

CAMP ROSENBAUM

2026 HANDBOOK

(REQUIRED READING FOR ALL)



Saturday, July 25th – Friday, July 31st

It's all about the kids!

EXECUTIVE DIRECTOR'S MESSAGE

Dear Volunteer Team,

Welcome to Camp Rosenbaum 2026! As we prepare for another unforgettable summer, I want to take a moment to thank each and every one of you for choosing to invest your time, talents, and heart into the lives of the youth we serve. Whether this is your 1st year at camp or your 40th, you are an essential part of what makes Camp Rosenbaum a special place.

This summer, we will welcome approximately 160 children from housing authorities across Oregon and Southwest Washington. For many of these campers, camp represents more than just a week away from home. It is an opportunity to build confidence, discover new interests, develop meaningful friendships, and see firsthand that there are caring adults who believe in them and want them to succeed.

For over 55 years, Camp Rosenbaum has brought together individuals from diverse backgrounds in pursuit of a common mission: helping young people recognize their potential and experience the joy of simply being a kid. Our volunteers include law enforcement officers, military members, firefighters, housing authority staff, educators, community leaders, and dedicated supporters who all share a commitment to making a positive difference in the lives of youth.

This year marks an exciting transition as Chris Skidmore steps into the role of Camp Director. Chris has spent many years serving Camp Rosenbaum in a variety of volunteer leadership roles, and we're excited to see his vision, enthusiasm, and dedication guide camp into its next chapter.

This year's camp will begin with our All-Staff Meeting on Saturday, July 25, at 10:00 AM, followed by counselor training, setup, and final preparations before campers arrive. Throughout the week, you will have countless opportunities to mentor, encourage, teach, listen, and inspire. While campers may remember the activities, what they often remember most are the people who made them feel welcomed, valued, and supported.

As you read through this handbook and prepare for camp, remember that every interaction matters. A simple conversation, word of encouragement, or act of kindness can have a lasting impact far beyond the week we spend together at Camp Rilea.

Thank you for your commitment, your flexibility, your patience, and your passion for serving others. Camp Rosenbaum would not exist without volunteers like you, and I am incredibly grateful for the time and energy you bring to this mission.

Get ready for a week filled with laughter, growth, friendship, and memories that will last a lifetime. Let's make 2026 the BEST CAMP EVER!

Warmly,

Crystal Kroeller
Executive Director

MISSION STATEMENT

The Camp Rosenbaum fund is a community-building nonprofit whose mission is to provide life-enhancing opportunities for young people from low-income families through mentoring, camp, and athletic programs. Our programs are designed to instill good citizenship traits, hope, and a sense that anything is possible with education, hard work, and good choices.

Fred Rosenbaum's Guiding Principles:

Hope Opportunity Mentoring Education

THE GOAL OF CAMP ROSENBAUM

The goal of Camp Rosenbaum is to help children from low-income families (served by Oregon and Southwest Washington housing authorities) learn good character traits and how to make positive, healthy decisions about their lives and their future.

Strategically woven into all the fun at camp is a curriculum that focuses on building self-esteem and instilling the values of a good citizen of their community. Camp Rosenbaum defines citizenship for youth from a socially constructed model of participation, being empowered, and to share a sense of belonging to one's community. The camp's goal is to help children develop positive traits and behaviors that benefit themselves and their community through daily themes.

Sunday:	Good Citizens WORK TOGETHER
Monday:	Good Citizens ARE FAIR
Tuesday:	Good Citizens SHARE
Wednesday:	Good Citizens ARE LOYAL
Thursday:	Good Citizens CARE
Friday:	Good Citizens ARE EVERYWHERE

Our campers are encouraged to practice each daily theme during the week through their activities and personal actions. Both individual and team efforts are rewarded with special recognition and brag tags. Campers also attend a PAL class (formerly G.R.E.A.T.) taught by a Portland Police Officer. The National Association of Police Athletic/Activities Leagues, Inc. (National PAL) and its Chapters work nationwide promoting the prevention of juvenile crime and violence by building relationships among kids, cops, and communities through positive engagement.

Our objective is to let kids experience the joy of childhood in a fun and caring environment while planting seeds for their future. Counselors and staff serve as both teachers and powerful role models to reinforce the daily messages. We empower children to take responsibility for their actions, emphasize the importance of staying in school and making good choices, and most of all, remind them that they have the power to shape their future.

PLEASE READ THE CAMP HANDBOOK AND DAILY SCHEDULE

**THIS DOCUMENT WILL BE OF GREAT VALUE TO YOU.
PLEASE REVIEW CAREFULLY AND BRING A COPY TO CAMP.**

REPORTING TO CAMP: Unless you have made prior arrangements, you are required to report to the Camp Rosenbaum Club House (Bldg 7022) at Camp Rilea on Saturday, July 26th, 2025, at 10:00 a.m. It is very important to be on time.

The 10:00am meeting is mandatory unless other arrangements have been made. Dress will be casual civilian attire (see the Plan of Action for advised uniform during remainder of camp).

TRANSPORTATION: Military members if you drive your own vehicle, it is at your own expense (you will only be reimbursed mileage from your home of record to the Portland Airbase or Klamath Falls depending on your duty station). Once you arrive at Camp Rilea, there will be a designated parking area for all vehicles across the street from our dorms. Feel free to come down to Camp Rilea on Friday night, July 25th, 2025, and get a head start setting up your area.

CELL PHONES ARE NOT TO BE USED WHILE AROUND CAMPERS UNLESS IT IS RELATED TO CAMP ROSENBAUM BUSINESS

We understand that it can be difficult to unplug from your regular life, but we ask that you make the week of camp all about the kids. Checking your cell phone is distracting to all and takes time away from our campers. Additionally, we have asked all campers to leave their cell phones at home; it's only fair that we make a similar commitment. If you do need to use your phone to make a personal or work call or text, please choose an area that is out of sight of camper activity. If you plan to use your phone to take photos, please use the honor system and put the phone away when not taking photos.

