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## PARENTS' MANUAL

2018 / 5778

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### CAMP MOSHAVA

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## IMPORTANT DATES – SUMMER, 2018

- \* **March 1** - The Camper Medical Form, completed and signed by a physician and signed by you, is due.
- \* **March 1** - Camper Evaluation/Personal Form is due.
- \* **May 1** - All outstanding fees and payments must be received in our office.
- \* **June 27** - Session #1 Begins
- \* **July 15** - Visiting Day for First Session, from 11:00 AM - 5:00 PM (EDT)
- \* **July 24** - Session #1 Ends
- \* **July 25** - Session #2 Begins
- \* **August 12** - Visiting Day for Second Session, from 11:00 AM - 5:00 PM (EDT)
- \* **August 21** - Session #2 Ends

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## Introduction

One of the important aspects of preparation for camp is making sure that all requirements have been fulfilled. These requirements include:

- ◆ paying all tuition and fees
- ◆ submitting on-line an accurately completed Camper Personal Information Form and Bunk Request Form
- ◆ submitting on-line the Camper Medical Form Parent Section completed and signed by you
- ◆ having your child examined by a licensed physician and submitting on-line – the Physician Section of the camper medical form
- ◆ Completing transportation and luggage forms
- ◆ Submitting all special request forms

You will find all forms on-line in your CampMinder account. Please take a few minutes to read through the following sections, to avoid any complications or delays.

## Fees

All camper tuition and fees (first month, second month, full season) must be paid according to the following schedule:

January 1	One-half of the tuition is due
May 1	Tuition balance - Paid in full

*An unpaid account may be considered as an automatic cancellation and the reservation may be given to the next camper on our waiting list. A bus boarding pass will be issued only to those campers whose accounts have been cleared. Our office will be sending out reminder notices under separate cover.*

Please avoid complications. Clear your tuition balance at your earliest convenience. If you have any questions about tuition, please call us. We'll be happy to help. To ensure proper and prompt credit for your payment, please include your child's name on your check with your payment. **Do not send cash in the mail.** Payment can be made via personal check, certified check or money order -- made out to Camp Moshava -- by mail or in person. We do not accept credit card payments. If you intend to pay in person at our camp office, we suggest that you call in advance to make sure that someone will be available to help you.

## Cancellations

All reservations, cancellations and changes of reservations must be in writing. Please be aware that no refunds of tuition are made for children who return home voluntarily during the summer, or for children who are sent home for disciplinary reasons. All refund requests must be made in writing to the Camp Office. The Refund Subcommittee of our Camp Committee decides on refund requests within

two months after the end of the camp season.

### Camper Evaluation Form

Camp Moshava's educational philosophy embraces the importance of individual attention and program personalization. The Camper Evaluation/ Personal Information Form and Bunking Forms are an important tool to help our staff prepare for your child. These confidential forms are designed to enable us to help your child become an integral part of camp life, and adjust to general and specialized activities as smoothly and easily as possible. Any requests for bunk assignments, tutoring and individualized attention should be indicated on these forms. While we can not guarantee fulfillment of all requests, we do our best to honor as many as we can. You should fill out this form as accurately and completely as possible. Under no circumstances should you permit your child to fill this form out. Your complete and honest answers to all questions will greatly facilitate our ability to care for your child.

- ◆ Please log into your CampMinder camper accounts and fill out the two forms on-line by March 1.

### Medical Form

All children must be examined by a licensed physician prior to their arrival at Camp. Please note that it must be completed and returned to our New York office by March 1.

You will notice that there is an on-line form to be completed by you as a parent. *Make sure to sign the section of the form authorizing the Camp Moshava staff to render medical care.* There is a second form which must be printed and which must be completed and signed by a licensed physician. The signed form must be scanned and uploaded into your child's campminder account. **No child can be allowed on a bus or permitted to enter camp without a properly completed and signed medical form on file with the camp.**

Please also read the section in this manual that is dedicated to health and medical information. Please note that Moshava requires that children have an annual check-up before camp and requires that a physician fill out and sign a new medical form each year.

### Therapy

With increasing frequency, it has become perfectly natural for children to see a psychotherapist or counselor to assist with growth, development or adjustment issues. If your child is, or has been in therapy, please provide the information requested in the appropriate section of the personal information form.

## Custody Issues

In the event of divorce, parental separation, or other custody issues, in order to maximize your child's camp experience, it is our firm policy NOT to become embroiled in any disputes. We will therefore follow the wishes of the parent that signs the enrollment form in deciding who may have contact with the child, including phone contact, who may remove the child from the campus and who may have access to the child's files and records. Any such instructions should be provided to us, in writing, by the parent who signs the enrollment form. If no such instructions are provided, we will assume that both parents have full access. If both parents sign, then each will have the same rights in this regard.

Similarly, the parent (or parents) who signs the enrollment form remains financially responsible to the camp for any obligations resulting from the child's stay at camp, including but not limited to tuition, and regardless of any private arrangements between the parents.



