

2025 Parent Manual



BB DAY CAMP

Please take time to read through this packet. The information inside is designed to help prepare you and your child for BB Day Camp, answer many of your questions, and give insight into how we strive to make BB Day Camp the best summer camp experience available.



Welcome Letter

Dear BB Day Camp Family,

What an exciting 2025 summer season we have planned, full of amazing activities and memorable experiences! We want to take this opportunity to welcome you to BB Day Camp, whether it is your first summer or your 8th.

Please carefully read this manual and share it with your child(ren). The most successful campers are those who are prepared for the camp experience. Sharing the information contained in this manual is a great way to prepare your child for Camp.

Since 1921, BB360 (formerly known as B'nai B'rith Camp) has been dedicated to providing the finest summer experience for today's campers while preparing them to be tomorrow's community leaders. Our BB Camps have consistently proven to be a great place for youth to learn about themselves, their environment, and how to relate to others. We can't wait to continue this tradition with you at our BB Day Camps!

Our goals for campers include:

- ▶ Building their unique Jewish identity
- ▶ Growing self-confidence, self-motivation & self-reliance
- ▶ Discovering new things about themselves and the world around them
- ▶ Building friendships and learning to create community
- ▶ Having fun!

We look forward to a safe and enjoyable camping season. If you have any questions, please feel free to contact us.

With ruach (Camp Spirit),

Haddi Meyer
BB Day Camps Director
Hmeyer@bbcamp.org

Michelle Koplan
CEO
Mkoplan@bbcamp.org

2024 Summer Calendar

	BB Day Camp Portland	BB Day Camp Vancouver
June 23rd-27th	Week 1	Week 1
June 30th-July 4th	Week 2	Week 2
July 7th-11th	Week 3	Week 3
July 14th-18th	Week 4	Week 4
July 21st-25th	Week 5	
July 28th -Aug 1st	Week 6	
Aug 4th-8th	Week 7	
Aug 11th-15th	Week 8	

Communication

Xander Marvin, Site Director, Neveh Shalom

Xmarvin@bbcamp.org

503-496-7445

Sydney Bailey, Site Director, Kol Ami

Sbailey@bbcamp.org

503-452-3429

Haddi Meyer, BB Day Camps Director

Hmeyer@bbcamp.org

503-496-7447

Sylvia Smith, Administration Manager, Financial Aid

Ssmith@bbcamp.org

503-496-7450

Maintaining open lines of communication with parents is of prime importance to us. If you have questions or concerns, please contact us via phone or email. We strive to respond as quickly as possible. However, please keep in mind that the camp directors and staff spend much of their time “in the field” with the campers, not in the office.

How long will it take for someone to get back to me?

You should allow up to 48 hours for us to return your phone call or respond to your email in non-emergency situations. We are often able to work faster than this, but your patience is greatly appreciated. Messages received after noon on Friday may not be returned until early the following week.

Can I have my child’s counselors’ cell phone number so I can check-in?

When counselors are supervising children, they are not allowed to be on their cell phones. If you would like to check-in with your child, please call the Site Director, which can relay messages to your child or update you on your child’s wellbeing. Counselors are advised not to share personal contact information with parents.

How do I switch or add weeks once Camp starts?

We are happy to switch or add weeks once Camp begins if space is still available in the session. All session weeks change requests should be made in writing with an email to the Site Director or BB Day Camps Director with the full name and grade of your camper, the session week(s) you would like to change, and the payment method (if adding a session week). There is no guarantee there will be space when you make the request, but we will respond to you with confirmation as soon as possible. The deadline to add or switch session weeks is the Thursday prior to the beginning of that session week.

Communicating with You

When will Camp communicate with me during the summer?

- Each Wednesday, prior to your child's enrolled session week, we send out an email detailing the upcoming week. This will include special activities, what to bring each day, and any other important information you need to be aware of.
- At the end of each week, if your camper is enrolled with us during that specific week, we will email you a link to a private photo album. We also include a short survey that we ask all parents to fill out for us as we continue to strive for excellence.

