

Blue Hills Nature Camp

Family Handbook 2026

Norman Smith Environmental Education Center

Chickatawbut Road, Milton, MA

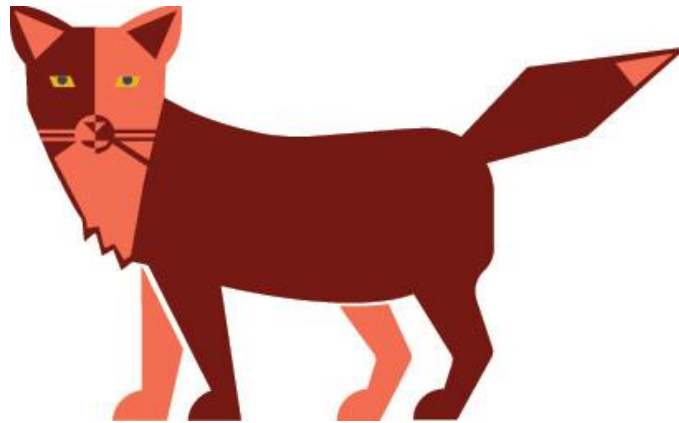


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Welcome to Camp!

Thank you for choosing Blue Hills Summer Camp!

We encourage campers to explore their surroundings and find their place in nature. Our goal is to facilitate connections between children and nature and have fun! Each week, our nature explorations and activities are centered on a session theme. Camp is not simply about hiking and education; it is also about personal growth, socialization, and creativity.

This info packet will have important information for the 2025 camp season. Please read through it and let us know if you have any questions!

Camp Mission

Discovering Science Through Outdoor Exploration

Through nature-based STEAM explorations, children learn and practice science and art skills in a real-world setting. Skills include: critical thinking, creativity, communication, and environmental literacy.

Nature Play

Children and young adults learn and relax by playing fun and age-appropriate activities. Play fosters independence, imagination, and socialization.

Building Strong Children

By building friendships, discovering new interests, and trying new activities, children grow socially, emotionally, and physically at camp.

A Community at Camp

To create a safe and inclusive camp atmosphere, we foster a camp staff that is diverse, well-trained, and passionate about camp.

Licensure of Camp

Our camp complies with the regulations of the Massachusetts Department of Public Health (105 CMR 430) and is licensed by the Quincy Board of Health.

We are proud to be accredited by the American Camp Association. Developed exclusively for the camp industry, this nationally recognized program focuses on program quality and health and safety issues, and requires us to review every facet of our operation. Mass Audubon Camps have voluntarily submitted to this independent appraisal conducted by camp experts to earn this mark of distinction.

Contact Information

Location: Norman Smith Environmental Education Center, Chickatawbut Road, Milton, MA

Off season address: Blue Hills Trailside Museum, 1904 Canton Ave, Milton, MA 02186

Camp Email: bluehillscamp@massaudubon.org

Phone: 617-804-7514

Camp Director: Julia Drennan, jdrennan@massaudubon.org

Payments, Deadlines, & Refund Policies

To find your balance, and to pay, visit massaudubon.org/payments

Full payment for camp and all forms (including health forms and immunization records to CampDoc) are due on or before May 1, unless a payment plan has been set up with the Camp Director or Operations Manager. No camper is allowed to attend camp unless all forms, waivers, and payments are complete.

Deposits

A non-refundable deposit per session is required at the time of registration.

Deposits cannot be transferred to another camper, session, family, or camp location.

Please review your calendar for any scheduling conflicts before registering.

