen drink. For more information on keeping food safe please visit: www.foodsafety.gov or this Food Network [article >](#)

Did you forget a lunch?

We know it happens on occasion! Broadmoor Nature Camp will provide a lunch for any camper who does not have a lunch; typically campers can expect a lunch of a piece of fruit, string cheese, a sun-butter & jelly sandwich, and a granola bar. We do offer gluten and nut-free alternatives. We will provide a light snack for Before Campers as well if one is forgotten.

Birthdays at Camp

Please do not plan to send in food treats. We encourage celebrating your child's birthday in a unique way, such as having your camper teach the group a game or song, dress in a fun outfit, or share a special story.

Food Allergies

Please let us know on your CampDoc form if your child has any food allergies. Overnights at camp include cooking and eating. If your child has a food allergy, please [contact us](#) to discuss your child's needs. Campers are not allowed to share lunches or snacks. Broadmoor is NOT a nut or allergen-free site.

Drop-off and Pick-Up

Camper safety is our FIRST concern. **Please always:**

- Drive slowly in parking lots, the **speed limit is 5 mph**.
- Follow the signs to your camper's drop-off/pick-up site.
- **Park your vehicle** and walk your camper to their group (or walk/ bike up to their group). **You may NOT stop your car and let your child in /out.** Campers must be signed in and out each day.

How to Pick Up Your Camper

Please always:

- **Bring your Photo Identification.** If you forget your ID, please speak with the Site Coordinator. This protocol is in place to ensure the safety of your child and all campers.
- **Camper will only be released** to a person listed on the pickup form. To add someone to your child's pick-up list, send an email to [the camp office](#).

Drop-Off Times: Last Names A-L: 9:00 am Last Names M-Z: 9:10 am*

***CITs: 8:50 am:** All CITs should go to their Camper Group drop-off spot and will check in with the CIT Coordinator.

Pick-Up Times: Last Names A-L: 3:00 pm Last Names M-Z: 3:10 pm*

Exception: see information on page 7 regarding Overnight Programs for Explorers and Biologists

Medication Check-in

All campers whose medical forms indicate they will be bringing medications to camp will receive an e-mail with the following details:

- You must check in your camper's medication with the Site Coordinator or Program Coordinator BEFORE dropping off your camper.
- You will be redirected to med check in if you try to drop your camper off without visiting the Site Coordinator.

Late Drop-off or Early Pick-up

- If a child is late, go to the camp office in the Nature Center to check in your child. It may take some time for camp staff to come get your child to take them to their group.
- If you need to pick your child up early from camp, please notify the camp office ahead of time. You may do early pick up **only at 12 pm**. Early pick-up for all groups is at the Camp office.

Late Pick-up

Please note that camp ends at 3 pm. We cannot arrange to watch your child beyond the program hours

Severe Weather Drop-off / Pick-up

In the event of thunderstorms or heavy rain, drop-off or pick-up will move inside the Nature Center building. Staff will go out to the parking lot and direct campers to their pick-up vehicles as soon as it is safe to do so as per our emergency protocols. Please do not come into the building.

Overnight Programs

Please note that overnight programs ONLY occur for the 2-week sessions of these programs.

Explorers & Biologists

The overnight program runs from 9 am drop off on the second Thursday of the session (July 18 or August 1) until **9:30 am pick-up on Friday**, no exceptions. Campers will be picked up at 9:30 am on Friday, and will NOT attend camp at regular hours on Friday (July 19, August 2).

Details and Packing List

We will provide a letter with planned activities, necessary supplies and a packing list during the first week of the session.

Meals and Housing

Campers should bring a packed lunch and morning and afternoon snack for Thursday as usual. Camp will provide food items for campers to cook over a fire if they would like for dinner and breakfast, or campers may bring their own packed dinner and breakfast. Packed meals will not be refrigerated. Camp will provide tents and tent groups will be assigned earlier in the week of the overnight. Groups are assigned based on campers' requests, 1:1 conversations with campers, and counselor and admin staff discretion.

Outdoor Safety

Hot Days

On hot days, campers **may** visit a sprinkler or play water games. Campers are given the option to change into a bathing suit, but also may get their clothes wet to help keep them cool.

- We try to keep children out of direct sunlight on hot days by doing more activities inside classrooms and in the shade. Sunscreen will be reapplied at lunch and after water play.
- Campers are encouraged to wear a hat (to keep them cooler, and protect their skin and eyes).
- **Drinking water is important; please remember to send a water bottle every day!**

Cool Days

Please send your camper with warm clothes and a raincoat for cool, rainy days.