Camp Visitation

We do not allow any visitors at Camp during the day. We find that children have more successful camp experiences if their days are uninterrupted by family visits. Families and visitors will only be allowed on Camp on a case-by-case basis.

Telephone Calls

An important part of Camp for your child is learning to function independently and grow. For these reasons, **no campers** will be permitted to make phone calls home. From years of experience, we have found that phone calls only inhibit the progress of a camper that is having difficulty adjusting to Camp.

If your camper is in 5th grade or lower, we ask that cell phones and smartwatches are left at home. Middle schoolers and CIT's may have their electronics in their back packs. If there is an emergency or reason your camper needs to contact you, the Site Director will reach out. If there is a message you need to send to your camper in the middle of the camp day, please contact the Site Director, and the message will be forwarded to your camper's counselor. Phones found with a camper will be collected and handed back to the camper at the end of the day.

Should you have any questions or concerns about Camp, or your child's adjustment to the Camp program, please call the Site Director, and we will be happy to provide an update on your child.

Photos

We post and share camper photos at the end of each weekly session in a shared private Google photo album. During the registration process, you may have given permission for Camp to post photos of your child on public BB Day Camp social media platforms, and to use your child's image in publications and publicity. If you prefer to revoke this permission, please email the BB Day Camps Director with your request.

Camp Life

Drop-off and Pick-up

Drop-off begins at 9am and ends at 9:30am. Pick-up begins at 3:30pm and ends at 4:00pm. Before and aftercare add-ons are available and run from 8am-9am and 4pm-5pm respectively. Specific Drop off and pick up procedures will be shared the week prior to your camp session.

For the safety of our campers, we ask that authorized adults show their ID to the staff person leading pick-up. Please have your ID ready. Campers will **not** be allowed to go home with any person not on their authorized adults list. If you need to add someone to your authorized adults list, please email your Site Director or the BB Day Camps Director.

We ask that you respect camp hours. If you are running late, please call the Site Director or BB Day Camps Director and inform them. Any campers who have not been picked up by the end of our pick-up window will be brought inside for aftercare. Any campers who are not enrolled in aftercare will be enrolled and charged for aftercare if they are not picked up by 4:00, without communicating lateness with the BB Day Camps Director or Team. Any campers who are not picked up by 5:00 will be charged a late fee of \$3 per minute.

Group Assignments

Campers are assigned to groups based on the grade level they will be attending in the Fall. Some groups might have a mixed grade group; for example, 1st and 2nd graders may be together.

The online application allows requesting up to three friends to be grouped with. If you missed this, you may add requests by completing the bunk request form in your [CampInTouch](#) account. We do our best to honor requests and try to guarantee at least one friend request as long as they are in the same grade and registered for the same weeks.

Our Counselors & Staff

BB Day Camp staff is comprised of teens, young adults, and professionals. We welcome staff from a variety of religious and cultural backgrounds. Many of our staff grew up attending BB Day Camp, BB Overnight Camp, and/or other camps or have worked with children in other capacities. We screen staff carefully for their maturity, good judgment, kindness, and respect. All staff are CPR and first aid certified. Before campers' arrival, staff participate in a week-long hands-on training where camp leaders and experts from the community cover various relevant topics, such as bullying, child development, child abuse, neurodivergence, and our emergency procedures.

Throughout the summer, the BB Day Camp Leadership Team supervises staff members very closely. We maintain an open and caring environment where campers are encouraged to communicate openly with their counselors and with the leadership staff. Please help us by encouraging your camper to be open and communicative with the staff as well.

Judaism at Camp

BB Day Camp is a gateway into Jewish life; a catalyst to build long-term relationships and friendships; a place where campers can encounter Jewish ideas, principles, practices, and values; a place where campers encounter other people across the spectrum of Jewishness and explore the ideal of Jewish peoplehood in their lives; and a special space for convening important Jewish conversations.

