



CAMPER AND GUARDIAN HANDBOOK 2022

We are excited to welcome our 2022 campers for our 9th season of Camp Kita. In this handbook you will find important information on how to make your campers time with us fun, safe, and healing.

PROGRAM DESCRIPTION

We recognize the importance of intervention in the aftermath of a loved-one's suicide and so have established Camp Kita (Abenaki-Penobscot for "listen"). We understand that timely intervention and support is critical in shaping the landscape of grief for a child survivor. We believe that if we help survivors navigate this grief appropriately, we can enhance and highlight the ability of each individual child to endure.

Our mission is to cultivate a restorative community by honoring the lived experiences of those impacted by suicide. We look to provide a safe, nurturing environment where child survivors can connect with one another while learning constructive ways to deal with the often unspeakable and fierce emotion of losing a loved-one to suicide. By creating a space for child survivors, we effectively ease the stigma around what it means to have lost a loved-one to suicide. The campers' shared loss and experience affords them the opportunity of forming deep, knowing bonds with others and thereby forging connections that we hope will last a lifetime.

Our approach is multifaceted and includes a variety of recreational as well as traditional therapies in a camp setting. In addition to daily, small group meetings with our trained support staff, campers will participate in activities such as swimming, sports and fitness, hiking, games, arts and crafts, campfires, and assorted therapeutic sessions. Throughout our session, the Kita Zone will be available for any camper needing additional support during regularly scheduled activities.

Pre-Camp Checklist

✦✦ Use this list to make sure you are camp '22 ready!

Read the entire [camp handbook](#) and visit the camp 2022 webpage: campkita.com/camp2022

Register each camper for a [free HEED COVID test](#) by July 31: <https://hipaa.jotform.com/221735703173149>

Avoid unnecessary gatherings by **July 31** and start masking indoors

Receive PcR test by mail from Heed by: **Friday, August 5**

Test and Mail back to Heed on **Thursday, August 11**

Register for [pickup and drop off time slot](#)

Make an early camper pickup plan (see handbook for more details)

Review packing list and pack your bags! It's go time!!

*Camp Kita.
here I come!*



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SUMMER CONTACT INFORMATION

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CODE OF CONDUCT

Camp Kita's priority is ensuring a safe and healthy community. We provide a structured and wholly therapeutic environment in which each camper's time will be spent positively and productively. In order to maximize your campers experience at Camp Kita, please review the following expectations with your camper.

Behavioral and Respect Expectations

Though campers are bound by their shared experience of losing a loved-one to suicide, our camp community is made up of children and staff from a variety of backgrounds, cultures, identities, races, and religions. First and foremost, we foster an environment of respect for differences, and we expect our campers to interact in ways that are respectful and inclusive. Prejudice, discrimination or oppression on the basis of class, race, gender, or sexual orientation will not be tolerated. Every person at camp (and everyone with whom we interact while attending camp) is to be treated with respect at all times.

Along with the four freedoms—of speech and expression, of religion, from want, and from fear—first articulated by President Franklin D. Roosevelt in a State of the Union address, we recognize the freedom to be oneself. We encourage campers to find and exhibit their truest and most genuine potential without fear of exclusion. We follow the golden rule of treating others as one wishes to be treated and thereby expressly prohibit disrespectful or inappropriate behavior, particularly at the expense of another camper.

In line with our mission and expectations for behavior, inclusion, and respect, Camp Kita does not permit the following:

- Angry or vulgar language including swearing, name calling, shouting, bullying (including cyber-bullying)
- Aggressive profanity, disrespect, bigotry, homophobic or transphobic comments, gestures, or actions
- Intentional exclusion of another camper or campers
- Unwelcome physical contact or physical contact with another person in an angry or threatening way
- Any demonstration of sexual activity or sexual contact with another person



- Harassment or intimidation with words, gestures, body language, or other menacing behavior
- Behavior which intends to or results in the theft or destruction of property
- Infringement on personal space and privacy needs for each camper, including borrowing items from others without permission
- Carrying or concealing any weapons or devices that may be used as weapons including but not limited to scissors, lighters, and Swiss Army knives
- Leaving the boundaries of camp without adult supervision

Please also note that Camp Kita strictly prohibits the possession or use of alcohol or illegal drugs. Campers involved in any incidents will be removed from camp immediately at the camp's sole discretion. While a fully therapeutic environment is our mission, we do not have the appropriate staff or resources to manage drug or alcohol use or addictions.

