



CAMPER & FAMILY HANDBOOK



TABLE OF CONTENTS

PREPARING FOR CAMP.....	3
Packing Lists, Items Not Allowed at Camp, Shipping Luggage.....	4
Laundry, Valuables and Money.....	5
The Canteen.....	6
COMMUNICATION.....	7
Letter Writing, First-Time Camper Calls, Blog & Photo Gallery.....	7
Snail Mail & Care Packages, E-mail, Birthdays, Calling a Director.....	8
CAMP PROGRAM & SCHEDULES.....	11
Daily Schedule.....	11
Early Bird Activities, Meals & Snacks, Majors.....	12
Majors Studios, Minors, Free Choice Activities.....	13
Workshops, Evening Activities, Off-Camp Trips, Sundays at Appel Farm.....	14
HEALTHCARE AND NUTRITION.....	16
Camper Health History & Medications.....	16
Healthcare Screening, Nutrition, Allergies & Special Diets.....	17
Communication Regarding Your Camper's Health.....	18
First Responders and CPR/First Aid.....	19
CAMP RULES.....	20
For Campers, Families, and Guests.....	21
Consequences of Misconduct.....	21
CAMP POLICIES.....	22
Refunds.....	22
Clothing Safety and Technology.....	23
Lost, Damaged, or Stolen Items, Changes in Personal Appearance.....	24
Movie Ratings.....	24
Tipping and Camper Transportation.....	25

Important Links:

[Camp 2025: Key Dates and Info](#)

[Household Portal Login](#)

[Sign Up for Bunk1](#)

[Past Informational Emails and Resources](#)

PREPARING FOR CAMP

Suggested Packing List for 2-5 Week Campers

Plan for HOT and cool weather, and pack old, comfortable clothes! Also plan for activities such as pottery, gardening, sports, swimming, performances, and dances. There is approximately 10" of space under each bunk to store luggage, so soft duffel bags are recommended rather than trunks. This list is a guideline, and you may want to bring more or less of any item. Campers staying for 2 or more weeks will have laundry done weekly.

Please label ALL of your camper's belongings with their name.

One Week campers should plan to bring about half of these items.

- 2-4 pairs jeans/pants
- 6-8 pairs shorts
- 8-10 t-shirts/tank tops
- 10 changes of underwear, 10 pairs of socks
- 1-2 pairs of sneakers or closed-toe shoes
- 1-2 pairs of flip-flops or sandals
- 1 poncho or raincoat
- 2 bathing suits, 1 robe or cover-up for after swim
- 2 sweatshirts/sweaters/jackets
- 2-3 pairs of pajamas
- 1 dressy outfit (for performances, dances, etc.)
- 1 shirt hanger to hang towel
- 1 water bottle
- 1 pillow, 2 pairs of twin sheets, 2 pillow cases, 1 blanket, 2 towels
- **Camp will provide a bedroll if you are traveling by plane***
- **The bunks have air conditioning! Please pack a warm blanket!***
- 1 drawstring laundry bag labeled with your camper's name
- Backpack or tote bag
- Small zippered or closable pouch for off-camp trip cash (2/4/5-wk campers only)
- Shower caddy
- Toiletries, sunscreen, insect repellent, hair care products
- Sunglasses, hat or visor, analog watch
- Books, card games, pens/pencils, notebook
- Pre-addressed and pre-stamped envelopes
- Flashlight, disposable camera, batteries
- T-shirts and other clothing that can be tie-dyed, batiked, screen printed, etc.
- Comfort items- stuffed animals, favorite blankets, family photos, posters

- Sensory support items - noise canceling headphones, fidgets, weighted blankets

Optional Packing List for Special Programs, etc.

Appel Farm will provide any supplies necessary for classes, including instruments, dance shoes, cameras, etc. The following are only suggestions or in case your camper prefers to bring their own supplies. PLEASE LABEL ALL PERSONAL BELONGINGS CLEARLY.

Music: Please bring any instrument you plan to study during your majors or minors, excluding keyboards and drum sets. If you cannot bring an instrument, we have many in stock. Please call the Camp Directors by May 31st for information on instrument availability. Campers may also want to bring amplifiers, pickups, sheet music, drum sticks, picks, etc. Earplugs are suggested for campers in the rock program.

Dance: Leotards, tights, and dance shoes (if you have them), and an additional small mesh laundry bag.

Visual Arts: iPad or other tablet*, sketchbook, personal art supplies.

Media Arts: iPad or other tablet*, digital drawing pad*, digital SLR camera, thumb drive for saving work to take home.

Photography: 35mm SLR film camera, with MANUAL settings. Please test your camera and make all necessary repairs before camp, and be sure to pack an extra battery. We also provide cameras for students to borrow, if needed.

Technical Theater: Dark/black clothes for backstage, paint clothes, closed-toe shoes for working in the scene shop.

Sports & Swim: Tennis shoes, tennis racquet, hat, swim goggles, extra sunblock.

Food Allergies: Campers with gluten allergies can bring special snacks and/or dessert items to be kept in the Health Center. Please label them with your camper's name, and give them to a Health Center staff on Check-In Day.

*These devices may **not** connect to wifi or cellular data. Please read our Technology Policy.