At BB Day Camp, we live Jewishly, whether at the morning circle, meals, or infused in everyday activities. Our campers feel comfortable and love the *ruach* (spirit) that is evident throughout Camp. As a community camp, serving children of all Jewish denominations and many children from multi-heritage households, BB Day Camp creates an atmosphere where all campers and staff are comfortable exploring their Judaism and Jewish values.

Jewish songs and music, cultural dances and sports, weekly mitzvah projects, games, and community art projects are all centered around the seven Jewish values that are our north star with camp programming. These values are as follows:

Kehila (Community)
Simcha (Joy)
Chaverut (Friendship)
Tikkun Olam (Repairing the world)
Dor L'Dor (Heritage)
Ometz Lev (Courage)
Shalom (Peace)

We end every week with a camp Shabbat on Fridays with a full, immersive BB Day Camp community experience. This is done with special Shabbat elective activities (Shabb-options), challah baking for every age group, a weekly all-camp art project, special time for each group to collectively reflect on their week with bonding activities and then join the full community for a Shabbat celebration, special community guest and song session.

These programs and the ongoing Jewish spirit that pervades BB Day Camp in program areas, such as music, sports, arts and crafts and drama, allow our campers to explore and develop their Jewish identity.

Typical Daily Schedule

8:00	Early Care
9:00	Drop-off begins
9:30	Group time
10:00	Opening Circle
10:15	Activity block 1 (Art project, Israeli dancing, music)

11:00	Nosh (snack from home)
11:15	Activity block 2 (Scavenger hunt, sports and stuff, gaga)
12:00	Lunch from home
12:45	Activity block 3 (Science, Teva [nature], unit program)
1:30	Chugs (Weekly club activities)
2:15	Nosh (snack from home)
2:30	Group time
3:15	Closing Circle
3:30	Pick-up begins
4:00	After Care until 5

Field Trips

Field trips occur several times a week, with different frequencies per age group. Our trip days are Tuesdays, Wednesdays, and Thursdays. Tuesday field trips are for campers in grades 3rd-10th. They range from Oaks Park to Top Golf to berry picking and beyond. Wednesday field trips are mitzvah trips. Campers old enough for these trips may volunteer with various organizations and learn about what they do and what communities they support. Thursday trips occur every other week and are all-camp trips to a splash pad or a local swimming hole. Non-trip Thursdays are special all-camp programs, such as Summerween (Halloween in summer) or Maccabiah (color wars).

Dugma (6th-8th) campers go on all three field trips every week. 3rd-5th grade campers go on Tuesday and Thursday field trips. K-2nd graders go on Thursday field trips only, and instead of a trip on Tuesdays have a visit from a special guest. CITs weekly trips vary with which age group they are embedded with, though they are always welcome to join the Dugma campers on Wednesday trips.

Special Guests

Each week we bring in a special guest from the area to visit Camp. Special guests range from on-site laser tag to baby goats to comedy magicians and everything in between. They visit on Tuesdays with K-2nd grade campers.

Health Care

Medications

Any medications and over-the-counter health items to be used at Camp must be listed in the Camper's Health Form and should be turned in on your camper's first day to the Site Director. Parents must pick up all medications on their camper's last day of the summer.

Site Directors will be responsible for storing and administering all medications. **Campers are not allowed to keep any medication in their possession (except for asthmatic inhalers and EPI pens).** Campers may keep inhalers with them in their backpacks if an extra spare inhaler is kept in the Camp Office.

Please do not place your children on “medication vacations.” For a successful experience, campers need to be able to concentrate and focus while at Camp.

On field trip days (if the Site Director is not attending) the Site Director will measure and secure the medication and provide an orientation to the appropriate staff regarding the dispensing of medication during the trip. Dispensing of medication and all first aid treatment is communicated to the Site Director upon return.

Illness and Injuries

Parents will be called for any injury to the head, significant injury, or if a camper is unwell enough to stay at Camp. Insignificant injuries or illnesses will be reported to parents via email.