## **Introduction**

Camp Moshava's primary concern is for the safety, health and welfare of your child. To this end we have established a comprehensive health and medical program, including an experienced, well-trained medical staff and a full-time licensed physician on campus. We are a mere fifteen minutes from a well-regarded regional hospital, where we have access to a full complement of specialists and advanced facilities. Our camping program is planned around providing children with a unique active and educational outdoors experience, safely.

While minor injuries and illness are part of camp life, you can help minimize any problems by doing your part. This involves properly completing our camper evaluation and medical forms -- important tools in our child welfare efforts -- and by heeding the information, requirements and suggestions which follow.

## **Inoculations**

Before his or her arrival at camp, every child must have up-to-date:

- ◆ tetanus shots
- ◆ polio inoculations
- ◆ meningitis inoculations

as directed by your personal physician. Your physician should indicate this on your child's medical form. Please note that there will be a charge for the administering of tetanus shots for campers whose inoculations are not up to date.

## **Medical Limitations**

If your child...

- ◆ can not hike or swim due to physical limitations
- ◆ needs special medication or constant medical attention
- ◆ is diabetic, asthmatic or subject to fainting spells
- ◆ has life-threatening allergies
- ◆ for any reason can not participate fully in our very active out-of-doors program,

we request that you discuss this with the Camp Director to determine whether or not your child can best be served at Camp Moshava.

## Medication, Medical Procedures, Dental Work

In our ongoing commitment to ensure the safety of campers who will be taking medications, vitamins or supplements on a daily basis while at camp, we have selected J Drugs, a pharmacy who supplies pre-packaged medications, to supply medications to our campers for the upcoming summer season.

Pre-packaged medications provide for a safe, sterile and potentially error free way to dispense medications. This distribution method is endorsed by the American Camp Association and is used by hospitals, nursing homes, schools and camps throughout the United States.

Our policy for dispensing medicine requires ALL campers and staff members who are under the age of 18 and who take medication daily to use J Drugs to package their prescription Medications, over the counter medications, vitamins, and supplements.

PARTICIPATION IS MANDATORY FOR ALL CAMPERS AND STAFF MEMBERS UNDER THE AGE OF 18, WHO TAKE MEDICATIONS, VITAMINS, OR SUPPLEMENTS ON A DAILY BASIS. The only exceptions are for campers who do not reside in the USA. Copies of all prescriptions and doctors notes must also be submitted to the camp along with the campers health history form.

For medical issues that arise immediately before camp - Any prescription medicines or special medications should be obtained prior to camp and sent with your child. *Your child is required to bring all medications to the infirmary upon his or her arrival at camp.* Our medical staff will keep and administer all medications. Please include any specific instructions, warnings or indications which your physician or pharmacist may provide. Medications **MUST** be sent to camp in original prescription bottles labeled by a licensed pharmacist.

As it is difficult to arrange to have optional medical procedures or dental work done locally, please have all such procedures or work done before your child comes to camp. Please speak with the Camp Director if you have any questions.

## Lice

In a "communal" living setting, like camp, lice can periodically become a problem. All children should be checked for lice **before** they leave for camp. They will also be checked by our medical staff upon arrival, as well. Any camper who arrives with lice requiring immediate treatment from our staff will be charged for this service. In extremely serious cases of lice, parents will be asked to take their child home, provide treatment and only then be able to return them to the communal camp setting.



## **Lyme Disease**

The Camp Moshava administrative and medical staff is well aware of the Lyme Disease problem in the Northeast. All State and Local Health Department precautions are being taken. Camp Moshava is a member of the American Camping Association, Foundation of Jewish Camp and the Wayne County Camping Association, and receives frequent updates from these associations. Special preventive training seminars are conducted with our staff and campers.

## **A Final Word: Health and Medical**

Our medical and nursing staff is trained to focus on the health of all our campers. Our staff responds to any identified medical or emotional issues, provides excellent care and communicates promptly with parents and guardians as necessary.

Upon their return home, we suggest you check in with your child and, if there are any changes in, or concerns about, their health, you contact your personal medical professionals and also communicate with us. We look forward to continuing the caring partnership we value as caretakers of your children.

Please be aware that omissions of medical information are grounds for immediate dismissal from the camp.



## Introduction

While clothing tends to be a very personal matter, there are some guidelines for appropriate clothing and equipment for camp. In general, keep in mind that clothing undergoes a lot of wear and tear in camp. Do not send particularly fancy or delicate clothes as they are prone to damage. Moshava has a suggested list of camper clothing and equipment needs. Storage facilities are limited, so please refrain from sending clothing in excess of this list.

## Special Items Needed

In addition to the items listed at the end of the manual, each camper is required to bring:

- Small Siddur (used for campouts)
- sleeping bag
- flashlight
- knapsack
- canteen

These items are used as an important part of our educational program.

Children are required to make their beds with sheets and regular blankets. *No child may use a sleeping bag as their primary blanket, or sleep in their sleeping bag in the bunks.* It is both messy and unhealthy. The optional services section at the end of this manual contains information about our linen rental service. Send a pillow along with your child. Camp does not have pillows available.