Items Not Allowed at Camp

Any devices with an active cellular or data connection to the internet (see: [Technology Policy](#)); televisions, computers including laptops[^], and DVD/Blu-Ray players; pets; skateboards, bicycles, and rollerblades; food, candy, gum, and drinks other than water; appliances including kettles, hot pots, coffee makers, etc; money, ATM cards, credit cards, and valuables that are not necessary at camp; candles, wax warmers, incense, smoke cleansing bundles; weapons including pocket knives, X-acto blades, loose razorblades, swiss army knives, and "toy" weapons including fencing swords, cap guns, bb guns; and any item that is otherwise hazardous or flammable.

[^] CIT program participants may bring a laptop with them for occasional supervised use.

Shipping Luggage

For campers who may be traveling a great distance, luggage can be shipped to Appel Farm before camp. If you would like luggage shipped from Camp to Home, please call the Camp Office to arrange shipment. Please note that Appel Farm is not responsible for the cost of shipping.

Send all packages and trunks to:

“Camper’s Name & Session”

Appel Farm Arts Camp

457 Shirley Rd., Elmer, NJ 08318-0888.

Laundry

Laundry is completed weekly under the supervision of the Camp Operations Coordinator. Campers should plan to have at least 10 days of clean underwear. Campers attending a One Week session will not have laundry service.

Please do not bring clothing that has special laundering instructions. The laundry staff will not check clothing labels for washing directions. Put your camper’s name on everything! Appel Farm is not responsible for any articles damaged or lost in the laundry.

For campers taking a Dance class only, you may choose to pack a small mesh laundry bag for dance clothes that have special laundering instructions. Dance Laundry bags may be given to the Dance Staff once per week.

Laundry that is soiled accidentally or by bodily fluids will be managed outside of the typical laundry schedule by each Bunk Head. If you know that your camper may need these services, please connect with your camper’s Bunk Head on Check In Day.

Valuables and Money

***Please read our Lost, Damaged, or Stolen Item Policy.**

We discourage campers from bringing valuable items such as expensive jewelry and clothing, electronics like iPods and digital cameras, or any other valuables that are not necessary at camp. However, if you feel that these items are necessary, please review our Lost, Damaged, or Stolen Item Policy and talk with your camper about how to keep their items safe at camp. Please also review our Technology Policy and Packing List to learn which items are not allowed at camp.

If your camper is traveling by bus or plane to camp, rather than being dropped off by a caregiver on site, you may decide to give your camper cash, credit or debit cards. If you plan to do so, you must indicate what has been sent on the “Arrival and Departure Form” in advance of your camper’s arrival so that we may collect these items from them and store them securely in the camp office. Camp is not responsible for cash or cards that

campers or caregivers do not inform us of. Campers who are being directly dropped off at camp by a caregiver are prohibited from bringing any cash or credit cards with them to camp.

Other valuable items such as musical instruments and cameras may be necessary for classes. On Check-In Day, campers will label their items with their names, and store them in the designated, locked, air-conditioned, storage area, except for when they are in use. Again, if campers prefer to keep their valuable items in the bunk, please review our Lost, Damaged, or Stolen Item Policy and talk with your camper about how to keep their items safe at camp.

The Canteen

Your camper may run out of toiletries, or want to purchase an Appel Farm t-shirt and items from the Canteen, our camp store. No money, ATM cards, or credit cards may be kept in the bunk, so families will deposit money into a canteen account for their camper. Deposits should be made online. For campers traveling to camp by themselves or on the camp bus, please make your canteen deposit online before the start of camp. We recommend \$20 per week, but you may deposit more if you would like. At the end of the session, you will confirm your camper's canteen balance and let us know what you'd like to do with your refund.

Items Available for Purchase in the Canteen

Batteries, earplugs, guitar picks, stationery, postcards, pens, stamps, deodorant, soap, menstrual products, toothpaste, combs, shampoo, conditioner, textured hair care products including gels and mousses, and flashlights. Your camper may also purchase Appel Farm merch like t-shirts, hats, or sweatpants - availability changes each summer! Please check out the Parent Portal of the website for more up-to-date merch inventory.

Please ensure that you've added funds to your Canteen account prior to Check-In Day!

COMMUNICATION

Letter Writing

Our campers have a busy day, and snail mail is often off their radar, but we will encourage campers to write home often to let you know first-hand how their summers are going! Campers will have plenty of opportunities to write home, and our letter writing workshops will help make it fun!

- Pack pre-addressed, pre-stamped envelopes and stationery in a waterproof, resealable bag!

First-Time Camper Calls

All first-time camper families will receive a phone call within 72 hours of the camper's check-in from their Bunk Head or counselor to give parents an update on how the first few days of camp are going. These calls are a great way for our camp staff and parents to connect about classes, dynamics in the bunk, friendships and connections that are forming, and more! Campers do not participate in these calls.

Blog & Photo Gallery

Check out our Camp Blog daily to hear about all the great things your camper is doing at Appel Farm! Our Camp Documentarian will post news, photos, and important information every day!

More information about how to access our Blog and Photo Gallery will be released in June.