CLOTHING: Counselors and camp staff are encouraged to wear comfortable clothing that you can move in like athletic shoes, shorts or pants with camp T-shirt or sweatshirt during the time the children are at camp. If wearing a skirt, please insure it is appropriate around the youth. All new camp staff will receive two t-shirts and one sweatshirt. Returning staff will be provided one shirt and one sweatshirt. Remember to bring your most comfortable athletic shoes and/or boots. Evenings can get chilly so you might want to bring a warm jacket. **Military and Law Enforcement members need to bring one uniform for the last day of camp. We encourage ALL occupations to bring a uniform or what they would wear to work for the last day!**

SUGGESTED ITEMS TO BRING WITH YOU TO CAMP:

Watch	Alarm Clock
Sandals for beach & shower	Small reading lamp/light
Closed toed shoes for campsite	Sleeping bag/bedding for twin bed
Raincoat	MP3 Player/speaker,
Sunglasses	Musical instruments
Swimsuit	Padlocks for lockers
Personal toiletry items	Floor rugs
Chapstick, sunscreen	Flashlight
Personal towels/washcloths	Books to read to campers or games
Extra towels	Bring anything to make your week more comfortable!
Extra hangers	

- Once the campers arrive, **there is a midnight curfew for ALL staff.** It is mandatory that you be in your designated dorms at midnight. At least one counselor must be with your campers at all times.
- No staff will leave the Camp Rilea premises without notifying their area lead, Camp Headquarters staff, Command Post, or Camp Director. If for some reason you do need to leave, a sign-out/sign-in sheet will be located in the Command Post/Security station located in building 7023. Signing out and back in is mandatory for personnel accountability. It is imperative we know where you are at all times.
- **Camp Rosenbaum has a mandatory NO ALCOHOL policy from Sunday, July 25th, 2026, to Friday afternoon, July 31st, 2026 – after the campers leave for home.** Any person who chooses to consume alcohol during this time will be sent home immediately. There are no exceptions to this rule. We cannot reinforce the message of "Say NO to Drugs and Alcohol" during the day and contradict that message by consuming any alcohol at night. The best option is to not bring any alcohol to camp and to honor your personal integrity and accountability. This is also an insurance liability matter, so please adhere to this rule.
- **SMOKERS: You will not be allowed to smoke/vape anywhere near the campers.** You will need to wait until you can take a break. There are designated areas for you to smoke, and if you do, please dispose of cigarette butts properly and make sure you don't smell like smoke when you return to the group.
- Please bring a positive attitude to camp and help create a welcoming, supportive space for everyone. We ask all staff to model respect, kindness, and professionalism in their interactions with campers, volunteers, and fellow staff members. Camp Rosenbaum serves youth and families from many different backgrounds and experiences. If a camper brings up a topic or asks a question that is outside your comfort level or expertise, simply be there to listen and support them. If additional assistance or accommodations are needed, please reach out to your Group Leader, Head Counselor, or a member of the Administration Team.

HELPFUL HINT: WEAR A WATCH!!!

It is imperative all groups be on time and **follow the schedule**. If a bay or entire group gets off schedule, it affects everyone. Our days are packed with activities, so it is very important that everyone be on time.

- Do not eat your personal stash of candy, seeds, gum, etc. in front of the kids. There will be plenty of food in the dining hall during the week and there will be nighttime snacks for campers and counselors. Use your breaks for personal snack time or visit the Command Post for staff snack options.
- **DO NOT UNDER ANY CIRCUMSTANCES VERBALLY ABUSE OR SWEAR AT OR AROUND CAMPERS.** Keep language respectful and age appropriate.
- **DO NOT UNDER ANY CIRCUMSTANCES FORCIBLY HANDLE OR PHYSICALLY ASSAULT THE CHILDREN.** We will address the correct way to break up a fight in your counselor orientation.

OTHER INFORMATION:

- Bicycles are authorized for staff. However, counselors are asked to not ride them while they are with their campers. If you choose to ride your bike, a helmet must be worn.
- Pets are not authorized – ANYWHERE. Please do NOT bring your dogs to camp unless you are staying in the RV / tent area. Pets are not allowed in any of the military buildings unless they are a service or police animal. We will have a comfort dog while at Camp this year, this animal is the only authorized animal to be around the campers.
- Recreational equipment will be available at Camper Supply for you to check out during your free time with your campers. However, if you wish to bring your own equipment for various games or sports activities, you are welcome to do so at your own risk.
- A fishing license is required for adults to fish in the lakes and river. If you intend to fish along with your campers, make sure you have a license as the Sheriff comes through almost every day checking on things.

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**To help keep campers and staff healthy, please monitor yourself for signs of illness before arriving at camp. If you are experiencing symptoms of a contagious illness, such as fever, vomiting, diarrhea, persistent cough, or other flu-like symptoms, please consult your healthcare provider and consider testing as appropriate before attending camp.**

**If you begin feeling ill while at camp, please notify your Group Leader, Head Counselor, or the Medical Team immediately and visit the Medic Station for evaluation. Camp leadership and medical staff will work with you to determine the best course of action to protect both your health and the well-being of others.**

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REMEMBER. . . YOU ARE A POSITIVE ROLE MODEL FOR THE CHILDREN. You could be the one person with whom they identify, bond, and gives them hope for the future.

The responsibility of caring for your campers is a very serious commitment and can be one of the most fun, exciting, and rewarding. Many of our camp staff return year after year, thus building a bond with each other that is more powerful than you could imagine. We are a group of people who really care about children -- and that is, after all, why we are here.

COME AND JOIN THE FUN! Most of us have never been able to figure out just who gets more out of this experience -- the staff or the campers, but you will leave camp a better person for your contributions! See you soon.

COUNSELOR HANDBOOK

Being a counselor is very challenging, but can be incredibly fun and rewarding. Here are a few helpful suggestions.