## Items Not to Bring

For health and safety reasons, campers are not permitted to bring the following:

- knives, hatchets, or sharp-edged tools or objects
- martial arts or other weaponry
- air guns or projectile devices
- fans
- appliances (ie. sandwich makers, refrigerators)
- matches or lighters
- fireworks, flammable materials, incendiary devices, or related items
- multiple outlets or similar adapters or extension cords
- heaters or heating devices

Please make your child aware of these restrictions. **These items will be confiscated** and are grounds for dismissal from camp.

## CELL PHONES/ SMART PHONES

Cell phones are not allowed and will be confiscated. Campers that need cell phones for travel to and from camp should submit them to the office upon arrival at camp. The possession or use of a smartphone/ cell phone will result in a three day suspension from camp. Even smartphones/ cell phones without SIM cards are not

allowed. DVD players, laptop computers and similar devices are also not allowed and should not be brought to camp. Campers are NEVER allowed to take photographs inside ANY living quarters! Specific camp approved audio devices may only be used with the permission of the counselors. If improperly used, they will be confiscated and returned at the end of the camping season. Jewelry, expensive cameras, etc. are also discouraged.

### **Dress Code**

Camp Moshava has a Dress Code that is strictly enforced. Please keep this Dress Code in mind when you are packing for camp.

Girls are not allowed to wear:

- shorts, tight fitting skirts and mini-skirts
- Skirt slits may not extend above the knees.
- tank tops, sleeveless shirts, cap sleeves
- low cut shirts or tops, tight fitting shirts
- leggings, V-Neck T-Shirts
- No body piercing –nose-rings, belly button rings etc.
- No dying of hair in an unusual way (For example – blue, green purple or yellow)
- No shirts with slogans written across the chest.
- Underwear may not be showing at any time

Girls **are** allowed to wear:

- pants that cover the knee or below, while sitting
- skirts that cover the knee or below, while sitting
- sweat pants
- jeans, slacks, pants, etc. However, no slogans should be written across the rear end of pants and sweatpants
- Shirts must be long enough so that no midriff is exposed when you are standing, sitting or as a result of regular movement

On Friday nights, girls must wear white blouses and navy blue or dark skirts.

Boys **are not** allowed to wear:

- short, immodest shorts (All shorts must reach the top of the knee and cover the body modestly)
- tank tops or undershirts (worn alone) – Shirts must be worn at all times!
- No earrings or body piercings of any type.
- Underwear must not be showing at any time.
- No jeans, shorts or sneakers on Shabbat

Boys **must** wear:

- kippot and tzitzit at all times
- white button-down shirts or white collared two button polo shirts and navy blue or dark slacks for all of Shabbat

Your children should be aware of this Dress Code. They should also be informed that weekday clothes are not appropriate to be worn on Shabbat.

Machal (9th grade) campers should bring comfortable hiking shoes, hats, and strong, comfortable knapsacks and canteens. Please refer to the Machal Contract/Program Description, sent to parents of Machal Campers under separate cover.

### **Labels**

Every item which you send with your child, should be identified with a label bearing his or her first and last name. You will find an order form for labels for your child's clothing on our website. Where a label can not be attached, use a permanent marker to write your child's name on a piece of adhesive tape, and attach it to the item.

### **Liability**

Camp Moshava assumes no responsibility for wear and tear, damage to, or loss of camper's clothing, equipment or belongings. We recommend that you do not send expensive cameras, watches, radios, jewelry, fancy clothing, etc. to camp, as we will not be responsible for loss or damage. By placing name tags on all articles, you will help us keep losses to a minimum. The fire and theft insurance carried by the camp does not provide coverage for personal effects. Therefore, if such coverage is desired, you are urged to make arrangements for such coverage with your own insurance company.

Many policies include coverage for such losses away from home. We have included a brochure describing one such camp property insurance coverage package on our web site.



**Introduction**

Detailed information about transportation will be e-mailed to you upon complete payment of all financial obligations, submission of camper evaluation form and the camper medical form. Please be advised that no child will be allowed to board any Camp Moshava bus without completion of these obligations

For your convenience, Camp Moshava has bus pick-up points in central locations in the Greater New York and New Jersey area. We are unable to make any stops other than at these central locations. Your child will be assigned to a bus at the location closest or second closest to your home, based on considerations of space and scheduling. If you have other arrangements for the transportation of your child, please call or e-mail the camp office at your earliest convenience. This information will allow us to properly adjust our rosters and schedules, and ensure the easiest trip possible for all children.

Each Camp Moshava bus is accompanied by at least one trained bus counselor. Bus counselors are present to check bus passes, assist your children, provide safety supervision, answer questions and help with any difficulties which may arise. We ask that you have your child at the assigned bus pick-up point at least 30 minutes before scheduled departure. This will ensure that there is plenty of time to say goodbye, to ensure that children are properly seated and to leave on time. This also allows you sufficient time to speak to counselors should your child have difficulty in traveling or in parting company from you.