Phone

The Camp Directors or Bunk Heads may be in touch with camp news, or if your camper is experiencing a challenge with their adjustment to camp. A Health & Wellness team member will contact you if your camper needs to go to the hospital for any reason, if the Camp Physician recommends a new prescription, if your camper is running a fever of over 100 degrees, or if your camper needs to stay in our Health Center overnight. Campers should not expect to make or receive phone calls if they are having a great time at camp — camp is a great way to gain confidence and independence! Of course, if a camper is having a problem or has an urgent message for a parent, they may speak with a Camp Director, and we will help them get in touch with you by phone.

- If you are planning a trip or vacation, please update your contact information! In the case of emergency, if you are not going to be available to pick your camper up within 24 hours of notice, at least one of your camper's listed Emergency Contacts should be listed as an Authorized Adult with permission to pick them up from Camp.

Snail Mail & Care Packages

Campers love receiving mail, so write often! Letters and package notices are distributed to campers Monday through Saturday during rest hour. When you write a letter, it's nice to let your campers know all the "newsy" things that are going on at home.

- Ask focused questions about your camper's experience
- Let them know that you are proud of their accomplishments at camp so far
- Update them about typical things happening at home- making home sounds too "fun" without them often increases homesickness
- Avoid sharing worrisome information via letter or email.

Care packages are also great! There are many online companies that specialize in camp care packages, or you can make your own and include items like puzzles, frisbees, games, clothes, books, magazines, stationery, batteries, and stamps. Please review the list of items prohibited at camp on page 9, and do not send anything on the list, including food, candy, or gum. Campers open their care packages in the camp office, and a staff member will discard any prohibited items. Camp is not responsible and will not reimburse for lost or misdelivered items.

You can send letters and care packages to your camper at:

Camper Name, Bunk #
Appel Farm
PO Box 888 (or 457 Shirley Road for UPS, FedEx, etc.)
Elmer, NJ 08318

- Send a letter a few days before Check-In Day to be sure your camper gets mail on the first day of camp!

E-mail

Please see below for instructions on how to sign up for Bunk1, our new camper email & photo gallery service! **The "camper@appelfarm.org" email address is no longer monitored, and your message will not be received.**

Signing up for Bunk1 if you just want to view photos from camp is completely free! You can bypass the Bundles by clicking through to the Gallery. To send *and receive* emails with your camper(s), please select a Bundle. If you have any issues signing up, please call Bunk1 at 212-974-9112 or email support@bunk1.com. For FAQ's related to the services above, visit www.bunk1family.com/faqs.

KEEP IN TOUCH WITH BUNK1!

Be the first to know what's happening this summer at **Appel Farm Arts Camp**. Bunk1 offers private photo gallery access, you can also send and receive messages using Bunk Notes & Bunk Replies. No need to wait for snail mail; Bunk1 makes it easy to communicate with your camper and receive handwritten responses directly to your Bunk1 account. Visit <https://www.bunk1.com/invite/APPEL24?locale=en> to sign up for camper photo galleries and emailing! You do not need to choose a bundle if you only want to view galleries.

Birthdays at Camp

We will celebrate your camper's summer birthday in true Appel Farm tradition at lunch, and then your camper will come to the office to call home so you can also wish them a happy birthday! Campers will call home between 1:00 - 2:00 PM EDT, so please let us know ahead of time where we can call if you won't be at home. You may send your camper a birthday package, but it cannot include any food items. Families are not allowed to visit campers on camp for their birthdays, as it is disruptive to the camp day. We promise we are doing everything we can to ensure your camper's birthday is amazing!

Calling a Director

You can call Appel Farm at 856-358-2472 if you have a question or concern. Although we are often out on the grounds with campers and are not always able to come to the phone, we collect messages regularly and will get back to you as soon as we can.

Outside of business hours, we will not be in the office answering the phone. For non-emergency communication, please email camp@appelfarm.org. The Camp Director on duty will get back to you as soon as possible. Outside of business hours, the office phone number routes to our Health Center, which has a staff person On Duty 24/7 and can connect you to a Camp Director in an emergency situation.

Add the Appel Farm Phone Number to your contacts: (856) 358-2472

CAMP PROGRAM & SCHEDULES

Campers design a dynamic program centered on a major and two minors that they study six days a week, complemented by free choice activities, workshops, and fun evening activities for the whole camp community! If a camper is combining sessions for a longer stay (4 or more weeks), they will continue study in their majors for up to 4-weeks of camp, but have the option to select new minors at the session change in order to try more activities!

DAILY SCHEDULE — Monday through Saturday

7:00 am - 7:45 am	Early Bird Activities
8:00 am - 8:50 am	Breakfast
9:00 am - 9:25 am	Bunk Clean Up
9:30 am - 10:55 am	Majors
11:00 am - 11:45 pm	Majors Studios
12:00 pm - 12:50 pm	Lunch
1:00 pm - 1:55 pm	Rest Hour
2:00 pm - 3:15 pm	Minor I
3:15 pm - 3:30 pm	Afternoon Snack
3:30 pm - 4:45 pm	Minor II
5:00 pm - 6:15 pm	Free Choice
6:30 pm - 7:15 pm	Dinner
7:30 pm - 8:30 pm	Evening Activity
8:45 PM	Evening Snack
9:00 PM	North in Bunks, All at Porches
9:30 PM	North Lights Out, Coop in Bunks
10:00 PM	Coop Lights Out, Hill & South in Bunks
10:30 PM	Hill & South Lights Out

Early Bird Activities

Monday through Saturday, a selection of activities will take place in the morning between 7-7:45 am. Activities will vary each day, ranging from Open Library to Free Swim, and Yoga to Run Club. Each morning's options will be announced at lunch or dinner the day before, and when possible schedules will be posted at the bunk areas. Campers may also choose to hang out on the porches of their bunk areas once the sun has risen, if they are awake and active before the rest of their bunk.

