

Congregation Beth El / Camp Kee Tov

Ruach Guide

1 – The Programs

Camp Kee Tov consists of six programs, each geared for a specific age group.

Rishonim (The First)	... is for children entering Kindergarten
Habonim (The Builders)	... is for children entering 1st and 2nd grades
Giborim (The Strong)	... is for children entering 3rd and 4th grades
Mapilim (The Adventurers)	... is for children entering 5th and 6th grades
Chalutzim (The Pioneers)	... is for children entering 7th and 8th grades
Gesher (Bridge)	... is for teens entering 9th grade

Within Habonim and Giborim, there are two sub-units that we refer to by the Hebrew word for group, *edah*. Each edah consists of three home groups of approximately 18 campers and 3 staff members. **When camp begins and those groups are assigned, you should note the name of your child's group (edah).**

Rishonim generally stays at the synagogue, and uses the neighborhood's local parks during the day. Habonim and Giborim will be based Tilden Park; Mapilim, Chalutzim, and Gesher will use a variety of local parks and facilities, including Tilden Park. All campers swim; see the swimming section for more details.

2 – Parent and Camper Orientation

Orientation is extremely important, even for lifelong Kee Tov families.

Please plan on attending the Orientations this year as we'll have some new information for you!

Session I Orientation: Sunday, June 27 at 3:00 pm | Session II Orientation: Sunday, August 1 at 3:00 pm

Both parents and children are expected to attend Orientation.

Orientation is held at Congregation Beth El. Please park in the Safeway Underground Parking Lot (enter on Henry) or in the First American Title parking lot on Rose. Parking is free to Congregation Beth El / Camp Kee Tov families. **Please do not park on Spruce or Oxford Streets for Orientation!** We are committed to helping keep our neighborhood streets and parking accessible to those who live nearby.

Orientation lasts roughly two hours. The event provides an important introduction to camp for both parents and campers. When you arrive look for a sign with the name of your child's program, from there our Program Directors will check in the campers, who will be brought to their groups, to meet their counselors and group mates, and play some games. A light snack will be provided. After the campers are checked in, parents will attend their own orientation in the sanctuary; it is important that you arrive on time. Orientation ends as every Kee Tov day does, with a lovely friendship circle. The blowing of the shofar immediately following friendship circle is Camp Kee Tov's traditional way of marking the beginning of the session.

If you would like to bring leftover toilet paper rolls, strawberry baskets, corks, film canisters, or coat hangers that could be creatively used for arts and crafts projects, this would be a great day to bring them.

3 – Before and After-Camp Plans

Every camper needs to have a before and after-camp plan. Camp Kee Tov has many options available including two feeder bus stops. Please be sure to fill out the before and after-camp plans form contained in this packet which is also available on our website.

On any given day, if you would like to change your child's after-camp plan for that day, call the Camp Kee Tov After-Camp Hotline before 2:00 pm on the day of the change.

CAMP KEE TOV AFTER-CAMP HOTLINE: 510-464-4549

The After-Camp Hotline is a phone system that will ask you questions and record answers about your child's after-camp plan changes. Call from a land line if possible (for clear recordings). We will check the messages at 2:00 pm each day and notify your child's counselor of the changes. **If you call after 2:00 pm for a day-of change, call the office directly at (510) 848-2372.** Calling after 2:00 pm to change after-care plans should be reserved for emergencies only.

Option 1 – Feeder Buses

Camp Kee Tov provides complimentary bus service for campers via the Berkeley Unified School District & Marin Country Day School bus systems. Families who live near the bus stops are strongly encouraged to use the bus service to reduce neighborhood traffic, protect the environment, and have fun!

Bus Stop 1 – The Corner of The Alameda & Hopkins Streets in North Berkeley (North Berkeley Public Library)
Pick-Up 8:50 am Drop-Off 3:25 pm

Bus Stop 3 -- Anthony Chabot Elementary School, 6686 Chabot Road, Oakland
Pick-Up 8:35 am Drop-Off 3:35 pm

Children should arrive at least 5 minutes prior to bus departure time. The buses need to arrive at Beth El by 9:00 am, and cannot wait for latecomers. Children who miss the morning buses should be brought to the synagogue.