Gender inclusion policy

Camp Kita is a community of suicide-loss survivors, and we are also a community of campers from diverse backgrounds, identities, experiences, and beliefs. As stewards of a restorative community for healing and learning, Camp Kita honors the lived experiences of all people impacted by suicide and suicide risk. We will strive to provide a safer, welcoming, and inclusive experience for all of our campers, as mental health and suicide prevention is at the core of everything we do. Making all our campers welcome for who they are, is not only the right thing to do, but it also proven to reduce suicide rate within minority communities, including but not limited to LGBTIA+ and all communities impacted by suicidal struggles.

We know that a camper who feels safe, seen, and as an equal to their peers is more likely to embrace and benefit from the camp experience and participate in group exercises, including therapeutic activities.

At camp, we strive to provide the foundation for better understanding. We believe that through learning from each other's experiences and stories, we ultimately create a more empathetic and welcoming environment for all.

What to expect at camp:

- An environment that doesn't compromise on being a camp for every Camp Kita camper
- Staff and counselors who are committed fostering a culture of empathy, and evolving understanding of what safety and inclusion looks like, in hopes of an environment where mental health and happiness can flourish
- Listening and compassionate staff who respect what campers identify as their needs and experiences, and doing our best to accommodate a camper's needs, including cabin and privacy accommodations,



inviting campers to share their pronouns, and using their pronouns.

- We will respect each camper's need for privacy, and allow campers to share details about their time at camp with their parents or guardians when they feel safe to do so on their own terms. This includes respecting the camper's privacy around sexual orientation, the cabin they bunked in, gender identity, and the pronouns they used at camp. In scenarios where Camp Kita is concerned for a camper's safety due to risk of harm to self or others, we will make guardians aware of the concern, but we may not detail factors that may be contributing to these concerns if doing so would violate the camper's privacy as detailed above. This decision of what to disclose is determined by our nurse or mental health professionals.
- In 2019, we introduced the Culture Captain position at Camp Kita. This person is one of the many staff members available to help to create a community atmosphere where all of our camper's feel welcome. Led by Camp Kita Culture Captain, each camper cabin group will develop a set of shared values and rules to create a community atmosphere where all of our camper's feel heard and welcome. In partnership with [Transplaining](#), the Culture Captain and other Kita staff/volunteer members will be trained to help provide a safe environment for campers of all genders.

Agassiz Village Facilities and Staff:

- At the property at Agassiz Village, where our 2022 will be held, each cabin is equipped with private bathroom stalls, and gendered shower cabins are available separately. Private bathrooms are also available to use in the Wellness Office. The campus is split by a male and a female side and campers are assigned to such by the following factors: age/grade of campers, staffing capacity, accommodation of medical needs, or the campers preferred gender placement.
- The decision to switch cabins during camp week is not one that is ever made lightly, by staff or a camper. When it does happen, it may be for a variety of reasons, including because the cabin that they were assigned to does not fit their gender.
- The staff at Agassiz Village has committed to continuing education on gender equity, and have been trained by a Transplaining certified trainer.
- Each camper cabin will be equipped with two cabin counselor staff members

Discipline policy

To ensure the safety and well-being of campers and staff members, the following course of disciplinary action will be implemented when circumstances deem necessary:

1. Camper receives a verbal warning regarding Camp Kita's expectations for behavior
2. Camper receives a second verbal warning regarding Camp Kita's expectations for behavior and is asked to sit out of the activity until appropriate camp staff invites the student to return



In the event of extreme behavior such as endangerment or intent to endanger the well-being of self or others, the following procedures will be implemented:

1. Camper will report to the director
2. Director will contact the camper's guardian
3. Director will determine further action and reserves the right to order guardian to pick up their camper within 24 hours.
 - If you're not local, please make a plan prior to camp on how you will be able to pick up your camper within that 24 hour window if a behavioral or health concern arises.