Meals & Snacks

Three meals and two snacks per day provide options for campers of all dietary needs to fuel their bodies and minds. Meal times begin with a moment of silence and grounding, and staff announcers call tables up to each buffet line to choose their entrees. Campers and staff with dietary restrictions receive specific instruction/information about which entrees are appropriate for them. The Cereal or Salad Bar and the Peanut Butter & Jelly stations are always available during mealtimes. Campers wait until all tables have been called and are then informed when they may get a second serving of the entree. Desserts are available after the main dinner service has completed. Staff make announcements regarding free choice options, schedules, and special events at the end of meals. In the afternoons and evenings, snacks provided include options like fruit or fruit cups, cookies, popcorn, cheese crackers, veggie straws, etc. Campers with specific allergy concerns may bring individually prepackaged food items for snacks and store them in the Health Center. Campers and staff are not permitted to store any food items or beverages other than water in the bunks.

Majors

Majors, offered each summer in our core program areas and listed below, meet in the morning for an extended period of 135 minutes. On the Class Choice Form, campers will select the Department that they'd like to Major in. Departments include: Theater Performance, Technical Theater, Music, Dance, Visual Arts, Photography, Media Arts, Creative Writing, and Environmental Arts. Campers will receive general instruction in this department for part of their Major class, and then more specialized instruction for the second half of class in smaller groups depending on their interest.

Examples of Majors: Acting Class/Play Rehearsal, Theatrical Design & Construction, Stage Crew & Construction, Stage Management, Costume Design, Piano, Vocal Studio, String Ensemble, Wind & Woodwind Ensemble, Rock Band, Guitar Ensemble, Drums & Percussion Ensemble, Ballet, Hip-Hop Dance, Jazz Dance, Modern & Contemporary Dance, Painting, Drawing,

Sculpture, Ceramics, Fiber Arts, Green Corps, Multimedia Art & Printmaking, Photography, Video, Recording Arts, Creative Writing, Instructional Swim, Tennis, and Team Sports.

Preview these examples of [Majors](#) and [Minors](#) with your camper and have a discussion about what types of classes they might be interested in taking. Information about what classes will be offered and how to sign up for classes will be emailed out in June.

Majors Studios

Majors Studios are an opportunity for campers to pursue independent work in the major class of their choosing. This time is positioned just after the Majors class, to allow campers time to practice, rehearse, and make self-directed artwork under the supervision of instructors and counselors. During this period, campers remain in the classroom space of the Major they've chosen. Occasionally, this period may be used as a "double rehearsal", a space for unique workshops, a guest artists masterclass, or other special opportunities!

Minors

Minors, which meet in the afternoon for 75 minutes each, are offered in our core program areas as well as new and exciting classes developed each summer based on the unique skill set of that season's staff.

Examples of Past Minors: Beginning Guitar Class, Rock Band, Elmer Pops, Chorus, Piano, Experimental Music, Improvisation and Comedic Acting, Musical Theatre, Stage Combat, Set Design & Construction, Choreography, Dance for Musical Theatre, Tap, Folk Dance, Murals, Creating Comics, Landscape Painting, Story Art, Printmaking, Experimental Photography, Music Videos, Acting for the Camera, Memoir Writing, Playwriting, RPG Game Design, Blogging, Journalism, Instructional Swim, Tennis, and Group Games.

Preview these examples of [Majors](#) and [Minors](#) with your camper and have a discussion about what types of classes they might be interested in taking. Information about what classes will be offered and how to sign up for classes will be emailed out in June.

Free Choice Activities

Campers may also want to participate in optional artistic, educational, recreational, and social activities during Free Choice in the afternoon. A schedule of Free Choice activities such as Afternoon Art, Free Swim, Open Music Studio, Library or Yoga, will be announced each day, and campers may choose to participate in any activities they like!

Workshops

Workshops are another way to compliment the focused study of Majors and Minors. Hour-long workshops, offered all day on selected Sundays, and periodically as Evening Activities throughout the session, can take the form of demonstrations, hands-on projects, or lessons that introduce campers to a new art form or special topic. Workshops are taught by our camp staff, as well as Guest Artists and Alumni who are often brought in to teach specialty workshops or master classes. A few examples of past workshops include: The History of Rock Music, Screenprinting, Papermaking, Tie-Dye T-Shirts, Capoeira, Haiku, Cooking and Baking, Jazz Improv, Disney Karaoke, Debating, Building a Campfire, Basic Spanish, Pinhole Cameras, and Animation.