**Baggage**

No camper baggage can be transported on Camp Moshava buses. Please do not ask the bus counselor or bus driver to make any exceptions as they do not have that authority and can not accept that personal responsibility.

While transportation of your luggage is solely your responsibility, we do offer some suggested options for transportation. Please understand, however, that in using any of the options suggested, you will be dealing directly with the respective company in question, which is a shipper independent of Camp Moshava. Camp Moshava assumes no responsibility for baggage. In case of difficulties you will have to contact and deal with the company directly.

**Camp Truck Delivery (CTD)**

(201) 836-0904

Please use the following site:

<https://moshava.camptrunkdelivery.com/CampHome.aspx>

General Website: <https://camptrunkdelivery.com>

Provides service to the following areas:

- Manhattan
- Bronx
- Westchester County
- Brooklyn
- Staten Island
- Queens
- Nassau County
- Suffolk County
- Rockland County
- Bergen County
- Passaic County
- Hudson County
- Essex County
- Union County
- Middlesex County
- Monmouth County
- Philadelphia/ Cherry Hill areas

Pickup dates for luggage are set and announced by the company approximately two to three weeks before camp. Usually, this luggage company picks up luggage from your house five days or less before camp. Please have your baggage ready when the shipper calls for it, properly tagged with the provided shipper tags. Please make sure that these tags are completely filled out.

We reiterate that this shipper is independent of Camp Moshava. We assume no responsibility for baggage. Please go their website or contact them for further information.

**United Parcel Service (UPS) or Federal Express Ground**

UPS & FedEx provides service directly to Camp Moshava from anywhere in the United States. Please make sure that all baggage tags are securely fastened, and are properly addressed as follows:

Your Child's Name  
c/o Camp Moshava  
245 Navajo Rd.  
Honesdale, PA 18431

Luggage sent via UPS or FedEx requires approximately three to five days to arrive in camp. Please note that UPS and FedEx do NOT insure the container so do NOT use expensive trunks or suitcases. In fact, it is possible to use a cardboard box to ship clothes and to buy a similar box from Moshava for the return shipment.

For return shipment via UPS or FedEx, please send funds to the camp office to cover the return shipment cost. Please make out the check to Camp Moshava. Moshava will ship the luggage.... Please do NOT have UPS or FedEx issue a

call-tag. You also have the option to pay on Visiting Day at the Main Office at camp to cover the UPS or FedEx return shipment cost. Your nearest UPS or FedEx office can tell you the cost of return shipment. Camp Moshava will address the luggage to your homes and insure it for \$400 per bag. Do NOT arrange directly with UPS or FedEx for pickup of the luggage at camp. Rather, all return shipment via UPS or FedEx should be made directly with Camp Moshava. Campers will bring this luggage to the office at the end of the session, where it will be shipped the same day. Camp Moshava assumes no responsibility for luggage shipped via UPS or FedEx.

Please note:

- 1) Luggage to be sent UPS or FedEx that has not been paid for by the date of shipment (last day of each session) will be sent **COD** from Camp Moshava to the home address.
- 2) UPS seems to have unclear guidelines concerning the shipment of duffelbags and trunks. Some UPS agents have been unwilling to accept duffelbags. Therefore, some parents have shipped the child's belongings in cardboard boxes. Please be advised that this practice is acceptable and that we will provide new boxes for the return shipment on packing day.

### **Other arrangements or self-transportation**

Should you opt to personally transport your child's luggage to or from camp, or make other arrangements, please call the camp office, well in advance, to inform us of these arrangements. We will inform you about the days and times that staff are available to accept or release luggage. In general, no luggage can be accepted earlier than four days before camp. Luggage must be picked up the day that the session ends. Camp Moshava accepts no responsibility for luggage transported via your own arrangements.

Please make sure that all pieces of luggage are properly labeled with:

Your Child's Name  
Your Address  
Camp Moshava's Address  
Grade Completed in June

Please remove all other names and old labels.

We also suggest that you use sturdy, rugged luggage, and that you do not use fancy or fragile bags. We can not be responsible for damage to luggage or its contents. Please do not include liquids, fragile items, potentially messy items, electronic equipment, cash, valuables or



breakables in your child's luggage. We can not assume responsibility for missing or damaged items.



## Introduction

Camp life is a micro-society, catering to the needs of your child, while providing new, unique growth experiences and challenges. While we are not a country club, we do offer some important services which your child can -- and in some cases, must -- take advantage of. We also have a number of policies and behavioral guidelines which we enforce, and which we require that program participants honor

For an enjoyable and beneficial summer, your child should also realize that he or she will be expected to adhere to camp guidelines. Before leaving for camp your child should know and understand what those guidelines are.

## Services

The following is a list of our standard services. For a complete list of our optional services, please consult Appendix B at the end of this manual.