- It goes without saying you must enjoy being around children and have the ability to be VERY patient. Situations will arise that you may have never dealt with before (with campers or with other staff). If you have a situation where you feel you cannot deal directly with the other person involved, please follow the chain of command:
 1. Co-Counselors
 2. Group Leader & Assistant Group Leaders
 3. Head Counselors:
 - Heather Martley “Gypsy”, Adrian Matica “Mr. Krabs”, & Mary Scherzinger-Joens “Athena”
 4. Camp Director: Chris Skidmore “Skid Mark”
- One of the most important roles you will have at camp is being a positive, caring adult in a camper's life. Many of our campers come from a variety of backgrounds and life experiences, and camp may be one of the few places where they feel safe, supported, and heard. While some campers may choose to share personal challenges or difficult experiences, your role is not to solve every problem but to listen, encourage, and help them feel valued and respected. Often, the greatest gift you can give a camper is your time, attention, and willingness to be present. If a camper shares information that concerns you or requires additional support, please notify your Group Leader, Head Counselor, or a member of the Administration Team. We also encourage staff to familiarize themselves with trauma-informed practices and positive youth development principles to help create a supportive and welcoming environment for all campers.
- Next, it is equally important for you to be able to maintain the physical activity that comes with being a counselor! Counselors are constantly on the go with activities throughout the day. You will be running and participating in all activities with the kids. Counselors are on duty 24 hours a day, so it is also very important to pace yourself.

HELPFUL HINT: Do NOT run with your kids – make them run with you at YOUR pace.

VERY IMPORTANT THINGS TO KNOW AND DO:

There will be counselors at camp with more counseling experience than you might have. Feel free to ask questions and utilize their knowledge and experience; look to them for guidance. Learn from them and model appropriate behavior so you can stay on task and keep up with all the activities.

- Roles and duties of each counselor need to be discussed prior to the arrival of the campers. No counselor is ever to be put in a submissive role. Be supportive of your co-counselors and take advantage of each of your individual strengths.

- Take time BEFORE the campers arrive to discuss with your co-counselors a plan of action for when a child has a problem or becomes a problem. It will make life easier on everyone. All three counselors are responsible for all aspects of the children for the week.
- Counselors must be united on discipline and activities! Do not put all the discipline off on one counselor. The kids often pick up on any disagreements between counselors and play one against another.

For example, a camper might ask one counselor if they can do something and the counselor will tell them "No." The camper will then go to one of their other counselors and this counselor may say "yes." **This will create problems for the counselors and potentially the bay, which might set one counselor against the others.** It is important to be united regarding rules and structure. Please see attachment ... for camper rules

- The kids will try to "test" your authority. It helps to lay out the ground rules soon after they arrive. A good time to do this is right after you take the kids to the bay and assign them to their beds. Some of these campers lack discipline and will genuinely appreciate your attention to their behavior and the structure you provide.
- After your kids arrive in the bay on Sunday and they have been checked for lice, help them unpack. Be sure to check their luggage and bags for food, weapons, drugs/medications, electronics, etc. If you find any personal medication for the children, please give these to Medics for distribution to the children. (More information is provided on this subject in the section "**Comments from the Clinic**"). If you find weapons, contact one of the Head Counselors.
- While checking the campers' personal items if you come across anything that may be easily stolen (i.e., nice pair of sunglasses, electronic items etc.) please put them in a plastic bag and lock them up for the week. The kids won't need them and by doing this won't risk breaking or losing them.
- Be sure you coordinate your breaks with your co-counselors on a regular schedule – and be sure to take them. It is easy to burn out, especially if you don't pace yourself.
- **NEVER leave your campers unattended. One counselor must be with the children at all times -- including sleep time.** If for some reason you have a missing child, notify your other counselors and Group Leader immediately!
- If you see any child off by themselves, regardless of whether they belong to your group, talk to the child to see what's up. Find out what group he/she is with and get them back to that group. Call for another staff person for assistance if needed.
- **KIDS EATING HABITS:** Pay particular attention to the sugar and water intake of your campers. In the dining facility, do not let campers take the sugar. Keep your campers hydrated outdoors during the day, but slow down water intake in the evening to avoid bedwetting.
- **BEDWETTING:** Many campers have never been away from home or may have issues we are not aware of, and bedwetting is a common occurrence. If you have a bed wetter,

chances are they will wet the bed more than once. **Do a bed check each morning after the campers have gone to breakfast.** If you find a wet bed, pull the top blankets to the end of the bed so it can be changed while the children are away from their bay (all other beds should be made). Mark how many wet beds there are in your bay on the notepad outside your door. If the campers' clothing is wet or soiled, take them out of the group and help them clean up to avoid embarrassment. Be extremely discreet when dealing with this issue. Most kids who wet the bed are terrified someone will find out.

- **HOMESICKNESS:** Sometimes, campers will get homesick. When this occurs, they may come to you and tell you they want to call home. Tell them they can call home the next day if they still feel homesick. Generally, they will forget all about it. If they persist, contact your Group Leader to intervene for you on the child's behalf. The Group Leader will coordinate with other staff that have experience dealing with this situation.