Evening Activities

At the end of each busy camp day, the camp community gathers to enjoy an evening activity. Some evenings, we are treated to performances by campers, staff, or Guest Artists. At other times, we participate with our bunk in a scavenger hunt, dress up for a Dinner Dance, protest for Dino Nuggets, or play Trash Can Pillow Fight at the Carnival! Some Evening Activities provide options for campers to choose from, and some are All Camp events.

Off-Camp Trips

When we are able, we offer occasional Off-Camp Trips. By signing the Camp Registration Form, you have given permission for your camper to attend each of these off-camp trips. If you have questions, please contact a Camp Director as soon as possible.

Beach Day is one of our biggest Appel Farm traditions and offers campers an afternoon of sunshine and fun with friends at the beach. On this day, we skip minors and head to the shore, where campers and staff can swim and play at the beach, hang out at the arcade on the boardwalk, or walk into town for a little shopping. Beach Day is a 2-5 Week camper experience, and incurs an additional \$50 Trip Fee charge.

Sundays at Appel Farm

Sundays are special — a time for campers to relax, write letters, read, hang out with old friends and make new ones, swim, play games, or try something completely new and different at optional workshops that are held throughout the day. Campers enjoy extra sleep and a later optional breakfast at 9:00 AM, followed by the choice of creating their own schedule for the

remainder of the day. Most campers opt into our workshops that showcase all of our different programs and unique strengths of our staff. Mail is not delivered on Sundays.

Examples of Past Workshops: Everything but the Drums Percussion, Portrait Photography, Stage Combat, Synchronized Swimming, Trash Fashion Show, Inspiration Board Collage, Blueberry Muffin Baking, Board Game Bonanza, Yoga, Gardening, Yarnbombing, Mural Painting, Extreme Scavenger Hunt.

HEALTHCARE AND NUTRITION

Each summer, our healthcare staff includes LPNs, RNs, EMTs, and other New Jersey state licensed healthcare providers who live on camp, at least one of whom is on camp grounds at all times during camp. We also contract a Camp Physician who visits several times weekly to treat campers, and is on-call and available for telephone consultation at all times during camp. In case of an emergency, Inspira Medical Center is located about 1 mile from Appel Farm.

Healthcare at Appel Farm includes treatment by our Camp Health & Wellness Team and Camp Physician, as well as non-prescription medicines stocked in the Health Center, which are listed on the Camper Medical Form. Parents are responsible for the cost of any healthcare (including prescription medicines, hospital or specialist care, x-rays, etc.) outside of the healthcare provided by Appel Farm. If your camper requires a prescription medication refill while at camp, it will be charged to your Household Portal account. Be sure to include a copy of both sides of your medical insurance card so that we may quickly and efficiently provide care for your camper, and you will submit any charges directly to your insurance company.

Camper Health History & Healthcare Recommendations

We do not require campers to have a physical exam before camp. However, if your camper has had an exam within the past year, we recommend submitting that information with your Health Forms. All families are required to complete a Medical form that includes any medication campers are bringing with them to camp to be stored in the Health Center, as well as a list of over the counter medications we provide in the Health Center.

- Complete your Medical, Behavioral and Mental Health forms and upload your Insurance card!
Your camper will not be admitted to camp until all required Forms have been completed. Submit or upload these forms online from your Household Portal account!

Medication

All medications, including vitamins, medicated lotions/creams, and any over the counter medications, must be kept in the Health Center and will be administered by the Health & Wellness team members or Camp Physician only. Campers taking daily medications will come to the Health Center medication line after breakfast, lunch, dinner or before bed for approved medication distribution. All medicines are distributed from a staff member at the Health Center. If campers need to take medications at a specific time that is different from our pre-scheduled med passes, please note this on your Health Form and discuss with a Health & Wellness team member on Check-In Day.

Healthcare Screening

Before moving in on Check-In Day, you and your camper will meet with a Health & Wellness team member for a healthcare screening to review and update the Camper Health Form, identify signs of injury, illness or communicable disease such as the flu or head lice, and go over any current medical treatment or medications to be administered during camp. If a camper exhibits signs of a communicable disease, such as COVID-19, the flu, or head lice, they will not be admitted into camp. Camp families are urged to do a screening before coming to camp, and keep campers at home if they are sick.

Nutrition

Healthy eating is important at Appel Farm, so we strive to offer nutritional and balanced meals daily. Our menu includes vegetarian and allergy-friendly options at every meal. Locally grown fresh fruits and vegetables are a part of every meal and our protein-rich (tofu, chickpeas, eggs) salad bars feature vegetables from our on-site organic garden when available. We do not serve any pork products. We offer soy milk, Lactaid, alternative “peanut” butter, and gluten-free breads and pastas for those campers with specific food allergies.

Campers create small communities at each table by choosing to sit with their friends and two Counselors, who ensure every camper is finding the food that helps them feel good. Meals are served buffet-style at 8:00 AM, 12:00 PM and 6:30 PM. All meals include a hot entrée, fresh fruit, salad bars, and peanut butter & jelly sandwiches. Breakfast also includes yogurt, granola, oatmeal, cereal, and toast.