For bus stop pick-ups please be sure to be at the bus stop when the bus arrives. **If you are interested in volunteering to be a Bus Stop Supervisor, please contact the office.**

Option 2 – Parent Pick-Up and Drop-Off

All parents are strongly encouraged to use the Camp Kee Tov Feeder Bus System to reduce neighborhood traffic.

In the morning, you may drop your child off at Beth El between 8:50 am and 9:00 am.

- 1) All parents dropping off children in the morning must drive on site and drop children off at the designated area.
- 2) Do not let the child exit the car until you reach the designated drop-off area at the top of the driveway where counselors are waiting.
- 3) Please do not park your car in the mornings, instead use this drop-off system.

In the afternoon, children signed up for parent pickup will be waiting at Live Oak Park at 3:00 pm.

- 1) The designated pickup area is at Live Oak Park at 1275 Walnut Street – in front of the Berkeley Art Center.
- 2) When picking up your child, you must park on Walnut Street and walk to the park where you can sign your child out with his/her counselor.
- 3) Children not picked up by 3:20 pm will be taken to Chaverim (daycare) and must pay the aftercare charge for that day (\$30).

Option 3 – Chaverim – Before and After-Camp Care

BEFORE-CAMP CARE: Children enrolled in morning Chaverim may arrive at Congregation Beth El any time between 7:30 am and 9:00 am.

AFTER-CAMP CARE: Chaverim is at Congregation Beth El. Chaverim will make use of our art room as well as the courtyard outside the synagogue. Children in afternoon Chaverim will participate in a range of fun camp activities and a snack will be served. The program concludes at 6:00 pm, though parents may pick up their child any time before then.

Parents who do not pick up their children by 6:00 pm will be charged a late fee of \$15 for each 15 minutes that you are late. There is no feeder bus leaving after 3:00 pm, so all Chaverim children are picked up at Congregation Beth El. You must sign your campers in and out of Chaverim with the designated staff person.

DROP-IN DAYCARE: Children who need to attend before-camp or after-camp care on a drop-in basis may do so. In the morning, no call is necessary, just come right in. To sign up for drop-in afternoon care, please **call the Camp Kee Tov After-Camp Hotline** no later than 2:00 pm on that day. The fee for morning drop-in is \$15 per day, afternoon drop-in is \$30 per day. Payment is due at the time of drop-off (am) and pick-up (pm).

4 – Food

Many campers at Camp Kee Tov bring their own lunches each day; kosher-style lunches are encouraged. Please mark your child's lunch with his/her name. The camp will provide milk at lunchtime and a light snack each afternoon. Chaverim (after-care) campers are offered an additional light snack every day. All meals (vegetarian) are provided on overnights except for the first day's lunch (which you pack).

Interested in Convenient & Healthy Lunches for your Camper?

This year Camp Kee Tov is working with Kid Chow, the Bay Area's premier kids' school and camp lunch caterer to provide delicious, nutritious chow to our summer campers. Kid Chow's lunches are packed with food your kids will love: sandwiches, wraps, pastas, salads, sushi, pizza, juicy farm fresh summer fruits (strawberries, peaches and plums), and so much more! It's the perfect lunch for your child's active camp day. Kid Chow's lunches are dairy/vegetarian in accordance with the camp's kosher style lunch policy.

We know how crazy summer time can be so we've made ordering Kid Chow lunches a snap. Kid Chow's lunches are ordered 100% online. To place your child's camp lunch orders visit Kid Chow's website, www.kidchow.com, click on **Chow Camps** and select Camp Kee Tov summer camp 2010 for easy ordering instructions. Orders are due Monday, one week in advance of your camp session. **Please check your child's camp schedule prior to ordering to avoid placing lunch orders on days when your child will be at camp on overnights as Kid Chow cannot issue refunds once orders have been placed.** Feel free to contact Kid Chow with questions: chow@kidchow.com or (415) 552-7111. Kid Chow looks forward to serving your child fun, healthy food this summer.