- During thunderstorms, all campers move to safe and secure indoor locations.
- If it is raining heavily or thundering at pick-up, please follow **Severe Weather Pick Up** instructions.

Bugs & Ticks

In New England, bugs and ticks are everywhere, even in your backyard.

- Please **apply insect repellent to your child, prior to arriving at camp**, and pack insect repellent in their backpack. Campers will reapply after lunch, and are encouraged to check for ticks after meadow time.
- Long pants, long-sleeved lightweight shirts, and socks can help prevent bug bites and sunburn.
- **Every night, please take a few moments to check your child for ticks.** An excellent time is at bath time or just before bed. Check behind the knees, underwear lines, underarms, and the back of the neck (near hairline). **A thorough daily check at home is the best way to combat ticks.**
- If you would like more information about ticks and tick-borne illness, please visit the Department of Public Health website: <https://www.mass.gov/tick-borne-diseases>.

Air Quality

Use this website to understand your local Air Quality Index forecast: <https://www.airnow.gov/>

Camp may be delayed or cancelled if air quality is in the 200+ range based on the chart below.

Air Quality Index	Who Needs to be Concerned?	What Should I Do?
Good (0-50)		It's a great day to be active outside.
Moderate (51-100)	Some people who may be unusually sensitive to particle pollution.	<p>Unusually sensitive people: Consider making outdoor activities shorter and less intense. Watch for symptoms such as coughing or shortness of breath. These are signs to take it easier.</p> <p>Everyone else: It's a good day to be active outside.</p>
Unhealthy for Sensitive Groups (101-150)	Sensitive groups include people with heart or lung disease, older adults, children and teenagers, pregnant people, minority populations, and outdoor workers.	<p>Sensitive groups: Make outdoor activities shorter and less intense. It's OK to be active outdoors, but take more breaks. Watch for symptoms such as coughing or shortness of breath.</p> <p>People with asthma: Follow your asthma action plan and keep quick relief medicine handy.</p> <p>People with heart disease: Symptoms such as palpitations, shortness of breath, or unusual fatigue may indicate a serious problem. If you have any of these, contact your health care provider.</p>
Unhealthy (151-200)	Everyone	<p>Sensitive groups: Avoid long or intense outdoor activities. Consider rescheduling or moving activities indoors.*</p> <p>Everyone else: Reduce long or intense activities. Take more breaks during outdoor activities.</p>
Very Unhealthy (201-300)	Everyone	<p>Sensitive groups: Avoid all physical activity outdoors. Reschedule to a time when air quality is better or move activities indoors.*</p> <p>Everyone else: Avoid long or intense activities. Consider rescheduling or moving activities indoors.*</p>
Hazardous (301-500)	Everyone	<p>Everyone: Avoid all physical activity outdoors.</p> <p>Sensitive groups: Remain indoors and keep activity levels low. Follow tips for keeping particle levels low indoors.*</p>

Behavior Guidance Policy

Our staff is trained to create a safe environment for all children by establishing expectations, fostering positive mentor and peer relationships, and offering guidance throughout each day. Mass Audubon sanctuaries are open to the public and groups may spend time in areas that have moving vehicles, outside school groups, and wild animals. In order for all children to gain the most from their experience in our programs, children are expected to follow Mass Audubon's Participant Code of Conduct with minimal one-on-one support.

Participant Code of Conduct

1. **Respect Yourself.** Examples include:
 1. Drink water, eat food, and go to the bathroom when you need to.
 2. Apply sunscreen and bug spray.
 3. Stay with your group and on the path.
 4. If you feel uncomfortable or unsafe, talk with an adult.
 5. It's okay to make mistakes. Keep trying and ask for help.

2. **Respect Nature.** Examples include:
 1. Carry in / carry out – take trash and recycling with you or put in an appropriate bin
 2. Leave animals, plants, and other parts of nature where you found them
 3. Observe wild animals from a distance – use your eyes not your hands

3. **Respect Others.** Examples include:
 1. Listen and follow through with instructions given by Mass Audubon Instructors
 2. Stay with your group at all times
 3. Listen to all ideas and be inclusive – allow others to join/play with you
 4. Treat others the way they want to be treated and celebrate each other's individuality
 5. Use caring and kind language
 6. Keep hands, feet, and objects to yourself
 7. Respect other people's physical space and objects.