Technology policy

Due to the nature and duration of our program, we do not allow personal electronic devices including cell phones, iPads, laptops, and music players. Camp is a time for each camper to discover personal growth and an opportunity to disconnect from usual routine and settle into a rhythm surrounded by nature.

We find that solitary use of electronics tends to isolate campers from one another rather than foster the lifelong relationships and community we intend to build. All electronics brought to camp will be confiscated and held at the office until departure day. At Camp Kita, we take our technology policy seriously, so please set the expectation accordingly with your camper to respect these guidelines.

Communication policy

We limit campers' telephone contact with guardians to emergencies only. Allowing your camper to be fully present at Camp Kita without thinking about phone calls from home supports our goal of encouraging and strengthening each camper's confidence, independence, and self-expression. For this reason, please do not tell your child in advance that he or she may call if homesick. The majority of homesickness diminishes once campers are adjusted to activities and schedules. Please also know that we have a phenomenal staff of loving individuals who are more than happy to ease any anxiety or sadness related to homesickness.

If the need arises to speak with your child, please call (603) 801-1735; you can leave a message if you do not reach someone directly, and your call will be returned in a timely fashion. You may also send an email to your child at info@campkita.com. Please include your child's full name in the subject line. Emails will be delivered directly to your child around dinner time, but your child will not be able to respond.



Safe language policy

We recognize that given our campers collective experience of suicide loss, they may be aware of specific details of the manner of their loved ones death (ie method/means). Discussion or sharing of those specific details regarding manner of death is highly discouraged while at camp, especially with fellow campers. Some of our campers are not aware of these specific details regarding their loved ones death; other campers can become highly distressed when focusing on those details. For all campers, focus on the specific details associated with the manner of their loved ones death can prove traumatizing and interfere with their ability to fully participate while at camp. We recognize that processing of these traumatic memories is beneficial and is best accomplished through individual counseling support and is beyond the scope of a one week camp experience.

Healthy food

We are very proud of the delicious and nutritious meals we serve at Camp Kita. Every child receives a healthy amount of each item offered at mealtimes. We serve nutritious food and encourage campers to taste a little of each item we serve. However, there is enough of a variety that most every child finds something they like at each meal. Please note that families are discouraged from packing or mailing food or candy as it will be removed and stored at the office until departure day.

Cabins and shower houses

Campers will sleep in cabins that have screened windows, a front and side door, lights, and power outlets. Each cabin sleeps up to twelve campers plus two adult counselors. Bathrooms are in the cabins along with sinks and a privacy changing curtained room. Shower houses are nearby in a separate building.

Campers may bring sheets and a blanket, or just put a sleeping bag on top of the mattress. It is highly recommended that campers cover their mattress with a fitted sheet. Campers are also asked to bring hanging shower caddies and sandals/shower shoes.

Cabin placements

Campers are grouped according to their age range and stated gender identity. We respect and honor all campers and staff member gender expressions. When assigning campers to cabins, we take into consideration both the well-being of your camper and that of the entire camp community. Please see your gender inclusion policy above for more details. We cannot guarantee requests made to bunk with certain campers will be honored and ask that you not make cabin placement promises to your child that camp may not be able to accommodate.



PREPARING FOR CAMP

Campers should dress casually and comfortably with shoes that will remain securely on their feet. Laundry is available in emergency situations only, so please be sure your child brings enough clothing for at least seven days. Below is a general guideline of items to pack for camp. Please label *all* items.