COMMENTS FROM THE MEDICAL STAFF:

- The medical staff reviews each camper application prior to camp and makes every attempt to contact parents to gather more information on children who have medical conditions or are on medication. In some situations, the medical staff will meet with you and provide more clarification prior to the start of camp.
- As buses arrive with children on Sunday the medical staff will obtain medications that were given to the bus drivers by parents. As the campers cycle through the Medical Station on Sunday, the nurses will match the campers to their medications and talk with the counselors about any concerns. There may be times when the children packed their medications, and you may need to take the medication to the medical station for storage during the week. By Sunday evening the medical staff will have a Counselor Report Form that will list the campers in your bay that are on medications and the times they will need to report to the Medical Station to receive their medications.
- Medication will be administered **ONLY** by our nursing staff. Counselors will ensure all medical treatment orders are followed explicitly in the event a camper is injured and taken to urgent care or the hospital.
- The children should not have any medication in their possession, unless approved by our medical staff, including Tylenol, nose sprays, asthma inhalers, cough drops, etc. The Medic Station is located in Bldg 7025, the boy's dorm. Medical staff will **ALWAYS** be at the Medical Station during breakfast, lunch, dinner and bedtime. Additionally, they are always available by radio.
- **HEAD LICE:** The medical staff will check the campers for head lice on the first day they arrive. We typically have a few cases of head lice and the medical staff is prepared with medicated shampoo and special combs to eliminate the problem (for your information, campers with lice have little white "nits" in their hair; these are lice eggs that attach themselves to the shaft of the hair and resemble dandruff). The treatments may require several visits to the medical station. It is important to get on this right away as lice can infest others quickly. They can also infest your clothing, bedding, etc. so:

DO NOT IGNORE THIS PROBLEM! Caution the campers against sharing each other's combs, brushes, clothing, hats, etc.

If an explanation is requested, tell your campers that some campers may have to stay behind because the nurse needs to talk to them. This is the only explanation the other children need. The medical staff will make sure a child's hair is dry BEFORE returning them to the group. This helps to avoid questions from your other campers about why the camper has been away from the group.

- **Staff need to bring their own personal medications to camp.** This includes Ibuprofen, Tylenol, Aleve, Aspirin, etc. Our Medical Staff has a small number of supplies for our campers. If you need an over-the-counter medication during the week, please ask your group leader or assistant group leader about getting an item put on the supply run.
- A medic will accompany their assigned group at all times, including field trips. They will have items such as band-aids, ice packs, inhalers, etc. for campers.
- The medical staff would like to stress the importance of your attitude when a child is ill or injured. If your anxiety level goes up when the child is hurt, chances are the camper's anxiety level will climb, too!

PLEASE -- REMAIN COOL AND CALM WITH AN INJURED OR ILL CHILD. Reassure him/her that you are going to make sure they will be OK. Radios will be carried by a number of staff members, so if the child is too injured to talk, medics and nurses will respond promptly. Keep the child calm.

Have another counselor or staff member remove the camper from the group. Keep the camper warm with a coat or blanket if you have one. Talk to the camper in a quiet, soothing manner. Reality is that kids are kids, and kids fall and get hurt. Our attitude sets the stage for how they react.

EVENING SHOWER TIME:

The campers are at an age where they are becoming very modest and find it embarrassing to be naked in front of others. Since we have "community" showers, please know it is perfectly OK for campers to wear their swimming suits in the shower if they so desire; most do.

COUNSELORS – DO NOT SHOWER WITH YOUR CAMPERS!

One counselor should remain in the sink/toilet area of the bathroom to monitor any possible altercations between campers in the showers and in case there might be a slip and/or fall in the shower area. Each bay will share one bathroom with another bay, so coordination is key!

BE SURE TO ORGANIZE SHOWER TIME WITH THE OTHER BAYS ON YOUR FLOOR. It's often necessary to limit shower time for campers, so that all the kids can get through the showers each evening. Also be sure to stress no running or horseplay in or around the showers.

Please note: No one shall enter another bay unless they have permission. At all times, staff entering a dorm of the opposite gender should announce their presence and respect the privacy of both campers and staff.

Because of the high activity level for counselors, staff and campers, it is very important for everyone to be aware of their personal hygiene, i.e., regular showers and use of deodorant.

DORM CLEANING:

Each dorm has 8 bays and 4 bathrooms. Cleaning supplies are located in the utility closets on each floor and are to be shared. **DO NOT MOVE THESE ITEMS FROM ONE FLOOR TO THE NEXT.** Replace as soon as you are finished so they will be available to others.

Alternate bays will clean bathrooms:

Bays 2,4,6,8 – clean bathrooms on Sunday, Tuesday & Thursday

Bays 1,3,5,7 – clean bathrooms on Monday, Wednesday & Friday

Hallways and outside building will be cleaned by bays on the days they do not clean bathrooms.

FRED'S THREADS:

Every year, many of the staff brings children's clothing to camp to become part of the free camp clothing area. We call this "Fred's Threads", and the campers can come in and choose from whatever they need/want. If you bring clothing to donate, please make sure it is clean, neatly folded and in a box or bag. Take it to Camper Supply on Saturday when you arrive.

Note: Fred's Threads is also a good source for additional clothing in case a camper has lice and must destroy any clothing or need extra while they wait for their clothing to be cleaned. Some campers may be embarrassed to get clothing for themselves, so you might want to do it for them. Fred's Threads is located behind Book Club.

BAY DECORATIONS

UNDER NO CIRCUMSTANCES ARE LOCKERS TO BE MOVED IN ANY OF THE BAYS – EVEN IF THEY ARE THE OLD STYLE LOCKERS

UNDER NO CIRCUMSTANCES ARE CAMPERS PERMITTED TO SLEEP ON THE TOP BUNKS – ALL CAMPER BEDS SHOULD BE UN-BUNKED IF EXTRA BEDS ARE NEEDED

We encourage counselors to decorate their bays prior to the arrival of their campers. This can be a good time to get to know your co-counselors and a chance to let your imagination run wild. Some counselors choose a theme and go with that or make one up as you go along. Items used for decoration may be your own personal items, or you may wish to purchase them. **(Please note that there will be no reimbursement for items you purchase but it can be used as an in-kind donation. The form will be attached)**

Please use inclusive themes! Some themes used in years past is Beach Party, Western, Stars, Olympics, Jungle, Unicorns, Disney movies, Animals, Musical Group (make sure they are positive ones), Sports teams, etc.