Snacks are served in the afternoon and evening. Campers may stop by the Dining Hall between Minors for an afternoon snack, and a late night snack is served after the evening activity at 8:45 PM. This is a time for campers to relax and socialize with friends and enjoy a savory snack such as soft pretzels, granola bars, popcorn, or cheese crackers, which rotate on a daily basis.

Allergies & Special Diets

We understand that many campers live with food allergies and sensitivities, and we strive to make eating away from home as safe as possible. We are not a peanut-free camp, but can accommodate campers with mild nut, dairy, and gluten allergies.

Appel Farm is typically able to accommodate vegetarian, vegan, gluten-free, lactose/dairy-free, pork-free, and peanut-free diets. We recommend that strictly kosher or halal campers and campers who do not eat beef, turkey, or chicken, register as vegetarian while at camp so that we may ensure there is always enough food for them.

Please note in your camper's application and medical history if your camper is diabetic, or has a medical contraindication or allergy to certain foods or drinks.

If your camper has dietary needs beyond one of these options, please speak with a camp director about whether or not our kitchen will be able to accommodate it. Very complex dietary needs may require that families provide additional support to meet camper's needs.

Here are a few ways you can make sure your camper will be safe and healthy at camp:

- If your camper has a severe food allergy, please call a Camp Director today to discuss your camper's needs in detail.
- Include any food allergies, medically prescribed meal plans or dietary restrictions, or special food needs on your camper's Medical Form.
- Before camp, speak to your camper about making healthy choices while at camp to ensure their health and safety.
- Campers with gluten allergies can bring special snacks and/or dessert items to be kept in the kitchen. Please label them with your camper's name, and give them to the Health Center or Kitchen on Check-In Day.
- On Check-In Day, discuss your camper's allergies thoroughly with our Health & Wellness team members.

Here are the ways Appel Farm will keep your camper safe and healthy:

We will meet with our Kitchen Staff before camp to discuss your camper's needs and make sure that your camper will be able to make good choices at each meal during the session.

Our Kitchen Staff will post the menu, along with warnings for campers with known allergies, on a board at the front of the dining hall before each meal. Campers should check the board before every meal to ensure they are making good choices. If the entrée or sides include something that your camper cannot eat, an alternative item will be offered.

Appel Farm has an allergy-friendly sandwich station that is free of peanut butter, or any other nuts. Alternative "peanut" butter is available upon request. Our salad bar is also completely nut-free. Campers with severe food allergies are encouraged to sit with our Health & Wellness team members at the allergy-friendly table near this station.

- Include any food allergies, medically prescribed meal plans or dietary restrictions, or special food needs on your Medical Form. If your camper has a severe food allergy, please call a Camp Director to discuss your camper's needs.

Communication Regarding Your Camper's Health

Once camp starts, you can contact the Health & Wellness team members, or leave a voicemail at our Health Center by calling the Camp Phone Number: 856-358-6881. At least one

Health & Wellness team member will be on camp at all times, but may not be able to answer the phone when you call. Health & Wellness team members collect messages regularly and will get back to you within 24 hours.

A Health & Wellness team member will contact you if your camper needs to go to the hospital for any reason, if the Camp Physician recommends a new prescription, if your camper is running a fever of over 100°F, or if they need to stay in our Health Center overnight. Though we generally do not call home each time a camper comes to the Health Center, if you would be more comfortable speaking to a Health & Wellness team member more frequently, please feel free to make that request during your camper's healthcare screening on Check-In Day.

First Responders and CPR/First Aid

While there may be many staff members who are CPR and First AID certified, our Health & Wellness team members are generally our first responders in all emergency situations. Only Health Center staff are performing CPR or administering any first aid more significant than a bandage or ice pack. In rare occasions of serious injury or blood loss, other camp staff are empowered to do what they are able to in the moment to address catastrophic injury until a Health Staff person can arrive. In emergency situations, the Camp Directors and Nurses will decide whether to call an ambulance (Approx. 10 min. response time) or to drive the camper to the Inspira Medical Center Emergency Room, which is less than one mile from camp (3 to 5 minutes drive). If the medical need is too great for the local hospital to address, your camper will be transferred to Cooper University Hospital in Camden, New Jersey.

CAMP RULES

For Campers, Families, and Guests

Appel Farm is a supportive, nurturing community, where we treat each other kindly, respect each other's needs and differences, and encourage personal growth. Our expectations for conduct ensure that each member of the community has a safe, productive and enjoyable experience. Campers, families, and guests agree and are accountable to abide by the rules and policies of the camp community while on camp property or on any off-camp trip.