Proactive Behavior Guidance Strategies

In order to proactively manage behaviors within each group, counselors are trained to:

- Provide daily schedules through group check ins and visual tools
- Clearly state behavior expectations through group agreements and visual tools
- Provide ample warning to campers prior to transitions, and
- Reinforce positive behavior through praise

As mandated by the state, corporal punishment may not be used; no child should be subjected to cruel or severe punishment, humiliation or verbal abuse; no child should be denied food as punishment; and no child may be punished for soiling, wetting, or not using the toilet.

When children forget to follow certain rules in the excitement of camp or they struggle with the behavior expectations set for them, camp has steps that all staff will follow. One or more of the steps below may be used depending on the situation, and staff may try a step multiple times.

Behavior Response Policy

	Leader Response	Consequences for Camper
1st step	Reminders of the Rule.*	Reminders of the rule, discussion of why behavior was inappropriate, and possible options.
2nd step	Reminders of the Rule plus short break. Take notes on a behavior incident report. Camp Director or designee may have a brief check-in with family at pick-up or drop-off.	Break no longer than 15 minutes.

3rd step	Discussion with the camper about the rules of camp. Update the Camp Director or Assistant Director on the steps taken so far. Supervise camper during longer break. Add to incident report. Camp Director or designee updates family.	Camper will take a longer break which may include an entire activity (recess, choice time, camp activity time)
4th step	Camper will be brought to the Camp Director or Assistant Director for a discussion. The Camp Director or Assistant Director will speak with the family about behavior contract.	The camper will be asked to reflect on the discussion and begin a behavior contract.
5th step	The Camp Director and other Leadership staff (Regional Director, Camp Programs Manager, Education Manager) will discuss possible dismissal of participant from the camp and speak with family.	The family is called. Behavior contract reviewed. Possible dismissal.

*If a camper intentionally hurts another person or runs away from the group or staff member, they will immediately be brought to the Camp Director and/or Behavior Specialist.

If, after steps 1 through 4, there is no mutually agreeable resolution of the issues and they warrant termination, the Camp Director shall send a written notice of termination. There is no refund of fees.

Meeting with the Program Staff

When a child is brought to the program staff (Camp Director, Assistant Director or designee) regarding a behavior challenge, they will discuss the reasons behind the behavior and the expectations for camp. They will work together to find steps to correct the behavior. They will decide which of the steps will be taken next, such as:

- Behavior contract
- Phone call home to family to discuss behavior with their child
- Camper sent home

Family Involvement

We want all children to have a successful camp experience. We will contact families when persistent behavior problems or safety concerns arise. Any outside behavioral or family issues or other areas that may affect a child's behavior should be shared with the camp.

Termination from Camp

Mass Audubon camps recognize the various needs of campers at different ages and stages of development, and with those needs, campers must be treated individually.

Mass Audubon reserves the right to dismiss any camper whose actions or behaviors jeopardize the overall health and goals of the camp, including campers requiring routine on-going one-on-one attention and direction specific to behavioral issues. Mass Audubon also reserves the right to dismiss the enrolled participant of any family member whose actions interfere with the successful operation of the camp. Repeated failure to comply with camp rules and/or procedures will result in dismissal.

The family will be notified in writing of any issues leading to a child's termination from a Mass Audubon camp. The following are the steps leading up to and culminating in termination:

Immediate Suspension

Any camper whose behavior seriously threatens the emotional or physical safety of themselves, or others may be suspended, for a period of up to 2 days. During the period of suspension, a further evaluation will be made to determine whether it is appropriate for the camper to remain in the camp. The Camp Director, staff, and families will participate in this further evaluation.

Examples of behavior that may warrant immediate suspension include:

- Attacking another child or adult.
- Documented harassment of another child, including the use of discriminatory language on the basis of "race, gender identity, sexual orientation or disability."
- Aggressive behavior that required an adult to physically restrain the child.
- Leaving the camp site without permission of the staff (includes staying on the sanctuary grounds or leaving the immediate vicinity of an outdoor activity without permission of a staff member).

The camp reserves the right to allow provisional reentry into the camp or to proceed with the termination of the camper's enrollment. The camper's family is responsible for all camp fees through the term of suspension and if the camper's enrollment is terminated, no refund will be given.

Accommodations

Mass Audubon is committed to fostering an environment that embraces diversity and inclusion to ensure that everyone can participate fully in the magic of our nature programs. As an outdoor, nature-based program, it is important that families of children who have disabilities understand our expectations, programs, and terrain prior to enrolling.

