



*Joseph Conrad*  
SUMMER PROGRAM  
HANDBOOK

## **Welcome to the *Joseph Conrad* Summer Camp at Mystic Seaport.**

Get ready... camp season is here!!

We're very excited that you will be joining us at the *Joseph Conrad* Sailing program this summer.

Your program experience will include daily instruction, sailing on the historic Mystic River and accommodations aboard the historic tall ship *Joseph Conrad*, built in 1882 in Denmark. Originally used to train Danish boys for the merchant service, the *Conrad's* role in our summer camp harkens back to its original mission of education.

We are sure you and your family have some questions... what will I be doing?... what should I pack? This book is here to help prepare for your week-long stay with us. You and your parents can also get to know our policies, designed to help you have a great time. So get ready for a summer you're never going to forget! See you soon!

If you have any questions or concerns before attending your program, call us at 860-572-5322.

We look forward to seeing you.

The *Joseph Conrad* Summer Camp Staff

## BEFORE ARRIVING

### Enrollment Information Required Forms

All forms and balance of tuition is due no later than May 1st.

Campers will not be permitted to attend any activity unless the following are on file:

- Signed registration
- Health form
- Medication form (as needed)
- Emergency distribution of Potassium
- Copy of insurance card
- Photo release
- Camper conduct
- Swim certificate (found in back)

Please mail forms to:

Mystic Seaport *Joseph Conrad* Camp  
Haynes House  
PO Box 6000  
Mystic, CT 06355

### Packing Your Bags!

Campers should be prepared for hot days, cool night and occasional rain, which is not a deterrent to the program. We often sail in the rain. The sleeping quarters of the *Joseph Conrad* are equipped with mattresses; linen and blankets are not provided. There are no outlets on the ship that can accommodate electrical appliances. Butane appliances are not allowed for safety reasons.

Please make sure that your camper's clothes provide adequate coverage for their active time at camp; spaghetti strap tank tops, string bikinis, short shorts, shirts that do not cover the midriff and pants that reveal undergarments do not belong at camp. Clothing with inappropriate or disrespectful logos/topics, such as alcohol or tobacco, should also be left at home.

Please make sure you label **EVERYTHING**.

- Uniform – two pairs of khaki shorts and three white polo type shirts
- Bedding – one sleeping bag, one pillow, and one sheet
- Towels – two towels and two wash clothes
- Toiletries
- Comfortable clothes – jeans, shorts, 2 swimsuit, plain shirts (no writing of any kind) and old clothes to climb with.
- Sunblock
- Pajamas
- Bug spray
- Water bottle
- Cold weather clothing – polar fleece vest or jacket
- Foul weather gear
- Shoes (2 pair; one comfortable with a hard bottom like a sneaker and one for getting wet)
- Other essentials – spending money, stamps, hats
- Flashlight
- Camera and film
- Playing cards
- Stationary, pens & stamps
- Sea or duffel bag — all gear (except sleeping bag) is to be packed in one bag of moderate size. No suitcases are allowed as stowage space is limited. There simply is not room for larger bags and extra clothing. Keep it simple!

We recommend having your camper help you pack for camp, so they will be able to find items in their bag and identify which items are theirs.

## **Please Do Not Bring**

- Cellular Phone
- Radios/Walkmans/iPods, etc...
- Handheld video camera
- Knives
- Food or candy (not allowed on ship as it will attract unwanted critters)

## **Lost and Found**

Please make sure all items brought to the program are labeled with the camper's name. Articles left behind will be kept for thirty days, then turned over to charity. We cannot be responsible for unlabeled items or clothing.

## **Camp Check-in**

Bags are packed and kids are ready to come to camp! Here is what you can expect when you arrive at Mystic Seaport *Joseph Conrad* Camp. Camp check-in will run from 3:00pm to 4:00pm. on Sunday.

Park in the Main Parking lot (South parking lot across from the Museum store). A museum member will be there to greet you. You will be required to carry your gear on and off grounds.

