

Camp Achieve Counselors Information Packet



Included:

Counselor Rules & Responsibilities

Sample Menu

Counselor Packing List

Directions to Camp Green Lane



CAMP ACHIEVE COUNSELORS RULES AND RESPONSIBILITIES

“Will”

1. Counselors will be responsible for the safety and well-being of all campers at Camp Achieve.
2. Counselors will be responsible for all assigned campers in their cabin and will know where campers are at all times, whether in the cabin or participating in activities.
3. Counselors will accompany campers when leaving an activity or going anywhere on Camp Green Lane property.
4. Counselors will encourage participation in all activities but not require it from campers that want to sit out. Campers have requested more free time and time to rest. It is in the schedule and counselors will encourage rest time when they feel it is needed.
5. Counselors will be responsible for making sure the campers in their cabin arrive at activities on time.
6. Counselors will engage in and lend assistance at every activity.
7. Counselors will stay at the assigned activity unless arrangements have been made with EFEPA staff.
8. Counselors will be familiar with each camper’s medical history, medicine schedule and additional information. Counselors will be given this information & must have it with them at all times and should share it with other counselors in the cabin.
9. Counselors will be responsible for making sure that all campers use lower bunks only.

10. Counselors may turn off walkie-talkies after 9:00pm., medical staff will leave walkie-talkies on at all times unless other arrangements have been made. Counselors will return walkie-talkies to an EFEPA staff person before leaving camp (or be charged the price of a walkie-talkie).
11. Counselors will adhere to “lights out” rule. “Lights out” is at 9:00pm every night, unless otherwise stated.
12. Counselors will wear a watch with a second hand so that they are able to time all seizures.
13. Counselors will limit the use of cell phones to emergencies and important calls and make them in a private place, away from campers.
14. Counselors will talk to an EFEPA staff member if they need a break or rest time. It is provided and requests will be accommodated.
15. Counselors will refer all medical issues to medical personnel immediately and alert EFEPA staff.
16. Counselors will reinforce the “Goals of Camp Achieve” and the themes of “Morning Meetings” throughout the day’s activities.
17. Lead counselors will participate in brief “Evening Meetings” during which they will report to an EFEPA staff member on how the day went, issues with counselors, issues with campers, etc.
18. Counselors will use a Behavior Tracking Sheet to record camper rule violations and other concerns and will report/submit this sheet to an EFEPA staff member.
19. Counselors will use a Seizure Tracking Sheet to record campers’ seizure activity and will report/submit this sheet to an EFEPA staff member.
20. Counselors will encourage campers to rest, eat fruit and snacks, and drink water frequently throughout the day’s activities.

“Will not”

1. Counselors will not leave a camper unattended at any time.
2. Counselors will not permit chewing gum anywhere on camp property.
3. Due to food restrictions and food allergies, counselors will not permit snacks brought from outside of camp or use of vending machines on camp property.

4. Counselors will not smoke, drink alcoholic beverages, or use illegal drugs. If found engaging in these activities or other inappropriate behaviors, counselors will be required to leave.
5. Counselors will not wear inappropriate clothing.
6. Counselors will not use cell phones while in the company of campers. If a call needs to be made, counselors will contact an EFEP staff person to make arrangements.
7. Counselors will not leave garbage, decorations, Arts & Crafts leftovers, water balloons, etc.. around Camp Green Lane property.
8. Counselors will not allow any camper to participate in an activity without proper safety equipment or supervision. Ex. A counselor in every canoe, wall climb with helmets, follow rules at the archery station
9. Counselors will not call campers' parents. Any issues in need of reporting will be reported directly to an EFEP staff member.
10. Counselors will not share their own medication, prescribed or over the counter, with campers or other counselors.