Due to the outdoor and exploratory nature of our camp programs, campers will be moving on uneven terrain throughout the day. The terrain varies from hard-packed, gently sloped paths to steeper, uneven trails that may have exposed rocks, tree roots, and other obstacles. Additionally, weather conditions affect our trails' conditions. We encourage all families to visit the camp's sanctuary prior to enrolling to understand its unique terrain.

If your child requires accommodations, please contact the [camp director](#) as soon as possible; a delay in request could have the unintended consequence of disrupting your child's camp experience.

Aides

Mass Audubon camps do not provide 1:1 support; however, we do welcome 1:1 aides with children when they are provided by the family. Aides must follow Mass Audubon's Child Protection Standards, including obtaining a CORI/SORI, background check and completed health form including immunizations prior participating in our program. More information and training might be required prior to the Aide starting within the program. If your child requires an aide in school, please contact the camp director as soon as possible to discuss how we can best support your child.

Camp Health Information

You may request a copy of our complete Health Care Policy.

Health Care Team

Our healthcare team includes the Camp Site Coordinator, Behavior Specialist, CIT/Program Coordinator, Camp Director team, as well as an offsite Camp Nurse. Every staff member is CPR/First Aid and Epi-pen trained. Emergency care is provided by the Natick Fire Department/EMS 1.5 miles away. Broadmoor's off-site healthcare

consultant is Dr. Lori Aronson. If you have any questions or concerns, or if your child has a severe health risk, please contact broadmoorcamp@massaudubon.org to discuss with the health care team.

Camper Health Information

- After registering for camp, **you will receive an email from CampDoc** with a link to fill out required health forms online. CampDoc.com is secure, encrypted and password protected.
- Copies of necessary forms (immunization, proof of physical examination, and insurance) must be self-uploaded to the site and will not save from the previous year.
- All health information is **due by May 15**.
- If a camper’s health information is incomplete, **they cannot join their camp session**. Please be sure to get your CampDoc done in a timely manner. We will send reminders.

Health Insurance

ALL camper families must complete the health insurance portion of the health form. If your child does not have U.S. health and accident insurance, please contact the camp office.

Camper Immunization Requirements

Per MA Board of Health regulations, campers may **not** attend camp unless all health information has been completed and current immunization records (showing proof of a physical within the last 2 years) are submitted *prior* to a child’s arrival at camp. It must be completed and electronically signed by the legal guardian or adult responsible for the person attending camp.

Campers must meet the regulations for the grade they are entering.				
Exception: Those entering Kindergarten may meet the Preschool requirements for summer camp.				
# doses/grade	Pre	Kinder	Grades 1-6	Grades 7-12
DTaP/DTP/DT/Td	4	5	5	Td booster (not gr.11+)*
Polio	3	4	4	4
Hepatitis B	3	3	3	3 (none if born before 1-1-92)
MMR	1 measles 1 mumps	2 measles 1 mumps	2 measles 1 mumps	2 measles 1 mumps
Varicella	1	2	2	2
MenACWY	0	0	0	1 (gr. 7), 2 (gr. 11 or older)
(1) Healthcare provider must provide documentation of the immunizations. (2) Serologic proof of immunity is acceptable in lieu of immunization. (3) Exemption due to religious reasons is allowed, but guardian must provide written notice. <i>*If 10 years since previous dose</i>				

Children are not allowed to participate in camp activities unless:

1. A health form is filled out and completed online on Camp Doc which includes immunization records and physician signature.
2. The camp has reviewed the health form **prior** to the camp session.
3. The camper is healthy that day.

Sick Campers

- Campers who are ill or have infections are not allowed to attend camp until they are healthy and infection free to protect the camper and the camp community.
- **A child must be fever free without medication for 24 hours before returning to camp.**
- Please call the camp office if your child is sick and will not attend camp.
- PLEASE keep your child home if they are not feeling well, are overtired, have a fever, or a rash. Kids often do not want to be at camp if they have stomachaches, headaches, or are tired.

- If your child gets lice, **notify the camp office immediately**. We are then required to do lice checks on the entire camp group. The camper must be lice-free before returning.

If an outbreak of communicable disease occurs, any participant who is not fully immunized (due to religious or medical reasons) will remain at home for the time recommended by the Massachusetts Department of Public Health. Refunds are not given due to missed time at camp. See details on COVID policies on page 16.