For example, a beach party theme might have bright colors, beach umbrella, beach balls, chairs, towels, shovels and buckets, netting with brightly colored paper fish, snorkel and mask, fins, leis, grass skirts, crepe paper, balloons, patio lights, etc. Thrift stores, dollar stores, and garage sales are great places to find things. **Remember, as excited as you may be to do all the decorating, you also have to take it all down on Friday!**

You can also ask local vendors for donations of decorations or posters. Ask your local carpet store for donations of carpet remnants for each camper in your bay to use as a rug. It is a good feeling to step on a warm carpet in the morning rather than the cold cement floor. Most stores are generous if you tell them what they are for. The toys included in fast-food kid's meals are great gifts, or can be put in a basket for the group to share. For those of you who travel or know someone who does, save the little soap, shampoo and lotion bottles and give them to your campers as small gifts. The children love little surprises, new or used, bought or made. All gifts are meaningful.

PLEASE NOTE: LOCKERS IN THE BAYS CANNOT BE MOVED – BY ORDER OF CAMP RILEA MANAGEMENT. NOT EVEN THE OLD STYLE LOCKERS. ONLY THE LOCKERS IN THE FIRE HALL CAN BE MOVED – ABSOLUTELY NO OTHERS.

DECORATIONS AND SUPPLIES

Every year on Sunday night (the official first night of camp), we have a contest to decorate a banner with your group of campers. The banners should reflect the name your group picks for itself and is your first chance to work together as a team. Your suggestions are helpful to get things started, but let the children decide how they want to decorate the banner. Your campers will also need to come up with a rally-type "cheer" representing their bay name.

All Bay banners will be hung in the Clubhouse the next morning so please bring them with you to morning Clubhouse.

There will be a limited supply of materials in Arts and Crafts, so feel free to bring other items from home to decorate flags and your bays.

Things you might want to purchase:

Felt/Felt pens	Ribbon	Puff Paint	Buttons
Scissors & Glue gun (one of each will be provided)		Yarn/String	Glitter
Material Scraps	Needles/Thread	Glue	

CARDBOARD HILL

Big sheets of cardboard are provided for sliding down the hill. Rules are for everyone's safety.

- **No "headfirst" sliding**
- **No standing up on the cardboard**
- **ALWAYS have a "spotter" at the bottom of the hill for safety**
- **When finished, please put the cardboard back in the breezeway**

REFERENCE MATERIAL

THE FOLLOWING INFORMATION IS PROVIDED FOR YOUR REFERENCE:

- **BEHAVIOR MANAGEMENT PLAN**
- **INFORMATION ON WORKING WITH CAMPERS WITH ADD/ADHD**
- **BEHAVIOR ACTION PLAN**
- **DEVELOPMENTAL CHARACTERISTICS OF 9-11 YEAR OLDS**
- **INDICATORS OF ABUSE**
- **EMERGENCY ACTION PLAN**

This information is offered as a starting point for working with your campers. We feel it's important to give you the tools you may need throughout the week. As you read, seek out the information, strategies, and tactics that make sense to *you* and try incorporating them into your dealings with the campers. Remember: there is no substitute for compassion, common sense, and a sense of humor. Above all, be yourself, have fun, and don't sweat the small stuff.

BEHAVIOR MANAGEMENT

Children's behavior may have many causes. It is not expected that one week at summer camp will cure or change all behavioral problems. Understand that children bring their past with them in their behavior. If you can determine the root of the behavioral problem, it will give you clues on how to deal with it.

Discipline has its role in behavior management for some campers, but managing individual and group dynamics can help avoid significant behavior problems. There are many tools for maintaining positive behavior. If we rely on discipline as our main tool, we end up focusing on what campers shouldn't be doing rather than emphasizing what they CAN do.

Keep in mind:

- Your campers are not mini-adults. Expect them to want to have fun and be active.
- Expect your campers to test their limits as well as yours; they still, however, want and need boundaries.

Common reasons for surface behavior problems:

- **Seek attention:** It may be better to be infamous than unknown.
- **Frustration:** Unsatisfied needs or desires often cause children to "lash out".
- **Homesickness:** Being scared and nervous often causes frustration
- **Illness/exhaustion:** No one is at their best when they are sick or tired.
- **Conflict with another camper/staff member:** This often causes people to become defensive.
- **Outside conflicts:** Problems with family, friends, etc. can follow campers to camp.
- **Established behavior patterns:** Lessons learned at home won't be forgotten at camp.

Provide structure without being authoritarian:

- Seek input from campers for behavior expectations right away
- Balance structure with a reasonable amount of freedom
- Reinforce and encourage desirable behaviors

Redirect inappropriate behavior:

- Remind camper of expectations/cabin constitution
- Give your camper a chance to explain; they may have a good reason or give insight
- Be consistent and impartial
- Stay cool and calm; keep strong emotions in check
- Avoid lecturing or embarrassing the camper; discipline in private whenever possible
- Stress that the behavior is the problem -- not the camper's personality. Help the camper identify acceptable alternatives to the problem behavior

STRATEGIES FOR ENCOURAGING POSITIVE BEHAVIOR:**• ROLE MODEL YOUR EXPECTATIONS!**

- Know campers' names and interests. Build relationships
- Be friendly. Always show interest in what campers are doing.
- For every behavior correction, acknowledge one or two appropriate behaviors.
- A sense of humor is extremely valuable. Use it frequently.
- Every child has needs; his/her behavior will give you clues as to what those needs are.
- Keep in mind that misbehavior is seldom willful. Try to find the cause.
- Try to see the camper's side of the situation. Discuss it with them until you understand.
- Redirect, redirect, redirect! When an individual camper is distracted, use the topic of distraction to bring them back to the group focus.
- Emphasize and reward positive behavior through your speech, facial expressions, and actions.
- Be present and visible to keep potential problems from actually occurring.
- Enlist other leaders (peers or staff) to provide role models.
- Interact with your campers during meals and free time
- Avoid getting campers over-tired, keyed-up, or tense.
- Be willing to admit when you are wrong and ask for forgiveness.
- **DON'T SWEAT THE SMALL STUFF!**

Sometimes, giving the child attention or affection, which they have been seeking, may solve the problem. Giving the child some form of responsibility or encouraging a special interest or talent may result in improved behavior. Often the activity, if it is at his/her own physical, emotional, and intellectual level, is enough to correct the situation.