SAMPLE MENU--Camp Achieve
August 18 – 23, 2013

BREAKFAST MENU

Breakfast Basics Everyday:

Orange Juice	Toast/Butter
Apple Juice	Yogurt
Hot Cereal	Coffee, Tea, Milk
Cold Cereal	Water

Sunday, August 18 (Staff & Counselors Only (50))

Add FRIED EGGS & ENGLISH MUFFINS & BREAKFAST MEAT

Monday, August 19 (Full complement (100))

Add FRENCH TOAST STICKS & SYRUP & BREAKFAST MEAT

Tuesday, August 20 (100)

Add SCRABBLE EGGS & BREAKFAST MEAT

Wednesday, August 21 (100)

Add PANCAKES & SYRUP & BREAKFAST MEAT

Thursday, August 22 (100)

Add BREAKFAST BURRITOS

Friday, August 23* (100)

Add FRENCH TOAST STICKS & SYRUP & BREAKFAST MEAT

LUNCH MENU

Salad Bar Basics everyday for BOTH lunch & dinner (AS MANY AS POSSIBLE)

Peanut Butter & Jelly		
White Bread & Butter		
Lettuce	Celery	Beets
Carrots	Baby Corn	Seeds
Tomatoes	Chick Peas	Diced Eggs
Cucumbers	3 Bean Salad	Croutons
Green Peppers	Pasta Salad	Pickles
Radishes	Tuna Salad	Bacon Bits
Pea Pods	Cottage Cheese	ASSORTED DRESSINGS

Sunday, August 18- GREEK

PIZZA

CARROT & CELERY STICKS

GREEK SALAD – lettuce with feta cheese

Coffee, Tea, Milk, water, Sugarless drink

Dessert

Monday, August 19 – CHINA

Stir Fry and Fried rice

Condiments: Ketchup, Mustard, Relish

Coffee, tea, milk, water, sugarless drink

Dessert

Tuesday, August 20

GRILLED CHEESE (with & without tomato)

TOMATO SOUP

Baked Potatoes with all the fixing

CORN COBBETS

Desert

Wednesday, August 21

CHICKEN NUGGETS

SWEET POTATO FRENCH FRIES

VEGGIE

PUDDING (chocolate & vanilla)

Thursday, August 22

STEAK SANDWICH

CURLEY FRIES

VEGGIES

DINNER MENU

Salad Bar Basics everyday for BOTH lunch & dinner (AS MANY AS POSSIBLE)

Peanut Butter & Jelly

White Bread & Butter

Lettuce

Celery

Beets

Carrots

Baby Corn

Seeds

Tomatoes

Chick Peas

Diced Eggs

Cucumbers

3 Bean Salad

Croutons

Green Peppers

Pasta Salad

Pickles

Radishes

Tuna Salad

Bacon Bits

Pea Pods

Cottage Cheese

ASSORTED DRESSINGS

Saturday, August 17

Dinner

Sunday, August 18 – MEXICAN NIGHT - FIESTA

TACOS or FAJITAS

hard & soft shells, Lettuce, Tomatoes, Onion, cheese, salsa

Meat filling

Bean filling

Spanish Rice
Salad in a bowl & assorted dressings

Monday, August 19 – USA

ROAST TURKEY
MASHED POTATOES
PEAS

Rolls & Butter

APPLE CAKE

Tuesday, August 20- ITALIAN

Veggie & meat lasagna

GARLIC BREAD

MIXED VEGGIES

Dessert

Wednesday, August 21 - Outside White House

BBQ CHICKEN

MAC & CHEESE

STRING BEANS

SALAD IN A BOWL – assorted dressings

Rolls & Butter

watermelon

Thursday, August 22 Outside White House - GERMAN

Brats and sauerkraut, Hamburgers & Hotdogs (lettuce, tomato, onion)

Chips

Cole Slaw

Baked Beans

CAMP ACHIEVE COUNSELOR PACKING LIST

Medication:

- medication schedule
- supply of medication **for 7 full days plus 2 full days extra in case of emergency (9 total days)**

Counselors with epilepsy are highly encouraged to bring a supply of Seizure Emergency Medication. If none is available and a counselor requires emergency medical attention due to seizure activity, EFPA staff will call 911.

