

# Happy Goats Farm Camp Parent Handbook

Thank you for enrolling your child in Happy Goats Farm Camp!

Enclosed please find detailed information about camp, what to expect, what to pack, and what forms to complete and return the first day of camp. Should you have any questions at all, please contact Diana or Lee at any time.

HAPPY SUMMER & SEE YOU ON THE FARM!

Diana - 617-272-0170, Lee - 617-721-0232

Happy Goats Farm - 400 Norfolk St. Holliston, MA

Monday – Friday 8:30am-3:00pm Contact: Diana Phillips 617-272-0170 Camp Website: [www.happygoatsfarm.com](http://www.happygoatsfarm.com)

## **Arrival & Dismissal:**

Happy Goats Farm Camp arrival and dismissal is in the parking lot next to the farmstand. When you arrive, Lee or Diana will direct you to a parking spot. Please walk your daughter(s) to the registration table under the tent to sign her in.

All campers need to be accompanied by an adult to sign the camper in and notify staff that the camper has arrived. If your child will be leaving early, going home with another parent, or has any other special instructions, please send your camper with a written note and alert staff.

## **Farm Camp Hours are: 8:30am - 3:00pm.**

Drop off is 8:30-8:45 am.

If you arrive after 8:45 am, please call Diana at 617-272-0170 so we can make accommodations to meet you at the drop off location and bring your child to the area where we are learning and playing.

If you know your child will be absent, please contact Diana via text, email, or phone: 617-272-0170.

Farm Camp ends at 3:00 pm. Please park in the parking lot and meet your child under the white event tent. An adult must sign the camper out and notify staff that the camper is leaving. If the camper is leaving with anyone other than the parent, please make sure that the person is listed on the registration form as someone allowed to pick up, and let a counselor know that someone else will be picking up. Anyone picking up a child from camp should be prepared to show a driver's license or photo ID. This is required and for the safety of your child.

Late Pick Up: If you are running late please call Diana 617-272-0170. Our staff is scheduled to depart the farm at 3:10pm. Understanding that things happen, please notify us so we can make accommodations. There may be a \$10 late fee charged for each 10 minutes after 3:10pm.

Early Pick-ups: If a camper is being picked up early from camp, a written note must be given to camp staff that morning. Indicate the time of pick-up and by whom.

Absences: We ask that you notify us if your child will be absent. Please leave a voicemail message before 9:00am on the day of the absence 617-272-0170.

### **Special Needs:**

Does your child have special needs that we should be aware of? If yes, please please reach out to Diana at [info@happygoatsfarm.com](mailto:info@happygoatsfarm.com) or 617-272-0170 to discuss your child's needs. All our participants must be able to participate safely in our program. We do not provide one-on-one supervision and retain the discretion not to enroll or to remove a participant if he/she is not able to participate safely in the program.

### **Important Camp Forms:**

Prior to the start of camp, please submit:

Health History Form

Immunization Records Form (Board of Health requirement)

Authorization to Dispense Medication Form

Authorization to Apply Sunblock and Bug Repellent  
Acknowledgement of Receipt of Camp Policies Packet  
Release and Waiver of Liability

**Health & Safety:**

We take great care in making sure that your child is safe at camp, safety is our number one priority. All counselors have first aid and CPR training and we have first aid kits readily accessible.

Illness: The Farm is not a place for sick children. A child may not attend camp if she is not feeling well, has a fever, upset stomach, diarrhea, hacking cough or a runny nose. The child must be symptom free for 24 hours prior to returning to camp. If your child is not well enough to play outside your child should not come to camp (with the exception of manageable asthma). Please let us know if you give your child medication before they come to camp. Even a simple allergy medication can affect a child's behavior.

- Please contact the Camp if your child has any contagious disease such as: COVID-19 - chicken pox - strep throat - pneumonia - pink eye/conjunctivitis - influenza (flu) - fifth's disease (infectious rash) - coxsackie (hand, foot, and mouth disease)

COVID-19 and quarantine requirements:

Happy Goats Farm Camp is a small, single-cohort program where all activities take place outdoors. The importance of hand washing is emphasized.

Campers who have been in close contact with a confirmed case of COVID-19, or who are awaiting the results of a COVID-19 test taken because of symptoms may not return to camp without a negative PCR result and the consent of our consulting physician. Campers who are experiencing fever or are feeling ill should not come to camp and should seek medical care including COVID testing, when appropriate.