You will be directed to go through the main gate to the Youth Training Building (YTB). There you will meet the director and staff. You will also be able to confirm that all of your paperwork and payments have been received. You will also have the opportunity to discuss any medical concerns regarding your child with the camp's First Aid Director. The First Aid Director will collect all medications for your child at this time. CT State Health Code requires that all medications are stored with the First Aid Director. This includes pain relievers, cold medicines, or other over the counter medications, as well as prescription medications. You will have the opportunity to purchase a camp photo at the time of check-in. During the check in process you will also have the opportunity to meet with other staff.

The last step of the check-in process is the opening ceremony. This is the time when the Director will introduce the summer staff and tell you a bit more about them. The ceremony will start at 4 pm.

## Keeping in Touch with Your Child at Camp

Campers are always eager to get a friendly note from home. Mail call is at noon. Allow plenty of time for mail to arrive, as postcards take several days. Also, please note the date your child is attending camp on mail for easier and faster distribution. All letters, care packages, and other mailing should be mailed to:

Child's Name

Week they are attending camp

Mystic Seaport *Joseph Conrad* Camp

Haynes House

PO Box 6000

Mystic, CT 06355

Cell phones are NOT permitted at camp for a variety of reasons. Cell phones, like many other modern technologies, are expensive possessions which can easily be lost or damaged within the course of a week at camp. Additionally, camp is an exciting opportunity for children to build a sense of independence and we encourage them to focus on their camp experience. Please **do not** send your child to camp with a cell phone.

## Visiting Camp

We believe camp provides an opportunity for youth to acquire self-reliance through achievement in a new environment. We ask that parents/guardians refrain from visiting campers during their stay, unless there is an emergency. Weather permitting the campers will be out sailing, and on the last day (Friday morning only) we welcome parents to come and observe their child.

## Camper Pickup

Camp will wrap up with a closing ceremony on Friday afternoon at 1 pm. In the closing the camp staff will recap some of the highlights of the week and perhaps a few pictures of the activities of the week. Parents will need to provide identification before they sign out their children. Campers will only be released to those listed on the pick up list. Please understand that this security is intended to protect the safety of your child. Please do not

take your camper until you have signed them out. Following the closing ceremony you will be able to look through lost and found and pick up any medication from the First Aid Director.

## **MEDICAL GUIDELINES AND INFORMATION**

### **Camper Health Forms**

Health forms must be completed, signed by a physician and a parent (or guardian) and returned. This form should be received by May 1st. Campers will not be permitted to attend camp without this form. This is required by the Connecticut State of Health.

### **Health and Safety**

The camp takes every precaution to provide a safe and healthy environment for all campers. A First Aid director is on site at all times while camp is in session. A stateroom on the *Joseph Conrad* is reserved as a sick bay. The staff is trained in First Aid and CPR and a fully equipped first Aid Station is maintained in the Youth Training Building. An Emergency Medical Center is minutes away and an excellent hospital is within ten miles.

### **Prescriptions and Non-prescription Medication**

If it is necessary for your child to receive any medication while at camp, please adhere to the following guidelines.

- No medication will be given to campers unless the parent has granted permission to do so on the camper's health form and has the proper medication form signed by the physician.
- The parent or physician must provide clear instructions regarding the use of prescription medications on the health form.
- The parent should only send the proper amount of medication that will be needed at camp.
- All medication, prescription or over the counter, including inhalers, must be packaged in their original containers and labeled correctly. Medications will not be dispensed without expiration dates. It is the responsibility of the parent to supply any medication.
- All children on prescription medication will be instructed on the first day of camp about the schedule for dispensing medications.

Emphasize with your child the importance of taking responsibility for complying with this schedule. If the camper does not report to the First Aid Director, the staff will send the child over to the First Aid Director to be sure the medication is taken.

- No camper is permitted to have any medications,(prescription or over the counter) including vitamins, ointments or lotions of any kind (excluding insect repellents and sunscreen) without the express permission of the camp Director and First Aid Director.
- Camp does not provide any medication, parents are responsible for any medication the campers may need.

## Homesickness

Most campers are too busy having fun at camp to get homesick.

Occasionally some campers may experience homesickness during camp, particularly if it is their first time away from home, this is not unusual.

Our staff is trained to deal with these special needs, and work to engage each child in activities to make new friends quickly to help children acclimate to their new environment.