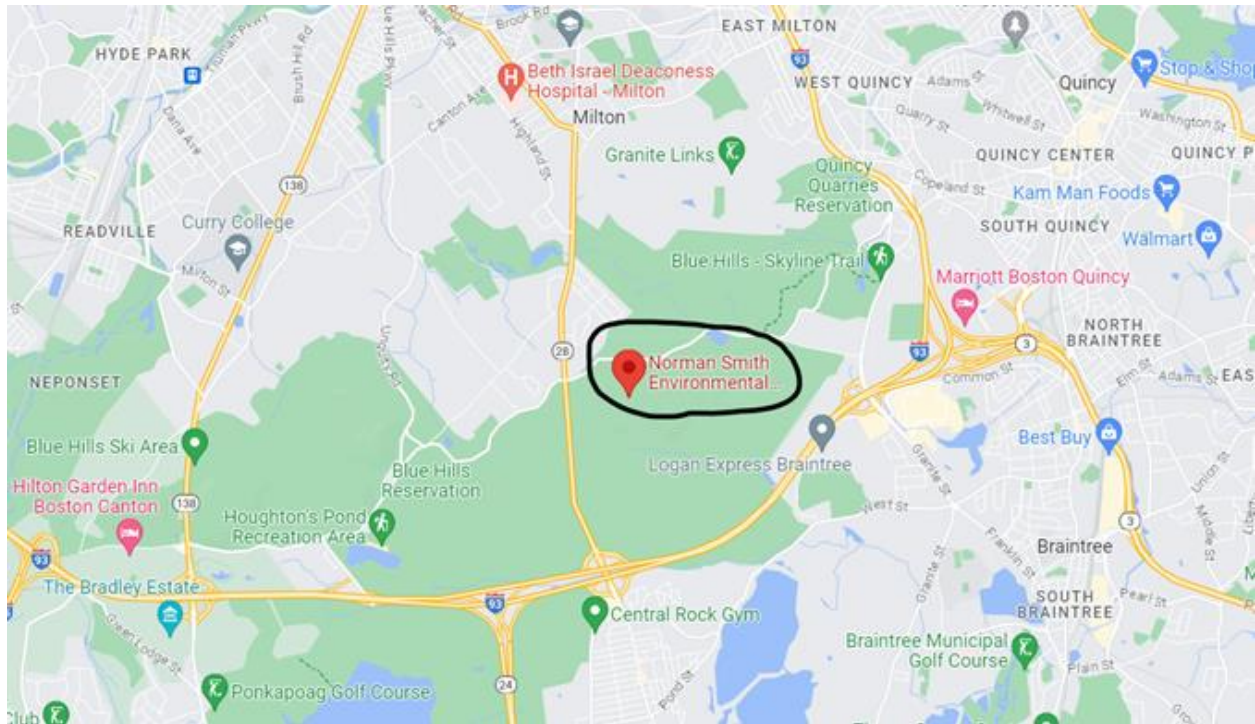
Refunds

On or before May 1, you will receive a refund for any payments made excluding the non-refundable deposit per session. After May no refunds will be issued.

Finding Your Way

Directions to Chickatawbut Hill

IMPORTANT: the location of the program is NOT at the Blue Hills Trailside Museum. The Norman Smith Environmental Education Center at Chickatawbut Hill does not have an address. Please follow the directions below.



1. If coming from I-95, follow signs for I-93 North. Take exit 5B off I-93.
2. At the first traffic light, take a right onto Chickatawbut Road.
3. Stay on Chickatawbut Road for 0.3-0.4 miles.
4. Look for the small access road entrance to the Norman Smith Environmental Education Center on the right side. There will be a large sign that reads “Mass Audubon Summer Camp.”
5. Drive through two gates to the top of the access road where you will be greeted by a staff member.

Coming to Camp

What to Bring!

We will spend the majority of the day exploring and playing in the outdoors. It is important to dress your camper for the weather in order for them to fully enjoy their experience.

- Closed toed shoes and socks
- Hiking shoes (optional for longer hike days)
- Clothing that can get dirty, wet, or messy
- Lunch and two snacks
- Two full water bottles
- Insect repellent

- Hat
- Sunscreen
- Backpack large enough to carry water bottles and a lunch

Just in case...

- Rain jacket and rain pants
- Extra pair of socks and shoes
- Extra change of clothes (especially recommended for all Chickadees)
- Bathing suit and towel for hot days
- All extra items may be left in cubbies during the week

Label, Label, Label!!!