5 – Swimming

Camp Kee Tov uses the West Campus Swim Center, located at 2100 Browning Street in Berkeley. For our swim program this summer campers will swim on the following days:

Rishonim	Friday
Habonim/Mapilim	Monday and Wednesday (except for the first Monday of each session)
Giborim	Tuesday and Thursday
Chalutzim	No Regular Swim Schedule
Gesher	No Regular Swim Schedule

A completed City of Berkeley Swim Waiver is required for each camper to allow them to swim. Completed and signed swim waivers are due with your registration forms.

On swim days, please have your child wear their swimsuits under their regular camp clothes. Please pack a towel and underwear in their backpacks. Camp Kee Tov campers swim under the careful supervision of both the West Campus Swim Center's staff of lifeguards and Camp Kee Tov counselors. Please encourage your child to wear their swimsuit on swimming days, even if they feel apprehensive. Children who are initially reluctant often change their minds and love swimming. However, **no child will be forced into the water.** Our swim program is designed to acclimate children to the water and to enjoy it in a safe, fun manner. We do not provide swimming lessons. All children who do not get in the pool will have quiet, supervised activities near the swimming area.

6 – Shabbat (Fridays)

Each Friday we celebrate Shabbat, the Jewish Sabbath, by planning activities that follow a Jewish theme. On Shabbat, all songs are in Hebrew, Eric Schoen, our song leader extraordinaire, visits most programs, and a special snack of ice cream and challah is served. Otter Pops will be available to children who cannot have milk products. The third Friday of each session is All-Camp Shabbat, where all of the campers join together to celebrate the holiday as community. Our Chalutzim and Gesher Campers become junior staff members for the day taking on leadership roles throughout the day. In addition to this, on Friday, August 20, at 6:15 pm, Beth El will host a special Camp Kee Tov Kabbalat Shabbat. Families from both sessions are encouraged to attend.

A weekly letter will be available each Friday. It will contain highlights of the previous week, as well as information about the next week's activities: overnight information, cook-out plans, field trips, late days (5th – 9th graders) and costume days. A weekly email will also be sent out with even more detailed information for the upcoming week.

7 – Overnights

Each of our programs will participate in overnight camping trips (Rishonim has a mock-overnight at Beth El). These trips are a very important part of the overall adventure your child will experience this summer at Camp Kee Tov. The location and duration of each overnight will depend on your child's program and edah. Each overnight will begin at the regular camp time (9:00 am) and end at the regular camp time (3:00 pm) on the day they are scheduled back. More detailed information about what your child needs to bring on an overnight will be sent home well in advance of your child's trip and will be available on our website. Overnight dates are also available on the website at www.campkeetov.org on the program pages.

It is important that, during overnights, the camp knows how to contact you in case of an emergency, or in case your child needs or wants to return home. Based on past experience, **we strongly recommend that you stay home during your child's (children's) overnights.** If you cannot be home on those nights, we must have contact information for two alternate caretakers who will be at home and available.

8 – Clothing

The Berkeley summer weather requires a layered wardrobe. Mornings are often chilly and afternoons warm. To prepare for such weather changes, campers should dress in layers (bring a sweatshirt or jacket every day). As those layers are shed, clothing is often misplaced. **PLEASE LABEL ALL OF YOUR CHILD'S CLOTHES.** We suggest that campers wear sturdy shoes (no sandals or flip-flops). Because of the presence of poison oak in Tilden, we suggest daily laundering of your child's clothes. Rishonim campers should bring a full change of clothes on day one to be stored at Beth El in case of an accident. **PLEASE LABEL ALL YOUR CHILDREN'S CLOTHES!!** Check the lost and found, located outside the Art Room, regularly for your child's missing clothing. Clothing not retrieved by September 30, 2010 will be donated.

9 – Family Night

The last Friday of each session is Family Night at Kee Tov. It is held at Roberts Park Picnic Site in Oakland. Directions are available on our website.