## Laundry

Camp Moshava sends the campers' clothing to a laundry where the clothes are washed, dried and folded. Laundry is sent out once each full week. This is a simple "rough-dry service," not flat-finished or ironed. Camp Moshava does not make up for losses which may occur. Name tapes are necessary.

All institutional laundries can, periodically, be very rough on campers' clothes. Therefore, we strongly suggest that you refrain from sending expensive clothing or clothing with restricted washing instructions. Please note that only immediately necessary laundry will be done during the Nine Days.

## Canteen

Camp Moshava has a well-stocked canteen from which campers can purchase refreshments, stationery, stamps, postcards, toiletries, etc. Each camper receives a Camp Moshava T-Shirt as a year-round memento of camp.

Each child receives a \$30.00 canteen credit. Machal campers receive a \$25.00 credit. This is for use in purchasing food & toiletry items from the canteen. ***All clothing sold in the canteen must be purchased with cash, not canteen credit!*** Canteen credit does not have cash equivalence. It is non-refundable, and any remaining balance is not subject to withdrawal at the end of camp as cash or merchandise.

You can send additional funds, to be credited to your account, for your child's use in Canteen. Please consult Appendix B for information about this service.

## **Valuables**

**We advise that all extra money that your child brings to camp be stored in the Camp safe.** Camp Moshava is not responsible for money not deposited directly with the Camp Office or Camp Canteen account. Please instruct your child to bring their money to the Camp Office the first day of camp, rather than keeping it in their possession.

## **Mail Service**

Please address camper mail to:

Camper's Name; Eidah: \_\_\_\_\_

c/o Camp Moshava

245 Navajo Rd.

Honesdale, PA 18431

## **E-Mail Service**

Parents can sign up for e-mail services through your CampMinder accounts. Moshava does not deliver any e-mails sent to campers through our office e-mail accounts.

Mail and e-mail are distributed once every afternoon. Outgoing mail is picked up from camp every morning.

Although our canteen does sell stamps and writing and mailing materials, we suggest that you see that your child has a supply of stamped, addressed envelopes and postcards, ready to be mailed from camp. Camp Moshava suggests that campers write home on Sunday and Wednesday of each week. We try to make sure that campers write home regularly. However, in light of the active camp schedule, we cannot guarantee that this will always happen. Please be sure to write often to your child.

Food and candy parcels sent from home, while being a joy to receive, create a special problem, as food and candy left in cabins attract raccoons and mice. Campers receive nutritious, full meals daily, and can purchase treats from canteen.

**We emphatically request that parents not send food packages. We are a peanut sensitive environment. Please send no snacks with campers containing nuts. Please send healthy snacks with campers! A separate mailing on this issue will be sent before camp.**

## **Haircuts**

Please have your child's hair cut shortly before leaving for camp. Haircuts are **not** available at camp.

## Policies and Guidelines

### Camper Participation and Cooperation

Summer camp offers opportunities and experiences that will lead to the growth and development of your child, while he or she is having an enjoyable and exciting time. However, to ensure a positive and safe camping experience, we must have the full and active cooperation and participation of your child. Please make sure to discuss the following central issues and guidelines with your child before his or her departure for camp:

- Camp is a very active place where campers are required to attend all activities. Campers may not remain in cabins during activities.
- Campers should understand that summer camp's relaxed, informal environment is not to be confused with disrespect or vulgar language. We expect speech and attitudes consonant with our educational, religious environment.
- Respect for counselors, supervisory staff, fellow campers, other camp residents, personal belongings of others, the environment and camp property is an important axiom of summer camp.
- No child is permitted to leave camp, at any time, except on organized, authorized, supervised camp trips. Any child leaving camp grounds without proper supervision and authorization will be automatically sent home immediately.
- Campers are expected to behave responsibly and safely. This includes avoiding areas which are off limits without proper supervision and authorization. These areas will be pointed out to your child upon his or her arrival at camp. Your child is not permitted to bring any items that present potential danger to others. These items are spelled out in section three of this manual, in the subsection "Items not to Bring." Any child found to have gone, without proper supervision and authorization, into an area designated off limits, or found starting a fire for any reason other than at a campsite under supervised conditions, will be automatically sent home immediately. The possession, in camp, of items that present potential danger to others, is grounds for immediate dismissal.
- Please review the dress code, detailed in section three of this manual, with your child.
- Without permission of the supervisory staff, no camper is allowed in a bunk other than his or her own. In addition, girls and boys are not permitted on each others' campuses except during the normal course of organized, supervised and authorized camp activities. Boys are never permitted in girl's bunks and girl's are never permitted to be in boys bunks. Violation of this rule is certainly grounds for dismissal from camp.

Upon his or her arrival at camp, your child will receive a thorough orientation.

Please advise your child to carefully listen to this orientation, and to ask questions about anything which he or she may not understand.

