



Jijak Youth Camp Parent Handbook

June 24-28, 2019

Aanii Parents and Guardians,

Thank you for your interest in the 2019 Jijak Youth Camp - a natural resource and cultural-based summer camp. We look forward to having your youth(s) at Jijak in Hopkins, MI June 24-28. We are positive that your child(ren) will have an amazing time with us this summer! We have many fun and exciting activities planned for the week.

Jijak Youth Camp is open to all youth ages 5-17 within households of Gun Lake Tribal Citizens and Gun Lake Tribal Government Staff. There will be no charge for the campers to attend and each camper will receive a morning snack, lunch and an afternoon snack each day; as well as dinner and an evening snack on Wednesday and/or Thursday and breakfast for those sleeping over. Campers will participate in a wide variety of fun, hands-on programs focused on Anishinaabe culture and the environment. Campers will also have the opportunity to swim in Ingerson Lake each day. In addition, youth will have opportunities to travel off-site for camp activities.

Camp activities are divided first by grade then by age, and are broken into a minimum of seven groups that they will stay with for the week. Hours of camp are explained below:

| | | |
|----------------|--------------------------------------|--|
| Age 5- Grade 2 | Monday-Friday 9:00 a.m.-4:30 p.m. | |
| Grade 3-5 | Monday-Wednesday 9:00 a.m.-4:30 p.m. | Thursday 9:00 a.m. - Friday 4:30 p.m. |
| Grade 6-12 | Monday-Tuesday 9:00 a.m.-4:30 p.m. | Wednesday 9:00 a.m. - Friday 4:30 p.m. |

If your camper will not be spending the night, their pick up time will be 4:30 p.m. on Wednesday and Thursday.

Please feel free to come as early as 8:00 a.m. on Monday, June 24 in order to complete the mandatory health check. Parents or guardians must stay with their youth and be present until the health check is complete. Please plan to wait up to one hour for this to be completed. This is a brief check to cover medical questions, health history, lice check and checking in of any prescription medication needed throughout the day.

It is important to register your camper(s) as soon as possible, so we will have adequate staffing and supplies. All registration documents must be completed and returned by May 31, 2019 at 5:00 p.m. **Late registrations will not be accepted.** The following documents must be completed for registration:

1. **2019 Application and Liability Release Form**
2. **2019 Medical Release Form *DO NOT E-MAIL THIS FORM***
3. **Layton's RVF Agreement and Liability Release *Form due at start of Camp***

You can return these forms to:

Gun Lake Tribe
Jijak Youth Camp
2872 Mission Drive
Shelbyville, MI 49344

Or via email to youthcamp@glt-nsn.gov or fax: (269) 397-1784

Please read through the entire **Parent Handbook**, as it contains pertinent information regarding camp. For further information, please contact Nikki Yargeau or Shawn McKenney at 269.397.1780 or by e-mail at youthcamp@glt-nsn.gov.

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Nikki Yargeau
Activities Director
Jijak Youth Camp

Desirae Pyle
Assistant Director
Jijak Youth Camp

Shawn McKenney
Camp Director
Jijak Youth Camp

Liz Binoniemi-Smith
Environmental Director
Gun Lake Tribe

**CAMP REGISTRATIONS ARE DUE TO THE GLT OFFICE OR VIA EMAIL BY MAY 31, 2019 AT 5:00 p.m.
LATE REGISTRATIONS WILL NOT BE ACCEPTED**

All registration documents MUST be completed and returned before your child(ren) are considered a registered camper.

IMPORTANT CAMP INFORMATION

- Drop off and pickup will be held at the cafeteria of Jijak property
 - Parent or guardian must sign their child in and out with their counselor
 - Parent or guardian is required to give written permission for any additional authorized persons not listed on the registration form before picking up youth
- Staff are CPR and First Aid Certified; there will also be a Health Officer on site
- Every day there will be an opportunity for swim time and/or free time
- All campers must have a health check in the presence of a parent or guardian during their initial arrival at camp; this includes medication questions, lice check and wellness evaluation
 - **Note: Parents or guardians must stay with your child(ren) in order to complete the health check at the nurse's station before leaving your child(ren) on the first day. Please plan to take a minimum of one hour to complete the health check.**
- **Cell phones and other electronic devices are not allowed to be out during camp hours**
- A voluntary survey will be e-mailed to parents or guardians within one week of camp ending

WHAT TO BRING FOR CAMP (Age 5- Grade 2)

- Swimming attire and towel (PFD if you choose)
- Activity appropriate clothes- e.g. closed toed shoes, modest clothing, beach/water shoes, etc.
 - Closed toed shoes such as boots or tennis shoes (no crocks) and long pants for scheduled horseback riding
- **Change of clothes along with rain gear and sweater**
- Any prescription or allergy medicine needed by your child
- Snack and lunch if your child has extensive food allergies/restrictions

ADDITIONAL ITEMS TO BRING FOR OVERNIGHT CAMP (Grades 3-12)

- Pillow and sleeping bag
- Pajamas
- Dinner, evening snack and breakfast if your child has extensive food allergies/restrictions

We recommend extensive labeling of all belongings as a preventative measure for tracking personal property. Individual campers are responsible for any personal belongings they bring to camp. We are not responsible for lost, stolen or broken items. If items are not claimed within one month of camp ending, lost and found items will be donated to Goodwill.