1. **Possession or use of alcohol, any illegal or legal drug** for which the camper does not have a prescription, cigarettes, cigars, vapes, or other tobacco products is prohibited.
2. **Physical violence and/or the threat of physical violence** is prohibited.
3. **Abusive and/or intimidating language, harassment, bullying, and/or mistreatment** of any kind is prohibited. Purposeful or consistent use of slurs, [misgendering](#), [deadnaming](#), mockery of clothing/possessions, body shape or size, meal or food choices, family structure, age, gender expression or identity, race or cultural background or identity are all inappropriate and unacceptable at Camp.
4. **Sexual activity and/or excessive displays of affection** are prohibited.
5. **Medications, including over-the-counter medicines and vitamins**, must be kept in the Health Center. Inhalers, epi-pens, and/or other life sustaining medicines may be kept in the bunk with the Health Center Staff permission. Only the Health Center Staff and Camp Physician may administer medications at camp.
6. **Theft, borrowing without permission, and/or destruction of property**, including graffiti, is prohibited, and caregivers will be held fiscally responsible for any damages.
7. **While Appel Farm Arts Camp does not have a specific dress code**, camper and staff clothing should cover the same parts of a body that underwear covers, feel emotionally safe to the wearer, and adhere to any physical safety requirements for activity participation. Clothing should not feature any illegal or inappropriate images or words. Campers must always wear shoes while outside on camp property and while in the Dining Hall.
8. **Any technology with a functioning SIM card, data, wifi, or internet**; televisions, computers, and gaming consoles; pets; skateboards, bicycles, and rollerblades; food; cash, ATM Cards, credit cards, and valuables that are not necessary at camp; weapons including Swiss Army knives, and any item that is hazardous or flammable are prohibited.
9. **Campers are prohibited from entering any bunk or living space** other than their own.
10. **Attendance at meals**, majors, minors, evening activities, performances, and off-camp trips is mandatory.

11. **Leaving camp property** except as part of an official camp trip, leaving designated supervised areas on camp property without staff supervision, or crossing the road in front of camp without staff supervision is prohibited.
12. **Campers agree to attend the entire camp session**, from Check In Day through Check-Out Day. Caregivers agree not to take campers out of camp except on Visiting Day.
13. **Food, candy, gum, and drinks other than water** are not permitted on camp except for what is provided by camp.
14. **Use of music players without headphones**, is permitted only if it is not disturbing another member of the community.
15. **Campers are never permitted to cut, dye or otherwise change** the appearance of another camper's hair. Campers are never permitted to cut, dye or otherwise change the appearance of their own hair without permission from their parent/guardian. Campers may not pierce or tattoo any part of their body, nor any part of any other camper's body.
16. **While Appel Farm Arts Camp is able to support** a variety of developmental, mental health, and behavioral needs, it is not an appropriate program for campers who are actively engaging in self-harm, disordered eating, or other behaviors that require a level of supervision that is beyond what Appel Farm is able to provide. If campers are engaging in these behaviors, or initiate behaviors of this kind for the first time while in the care of camp, campers will be returned to the care of their families.

Consequences of Misconduct

All caregivers and campers are held to the same conduct standards as relating to Camp.

Any inappropriate behavior or harassment by a caregiver toward camp staff, their camper(s) or other camper(s) may result in their camper being removed from the Camp program or from their camper or their family being disallowed from future registration of any Appel Farm Arts & Music Center program.

Caregivers and Campers acknowledge that if they fail to adhere to the conduct expectations and guidelines set by Camp, a variety of consequences may apply, including but not limited to: Verbal or Written Warnings, Loss of or Restriction of Participation Privileges, Removal from Classes or Activities, up to and/or including Dismissal from Camp. If a camper is Restricted or Removed from classes, activities, trips, or Camp itself due to unsafe or inappropriate behavior (of either the camper or any caregivers), caregivers are not eligible for a refund of any percentage.

CAMP POLICIES

Refund Policies

Restriction from Classes, Activities, Trips, or Dismissal from Camp: Please note that the violation of any camp rule or policy may result in dismissal from camp at the discretion of the Camp Directors. Anyone who violates one of the first six camp rules will likely be dismissed from camp. If a camper is dismissed as the result of a rule or policy infraction or inappropriate behavior, the camper must be picked up by a caregiver with legal custody (or another adult with written, signed permission) within 24 hours following notification of the infraction or behavior. Camper tuition will not be refunded.

If illness (including COVID-19) or injury prohibits the camper from participation in the camp program, as determined by the Camp Physician and/or requires dismissal from camp, caregivers must pick their camper up within 24 hours following notification of the illness or injury, and 50% of the tuition, pro-rated for the period remaining, will be refunded.

Change in Camp Schedule: In the event camp is unable to open or is forced to begin late or close early due to circumstances beyond Camp's control, including but not limited to weather, floods, utility failures, inaccessibility, pandemic, governmental order or other such reason, Camp shall hold the discretion to refund partial tuition (or a proportionate share thereof in the event of a partial shutdown), minus any non recoverable expenses and administrative costs spent in performance of this agreement.

Refunds of any amount will not be offered to campers who withdraw from camp due to homesickness, bunk conflict, individual or family choice, or any other reason not specified above, including failure of the caregiver to provide necessary information regarding the care of their camper.

If your plans change: Families may request a full refund minus deposits up to and including 90 days prior to your camper's session Check-In day. At 60 days, you may request a 75% refund minus deposit, and before 30 days you may request a 50% refund. You may also opt in to donating your tuition paid up to the date of your cancellation to the Appel Farm Scholarship Fund or roll it over as credit for the following camp season.

Clothing Safety Policy

In general, campers should wear clothing that covers the same parts of their body that their underwear covers. Some type of shoe must be worn outside on Camp at all times. String closures (like on some bathing suits or pants) should be securely knotted. Some activities will require specific clothing precautions such as: closed-toe shoes, long-sleeved shirts, tied back hair, or the removal of dangling jewelry. All clothing should be comfortable, allow the camper to move freely, and be both physically and emotionally safe for the activities that they will engage in that day.