In addition to leaving electronic devices at home, please do not send your child with food, snacks, jewelry, money, or other valuables. Your child has no need for additional money while at camp. Please note that Camp Kita is not responsible for lost articles or equipment. Guardians are strongly encouraged to label everything prior to arrival at camp and to check cabins as well as the lost and found area prior to departure.

What to pack

- Shorts
- T-shirts
- Undergarments
- Sandals that secure to feet (please, no flip flops)
- One sweatshirt or thin coat
- Raincoat or poncho
- One pair of pants or sweatpants
- Bathing suit
- 2 towels (one for swimming / one for shower)
- Bathroom toiletries (toothpaste, toothbrush, shampoo, sanitary products)
- Fanny pack
- Hanging shower caddy/toiletry ditty bag
- Shower shoes
- Pillow
- Sleeping bag
- Fitted sheet
- Water bottle
- Eyeglasses and case (where applicable)
- Sunglasses
- Hat
- Flashlight
- Sunblock
- Bug Repellant (repels ticks and mosquitos)
- Disposable camera (if desired)
- 2 - 3 face masks (with camper's name written on them)



- Travel size of hand sanitizer, (we will have sanitizer stations throughout camp where campers can: use the sanitizer & refill their travel size bottle.)

Medications

As previously noted, please keep all medications in their original packaging. For prescription medications, keep the medication in its original packaging / bottle that identifies the prescribing physician, the name of the medication, the dosage, and the frequency of administration. **Please be sure the medications you send to camp match what is entered into Campdoc. If changes have occurred since completing the initial application please provide a signed doctor's note reflecting the changes.** Please do not separate medication into plastic bags or pill holders. For the duration of camp, all medication will be held and distributed by the camp nurse who takes meticulous care of every medical situation, particularly when dispensing medicine. In the event that a camper must have an EpiPen or inhaler readily available to them at all times, his or her counselor will be responsible for the EpiPen or inhaler.

Should it be necessary for the well being of your camper to use outside medical care, the camper family is responsible for all expenses involved. The medical provider will bill your insurance directly and will mail you an invoice for any expenses that are not covered by your insurance.

What if there is severe weather during camp?

During camp sessions, staff monitor multiple weather web sites to allow us to have plenty of time to prepare & react to weather. If we receive a severe storm warning, campers are gathered at the dining hall (if time permits) so that the entire camp is together and in a secure place. If time does not permit, campers stay with the group they are currently assigned to and the Leadership Team communicates via walkie-talkies to keep everyone updated and informed. Whenever there is a threat of thunderstorms or other extreme weather, the waterfront is closed.

What about bugs and insects?

Camp is in the woods of Maine so mosquitoes, flies and other annoying insects can appear. We encourage that your camper pack a good repellent spray or lotion for use in the evening. Ticks in Maine are a real concern, we recommend campers treat their clothing with Permethrin Spray prior to camp. Campers are responsible for conducting their own tick checks, so please show your camper how to properly do this prior to leaving for camp.

Tick-borne illnesses are a reality of life in New England. Ticks can carry diseases (the most concerning of which is Lyme disease) and can be difficult to see, so it's important to talk about them with your child before camp and review some simple, basic ways to keep ticks and Lyme disease in check. While camp and families do their best to prevent tick bites, it is also important to know the symptoms of Lyme disease and take your child to a doctor right away if you suspect your child may have had a tick bite. Symptoms of Lyme disease include muscle aches, fever, headaches, rash (sometimes ring-shaped), and fatigue.



What if my camper is not feeling well?

They will receive plenty of TLC from our Camp Nurse, as well as counselors, staff, and even fellow campers! Often when a camper isn't feeling well, a bit of extra rest is all that is needed; and we have several private bedrooms available in the Health Center just for this purpose. If their illness (or injury) is more serious, we will contact you right away to discuss the best course of action.

We have implemented procedures to check for the signs of COVID-19 on a daily basis and will be promoting healthy hygiene practices during our time together at camp. We regularly communicate and monitor developments with our local authorities, on-call doctor and local hospital. Our camp community's health and safety is our utmost concern and we will update our Operations Guide with our camp medical team and the local authorities.