When all else fails:

- Maintain your poise at all times. Don't let the campers "get to you."
- Don't take misbehavior personally. It is a choice the camper is making.
- Having a child take a "time out" allows time to cool down and think about behavior change.
- Allow natural consequences to occur if the results are NOT too severe.
- Seek out experienced counselors to discuss/resolve generalized problems.
- Remember happiness shared is happiness multiplied. Pain and frustration shared is pain and frustration divided. **Do not hesitate to discuss problems or difficulties with other staff.**

WORKING WITH CAMPERS WITH ADD/ADHD

Attention Deficit Hyperactive Disorder is a combination of symptoms that include inattention, distractibility, impulsiveness, and other difficulties associated with attention. Behaviors associated with ADHD include fidgeting, being easily distracted, difficulty following directions or instructions, daydreaming, interrupting others, losing or misplacing things, and having difficulty finishing tasks.

Fast Facts on "Fast Kids" (CDC 2024 Statistics)

- Approximately 1 in 9 children in the United States have been diagnosed with ADHD.
- Boys are diagnosed with ADHD more frequently than girls, although ADHD is increasingly recognized in girls and may present differently.
- Many individuals with ADHD continue to experience symptoms into adulthood, though symptoms and support need often change over time.

The single greatest need of campers who have ADD/ADHD learning to effectively manage time. In addition to schedules and letting them know when it's going to be time to move on to something new, is helping them be accountable for their actions. By keeping the following techniques in mind, you and all your campers can have a consistently good time.

Interactions & Feedback

- Offer positive, frequent, immediate feedback and encouragement.
- Use light physical touch (shoulder, upper arm, upper back, even holding a younger child's hand) to focus their attention on you during instructions.
- Daily reports and check-ins to affirm good behavior and participation.
- Maintain eye contact.

Expectations

- Have the bay rules stated clearly and post them so campers can see them
- Stress clearly and simply what your expectations as a counselor are, and be equally clear about consequences.
- Have campers repeat activity expectations back to you to confirm they understand
- Put your commands and rules in positive terms

Motivation

- Earning privileges, losing a privilege or taking a time out are effective behavior management strategies.
- Reward positive behavior: special role in a game, going first, using something special in camp, getting the first choice in activities, special time with you, being first in line, etc.
- Change reinforcers or rewards frequently

Transitions

- Allow "cooling off" time after a strenuous activity. Without such a moment, highly active campers can become irritable and aggressive.
- When coming to the end of an activity period, give the group a several-minute "warning" that the activity is about to come to a close. This helps everyone get used to the idea that they will have to stop and put things away.
- If you have time before the next activity, don't rush to the next, allow "downtime" for highly active kids to decompress. Prompt them to do so -- don't expect they will on their own.

Supervision & Instruction

- Good supervision is essential in anything you do with an active child
- Keep highly active children nearer to you, the closer they are, the easier it is to monitor them
- Redirect their attention from negative aspects to positive aspects instead of stopping the activity
- Keep instructions simple and repeat them often
- Ask campers to repeat back the instructions
- Break tasks down into smaller steps so they are easier to remember and follow
- "Prompt" campers with what you want from them with a hint or suggestion before they do something
- **Phrase commands positively**
- Make your routine consistent: same phrases/cues, order of events, etc.

Take care to do this in a way that does NOT humiliate them in front of the other campers!

Remember that your goal as a counselor is to help children master new behavior while having a SAFE enjoyable camp. If this means being firm (and you can be firm without humiliating a child - even if they are angry with you), you can help them do some good growing up! Once you are clear that being firm is not being mean, you can take a look at some other strategies that help with children who are highly active.

ADD/ADHD MAY EXIST WITH:

- Learning disabilities
- Tics
- Hyperactivity
- Behavioral difficulties
- Depression
- Substance abuse

BEHAVIOR ACTION PLAN

The "Behavior Action Plan" is just one of many strategies that can be used in dealing with behavior problems. Like all of the material provided it is a tool that can be used or added to your own experiences and aid in making Camp fun and safe for all.

For serious misbehavior, implement a disciplinary action plan consistent with each case of misbehavior: **Make the consequences fit the action. For this strategy to work, all three counselors in your bay must be consistent and on the same page.** Communication between staff and campers is crucial for this process to work.

If a behavior problem appears: Take the following action steps

LEVEL 1 ACTION:

The counselor talks with the camper and identifies the problem area of misbehavior. The goal of this interaction is simply to visit with the child and give him/her encouragement towards not repeating the same misbehavior.

Intervention Technique:

When you observe a camper misbehaving, try these steps:

1. **If possible, speak with the camper privately and acknowledge the behavior clearly.**

For example:

“Hey, I noticed what happened. We don’t allow hitting. Let’s make a better choice next time and use our words or walk away, okay?”

2. **Make sure the camper acknowledges and understands the conversation.**

Use open-ended questions like:

“Can you tell me what happened?” or “What could you do differently next time?”

3. **Try to end the interaction on a positive, encouraging note.** For example:

“Thanks for talking with me. I know you’ve got it in you to turn things around. Let’s go enjoy the rest of the day.”

4. **Keep an eye on the camper to see if the behavior repeats.**

5. **Communicate the situation to your co-counselors or lead staff so everyone stays informed.**

Behavior problem continues:

LEVEL 2 ACTION:

The camper is given some time away from the source of the problem to relax, calm down (if necessary), and think of a more appropriate behavior for the future. The camper is supervised at this time, but the adult's primary concern is SAFETY, not discussion. The purpose of the action is to give the child some "cooling off" time and the opportunity to think. This is not a punishment.