If you label your child's belongings, we can return lost items to you at the end of the day!

Food

Please send your camper with lunch and two snacks every day.

Please remember:

- Blue Hills Camp does not provide lunch or snacks.
- Do not pack sibling lunches together as they may not be in the same group.
- Food should be non-perishable, as we are unable to refrigerate any lunches.
- All lunch/snack containers should be taken home every day.
- In most instances, Blue Hills does not place restrictions on the types of food that can be sent to camp. However, if a high number of participants scheduled to attend a week of camp have food allergies, parents may be asked in advance to refrain from sending the items in question for that week. We appreciate your understanding of these requests.

What NOT to bring to Camp!

- Electronic devices, cell phones, walkie-talkies, iPod
- Collectable cards and games
- Personal treasures and/or expensive items
- Matches, firearms/ammunition, knives or weapons of any kind (including toy weapons)
- Tobacco products, alcohol, illegal drugs
- Personal sports equipment, any animal

Any such items will be taken and held by the instructors in a secure spot to be returned at the end of the day.

Cell phones and iPods are not to be used during the camp day. If you need to speak with your child during the day, please call us at 617-804-7505. Mass Audubon is not responsible for lost or damaged articles that have been brought to camp.

Medication

If your camper needs to take medication at camp, it must be checked in with the Camp Nurse at the beginning of the day. Medication must meet the following requirements:

Prescription Medication

- Must be in the original containers with the pharmacy label. **For Inhalers and EpiPens that includes the box they came in.**
- Written permission from the family to administer the medication.
- Any emergency medication should have an emergency action plan from your physician

Non-prescription Medication

- Must be in the original container.
- Written permission from the family to administer the medication.

Medications **MUST** be in the original container, bearing the pharmacy label, with the following information clearly displayed: child's name, name of medication, and specific instructions for administering. **We cannot legally accept medications that do not meet these conditions.**

The "Medications at Camp" section of the Health Form must be completed as well. Please only send enough of the medication for the camp session and write the number of tablets on the container. A record of medication administered is kept in the medication log. The Health Care Supervisors will be the only staff members to administer medication to campers. Medication will be locked in the health care office throughout the day with the exception of emergency medication which will be carried by a trained staff member or the camper with written permission.

First Day

Arrival

Campers may be dropped off between 8:30am-9:15am.

Drop Off

- Upon arrival, a staff member will greet you after the second gate.

- Please follow their directions and posted signs. **The speed limit is 5 MPH at all times.** From the entrance gate at Chickatawbut, you will turn **left** and go around the loop. You will see signs directing you to the appropriate drop-off spot. Once there, please put your car in park.
- You will be checked in from your car by a leadership team member. They will signal when it is safe for your child to exit the vehicle.
- If you need additional time to unload, please pull up into the parking spaces by the cafeteria building.

Late Drop-Off

- Please call/email us to let us know you will be late. We will contact all families who do not show up to camp.
- A staff member will meet you at your car, sign in your child, and help your camper get to their group.
- If you are not arriving during drop-off/pick-up time, and there is no one to greet you at the gate, drive around the circle and park in a space outside the office.
- Once you leave your car, walk directly to the camp office. Please do not interact with any campers.
- We will check in your child at the camp office and bring them to their group.

Departure

Pick-Up

- Campers can be picked up between 2:45-3:30pm.
- You will be greeted at the second gate and **your ID will be checked.**
- Please note that **campers will only be released to those on the approved pick-up list.**
- Next, drive up to the second staff member, put your car in park, and confirm your camper pick-up.
- A staff member will help guide your camper to your vehicle.

Early Pick-Up

All early pick-ups need to be scheduled prior to the day of the pick-up. Please email the camp director to arrange this. A staff member will be waiting at the pick-up spot with your camper. If you are picking up a child due to an emergency, please pull up to the camp office and a staff member will bring your camper to you.