**Parent - Camper Guidelines**

The following are a number of guidelines which govern parent-camper interactions during the camp session:

- ◆ **Telephone calls.** Telephone calls from campers are greatly discouraged, and must be authorized by our supervisory staff. These calls often lead to expressions of emotion that reflect momentary, immediate needs and can cause unnecessary worry. These phone calls also tend to disrupt our camp program. The desire to call home can take children away from activities, and lead to discipline problems. The size and nature of camp does not permit us to call children to the phone. Parents, of course, may always speak with the director, doctor, nurse, head counselor, Assistant Head Counselor, Camp parent, etc., whenever necessary. Campers are NOT allowed to have cell phones. The possession and/ or use of a cell phone will result in an automatic three days suspension from camp.

Our switchboard is open 9:00 A.M. - 8:00 P.M. daily. The phone number at camp is (570) 253-4271. After 8:00 P.M. you may leave messages on our answering machine. We will gladly return the call the next day. You may also leave messages for your child with our office staff. Camp Moshava does have a fax machine, available for business-related uses.

- ◆ **Emergency Calls.** In case of **extreme emergency only** (after 8:00 P.M.), please call (570) 253-4273. We do not accept non-emergency calls on this line. Our answering service will only put you through in emergency situations.
- ◆ **Visits.** Visits at times other than the designated hours of visiting day are not permitted. **Please do not just arrive on another day, as visitors will not be allowed into camp.** Please help us prevent these very unpleasant situations.
- ◆ **Graffiti and Damage.** Campers and their legal guardians will be held responsible for any damages that they may cause Moshava as a result of a violation of camp rules, regulations or the instructions of the supervisory personnel. There will be an automatic \$25.00 charge for each incident of graffiti writing on walls, tables or any other camp property.
- ◆ **Taking Children off Campus.** With the exception of Visiting Day, children may only be taken off campus as part of authorized, organized and supervised camp activities. On visiting day children can only be signed out, and taken off campus, by legal guardians during visiting hours.

## Visiting Days

Visits are limited to visiting day, which is held once each session. This summer, the Visiting Days are:

- 1st Session: Sunday, July 15, 2018
- 2nd Session: Sunday, Aug. 12, 2018

On Visiting Days we cordially invite parents and friends to visit our camp during designated visiting hours from 11:00 A.M. E.D.T. to 5:00 P.M. E.D.T. Visitors are not allowed to enter camp before 11:00 A.M. E.D.T. as children and staff are busy preparing for your arrival, and are not allowed to receive visitors and leave the campus. A special program is conducted affording parents the opportunity to observe camp activities, inspect the camp facilities and speak with counselors, support staff and administrative staff. You will receive additional details in the mail at least one week prior to visiting day. Directions to camp can be found in Appendix C of this manual.

We ask that you also respect the following additional rules which govern visiting days:

- No children are allowed to leave our grounds unless signed out by a legal guardian, with the knowledge and written authorization of the Division Head. Grandparents, siblings and other relatives are not legal guardians and will not be allowed to take a child off camp grounds unless written authorization from the legal guardians has been received in our office in advance.
- Pets cannot be brought on to camp grounds.
- Cars must be parked in designated areas, and are not permitted on campus.
- Visitors are not permitted to use the lake or pool without proper camp sponsored supervision. Insurance regulations prohibit visitors from using these-- or any other camp recreational facilities-- without supervision.
- Visitors are expected to respect our visiting day hours. They are required to wait until 11:00 A.M. E.D.T. before entering the camp, and are requested to leave by 5:00 P.M. E.D.T. Children must be legally and properly signed out to be taken off campus, and must be returned to camp by 5:00 P.M. E.D.T.
- Staff Members must sign out with their supervisors in order to leave the campus. Because of important staff responsibilities on Visiting Day, there is no guarantee that any staff member will be able to leave camp, or receive visitors. Counselors are NOT allowed to leave campus on Visiting Day.
- Please do not leave food and candy parcels with your child. Food and candy left in the cabins pose a health and safety hazard. Our canteen is open on Visiting Day, and snacks, drinks and sandwiches are available for purchase.

Visiting Day can be enjoyable and rewarding. They do, however, pose their own special problems-- with many individuals coming from far away with their own interests and agendas. Our guidelines are designed for your protection, for the safety and welfare of camp residents, and for the general benefit of all our visitors and camp residents. We strictly enforce these guidelines. Your cooperation and adherence to these rules will help make for an enjoyable day for all.

## **Photographs**

Moshava has a web site where photographs of campers and staff will be displayed. Moshava purposefully does not label these photographs with the names of those in the pictures. Moshava does not post mailing lists or e-mail addresses of campers or staff on the web site either. Moshava understands that parents give permission and consent for such photographs to be used and published on our web site or newsletters where they are used to illustrate, promote and advertise the camp. Any parents that object to the use of photographs that include their children should send a letter to the camp office.

## **E-Mail**

### **CAMPMINDER E-MAIL NOTES (ONE-WAY CAMPER EMAIL)**

We are excited to tell you about our partnership with CampMinder. CampMinder's secure, easy to use, one way camper email service let you stay in touch with your camper all summer long. As we get closer to camp, we will mail you more detailed information about the service. In the meantime, here are the answers to some questions you might have.