When campers are very homesick and cannot adjust to camp life despite the best efforts of the staff, the camp director will call the camper's parents and discuss the matter. In the event that homesick campers cannot adapt to camp they will be sent home at the director's discretion and there is no refund for the remainder of that session.

If you suspect that your child is likely to experience homesickness during his or her stays there are steps you can take to address this concern.

- Never coerce an unwilling child to come to camp.
- Emphasize that your child is "going to camp" rather than you are "sending your child to camp"
- Avoid statements like "We're really going to miss you", which may make your child feel badly about being away.
- Speak directly and honestly about homesickness with your child. Make it clear that it is a natural and normal feeling. Discuss coping strategies your child can use if he or she feels homesick at camp.
- Don't say "if you don't like camp, you can come home" when campers know that parents are willing to pull them out of camp they are less likely to give camp a fair chance.

- Write letters to your camper. You may want to send the first letter a day or two before camp, so that it arrives on the first day of camp. Ask them about camp and encourage them to write back. Avoid telling them the things going on at home which may make them feel they are missing out.

## **Camper Conduct**

In order to provide the best possible experience for everyone, all campers are expected to understand and comply with camp policies and group rules. Please read the following rules and discuss them with your child. Although our staff is trained to work with a variety of campers, parents can help in the process by reviewing the following camp rules with your child:

- Campers must stay under the supervision of their counselors at all times.
- Campers must stay with their group or must have counselor's permission to leave the group at any time.
- Show respect for others by never hurting someone else physically or emotionally. Fighting, swearing, name calling, put downs, harassing or aggressive behavior, racist or hateful language, and threats are not tolerated.
- Show respect for property and the environment. Do not harm others' property or the natural places that we visit. Do not take others' possessions.

## **Grounds for Likely Expulsion from Camp:**

- Non-compliant behavior (failure to comply with camp rules and the reasonable directions of camp staff)
- Disruptive behavior
- Profanity, bullying, threatening, and other forms of violent or aggressive behavior
- Theft, vandalism, damaging, destroying or defacing personal or camp property
- Severe cases of homesickness (Our camp staff will work through most cases of homesickness)

## Grounds for Expulsion from Camp:

- Possession and/or use of any tobacco products.
- Possession and/or consumption of alcoholic beverages
- Possession and/or consumption of any drugs
- Possession and or use of a weapon
- Sexual, racial, religious or other forms of harassment
- Leaving camp property without authorization.

In the event that the camp director decides to send a camper home for one or more of the behaviors described above, the director will notify the parent immediately. They must provide transportation to bring the camper home. If the parent cannot pick up the child that day, the camp will arrange for alternate transportation at the parents' expense.

Our goal is to ensure that no campers are hurt or adversely affected by the actions of another camper. To that end, we will apply camp rules strictly and consistently. We appreciate your understanding in this matter.

## A TYPICAL DAY

All times are approximate and may change depending on the specific program level.

6:30 a.m.	Wake up. Gear stowed.
7:00 a.m.	Clean up — keep ship and YTB “ship shape”
8:00 a.m.	Colors ceremony
8:15 a.m.	Breakfast
9:00 a.m.	Sailing
12:00 p.m.	Lunch
12:30 p.m.	Planned activities
1:30 p.m.	Sailing
5:00 p.m.	<i>Conrad</i> open for rest and relaxation
6:00 p.m.	Dinner
7:00 p.m.	Evening Activities
8:30 p.m.	Back to ship
9:30 p.m.	Lights out

*Weather permitting*

## SWIM CERTIFICATE

*Please make a copy for your records*

Date of *Joseph Conrad* Program \_\_\_\_\_

I \_\_\_\_\_ certify that

\_\_\_\_\_ has completed and passed all the requirements for the *Joseph Conrad* program at Mystic Seaport:

1. Swim at least 50 yards
2. Tread water for 5 minutes with or without a PFD

\_\_\_\_\_  
Signature of WSI or Lifeguard

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization Name

***Please mail to:***

Mystic Seaport *Joseph Conrad* Camp

Haynes House

PO Box 6000

Mystic, CT 06355

Mystic Seaport  
Museum Education Department  
75 Greenmanville Avenue Mystic, CT 06355  
860.572.5322  
[www.mysticseaport.org](http://www.mysticseaport.org)