Late Pick-Up

If you will be late, please call or email us to let us know. Upon arrival, you will be greeted by a staff member who will check your ID. Your camper will be with the after-camp group upon arrival. If families are late to pick-up without prior notice the after-camp fee may be applied.

Absences

Attendance is taken every day at camp. We ask that you call or email when your child will not be attending camp. Please let us know if your child is staying home due to illness; it is important that we record and track any infections. The privacy of your child will be protected. If a camper fails to arrive and the camp staff has not been notified of the absence, the staff will call the family at the phone number(s) listed on the emergency forms.

Special Contingency Plans

- Every day the Camp Director will take attendance at 9:30am. If a camper is absent, a call will be made home.
- If an unregistered child arrives at camp, the Camp Director will try to contact their family to pick up the child. If unsuccessful, the Quincy Police Department will be called.
- If a child scheduled to arrive by third party transportation does not arrive at camp, the Camp Director will contact the family and or the transportation company. They will continue to call until successfully finding the whereabouts of the child.
- If a child arrives to camp without all medical and waiver forms completed, the adult dropping them off will be asked to complete a paper copy and email their vaccination records to the camp director before the child can join camp.

A Dat at Camp

7:30am-8:30am	Before Camp (pre-registration required) Pre-registration is required, and space is limited. Campers will engage in free choice activities including games, art, and nature exploration.
8:30am-9:15am	Camper Drop-Off
9:15am-10:00am	Opening Circle and Group Activities At circle time, all campers will come together to start and end the day. We may sing songs, tell stories, or talk about nature.
10:00am-12:00pm	Snake/Hike/Group Exploration Camp groups will explore the Blue Hills Reservation and some of the trails right outside of our gates. Campers will learn about the theme of the week by exploring and interacting with nature around them.

	Please note that the trails around camp are rocky and steep in some places, so sneakers or hiking shoes are recommended.
12:00pm-12:30pm	Lunch
12:30pm-2:30pm	Nature Play/Exploration/Art Campers will explore nature-based STEAM activities and games. Campers may explore the theme of the week through art, games, science projects, or nature journaling.
2:30pm-2:45pm	Closing Activities
2:45pm-3:30pm	Camper Pick-Up
3:30pm-5:30pm	After Camp (pre-registration required) Pre-registration is required, and space is limited. Campers will engage in free choice activities including board games, books, art, and nature exploration. Campers should pack an extra snack as food will not be provided. Campers must be picked up by 5:30pm.

All-day Hike

On Wednesdays, campers will spend most of the day on a longer hike. They will eat lunch on the trail and spend time exploring and playing in the forest. Campers will need to bring a backpack that they can carry their lunch and water bottles in. Destinations and lengths of hikes will depend on the individual age groups. Trails may be rocky or steep, so hiking shoes or sneakers are recommended. Two water bottles and extra snacks are recommended.

Choice Time

After drop-off and lunch, campers will have the opportunity to choose from different activities including playing games, making crafts, and building things from nature.

Camper Feedback

We are excited to learn directly from Mass Audubon campers about their experience. This summer, some campers may have the opportunity to participate in a brief, internal group survey to help us learn about and improve the camp experience. These surveys are optional; campers have the choice of participating or not. Trained camp staff will make audio recordings, which we will share with the Director of Evaluation to transcribe and analyze. Quotes and data from these surveys may be published, however campers will not be identified. Campers will be chosen at random, and only campers with prior authorization (media release) signed by their parents/guardians may participate in the camper survey.

Health and Emergency Policies

Health Care Personnel

Blue Hills Nature Camps' off-site healthcare consultant is Dr. Jessica McGovern, M.D. Camp Nurse Lindsay Pierce is the on-site healthcare supervisor and is a RN with a BSN. All camp staff are certified in first aid, infection control procedures, and CPR. Emergency care is provided by EMTs of the Quincy Fire Department and the staff at Milton Hospital. A complete copy of our background check, health care, and behavior and discipline policies as well as the grievance procedures are available upon request. *Health Care Consultant*