#### **Why are we changing camper email services?**

It is not possible for us to allow people to send camper email through our business email account. It has become too cumbersome and time-consuming to continue processing camper emails in that way. This e-mail program provides much better and more effective service. No other e-mails will be distributed.

#### **Will I have to pay to send CampMinder Notes (one-way email)?**

There will be a charge for using the CampMinder Notes service. Each morning, the CampMinder Notes system bundles and sorts the messages for us to print out and distribute to campers. It also protects us from computer viruses and allows us to easily manage these emails.

#### **Can other relatives use these services?**

Certainly. Once you have set up your account, you will be able to invite other people to access these services.

**Cell Phones/ Smart Phones**

Campers are NOT allowed to have or use cell phones. Possession or use of cell phones/ Smartphones will result in an automatic three day suspension. Cell phones needed for travel to camp should be turned in to the office upon arrival and returned to campers at the end of their stay at camp.

**In Closing**

As you can see, this manual contains a great deal of important information. We think that you will find it a useful reference tool, and ask that you become familiar with its contents.

We hope to hear from you soon with any questions which you may have about any of the contents of this manual. Our office is open during Business hours, from Monday through Thursday, except for legal and Jewish holidays. You can reach us at (212) 465-9021.

In the months and weeks that follow, you will receive regular correspondence and additional material from us. These, along with this manual, are designed to optimize your child's summer experience, as well as ease your preparation for camp.

The appendices which follow contain helpful lists, coupons and preparation tools. Please look them over, and save them for future use.

Thank you for your support and cooperation. Our staff looks forward to serving you and your children this summer.



**HAVE YOU.....**

- read through the parent's manual and accompanying information?
- completed on-line your child's Camper Personal Information Form and Bunk Request Form ( Due March 1)?
- paid all outstanding fees, tuition and payments (Due May 1)?
- taken your child for a complete physical exam?
- discussed any medical limitations with the camp director?
- made sure that all your child's inoculations are up to date?
- had your physician complete and sign our medical form?
- signed the medical form (permission to treat) and submitted on-line to our office (due March 1)?
- checked your child's hair for lice?
- informed our office if you plan alternate transportation arrangements?





**HAVE YOU.....**

- received bus information by e-mail (in June, upon completion of all requirements)?
- arranged linen rental (if so desired)?
- made appropriate baggage shipping arrangements?
- received conformation/ information from CTD Trucking (if your arrangements were made through them)?
- read through our suggested clothing list and obtained, or packed, clothing accordingly?
- obtained and packed a small siddur, sleeping bag, flashlight, knapsack and canteen for your child?
- made sure that your child does not bring prohibited items?
- labeled every item sent with your child?
- made sure that all items to be taken to camp have been shipped-- so that no luggage is taken on the bus?
- made sure that all your child's luggage is properly labeled?



To order any of our optional services, please complete the appropriate coupons , located on the next page. Remove the coupons and return them to our Camp Office, along with a check for the fees. To ensure accurate credit and service, we request a separate check for each coupon which you send in. In the memo section of each check please include your child/ren's name and the service ordered.

**Linen Rental (Optional)**

FEE: \$30.00 per child, per session

Camp Moshava is prepared to provide 2 sheets, 2 pillow cases, 2 blankets and 3 towels for your child. Please send us coupon 1 with your check. In the memo area of your check please write "LINEN SERVICE" and your child/ren's full name. We prefer that requests for linen rental be received by June 15.

**Birthday Celebrations (Optional)**

FEE: \$20.00 per cake

Many of our campers have summer birthdays, and wish to celebrate their birthdays in camp with their bunk. Camp Moshava is prepared to bake a cake for your child. Please make sure that orders for birthday celebrations are received by our office by June 15<sup>th</sup>.

After that date any orders should be sent directly to our office in camp. We must receive your order at least ten days before the birthday in order to ensure that your order is filled.

**Additional Funds**

To send additional funds to be used for your child/ren, please complete coupon 3. Send it along with your check, to our office. Please include "ADDITIONAL FUNDS", your child's name and account number on your check. If mailed after June 15, please send the coupon and check to our office at camp.

**CAMP MOSHAVA**

**SPECIAL ORDER COUPONS**

**LINEN RENTAL**

CHILD'S NAME: \_\_\_\_\_

GRADE JUST COMPLETED: \_\_\_\_\_

LINEN RENTAL RESERVATION:

- SESSION 1 (\$30.00) \_\_\_\_\_
- SESSION 2 (\$30.00) \_\_\_\_\_
- FULL SEASON (\$50.00) \_\_\_\_\_  
(CHECK ONE)