WHAT NOT TO BRING

- Clothes not adequate for the woods or dirt
- Any type of video games or electronic devices
- **Cell phones**
- **Any type of weapon or pocket knives**
- Pool floatation devices
- Toys, stuffed animals, games, etc.
- **Valuables- we are not responsible for any lost items**

DAILY ACTIVITIES

Activities will include, but are not limited to, swimming, arts & crafts, outdoor skills, environmental discovery, traditional camp activities (e.g. fire building, hiking, archery, tie-dye, etc.), cultural-based lessons and activities (Anishinabek teachings, Bodewatomi language, hoop dancing, doubleball, and cultural crafts- black ash basketry, birch bark bitings, hand drum making), and much more.

MISSION STATEMENT

Jijak Youth Camp serves our Tribal Community by strengthening our young people's bond to cultural traditions, engaging youth in nature and forging lifelong friendships, based on the rich history and living traditions of the Gun Lake Tribe.

GOALS

At Jijak Youth Camp we strive to develop a sense of responsibility and an awareness of all people; to develop the individual sense of responsibility to conserve and protect the natural world; to develop a high level of self-esteem and personal experience; and to provide wholesome experience in youth-adult partnership.

DRESS CODE

Camp is a great place to wear outdoor clothing that can get dirty; daily activities include tie-dye, crafts and fun in the outdoors. Please reconsider sending your child(ren) in any clothing, swimwear or shoes the camper cannot handle themselves. Proper swimwear is recommended. Closed toed shoes are required each day for outdoor activities; however flip flops or other shoes can be brought as an alternative for some activities.

FOOD

Youth will receive a morning snack, lunch and an afternoon snack each day. For the overnight, they will also receive dinner, an evening snack and breakfast. If your youth has extensive food allergies/restrictions, we ask that you pack snacks and meals for them. We always encourage youth to try new foods and experiences, but we recognize that everyone needs to eat; alternative choices are available in the form of PB&J or a lunch meat & cheese sandwich. Water and a sports drink will be available throughout the facilities. The Jijak Youth Camp staff will maintain the camper's water bottle that is provided for them onsite until the end of the week.

ELECTRONICS

Cell phones and other electronic device utilization is not permitted at Jijak Youth Camp. At first sighting, campers will be required to put away the device and at second sighting, the device will be confiscated.

SUNSCREEN AND BUGSPRAY

We recommend applying sunscreen to your child prior to arriving to camp. While at Jijak Youth Camp, counselors will provide sunscreen to campers as needed (minimum of 3 times daily). If youth are having issues with bugs, counselors will provide bug spray. If your youth requires special (sun/bug) spray, please label the bottle and the counselors will keep the bottle for the week.

YOUTH ARRIVING LATE/EARLY PICK-UP

If a youth is going to be late, will be picked up early or cannot make it that day, please let us know as soon as possible. Parent or guardian may let us know at drop-off, pick-up or by calling the number given at check-in. A registered youth can be signed in and join an activity at any time during the day. Your child(ren) may be checked-in or picked-up at the cafeteria.

FAILURE TO PICK UP

Fifteen minutes after camp has ended, if a camper is not picked up, staff members will begin calling those authorized to pick up the child(ren) as listed on the registration form. If no one can be reached, or has not arrived to pick up a camper within an hour of camp ending, parent/guardian will be charged a childcare fee of \$40 per hour. Youth will be ineligible for camp until this fee is paid.

VISITORS

Parents, guardians and authorized individuals will need to wait for their youth at the Jijak Property Cafeteria. For the safety of all campers, only staff, official volunteers and campers will be permitted to be throughout the campus. We encourage community members to sign up to be official volunteers, and assist with various camp activities. Please contact Shawn McKenney or Desirae Pyle at 269.397.1780 to find out more information.

RELEASE OF YOUTH FROM CAMP

Youth will be released to parents/guardians or persons designated on the application form only. **Parents need to send a signed letter authorizing release of a youth to anyone not listed on the application form.**

DISCIPLINE

Jijak Youth Camp has adopted the following discipline plan for all campers: we approach discipline in a serious, yet positive manner. Desirable behavior will be rewarded with positive reinforcement. In the event that the youth exhibits inappropriate or negative behavior, the staff shall talk to the youth and enlist his/her help in solving the immediate problem. All violations will be documented in a disciplinary log.

MINOR VIOLATIONS: Those violations which are related to behavior and do not endanger the safety of themselves or others.