. . .and continues:

LEVEL 3 ACTION:

The camper meets with the Group Leader to discuss the problem and design a realistic contract for improved behavior in the future. The Group Leader and the child will work cooperatively to identify the problem and determine realistic options for the child to pursue. They work as a team to set new goals and evaluate the camper's success in attaining them. The child makes future choices for future behavior and is involved in determining both the positive and negative consequences of the contract.

. . .and continues:

LEVEL 4 ACTION:

At this level, continued misbehavior results in the camper meeting with the Group Leader and Head Counselor to review the behavior contract created at Level 3 and discuss next steps. The camper, Group Leader, and Head Counselor will work together to identify what is not working, recommit to appropriate behavior, and determine any natural consequences related to the continued behavior. These consequences should be fair, age-appropriate, and connected to camp activities.

Examples may include:

- a. Supervised time away from other campers
- b. Loss of recreation or program time

The tone of this conversation should remain positive and constructive, with the goal of helping the camper feel supported, encouraged, and capable of making better choices moving forward.

...and continues:

LEVEL 5 ACTION:

If the same misbehavior continues, the camper meets with the Camp Director and a Head Counselors. Parents are consulted to assist in designing a behavioral contract. The four individuals work cooperatively to identify the problem area, make new choices for future behavior, and determine the timelines for evaluating the success of the contract. All agree to the contract and commit to help make the camper successful. The difference between this contract and the one designed at LEVEL 3 is that the natural consequence of noncompliance here is exclusion from camp.

...and continues:

LEVEL 6 ACTION:

The camper is sent home.

Events leading to the exclusion of any camper from camp will be fully documented by the camp staff.

CAMPER BEHAVIORS THAT WARRANT IMMEDIATE REMOVAL FROM CAMP:

It is the intent of camp staff to provide for the safety and well-being of all youth at Camp Rosenbaum. Actions that endanger the campers or second individual's safety and/or well-being may require immediate removal from camp. Behaviors, which cause a camper to be promptly removed from camp, are:

1. Violent acts against campers or staff
2. Theft or vandalism
3. Possession of alcohol, narcotics, or dangerous drugs
4. Possession of a weapon
5. Overt sexual behavior towards campers or staff
6. Unsupervised activities involving fire, including smoking

Any camper participating in the above behaviors will be referred to the Camp Director or Head Counselor immediately.

DEVELOPMENTAL CHARACTERISTICS OF 9-11 YEAR OLDS

Physical Growth and Development

- Growth is slow and steady
- A girl's growth spurt occurs about two years ahead of a boy's
- Girls are usually taller and heavier than boys
- Slow-maturing boys are at a disadvantage because of stress on physical ability
- Reproductive organs maturing. Secondary sex characteristics developing
- Rapid muscular growth. Boys become stronger and often develop athletic skills and prowess.
- Manipulative skills and eye-hand coordination increasing
- Danger of over-fatigue. Girls are becoming gradually less active.

Behavior Characteristics

- Stable traits are aggressiveness in males and dependency in females
- Wide range of individual differences in maturity level
- Restless, fidgety, and awkward. Need action continuously.
- Self-conscious and afraid to fail, sensitive to criticism
- Short interest/attention span
- At younger ages, boys still tend to play with boys, and girls with girls, with boys/girls becoming rivals or distant.
- Beginning to learn about moral judgments and learning to apply principles to determine right and wrong.
- Developing tremendous curiosity about everything
- Beginning to achieve independence outside of family and learning to relate to adults
- Self-conscious about physical changes
- Interested in making money
- Imaginative and emotional with hero worship evident
- Beginning to assert independence from adults in general; strengthen affectionate relationships with specific adults

Special Considerations

- Need praise and encouragement
- Need physical activity; develop team sports, arts/crafts, etc.
- Want a best friend and or inclusion in the group
- Need definite responsibility and training without pressure
- Need reasonable explanation and guidance to channel interests and answer questions
- Greater interest in outdoor activities
- Competition keen. Willingness to submerge self for the benefit of the group (team)
- Good age for camp because of general enthusiasm

INDICATORS OF ABUSE

Many of our campers come to us from less than perfect family situations. Some have witnessed or been exposed to multiple forms of abuse or neglect. None of us are expected to identify abuse but we all know when we see, "something that's just not right". It's our legal and moral duty to report child abuse. If you get the feeling, "something's just not right", inform your Group Leader and the Head Counselor. The situation will be evaluated and if necessary, The *State Office for Services to Children and Families* (SCF) will be notified and the appropriate reports completed. Keep in mind that any child may exhibit one or more of these behaviors without suggesting a history of abuse. You should be concerned when several indicators repeatedly appear over a period of time. When in doubt, share your observations and concerns with the Head Counselor.

INDICATORS OF SEXUAL ABUSE

Behavioral Indicators

1. Reluctant to change clothes in front of others
2. Is withdrawn
3. Exhibits unusual sexual behavior and/or knowledge beyond what is common for his/her developmental state
4. Has poor peer relationships
5. Either avoids or seeks out adults
6. Is pseudo mature
7. Is manipulative
8. Is self-conscious
9. Has problems with authority and rules
10. Exhibits an eating disorder
11. Is self-mutilating
12. Is obsessively clean
13. Uses or abuses alcohol and/or other drugs
14. Exhibits delinquent behavior, such as running away from home
15. Exhibits extreme compliance or defiance
16. Is fearful or anxious
17. Exhibits suicidal gestures and/or attempts suicide
18. Is promiscuous
19. Engages in fantasy or infantile behavior
20. Unwilling to participate in sports or activities.