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**BIRTHDAY CAKE**

CHILD'S NAME: \_\_\_\_\_

GRADE JUST COMPLETED: \_\_\_\_\_

BIRTHDAY (Date): \_\_\_\_\_

- \$20.00 per cake

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**ADDITIONAL FUNDS**

CHILD'S NAME: \_\_\_\_\_

GRADE JUST COMPLETED: \_\_\_\_\_

I AM ENCLOSING A CHECK FOR: \_\_\_\_\_

TO BE PUT IN MY CHILD'S SAFE ACCOUNT FOR ADDITIONAL FUNDS

- ✓ **Return EACH COUPON/ SERVICE you are requesting with payment to:**

Camp Moshava  
520 Eighth Ave. 15<sup>th</sup> Floor  
New York, NY 10018

Please remember that Camp Moshava does not permit visitors except for appropriate hours on visiting days. *Please note that Mapquest and GPS devices often do NOT give correct directions in the area of camp. You might get sent to the wrong place! Visitors will not be permitted to enter Camp at any other time.*

We have been correctly listed on Google Maps. You can find us there by visiting <http://tinyurl.com/mapmoshava>, or searching for "Camp Moshava, PA" in Google Maps.

**From Staten Island, Brooklyn, South Jersey**

- New Jersey Turnpike North
- 280 West
- 80 West
- Exit 34B, Route 15 North
- Route 206 North (continues until you cross the bridge over the Delaware River)
- Route 6 West (into the village of Indian Orchard)
- Route 652 East (for .9 miles)
- Left turn on Navajo Rd. (look for Camp Moshava sign on the side of Route 652 East)
- One mile to Camp Moshava

**From George Washington Bridge**

- 80 West
- Exit 34B, Route 15 North
- Route 206 North
- Route 6 West
- Route 652 East (for .9 miles)
- Left turn onto Navajo Rd
- 1 mile to Camp Moshava

**Via New York Thruway**

- New York Thruway, Route 87 North
- Route 17 West (at Harriman)
- Exit 121W— 84 West
- Route 84 West (into PA)
- Exit 30, Route 402 North
- Route 6 West (Through Hawley, PA)
- Route 652 East (.9 miles until Moshava sign)
- Left turn on Navajo Rd

**• 1 Mile to Camp Moshava  
Via Lincoln Tunnel (from Manhattan)**

- Lincoln Tunnel to New Jersey
- Route 3 West
- Route 46 West
- Route 80 West
- Exit 34B, Route 15 North
- Route 206 North
- Route 6 West
- Route 652 East (for .9 miles)
- Left Turn on Navajo Rd
- 1 mile to Camp Moshava

**From Silver Spring/ Baltimore**

- 95 South
- 695 East/North
- 83 North
- 81 North to Scranton
- 6 East through Honesdale
- 652 East (for .9 Miles)
- Left turn onto Navajo Road
- 1 mile to Camp Moshava

**From Monticello Area**

- 17B West
- 52 South into Narrowsburg, NY
- 652 West (in PA; for 10-15 miles)
- Make right turn on to Navajo Road
- 1 mile to Camp Moshava

**From Scranton Area**

- Route 6 East
- Route 652 East
- Left turn on Navajo Road.
- 1 mile to Camp Moshava

**From Philadelphia**

- 476N to Exit 37
- 81 North to Exit 187
- Follow signs to Route 6 East
- 6 East through Honesdale
- 652 East (for .9 Miles)
- Left turn onto Navajo Road
- 1 mile to Camp Moshava

Please consult a map for directions from any other area to Camp Moshava. The camp is East of Honesdale, PA (along PA Route 6), and northeast of Scranton, PA (along PA Route 6). Scranton, PA also lies along Interstate 81, and is about an hour from the camp.

**Important Note**

As stated previously in this manual, **campers can be taken out of camp on Visiting Days only. Only parents or legal guardians may take signed campers out of camp.** In order to permit others-- i.e. Siblings, grandparents, relatives, family friends-- to take children out of camp, we must receive an authorization letter-- signed by a legal guardian or parent-- in our office at camp at least three days before visiting day. We are sorry but we can not accept authorization letters hand delivered or submitted on Visitor's Day. If you know of siblings, grandparents, relatives or family friends who plan to visit your children on Visiting Day, please make sure they are aware of these inviolate rules. If you wish to permit them to take your children out of camp, please follow the appropriate guidelines. **Please help us avoid any unpleasant situations by planning in advance.** If you have questions, please call the Director as soon as possible.

**Camp Moshava – New York Office**

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Address	Camp Moshava 520 Eighth Ave. 15 <sup>th</sup> Floor New York, NY 10018
Phone	(570) 253-4271
Fax	(570) 260-2620; 212-216-9578
Email	office@moshava.org

**Camp Moshava – During Camp Season**

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Address	Camp Moshava 245 Navajo Rd. Honesdale, PA 18431
Main Office Phone	(570) 253-4271 (9AM – 8PM)
Rosh Mosh Office	(570) 253-4274 (9AM – 8PM)
Fax	(570) 253-9576; (570) 260-2620
Email	office@moshava.org

**Camp Moshava- Camp Emergency Number**

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Please note that this number is for use only in cases of extreme emergency (i.e. medical emergency, death in the family, etc.) after our office closes. All other calls, even if they are very important, should be made to our main office number. An answering machine will take your message after hours.

**(570) 253-4273**