Technology Policy

Appel Farm remains committed to promoting self-reliance and new social connections by encouraging campers to “unplug” while at camp. **Appel Farm does not allow campers to use devices with a cellular or data connection, and does not allow campers to call, text, or otherwise connect to the internet or social media sites while at camp except through specific class activities with staff supervision.**

We realize and respect that many campers are using cell phones and other devices like iPods, MP3 players, handheld game consoles, and tablets to listen to music, take photos, play games, and make art.

While campers will not *need* any of these devices, and we encourage you to leave them at home, campers will be allowed to bring phones, MP3 players, or small tablets, as long as they cannot be used to make a phone call, or access the internet with a cellular connection. **Cellular service must be deactivated for a device to be allowed at camp, including deactivation of any E-SIM.** If you are uncertain if a device will be allowed, please get in touch prior to Check-In Day.

During Check-In, campers will demonstrate to their Bunk Head that any devices brought cannot be used to make a call or access the internet with a cellular connection. Devices will be marked as approved. Campers and parents will also sign our Technology Agreement, promising that the device(s) brought will not be used to make or receive phone calls, texts, or emails; access the internet; or watch movies or videos during camp. In addition, campers will agree to use their devices only during approved times, such as Rest Hour or before Lights Out. Campers who do not uphold the agreement while at camp will have their device(s) held in the camp office until the end of the camp session. If a device is not declared upon check-in and approved, but found in use during the session, it will also be held in the camp office. Campers abusing this policy will be dismissed from camp. Parents, please help us protect our camp environment by supporting and discussing this policy with your camper.

Campers will not use any personal device to:

- Make or receive phone calls, texts, or emails.
- Access the internet or any social media.
- Watch movies or videos.

Lost, Damaged, or Stolen Item Policy

Appel Farm is not responsible for lost, damaged, or stolen items in route to and from and while at camp. However, we will make every effort to help campers find items that they are missing. If campers lose an item, they should check the Lost & Found locations around camp, and then ask their counselors to help them complete the Lost Item Checklist. All found items are also on display at the end of camp on Check-Out Day. After camp, we are happy to return found items to you at your expense if you call and request your lost items. **Thirty days after camp, all remaining items will be donated to a local charity.**

Change in Personal Appearance Policy

Over the years, campers at Appel Farm have chosen to express themselves by cutting or dyeing their hair at camp. While we do not have a policy forbidding this kind of expression, we encourage you to discuss this with your camper before the summer, and come to an agreement about whether or not they have your permission to change their appearance at Appel Farm. Please advise us if you feel strongly about this issue one way or the other.

Campers are never permitted to cut, dye or otherwise change the appearance of another camper's hair. Campers are never permitted to cut, dye or otherwise change the appearance of their own hair without permission from their parent/guardian. Campers may not pierce their ears, nor any other part of their body, nor any part of any other camper's body. Campers may not tattoo any part of their body, nor any part of any other camper's body.

Movie Ratings Policy

We carefully choose and screen each movie we show for movie night, to supplement lessons during classes, and for other special events to ensure its appropriateness for our campers. We generally choose movies with an MPAA rating of G, PG, or PG-13, and use our judgment to limit viewing for our youngest campers. We encourage you to discuss this with your camper before the summer, and come to an agreement about which ratings you will allow your camper to watch. Please advise us if you feel strongly about this issue.

Tipping Policy

Appel Farm has a policy against tipping, and instead encourages families to express their appreciation of our staff by writing a letter of thanks, or making a donation to the Appel Farm Scholarship Fund in honor of the staff member.

Camper Transportation Policy

Before every off-camp trip, the staff deemed as the Trip Leader will read the following rules to the campers involved in the trip. Campers and families agree to follow the following rules and policies as a part of enrollment.

1. **Campers will follow all Camp Rules, Bus Rules, and Off-Camp Trip Rules.**
2. **Campers will stay with their group and within the boundaries** [Trip Leader will define boundaries for each trip], and will only leave the boundaries with permission from a counselor, and with a buddy.
3. **Campers who are lost or separated from the group** will go immediately to an information area or office, ask a security guard or manager to page the Appel Farm Trip Leader, and stay in the same place until a counselor comes for them.
4. **Campers will alert the Trip Leader immediately** if they notice a missing camper.
5. **Campers will tell a counselor if they feel sick**, or if they need to use the bathroom during the trip
6. **Campers will not invite anyone to join the group**, even if it is someone they know, and will notify a counselor immediately if they see an uninvited guest or suspicious person.
7. **Campers will keep their belongings** with them at all times.
8. **All Campers and Staff are required to wear seatbelts** on every trip.
9. **All Campers and Staff will remain seated** and facing forward at all times.
10. **All Campers and Staff will not extend or throw anything** out of the windows
11. **All Campers and Staff will enter and exit** from the curb side of the bus.

□ After your family has read the Camp Handbook, please review the Camp Rules and Camp Policies with your camper(s), and send your camper(s) to camp understanding all of our rules and policies. It is the responsibility of each household to ensure they and their camper(s) are able to abide by these expectations.