Physical Indicators:

1. Has pain and/or itching in genital area
2. Has bruises or bleeding in genital area
3. Has venereal disease
4. Has swollen private parts
5. Has difficulty walking or sitting
6. Has torn, bloody, and/or stained underclothing
7. Experiences pain when urinating
8. Is pregnant
9. Has vaginal or penile discharge
10. Bedwetting

INDICATORS OF NEGLECT

Behavioral Indicators

1. Begs or steals food
2. Attempts suicide
3. Uses or abuses alcohol and/or drugs
4. Is extremely dependent or detached
5. Engages in delinquent behavior, such as prostitution or stealing
6. Appears to be exhausted
7. States frequent or continual absence of parent or guardian

Physical Indicators

1. Frequently is dirty, unwashed, hungry, or inappropriately dressed
2. Engages in dangerous activities (possibly because he or she generally is unsupervised)
3. Is tired and listless
4. Has unattended physical problems

INDICATORS OF EMOTIONAL ABUSE

Behavioral Indicators

1. Is overly eager to please
2. Seeks adult contact
3. Views abuse as being warranted
4. Exhibits changes in behavior
5. Is excessively anxious
6. Is depressed
7. Is unwilling to discuss problems
8. Exhibits aggressive or bizarre behavior
9. Is withdrawn
10. Is apathetic or passive
11. Has unprovoked fits of yelling or screaming
12. Exhibits inconsistent behavior at home and school
13. Feels responsible for the abuser
14. Runs away from home
15. Attempts suicide
16. Has low self-esteem
17. Exhibits a gradual impairment of health and/or personality
18. Has difficulty sustaining relationships
19. Has unrealistic goals
20. Is impatient
21. Is unable to communicate or express his/her feelings, needs or desires
22. Sabotages his/her chances of success
23. Lacks self-confidence or is self-deprecating and has negative self-image

Physical Indicators

1. Has sleep disorder, including nightmares or restlessness
2. Wets the bed
3. Exhibits developmental lags (stunting of his/her physical/emotional and/or mental growth)
4. Is hyperactive
5. Exhibits an eating disorder

INDICATORS OF PHYSICAL ABUSE

Behavioral Indicators

1. Is wary of adults
2. Is either extremely aggressive or withdrawn
3. Is dependent and indiscriminate in his/her attachments
4. Is uncomfortable when other children cry
5. Generally, controls his/her own crying
6. Exhibits a drastic behavior change when not with parents or caregiver
7. Is manipulative
8. Has a poor self-concept
9. Exhibits delinquent behavior, such as running away from home
10. Uses or abuses alcohol and/or other drugs
11. Is self-mutilating
12. Is frightened of parents or of going home
13. Is overprotective of or responsible for parents
14. Exhibits suicidal gestures and/or attempts suicide
15. Has behavior problems at school/camp

Physical Indicators

1. Has unexplained* bruises or welts, often clustered or in a pattern
2. Has unexplained* and/or unusual burns (cigarette, doughnut-shaped, immersion-line, object patterned)
3. Has unexplained* bite marks
4. Has unexplained* fractures or dislocations
5. Has unexplained* abrasions or lacerations
6. Wets the bed

***Unexplained or explanation is inconsistent or improbable**

One last thing. . .

Over the course of the week, you will become very attached to your campers, and perhaps you will want to keep in touch with them. It is EXTREMELY important that you not make plans with them and then fail to show up.

If you tell them that you will pick them up to take them to the zoo, do it! Some of these kids have promises made to them by significant adults in their lives that are never kept. Your campers will come to trust you and your word, so please, **DO NOT MAKE PROMISES YOU WON'T KEEP.** Thanks!

“Every child is one caring adult away from being a success story. Not just any adult, an adult who is present, who listens, who sees the potential, not the problems. It doesn’t take perfection, just presence.” — *Josh Shipp*

IT’S ALL ABOUT THE KIDS!

GROUND RULES FOR BEST BEHAVIOR

Camp Rosenbaum strives to be a healthy, caring environment for every child. In order to create the most successful and enjoyable time at camp we have put together a set of "Ground Rules for Best Behavior" for all of us, both campers and staff, to follow.

To help accomplish this, we ask that parents and children review the list of ground rules outlined below. Parents and/or guardians, after you have read and explained these "Ground Rules for Best Behavior" to your child, please sign the form along with your child.

If a camper chooses not to follow the ground rules, Camp Staff will discuss that choice with the camper. If the ground rules continue to not be followed Camp Rosenbaum reserves the right in its discretion to dismiss the camper after discussing the situation with the camper's parent(s).

CAMPER AGREEMENT

As a Camp Rosenbaum Camper, I _____ understand that this is
Print Camper's Full Name
not a contract but an agreement to be on my best behavior, by Camp Rosenbaum standards. While I am at camp, I will:

1. Not use swear words or words that are intentionally unkind and meant to put others down.
2. Treat fellow campers and all Camp staff with the same honesty and respect I expect to receive.
3. Leave other campers' and Camp staff's belongings alone. If I am invited to use them, I will do so in a way that does not intentionally damage them.
4. Always be respectful and truthful to Camp Staff.
5. Stay on Camp property at all times.
6. Reach out to Camp staff to resolve disagreement with other campers.
7. Leave all property better or the same as how I found it.
8. Always follow the Camp rules and participate in activities to the best of my abilities.

I read and understand the rules listed above and agree to not break these rules.

Camper Signature & Date

Parent/Guardian Signature & Date

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, gender or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. This institution is an equal opportunity provider.

CAMP ROSENBAUM FUND
GIFT-IN-KIND DONATION FORM



Camp Rosenbaum Fund

c/o Crystal Kroeller
1111 SW 2nd Ave
Portland, OR 97204
p. 503-388-4140

Tax ID: 93-1263998

Name of Donor/Sponsor: _____

Contact Name (if company): _____

Street Address: _____

Phone Number _____

Email Address: _____

Description of Donation/Sponsorship: _____

Date Gift Received: _____

Donation Value: _____

Camp Rosenbaum Contact: _____

A copy of this form must be sent to Camp Rosenbaum for IRS reporting purposes.
Please mail to the address above, or email to support@camprosenbaum.org.

Thank you for your support!