Name: Dr. Jessica McGovern MD

Phone Number: (781) 356-6200

Emergency Numbers

Milton Emergency Services: 911

Poison Control Center : 1-800-222-1222

DCF/Child Abuse: 1-800-792-5200

Major Injury/Illness Procedures

1. Emergency first aid will be given by certified staff.
2. The Director will be immediately alerted for assistance.
3. The Director will call 911.
4. Family will be called to meet the child and the staff member at the hospital. Staff will accompany the child to the hospital and stay with them until the arrival of a guardian.
5. When a guardian cannot be reached, those listed as emergency contacts will be contacted. If necessary, two staff members will transport the child to the hospital. The child's whole file will be taken with them.

Minor Injury Procedures

1. Basic first aid will be administered by certified staff.
2. If further first aid is needed, the child will be brought to the main office and the Camp Nurse.
3. The family will be notified of all first aid provided in writing at the end of the day.
4. If the child needs further care than can be provided by the staff, the Camp Nurse will contact a parent/guardian to pick up the child.

Notification of Injury

Families will be notified immediately of any injury which requires emergency care. You will also be notified at pick-up, in writing, if any minor first aid is administered. The Director may call home to alert families about minor injuries/illness depending on the situation.

Symptoms of Infectious Disease

Children need to be free of the following symptoms of infectious disease to attend camp.

- Mouth sores, unless their physician states that the child is non-infectious
- Rash with a fever or behavior change until their physician has determined that the illness is not a communicable disease
- Purulent conjunctivitis (eye pink or red with white or yellow discharge)
- Tuberculosis, until the child is non-infectious
- Impetigo, until 24 hours after treatment has started or all the sores are covered
- Head lice (can return to the program after first treatment)
- Strep infection, until 24 hours after treatment and the child has been without fever for 24 hours
- Positive COVID test

Meningococcal Disease

Campers are not considered to have increased risk of Meningococcal Disease, but the Department of Public Health requires us to provide you with the information on [Meningococcal disease and immunization](#).

Please read the document Meningococcal Disease and Camp Attendees: Commonly Asked Questions. You do not need to print or return a signed waiver to us.

Campers with Allergies

At the beginning of each session, a list of children with food and other life-threatening allergies will be compiled and given to each staff member. The program has a firm no sharing food policy. Campers with food allergies will be given dedicated allergy-free areas to eat and counselors will make sure that all campers wash their hands before and after all meals and avoid cross-contamination. Depending on the severity of the allergy, other campers in the group may be asked to avoid bringing allergens to camp. All groups will have a counselor trained in administering EpiPens and responding to allergic reactions.

Protection from the Sun

Campers are encouraged to reduce their exposure to the sun. Children are encouraged to use wide brim hats, long sleeve shirts, long pants, sunscreens with a solar protection factor of 25 or greater, and lip balm. Families are encouraged to apply sunscreen at the beginning of the day. Staff will assist campers with the application of sunscreen throughout the day.

Insect Repellent

It is important that families and campers take precautions to avoid insect bites from mosquitos and ticks. Campers are encouraged to use insect repellent and wear light colored clothing. If insect repellent is provided, staff will monitor and assist campers with the application. Personal insect repellent will be stored in campers' cubbies or backpacks when not in use.

Tick Checks

Staff will teach campers about tick checks and remind them to perform them throughout the day. Campers will be encouraged to inspect their clothing, exposed skin, and hair line. We strongly encourage families to do another tick check later at home. Bathing can also help find and/or wash off crawling ticks.

Water

During the day it is important that both staff and campers stay hydrated. Campers and staff are encouraged to bring two water bottles every day to camp. If campers forget a water bottle, we will provide a reusable water bottle for them to borrow. At no time should campers or staff share water bottles or drinking cups.

Bathrooms

Campers will have opportunities to use the bathroom throughout the camp day. While we know some of our younger campers may be new to going to the bathroom on their own-- please reinforce potty training before the start of camp. Our staff do not provide one on one assistance during toileting and campers are expected to be able to fully use the toilet and clean up after themselves. While far from facilities, in case of emergency, we will provide campers with support if they need to use the bathroom outdoors in a safe, private and hygienic manner.