Illness or Injury at Camp

In the event that a camper is mildly ill or injured, staff will provide basic first aid according to the camp's treatment procedures. If the child has had a minor injury (ex: scratch, cut, splinter, embedded tick, or bruise) camp staff will notify you when the child is picked up via a paper slip and/or verbal notification. Staff may oversee a mildly ill camper in the camp office for a limited time. If your child's illness extends beyond 20-30 minutes, we will notify you by phone, and early pick up may be requested. Staff will care for the camper and monitor changes in health until the arrival of the approved person.

Emergencies at Camp

In case of an emergency, camp staff will call 911 to activate the emergency response system; usually the Natick Fire Department and/or the Metrowest Hospital provide emergency care; off-site programs will use 911 and utilize the closest emergency care. A parent/guardian will be notified immediately. Staff will send your child's camp health records with insurance information to the hospital so that appropriate care can be provided.

Emergency Contacts

We ask that an emergency contact other than the parent/guardian be provided. Parent/guardians will be called first and alternate emergency contacts will be called only if the parent/guardian cannot be reached in an emergency or if a camper needs to be taken home.

Medication at Camp

The camp on-site healthcare supervisor and trained camp staff will dispense medications. The following steps must be complete in order for camp to administer the medication (state regulation 105 CMR 430.160A):

- The authorization to administer medication in CampDoc must be completed by the camper's parent / guardian for **all medications**.
- **All Medications** shall be kept in **original containers with the pharmacy label and camper name, and have specific instructions for use** and cautionary statements, if any, contained in such prescription or required by law, and the number of tablets/capsules prescribed in the container.
- Medications must be current (not expired).
- All medications must be approved by the camp's consulting physician, be checked by the Health Care team.

Please alert the Camp Director and Site Coordinator before camp begins of any serious medical conditions your child may have, or of any changes in medications/health.

Asthma and/or Severe Allergies

All campers who have severe allergies or severe asthma must provide an **Emergency Action Plan**.

- This plan should be written by the prescribing physician and describe the triggers and signs of a severe reaction, and necessary steps to take if a reaction should occur (e.g. give 2 tsp. Benadryl then administer epi-pen, etc.)
- The Health Care team will contact a parent/guardian to go over this plan before camp begins.

Epi-Pens & Inhalers

Camp staff members will carry a camper's epi-pen and/or inhaler throughout the camp day and return them to the health care office at the end of the day.

- All Health Care Staff are trained on the administration of epi-pens and inhalers. All staff are trained on the symptoms of anaphylaxis and allergic response. Campers may also self-administer epi-pens with written permission from the parent/guardian.
- Inhalers can be administered by a member of the health care team, or by the camper themselves with written permission from the parent/guardian. Please indicate your preference on CampDoc.

Meningococcal Disease and Camp Attendees: Commonly Asked Questions

This information is provided at the request of the Department of Public Health.

What is meningococcal disease?

Meningococcal disease is caused by infection with bacteria called *Neisseria meningitidis*. These bacteria can infect the tissue (the “meninges”) that surrounds the brain and spinal cord and cause meningitis, or they may infect the blood or other organs of the body. Symptoms of meningococcal disease can include fever, severe and constant headache, stiff neck or neck pain, nausea and vomiting, and rash. In the US, about 350-550 people get meningococcal disease each year and 10-15% die despite receiving antibiotic treatment. Of those who survive, about 10-20% may lose limbs, become hard of hearing or deaf, have problems with their nervous system, including long term neurologic problems, or have seizures or strokes.

How is meningococcal disease spread?

These bacteria are passed from person-to-person through saliva (spit). You must be in close contact with an infected person’s saliva in order for the bacteria to spread. Close contact includes activities such as kissing, sharing water bottles, sharing eating/drinking utensils or sharing cigarettes with someone who is infected; or being within 3-6 feet of someone who is infected and is coughing and sneezing.

Who is most at risk for getting meningococcal disease?

People who travel to certain parts of the world where the disease is very common, microbiologists, people with HIV infection and those exposed to meningococcal disease during an outbreak are at risk for meningococcal disease. Children and adults with damaged or removed spleens or persistent complement component deficiency (an inherited immune disorder) are at risk. Adolescents, and people who live in certain settings such as college freshmen living in dormitories and military recruits are at greater risk of disease from some of the serotypes.

Are camp attendees at increased risk for meningococcal disease?

Children attending day or residential camps are **not** considered to be at an increased risk for meningococcal disease because of their participation.