EXAMPLES: Using profanity, teasing, disruptive behavior or disregard for instructions

- 1st Offense- Verbal “warning” from counselor or other staff
- 2nd Offense- “Take a break”; discussion of behavior and a verbal agreement of changed attitude
- 3rd Offense- removed from the activity and discussion with Assistant Director
- 4th Offense- Assistant Director will call parent or guardian; sent home for the day

MAJOR VIOLATIONS: Those violations which endanger the safety or wellbeing of themselves or others

EXAMPLES: Pushing, hitting, throwing objects at/around others, theft, running away or bullying

- 1st Offense- “Take a break”; discussion of behavior and a verbal agreement of changed attitude
- 2nd Offense- removed from the activity and discussion with Assistant Director
- 3rd Offense- Assistant Director will call parent or guardian; sent home for the day

If a child needs to be sent home a second time in one week they may not return until the next camp event.

SEVERE WEATHER

During severe weather, the youth will be kept inside the Recreation Hall. Alternate activities have been planned for these times and include games, crafts, movie, etc. Provisions have been made for Severe Weather Watch/Warning and for Tornado Watch/Warning.

LOST CAMPER

Every effort is made to keep youth safe. In the unlikely event that a camper is missing, Jijak Youth Camp staff have been given specific steps to follow including searching the area, retracing steps and carefully questioning other youth and staff members. Provisions are made for notifying to Gun Lake Tribe Public Safety, local Sheriff’s Department and the youth’s parents/guardians.

WATERFRONT SAFETY

A lifeguard will always be present at the water during all water-based activities including, but not limited to: swimming, canoeing and fishing. During swim time, additional waterfront observers (1:10) will be present. Youth will be required to utilize the buddy system. Staff members will monitor the buddy board during free swim periods.

All youth must take and pass a swim test to swim in the “deep water” zone. All youth who have “PFD Required” marked on their registration form, or if the Red Cross Certified Lifeguard deems a PFD necessary, will be made to wear their PFD while in the water.

HEALTH CHECK OF YOUTH

All youth must undergo a health check by the Health Officer the first day of their initial arrival at camp. This screening will include a review of the youth's health history, a discussion of health needs with the camper and a checking in of all medications. **This must be done in the presence of a parent or guardian. Please plan a minimum of one hour.**

YOUTH BECOMING ILL OR INJURED DURING PROGRAM HOURS

A Health Officer will be onsite during Jijak Youth Camp. The Health Officer or other trained staff member designated by the Health Officer, shall be on duty at all times while the camp is in session. Jijak Youth Camp staff are certified in First Aid and CPR.

In the event of an emergency or serious injury, EMS will be called or the youth may be transported in accordance with Camp Policies and Procedures for medical treatment. EMS service is available from Wayland Ambulance Service by calling the Sheriff's Department at: 911. Other emergency transportation may be provided by a Gun Lake Tribal vehicle. If advanced emergency services are required, camper(s) will be taken to: Allegan General Hospital at 555 Linn St, Allegan, MI, 49010 or Borgess-Pipp Hospital at 411 Naomi Street, Plainwell, MI 49080. A staff member will accompany any person sent by either car or ambulance to the hospital.

Attempts to reach a parent or other person(s) designated in the emergency contacts will be continued until someone is reached.

ILLNESS

For the protection of the youth, we cannot accept any children with the following symptoms: diarrhea or vomiting, undiagnosed rash, sore or discharging eyes or ears, profuse nasal discharge, diagnosed contagious diseases (such as strep throat) or chicken pox.

Sick children will be provided with a place to rest comfortably until they go home. Parents/Guardians will be notified immediately to come pick up their child and are expected to do so within the hour.

Please notify the Jijak Youth Camp staff if your child had been diagnosed with a communicable illness such as hepatitis, measles, mumps, meningitis, diphtheria, rubella, salmonella, tuberculosis, giardia or shigella. The staff will then notify the local or state department of health and all parents and guardians of children in care.

MEDICATIONS

All youth and staff medications must be turned into the Health Officer. They should be in the original container with the dosage and frequency marked. The Health Officer is responsible for keeping all prescription drugs and medications under locked storage in the Infirmary. The Health Officer, or designee, will prepare and dispense medications to the appropriate persons at the prescribed intervals. Those youth who receive bedtime medications will come to the Infirmary between 9:00 p.m. and 10:00 p.m. to obtain them. Other medications needed for routine health problems will also be dispensed by the Health Officer or designee according to our standing orders (see the health form for approval). Counselors may carry and dispense life-saving prescription medicine that should not be parted from the child such as inhalers or epi-pens.

REPORTING OF CHILD ABUSE

Any staff member who has reasonable cause to know or suspect that a youth has been subjected to abuse or neglect or who has observed the youth being subjected to circumstances or conditions which would reasonably result in abuse or neglect shall follow the chain of command in reporting, resulting in a written report made to the Department of Social Services.

We hope you and your child have a wonderful experience with us. Should you have any concerns about Jijak Youth Camp, feel free to talk to our Camp Director, Assistant Director or Activities Director. After camp we will be sending out a voluntary survey of your youth(s) experience.