**24-Hour Policy:** Your child must be free of fever (without the use of fever-reducing medicine), diarrhea, and/or vomiting for 24 hours before they return to camp. Therefore, if your child leaves camp one day with one of the above, they may not rerun the next camp day if it is within a 24-hour period. If your child falls ill during the day, we will ask her to be picked up as soon as possible.

**Ticks and tick-borne illness prevention:** The children will be active outside on the farm and hiking trails on conservation land surrounding our farm. Throughout the camp day, counselors will keep an eye out for ticks on children, but will not perform thorough tick-checks, as this should be done by a parent/guardian at the end of each farm day.

### **Medical & Medication**

It is the policy of Happy Goats Farm Camp to administer only those drugs necessary for chronic, life threatening conditions, including but not limited to inhalers and Epipens.

Please notify Camp of any chronic illness or allergies or other severe medical conditions so we may give your child the best possible care.

### **Medication:**

If it is necessary for any medications (inhalers, prescription and over the counter) to be dispensed during camp hours, please follow this procedure:

1. Fill out the Authorization to Dispense Medication Form. Please note: a separate form must be filled out for each medication and each child.
2. Bring the completed form with medication in its original container (with enough medication for the week) and give directly to the Camp Counselor at drop-off. A camper cannot take the 1st dose of a new medication at camp. Under no circumstances should the medication(s) be given to the child to give to a staff member or given to the child to self-medicate.

3. If your child can self-administer medication such as inhalers and epipens, please provide a note from you and your child's doctor indicating your child has the authority to self-administer. However, please make sure you give the inhaler and/or epi-pen directly to the Camp Counselor to keep safe during the day.

Sun protection is important for days on the farm. You should help apply sunblock to your child's face, arms, legs, and neck. Please instruct your child to re-apply according to product directions. In the event of a bee sting, your child will receive care from a certified first aid responder and the parent/guardian(s) may be contacted. If the child is allergic to bees and requires an epipen, our certified first aid responder will administer the epi-pen and call 911 and then the parents/guardian(s).

#### **If Your Child Becomes Ill:**

You will be called and asked to make arrangements to have your child picked up as soon as possible. If you cannot be reached right away, we will call your emergency contact person and will arrange to have your child taken home or to the hospital.

#### **In case of an accident, the procedures are as follows:**

- If the accident is minor, simple first aid treatment is applied to the injury, and you will be notified either at the time of the accident, or when you pick up your child.
- If the accident is more severe, we will call you immediately. If you cannot be reached right away, we will call your emergency contact person, and will arrange to have your child taken home or to the hospital if that is advisable.
- A camper who is seriously injured or becomes severely ill will be treated based on First Aid/CPR protocol, including calling EMS if necessary. If medical treatment is needed, the camper's signed Health History Form will be pulled to show that treatment is authorized. If a camper is transferred to the hospital, a camp staff member will go with them and stay until a parent or guardian arrives at the hospital.

## **Farm Camp Specifics: What to Bring, Pack, Plan for...**

### **Clothing:**

Please dress your child in comfortable clothes that are easy for them to manage independently and which they can get dirty. We will be active on the farm and in the forest throughout the day so please be mindful of the environment and outdoor play when dressing for the day. Clothes that are lightweight and breathable are best and summer weather will often be unpredictable, so please send your child with rain gear in the event of a weather shift.

Dressing for the weather: Please be sure your child is prepared to play outside whatever the weather. We are a Farm Camp and will plan to play outside even on rainy days. Should the weather turn violent or thunder/lightning happen, we will take shelter in the Hay Loft. But for the most part we will be outside all day. Please do not send your child to farm camp in Crocs or flip-flops as they may not provide the support your child needs.

### **Food:**

Each day children should be sent to camp with a snack, lunch, & a water bottle. Foods should be packed in a lunchbox with a cold pack, napkin, and silverware. Please limit the use of sweets and encourage healthy, whole foods as much as possible. Please pack plenty of water for your child. Camp will also have water onsite to offer to campers to keep everyone hydrated and happy. All food allergies will be managed as needed on an individual basis. Children with food allergies will have snack and lunch in an allergy free area (designated picnic table with other food allergy friends) along with a camp supervisor.

### **Other Supplies:**

WHAT DOES MY CHILD NEED FOR FARM CAMP?