Is there a vaccine against meningococcal disease?

Yes, there are 2 different meningococcal vaccines. Quadrivalent meningococcal conjugate vaccine (Menactra and Menveo) protects against 4 serotypes (A, C, W and Y) of meningococcal disease. Meningococcal serogroup B vaccine (Bexsero and Trumenba) protects against serogroup B meningococcal disease, for age 10 and older.

Should my child or adolescent receive meningococcal vaccine?

That depends. Meningococcal conjugate vaccine (Menactra and Menveo) is routinely recommended at age 11-12 years with a booster at age 16. In addition, this vaccine may be recommended for children with certain high-risk health conditions, such as those described above. Otherwise, meningococcal vaccine is **not** recommended for attendance at camps.

Meningococcal serogroup B vaccine (Bexsero and Trumenba) is recommended for people with certain relatively rare high-risk health conditions (examples: persons with a damaged spleen or whose spleen has been removed, those with persistent complement component deficiency (an inherited disorder), and people who may have been exposed during an outbreak). Adolescents and young adults (16 through 23 years of age) who do not have high risk conditions **may** be vaccinated with a serogroup B meningococcal vaccine, preferably at 16 through 18 years of age, to provide short term protection for most strains of serogroup B meningococcal disease. Parents of adolescents and children who are at higher risk of infection, because of certain medical conditions or other circumstances, should discuss vaccination with their child’s healthcare provider.

How can I protect my child or adolescent from getting meningococcal disease?

The best protection against meningococcal disease and many other infectious diseases is thorough and frequent handwashing, respiratory hygiene and cough etiquette. Individuals should:

1. wash their hands often, especially after using the toilet and before eating or preparing food (hands should be washed with soap and water or an alcohol-based hand gel or rub may be used if hands are not visibly dirty);
2. cover their nose and mouth with a tissue when coughing or sneezing and discard the tissue in a trash can; or if they don’t have a tissue, cough or sneeze into their upper sleeve.
3. not share food, drinks or eating utensils with other people, especially if they are ill.
4. contact their healthcare provider immediately if they have symptoms of meningitis.

If your child is exposed to someone with meningococcal disease, antibiotics may be recommended to keep your child from getting sick.

You can obtain more information about meningococcal disease or vaccination from your healthcare provider, your local Board of Health (listed in the phone book under government), or the Massachusetts Department of Public Health Division of Epidemiology and Immunization at (617) 983-6800 or on the MDPH website at www.mass.gov/dph.

Provided by the Massachusetts Department of Public Health in accordance with M.G.L. c.111, s.219 and 105 CMR 430.157(C).

Massachusetts Department of Public Health, Division of Epidemiology and Immunization, 305 South Street, Jamaica Plain, MA 02130 Updated March 2018

In compliance with Department of Public Health Notification Requirements 105 CMR 430.109: This camp complies with regulations of the Massachusetts Department of Public Health and is licensed by the local board of health. You may request copies of Broadmoor Nature Camp's background check, health care, and discipline policies as well as procedures for filing grievances.

COVID-19 Safety

The health and welfare of our campers and staff remains our highest priority. We feel confident that the success of Mass Audubon Camps in designing and offering safe summers of camping throughout the pandemic, will continue to guide us into another great summer in 2023.

Mass Audubon Nature Day Camps will be adopting the following policies regarding COVID-19 safety in accordance with the latest guidance from the Massachusetts Department of Public Health (DPH) and CDC:

Masks

Currently, **masking will be optional** both indoors and outdoors. Campers spend a limited amount of time indoors at Mass Audubon Camps. We honor the choices of those who continue to wear masks and we will train staff to facilitate healthy conversations regarding mask-wearing so that all children feel included and welcome at our camps.

We will ask campers and staff to wear masks when the local Department of Health for a particular camp advises mask-wearing due to an uptick of positive cases in the camp's town or county, for example if the transmission levels in the community are high. For more information, see Massachusetts DPH Mask Guidance:

<https://www.mass.gov/info-details/covid-19-mask-requirements>

Isolation and Quarantine

In the case of a positive COVID test, please follow Massachusetts DPH Isolation and Quarantine guidance:

<https://www.mass.gov/info-details/covid-19-isolation-and-quarantine-guidance-for-the-general-public>

We will continuously monitor the COVID-19 levels within our communities and we will consult with local boards of health if community levels begin to rise. Mass Audubon reserves the right to change policies pending new information from the CDC or the Massachusetts Department of Public Health.