If an accident occurs, cleaning up and changing clothes is handled by the Camp Director and another trained member of camp leadership in a matter-of-fact way that does not shame, humiliate, or embarrass the child. Soiled clothes will be bagged and returned to the family at pick-up. If you have any concerns about bathrooming, please contact the Camp Director.

Smoking

To provide a safe and healthy environment there is to be no smoking on the sanctuary grounds at Blue Hills Nature Camp. This includes all types of tobacco, vapes, and other substance delivery systems.

Weather Emergencies

General

If Quincy, the State of Massachusetts, or the United States Government issues an evacuation order, the Blue Hills Nature Camp will comply immediately. Families will be contacted and children will be transported to a secure area in any manner deemed necessary by civil authorities.

Thunderstorms and Strong Winds

If thunder is heard or lightning is visible all campers and staff will remain indoors until a minimum of thirty minutes of no thunder or lightning. Should strong winds come up without warning, staff will immediately move campers to an indoor space. Rooms with few or no windows will be used until the wind/storm warnings have been canceled.

Hurricanes, Floods and Tornadoes

As hurricanes and other weather emergencies are a predictable occurrence, camp will be canceled if there is a Watch or Warning for the area. If the program is in session, families will be notified. If a tornado is seen or heard, everyone will enter a secure building, protect their faces by covering them with their arms, and remain in the shelter until dismissed by the Blue Hills Camp staff person in charge for the day. Our emergency shelter locations at camp are the dormitory building and the cafeteria.

Pick-up

In the case of inclement weather, campers will be inside the camp buildings during pick-up. Please pull up to the staff member outside who will check your ID then radio for your camper. Older campers will be in the dormitory building and Chickadee campers will be in the Cafeteria building. If picking up from after-camp, all campers will be in the Cafeteria building. Cars can pull up directly to the Cafeteria where a staff member can check you out.

Accommodations

As an outdoor, nature-based program, it is important that families of children who have disabilities understand Mass Audubon's expectations, programs, and terrain prior to enrolling.

Due to the outdoor and exploratory nature of our camp programs, campers move 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. Weather could affect our trail conditions. We encourage all families to visit the camp's sanctuary prior to enrolling to understand its unique terrain.

If your child requires accommodation, please contact the camp director as soon as possible; a delay in request could have the unintended consequence of disrupting your child's Mass Audubon camp experience.

One-to-One Support

Mass Audubon camps do not provide one-to-one support; however, we do welcome one-to-one aides to support campers when they are provided by the family. Aides must follow Mass Audubon's Child Protection Standards, including obtaining a CORI/SORI and background check prior to their time participating within our programs.

More information and training may 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 Mass Audubon can best support your child. Family members are not permitted to be aides.

Behavior Expectations

Our staff establishes expectations and offers guidance throughout each day. Our sanctuaries are open to the public and camp groups may spend time in areas that have visitors, vehicles, varied terrain, water, and wild animals. In order for everyone to have a safe and positive experience, campers are expected to follow Mass Audubon's Camper Code of Conduct with minimal support from staff.

Mass Audubon's Camper Code of Conduct

Respect Yourself. Examples include:

- Take care of yourself and your body and ask for help.
- Apply sunscreen and bug spray.
- If you feel uncomfortable or unsafe, talk with an adult.

Respect Nature. Examples include:

- Carry in / carry out – take trash and recycling with you or put in an appropriate bin.
- Leave animals, plants, and other parts of nature where you found them.
- Observe wild animals from a distance – use your eyes not your hands, unless it is permitted by camp staff.

Respect Others. Examples include:

- Listen and follow instructions given by camp staff.
- Always stay with your group.
- Use caring and kind language.
- Keep hands, feet, and objects to yourself.
- Respect other people’s physical space and objects.
- Listen to all ideas and be inclusive – allow others to join/play with you.
- Treat others the way they want to be treated and celebrate each other’s individuality.
- Use pronouns and names people introduce themselves with.