This summer we have a dedicated isolation cabin in addition to our isolation room in the Health Center. Any camper who tests positive for COVID-19 during camp must be picked up within 24 hours of the positive test

- Please view the 'Covid travel plans' for more information



COVID-19 PREPAREDNESS

Camp Kita along with Agassiz is putting the health and safety of our campers and our staff at the center of everything we do this year. In order to hold an in-person camp, there are certain precautions we need to take.

Pre-Camp Policies / Procedures

- **Each camper (and staff) is required to provide a negative PCR test REGARDLESS of vaccination status**
 - If your camper has had COVID-19 within 90 days prior to camp please provide a signed doctor's note and email it to info@campkita.com before arrival to camp. Please note; camper must be outside of their 5 day quarantine and symptom free to attend camp
 - To help families with pre-camp testing, we have arranged for you to have access to Heed Health & Sovereign Laboratory (more details in the appendix section)

To start with the pre-camp testing you will need to [register each camper for a test by clicking here](#)

- Please follow the following testing deadlines:

Order Deadline	Receive Kit by	Test and Mail back to Heed <u>on</u>
Sunday, July 31	Friday, August 5	Thursday, August 11

- **All campers are to test on the same date: Thursday August 11 and mail back on the same date. Package up your sample using the shipping materials included in your kit and be sure to drop off the test to the nearest FedEx store before their last scheduled pickup of the day.**
- **How to Submit Your Vaccination Record:** While not mandatory for a camper to be vaccinated for camp, it is suggested. [Click Here](#) to view the instruction guide for Uploading a Vaccination Record to the Sovereign Patient Portal
- For more information on pre-camp mandatory testing please view our appendix
- Contactless camper drop-off
- We ask that campers please mask at indoor gatherings prior to camp and on all public transportation. We urge campers and close contacts to avoid any unnecessary gatherings/contact exposures prior to camp

In-Camp Policies / Procedures

- Contactless drop off procedures, guardians to stay in their cars
- Daily in cabin temperature/symptom checks
- Teach & reinforce handwashing
- Hand Sanitizer available throughout the camp facility
- Signage regarding hand-washing, stopping the spread of germs, protective measures throughout campus



- Symptomatic campers will be isolated and tested
- Any camper who tests positive for COVID-19 during camp must be picked up within 24 hours of the positive test
 - Please view the 'Covid travel plans' below for more information
- Increased cleaning schedule for all community used spaces and use of outside spaces whenever possible

Covid travel plans

Since this is our first year with registration at full capacity we have to be mindful of our campers from further distances. With that being said, we ask that everyone travel safely and that includes keeping in mind traveling if your camper does test positive while at camp.

If your camper tests positive during camp, we can quarantine your camper at camp for up to 24 hours. Your family should address how your child can be picked up from camp within that window. Someone local may need to stay nearby in case your camper falls ill.

Please remember, if positive for covid, your camper may not be able to board an airplane or use public transportation for a few days. Your plan should include how you will handle an extended stay with your camper once they leave Camp Kita.

TRAVEL TO AND FROM CAMP KITA

Use the following link to register for a drop-off and pick-up timeslot:

<https://forms.gle/gnAQaYakxgbzeHyk7>

Registration day

Camp Kita will be hosted this year at Agassiz Village facility located at **71 Agassiz Camp Rd, Poland, ME 04274**

Camper check-in and registration on Sunday August 14, 2022 is from 1:00 PM - 3:00 PM. Dinner will be served at 6:00PM, so please plan your camper's meals accordingly.

There will be a contactless staging area for all campers and your camper's counselor will welcome them to Camp Kita and help them get their belongings to their cabin. In order for our check in to be contactless, we ask that guardians stay in the car while dropping off their camper. Your child will then meet with their counselor and cabin-mates.