Session I: Friday, July 23 at 5:00 pm – 7:30 pm | **Session II: Friday, August 27 at 5:00 pm – 7:30 pm**

Family night consists of a picnic dinner that you provide for your family, a Shabbat service, a song session, and a final friendship circle with campers, staff, family and friends – over 1,000 people! All Camp Kee Tov family members are encouraged to share this special occasion with us – it is a lot of fun! On this day, camp begins at the regular time of 9:00 am and continues through the evening. ***There will be no afternoon feeder buses, daycare, or pickups on this day*** – all parents will come to Roberts to pick up their children at 5:00 pm. **Remember – your child must be met by their parents at Roberts Park in Oakland at 5:00 pm on the last day of camp! Please mark this night on your calendars!** Don't forget your picnic dinner!

10 – Health, Emergency Procedures and Medications

Camp Kee Tov cares deeply about the health and safety of its campers, and we always put safety first in our activities. If your child becomes ill at camp, or if any non-emergency injury occurs which requires medical attention, we will attempt to contact you immediately. If you are unavailable we will make arrangements to get your child home or to your doctor through those you have authorized to act on your behalf in your camp application.

If your child has a medical emergency, the Berkeley Fire Department will immediately be contacted and a Police escort and Rescue Unit will be dispatched. Simultaneously, we will contact both you and your doctor for recommendations for delivering your child to a particular hospital or to the nearest emergency facility.

Medicines can be dispensed by camp personnel under the following conditions:

- 1 – Parents may give written consent for the dispensing of non-prescription, over-the-counter, drugs such as Advil.
- 2 – Parents who wish to have prescription drugs dispensed at Camp Kee Tov must fill out the Congregation Beth El Medication Release Form. This form will be reviewed by the Executive Director of Congregation Beth El as well as the Camp Kee Tov Director. It will also be reviewed with the Program Director by either the Camp Director or the parent. The Program Director will hold the medications so that they can be dispensed during field trips and overnights in accordance with the information provided on the Medication Release form.

Camp Kee Tov adheres to a strict lice treatment policy. We will conduct lice checks in all groups on the first day of camp and in the morning before overnights. Any children with live lice or untreated nits will be sent home. No children will be allowed at camp with an untreated lice or nit infestation.

Swiss army, and other knives, lighters and other objects that can hurt your child or others must please be left at home. Camp Kee Tov staff will remove these objects when found and give them to the office staff to keep for you to reclaim.

11 – Electronics

Camp is a time for children to relax, be with their friends and leave the intrusions of the internet, video games, phones and other electronic gadgets (e.g. iPods, portable video game platforms, cell phones) behind. Phone calls from parents or non-camp friends pull your child away from camp activities and disrupts the beautiful community atmosphere that is found only at camp. If you need to reach your child in an emergency or if you wish to discuss some element of their camp experience, please call the Camp Kee Tov office and someone will be there to assist you. Camp Kee Tov assumes no responsibility for lost, broken or stolen valuables, electronic gadgets, phones or other items that have no place at camp.

12 – Lice

We take health and safety very seriously at Camp Kee Tov. We will be checking campers for lice on the first day of camp and before any overnight. If our counselors find either lice or nits in your camper's hair we will be calling home to have the camper picked up. To remove all the nits please use a lice comb to remove all the nits from the camper's hair. This process can be time consuming but we are dedicated to keeping the spread of lice to a minimum. Once the lice or nits have been treated, the child may return to camp.

13– Feedback, Check-In

At Camp Kee Tov we strive to be responsive to parent and community concerns. Your suggestions and feedback are welcome. In turn, we are happy to discuss the program and your child's involvement in it. Please call us at **(510) 848-2372** with your questions and concerns. We look forward to another exciting summer and are glad you will be joining us!

L' Hitraot,

Zach Landres-Schnur
Director Camp Kee Tov

1301 Oxford Street, Berkeley, CA 94709
Camp Kee Tov Office: (510) 848-2372
After-Camp Hotline: (510) 464-4549
www.campkeetov.org