Proactive Behavior Guidance Strategies

Before coming to camp, family members provide information about camper’s needs to camp staff and/or the Camp Director. Camp staff may contact a family to discuss best strategies to meet camper’s needs during their session. Any previously known behavior issues that may affect a camper’s participation should be shared with the camp before the session begins. Failure to disclose information may result in grounds for termination.

Camp staff are trained to proactively manage behaviors within each group. Some strategies staff use include:

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

When campers struggle with the behavior expectations set for them in the Camper Code of Conduct, camp staff will follow one or more of the steps below, depending on the situation. Camp staff may try a step multiple times.

	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 in person or via a call.	Take a break for up to 15 minutes. Reminders of the rule, discussion of why behavior was inappropriate, and possible options.
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. Reminders of the rule, discussion of why behavior was inappropriate, and possible options.
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 discussions about behavior and begin a behavior contract.
5th step	The Camp Director and other Leadership staff (Director of Camps, Education Manager, Regional Director) will discuss possible dismissal of participant from the camp and speak with family.	The family will be called. Behavior contract is reviewed. Possible dismissal.

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

After steps 1 through 4, if there is no mutually agreeable resolution of the behavior issues, the Camp Director may issue a written notice of termination. Refunds will not be provided for behavior-based dismissals.

Prohibitions when Managing Behavior

In accordance with the State of Massachusetts Minimum Standards for Recreational Camps for Children:

1. Corporal punishment, including spanking, is prohibited.
2. No camper shall be subjected to cruel or severe punishment, humiliation, or verbal abuse.
3. No camper shall be denied food, water or shelter; and
4. No child shall be punished for soiling, wetting or not using the toilet.

Termination from Camp

Mass Audubon camps recognize the various needs of campers at different ages and stages of development, and that campers must be treated individually. The family will be notified of issues leading to a child's termination from a Mass Audubon camp.

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 related to behavioral issues. Mass Audubon also reserves the right to dismiss any enrolled participant whose actions interfere with the successful operation of the camp. Repeated failure to comply with camp rules and/or procedures will result in dismissal. No refunds will be given for behavior-based termination of participation.

Immediate Suspension

Any camper whose behavior seriously threatens the emotional or physical safety of themselves, or others may be suspended, for an initial period of up to 2 days. During the period of suspension, the Camp Director, camp staff, and the family will further evaluate to determine whether it is appropriate for the camper to return to the camp.

Examples of behavior that may warrant immediate suspension include:

- Physically attacking or threatening another child, themselves, or an adult.
- Documented harassment of another child, including the use of discriminatory language on the basis of race, gender identity, sexual orientation or disability.
- Due to a child's dangerous behavior, an emergency physical restraint is used on the child to protect themselves or others from imminent serious physical harm.
- Leaving the camp site without permission of the staff (includes leaving the sanctuary grounds or leaving the immediate vicinity of an outdoor activity without permission of camp staff).

The camp reserves the right to allow provisional reentry into the camp or to proceed with the termination of the camper's enrollment. No refunds will be given for behavior-based termination of participation.

Prevention of Abuse and Neglect

Blue Hills Nature Camp staff are mandated by the State of Massachusetts to report suspected child abuse or neglect in accordance with MGL c119, s.51A. Staff report to the Camp Director regarding suspected family abuse or neglect issues; the Camp Director reports to the Department of Children and Families at 1-800-792-5200. The camp is not required to notify families of these reports.

Criminal record and sexual offender record searches are done on all Blue Hills Nature Camp employees and volunteers prior to their hiring date. All staff and volunteers are required to provide a complete work history for the prior five years plus three positive references from non-related persons. Families should report any suspected staff abuse to the Camp Director, Sanctuary Director, and DCF.

Thank you for being part of the Blue Hills Nature Camp community. Together, we create a space where children can explore, learn, and grow in the natural world. We look forward to an exciting summer of discovery and adventure with your family!