In case of emergency, or if a camper needs to go to the hospital, parents will be called after tending to immediate needs.

Health Insurance

BB360 does not provide accident or health insurance for campers.

For accident, injury, or illness that involves health care outside of Camp, charges and fees will be billed through BB360 to the camper’s parents. If your insurance requires the use of designated facilities, you must make the appropriate arrangements with the hospital and your insurance carrier prior to your child’s arrival at Camp.

Heat and Sun Protection

Your child will spend a great deal of their camp day outdoors. The following list includes basic items that can be used to protect them from the sun and high summer temperatures:

- **A reusable water bottle is a must**, as campers use them daily
- **Sunscreen**, preferably waterproof and with a high sun protection factor (SPF)
- A hat, preferably with a wide brim
- Sunglasses

Adjusting to Camp

Whether your child is a new camper or has been to camp for many years, it is normal for them to worry about what might happen at camp or miss home while there. As a parent or guardian, you might also be anxious

about your child's experience at camp. Read below for some tips on how to help your child both before and during camp.

Before Camp:

- Be positive about the camp experience.
 - Talk with your child about all the fun things they will do at BB Day Camp. Look at the weekly information email together and pick out the top three things they are looking forward to!
- Practice separation and self-care.
 - If your child has never spent full days away from home, now is a great time to start practicing with long play dates at Grandma's or a friend's home. It is also helpful to establish a goodbye process or action. Use these practices to brainstorm ways your child can comfort themselves when they get homesick.
- Avoid making deals.
 - It can be tempting to make a deal with your child that you will keep them at home if they want after a few days of Camp. This kind of deal sets a child up to fail because it starts them with negative ideas about Camp. Instead, please encourage them to have fun and try new things and remind them that they can do things that scare them.
- Share your worries with other adults, not your child.
 - Just like your child, it is normal for you to feel anxious about sending them away or miss them while at Camp. However, continuously telling your child how much you, grandma, and the family pet will miss them often makes children feel guilty about going and having fun at Camp. Instead, say, "I love you and can't wait to hear about your new friends, the activities, and your counselors."

During/After Camp:

- Trust them to make it through the day.
 - It is easy to want to stay longer or come early to visit, but this makes the transition to independence harder. Once they see you, whether they are having a good time or not, it triggers them to want to come home. Teaching them to go home at the end of the day gives them the confidence to do it again the next day.
- Ask them about their day and talk about their counselors and group.
- Have fun yourself!
 - As we have mentioned, it is completely normal for you to miss your child. Just as you will encourage your child to have fun at camp and try new things, we would like to encourage you to do the same.

Transportation on the Bus

Shorten your commute and get your kid to camp by bus this summer! We have two bus stops, one in NW and one in SE Portland. Pick-up and drop-off times and exact locations will be given to registered families the week before their camp session begins. Busing costs \$54 per camper a week. As the vehicle we are using for this service is a passenger van, there are only **13 seats available for the bus each week**.

Requirements to ride the bus:

- Children must meet the weight and height minimums to sit in a backless booster seat or not require one at all to ride to camp.
- Any required booster seats must be provided by parents.
- Parents of any camper riding the bus must opt-in to texting in order to receive bus related updates, such as traffic delays.

Registering for the bus:

Once your camper is enrolled for the week of camp you would like to add-on busing for, you can fill out the form titled **PDX Day Camp Bussing Registration**.

There are limited spots available on a first-come, first-serve basis. When spots are full, applicants will be added to a waitlist in the order their application was received. A waitlist form will open once the bus is at capacity for any given week.

Bus stop policy:

For each stop, there is a ten-minute window the bus will arrive in, assuming regular traffic delays. The bus will depart at the end of that ten-minute window, on the dot. During the **AM bus route**, if a registered camper is not at the stop at the designated departure time, the bus will leave without them, and it will be the parent's responsibility to get their camper to camp.