- backpack
- nut-free lunch, snack, & drink

- warm weather clothing (appropriate for outdoor play)
- a bathing suit and towel
- water bottle (labeled with name)
- sun hat
- rain gear
- rain boots/muck boots for going into the animal area.
- sunblock (please write the name of your child on sunblock)
- insect repellent
- change of clothing in a plastic bag

#### WHAT SHOULD MY CHILD LEAVE AT HOME?

- Electronics (game systems, iPods, etc.)
  - Game/Trading Cards
  - Toys
  - Anything of value
- Phones brought by campers will be secured by staff during the camp day.

#### Helpful Hints

- Write your child's name on everything he/she brings to camp
- Listen to a weather forecast the night before to prepare your child's outfit/farm gear
- Please include your own sunblock and/or bug spray as each child has individual skin sensitivities
- Children will be working with their hands in the garden, please dress campers in clothes that are appropriate for outdoor farm play and can get dirty
- REMEMBER YOUR WATER BOTTLE, campers will be reminded and encouraged to stay hydrated and camp will have a supply of water for campers as well.

#### **Weather and Inclement Weather:**

Happy Goats Farm Camp is an outdoor summer camp program where we celebrate and explore the outdoors and nature. We will play outside during rainy days, but if there is a heavy rain day we will take cover under the event tent, inside the greenhouse, or in

the hay loft. In the event of a weather emergency or thunder & lightening, we will take cover inside the Hay Loft. In the event of thunder and lightning we will wait 20 minutes prior to going back outside. Should there be a serious weather hazard (hurricane or torrential downpours, etc.), administration will call each family to let them know of a farm camp cancellation.

**Farm Camp Refund Policy:**

If Happy Goats Farm cancels your child's camp due to COVID-related facility closures, government mandates, or other circumstances, you will be entitled to a full refund for fees paid.

If a week of camp is cancelled due to low enrollment (less than 5 kids), all camp registrants will be notified in advance, and full refunds will be issued. All refunds will be credited via the original payment method.

Cancellations and requests for refunds should be made in writing or via email from the person responsible for the account. Refunds will be issued for cancellations prior to May 31, less the applicable processing fees, which are non-refundable. The fee for processing cancellations is \$50 per week.

Cancellations made on or after May 31st will only be refunded (minus \$50) if Happy Goats Farm is able to fill the spot with another camper after reasonable effort. Unlike larger camps, Happy Goats Farm Camp cannot absorb the cost of cancellations, even those made for unforeseen circumstances. Happy Goats Farm Camp consists of a single group (cohort) of campers, and the costs of staffing and running the camp are fixed.

All camp tuition is due by May 15th. Fees not paid by this deadline will open the camper slot for another person.

Refunds will not be given to campers who have been asked to not participate due to dangerous or disruptive behavior at camp. Happy Goats Farm reserves the right to remove any camper from the program if the Camp Director, in his sole discretion, determines the camper has acted in dangerous or disruptive ways. (Please see our behavior expectations and disciplinary policy for further details).



We understand that there can be unforeseen changes for your camper, including sudden illness, so we strongly encourage you to purchase the low-cost camper cancellation insurance that is offered by a separate company. We highly recommend it for multi-week campers, as the programs are a significant investment for many families. If your camper falls ill (including with a diagnosed case of COVID-19), breaks a bone, or experiences another medical emergency, the insurance will refund your camp payments as long as you can provide a doctor's note. Click on the link below for more details:

***Cancellation Insurance:*** [Travmark Cancellation Insurance](#)

### **Behavior (from our discipline policy)**

Our staff strongly believes that camp is an exciting, safe community for children to learn, build confidence, develop skills, and make friendships so they can grow as individuals. Camp Staff will encourage behavior that is consistent with the values of caring, honesty, respect, and responsibility. In response to inappropriate behavior by a camper, staff may, as described in this policy, issue: redirection; guidance; a verbal reminder: temporary, supervised removal from activity (time out); a meeting with the Camp Director.

- Typical behaviors are words or actions that are not an immediate threat or danger to an individual or group. Examples include not listening, mildly inappropriate language, disrupting an activity, or failing to follow certain camp rules. Interventions begin with a conversation (verbal reminder) between the camper and a staff member.

- Aggressive behaviors are words or actions that are an immediate threat or danger to an individual or group. Examples include physical violence, verbally abusive language, intentionally taking away from the enjoyment of the group, and bullying. These behaviors may result in a meeting with the Camp Director, phone call to the parent, and possible suspension or removal from camp.

All behavioral issues will be documented and communicated to the parents on a daily basis by camp staff.