Departure day

Camper pickup is on Friday August 19, 2022. Campers will begin packing in the morning and should be picked up between 10:00 AM - 11:00 AM. No child is permitted to stay past 11 AM. A signup link will be provided the week of camp where you will book a 15 minute time slot to pick up your camper. Guardians are to stay in their cars and a staff member will help to load camper belongings into the car. Before you leave with your child, you are encouraged to review his or her belongings to ensure nothing is left behind.

Please note, campers can only be dismissed to the person predetermined on their CampDoc application, so please ensure the application is updated if there has been any changes to their pick-up plans. Contacts picking up campers should be prepared with proper identification.

Directions to camp

71 Agassiz Camp Rd, Poland, ME 04274:

- Take 95 North to Exit 63 in Maine (formerly Exit 11)
- Take a LEFT off the exit
- At the first set of lights, take first right onto Rt. 26 North
- Follow Rte. 26 North as it bends left
- Go 2.5 miles and take left at blinking yellow light onto North Raymond Road (intersection with Shell gas station)
- Follow for 9 miles on this winding road. (Cross over Bakerstown Road/ Rt 11 at stop sign)
- After crossing Bakerstown Road/ Rt 11, take next left at stop sign onto Johnson Hill Road
- Agassiz Village campus is 1.5m on the right. Please abide by the 5 MPH speed limit on camp roads

APPENDIX

Pre-camp mandatory Covid testing

Heed Health & Sovereign Laboratory are excited to offer our pre-arrival COVID-19 testing services to your camp! Please review this sheet for important information on our testing services. As the preferred COVID-testing vendor for Camp Kita, we are the most stress-free option for obtaining your required test and results. Your pre-arrival PCR test will be shipped after the order deadline closes and will arrive the following week. Benefits of testing through Heed:

- Coordination of all test supplies and instructions directly to your home
- We help you test correctly and in accordance with camp's testing policy
- We share results directly with camp so you don't have to

[REGISTER HERE FOR HEED HEALTH AT-HOME COVID TESTING](#)

ORDER TEST DEADLINE: SUNDAY, JULY 31

**EVERY CAMPER TO TEST AND MAIL TEST BACK ON:
THURSDAY, AUGUST 11**

How to Test: On your designated test date (found above), you will follow the easy self-collection guide included in the test kit to collect your sample. **IMPORTANT:** Please make sure the specimen tube is sealed tightly after the collection to avoid leaks!

How to Ship it Back: Package up your sample using the shipping materials included in your kit and be sure to drop off the test to the nearest FedEx store before their last scheduled pickup of the day **on August 11**. Schedules vary by location, please refer to your local store's schedule. Please do not schedule a Fed-Ex pick-up or leave your sample in an unattended drop box. This will cause a shipping delay.

For families with multiple campers in the same household: Once you have registered each camper and placed each order, please email c.mancini@heedhealthcare.com to receive a refund for any additional shipping costs beyond the \$15 S&H.

Portal Activation: You will receive an email from our lab partner, Sovereign Labs, once your results are ready. The email will contain instructions for creating your patient portal. You must create an account in order to upload your vaccine card and access results.

How to Submit Your Vaccination Record: [Click Here](#) to view the instruction guide for Uploading a Vaccination Record to the Sovereign Patient Portal

How to Access Results: When your results are ready, they will be emailed directly to you - Camp will also have access to all vaccination records and results so you don't need to bring these with you on opening day.

For Heed Health support please contact:

Purchase & Registration Support Team: ClientSupport@heedhealthcare.com

Testing & Results Support Team: SLS@sovms.com or (201) 933-3028

Loon Pond fundraising

Camp Kita is so excited to have our own permanent home that we hope to have fully operational for our 2023 camp season. We are calling on our Camp Kita family to share this news with your family and friends and are hoping you will all become part of our future home. We have many fundraising, donating, and volunteer opportunities. To learn more please visit our [Loon Pond webpage](#), our [fundraising kit](#), and read the [full press release](#).



campkita.org/camp2022