Please bring all medications in original bottles / containers with name, dosage, and times.

General

- sleeping bag and/or blankets & sheets (cot size)
- pillow
- flashlight
- water bottle
- sunglasses (sunglass strap)
- goggles (for swimming/water activities)
- hat or visor
- bag for dirty laundry

Toiletries

- shower caddy
- shower sandals
- shampoo/conditioner
- soap/soap dish
- toothbrush and toothpaste
- comb and/or brush
- deodorant
- contacts/contact solution
- feminine products
- eye glasses/ eye glasses case
- washcloth and bath towels
- beach towel
- insect repellent
- sunscreen (sun is strong)
- aloe (for sunburn relief)
- lip balm with SPF

Clothing (for 7 full days):

- underwear
- socks
- t-shirts

- ___ shorts

- ___ long pants
- ___ sweatshirt/sweatpants (for chilly nights)
- ___ pajamas/sleeping attire

- ___ sneakers or other closed toe shoes (please bring more than one pair of shoes) appropriate for walking and other physical activities.
- ___ swimsuit (and a plastic bag for wet items)
- ___ lightweight jacket
- ___ raincoat or poncho (NO umbrellas)

Camp Extras: OPTIONAL

- ___ any outfit/costume/decoration for the “Wild Kingdom” theme of camp
- ___ tennis racquet if you have one
- ___ any necessary belongings for Talent Show

Miscellaneous Suggestions:

- ___ camera
- ___ small games (cards, board games, frisbee, etc ...)
- ___ extra blanket
- ___ small fan
- ___ journal, pens, pencils, markers
- ___ book
- ___ flashlight

What to leave at home:

laptop, television, radio, iPod, lighters, pets, aerosol cans, matches, all tobacco/alcohol products, any expensive items (i.e. jewelry), money, nail clippers, scissors *Anything of special value of sentiment that may get lost or broken leave at home*

Please note:

- Cabins are not air conditioned or heated. Plan for hot temperatures during the day and cold temperatures at night with a small fan or extra blanket.

- **Please do not bring something if you are worried about losing it or breaking it**



1. **From Philadelphia and South Jersey**

Schuykill Expressway (76) West to the Blue Route (476). Take the Northeast Extension (still 476 North). Exit at Lansdale (#31). Turn right onto 63 West. Go 7 miles and turn right onto Barndt Road (just past Daniel's Lawn & Garden center). In 3/10 of a mile, make a left onto 563 south. In 2/10 of a mile make a right onto Township Line Road. Turn right at bottom of hill onto Camp Green Lane Road. Go under the arches and make the first left hand turn into the circle; park near the two story white stone building.

2. **From North East Philadelphia**

Pa. Turnpike to Northeast Extension (476) North, then same as above.

3. **From Central Jersey and New York City**

New Jersey Turnpike (95) South to Exit 6 onto the PA. Turnpike (276) West. Follow 276 to the Northeast Extension (476) North, then same as (1) above.

4. **From Rockland County and Bergen County, New Jersey**

Rte. 80 West to Rte 287 South, to Rte 78 West into Pennsylvania. Exit at 60A, (Rte. 309 South). Take 309 South for 14 miles to Rte. 563 (right turn off exit to traffic light). Left turn onto 563 South. After 6 and 1/2 miles, 563 makes a sharp right turn; travel only 3/10 mile to the first right turn onto Township Line Road. At the fork, bear right onto Camp Green Lane Road. Go under the arches and turn left into the circle; park near the two story stone building.

5. **From Long Island**

Verranzano Narrows bridge to New Jersey Turnpike to Exit 14 onto I-78, then same as (4) above.

6. **From Maryland, Washington, Virginia and North Carolina.**

Rte. 95 North to 476 North, then same as (1) above.

7. **From Harrisburg, York, and Western Pennsylvania**

Pa. Turnpike East (276) to Northeast Extension 476 North, then same as (1) above.

Camp Green Lane
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