During the **PM bus route** campers will not be left at a stop if one of their authorized adults is not there to receive them. In the event of a missed pick-up, the camper will remain on board throughout the rest of the route and be returned to camp, where the parents of that camper will be expected to pick them up by 5:00. If they are picked up after that, the late fee of \$3 per minute will be charged as per our policy.

If you miss **PM bus pick up** for your camper more than once without prior communication with the camp director team, *the camper will be removed from the bus route* and expected to be picked up from Congregation Neveh Shalom during the regular pick-up window for camp. In the event of a removal from the bus route, a refund will not be issued.

Bus behavior policy:

All campers are expected to maintain the same behavior expectations listed on pages 16 and 17 of this Parent Manual. Campers must remain buckled while on the bus and may not eat while on the bus. Water from a closed bottle is okay. Campers are expected to use inside voices while in the vehicle, and nothing is to be thrown while inside the vehicle.

Bus cancelation policy:

If you wish to cancel your bus enrollment, you have until the Wednesday before the week of camp to cancel. After that day, you may choose to cancel your enrollment on the bus, but the fee to ride will not be refunded.

What to Bring and What to Leave

Packing List

Campers must come to Camp with the following items in a backpack or on their person:

- Closed-toed shoes they can move in or open-toed shoes with a back strap
- Appropriate and comfortable active clothing
- Sunscreen
- Reusable water bottle*
- Two hearty snacks
- Packed lunch
- **For younger campers:** A complete extra outfit inside a zip-lock bag**
- Any special items listed in the weekly email

The following items are not required, but are encouraged:

- Sun hat
- Sunglasses
- If needed, a small comfort item that can live in their backpack, like a stuffed animal.

On field trips days, campers must come to Camp wearing their **BB Day Camp T-Shirt**. This policy keeps our campers safe, as the t-shirts allow our staff to identify campers easily while in public spaces. Each camper will receive a shirt on their first day of camp. Dugma and CIT campers going on the Wednesday mitzvah trip do not need to wear their camp shirts.

*If your camper does not have a water bottle with them on a day they are going off site (trip days by age group can be found in the field trips section), they will be provided a BB Camp reusable water bottle for \$15. This amount will be charged to your CampInTouch account.

**If your camper does not bring a change of clothes and requires a new garment at some point in the day, you will be charged the following rates for a replacement garment. This amount will be charged to your CampInTouch account.

- \$15 T-shirt
- \$30 Shorts

Allergies

BB Day Camp strives to create a safe environment for all campers and staff. **BB Day Camp is a peanut and tree nut free program.** We ask that you do not pack products that contain peanut or tree nut ingredients in your child's lunch. Items containing peanuts and tree nuts will be confiscated for the wellbeing of camp. We appreciate your commitment to helping us provide a safe environment for all.

Kashrut Policies

BB Day Camp follows the Kashrut policies of our host campuses. For BB Day Camp Portland and Vancouver, we follow the following procedures:

- Absolutely no meat, shellfish, or items containing lard (please look at packaged product ingredients, as many utilize lard in their processing.)
- Dairy, vegetarian, fish, and vegan are fine with or without a kosher hechsher
- Commercially prepared food such as pizza, soup, or sandwiches (dairy, vegetarian/vegan) are fine.

Money

Campers do not need to bring money to Camp unless specified in the weekly email. We ask that you do not send your child with money on field trip days to purchase snacks, as it distracts the other campers, and they will not be allowed to make purchases.

Cell Phones

Cell phones and other mobile devices are not allowed at Camp. We provide an enriched and screen-free summer experience for your child at Camp. Bringing a cell phone leads to homesickness, conflicts with campers, and campers not fully immersing themselves at Camp. You have made the decision to send your child to Camp, so that together, we can provide your child with the best possible experience of personal, social, and spiritual growth. Do not send your child to BB Day Camp with a cell phone. We will confiscate all camper cell phones and smart watches. Dugma and CIT campers may have their phones or smart watches in their backpacks, where they must stay unless with special exception by their counselors or coordinator.

Electronics

Devices with the following capabilities are strictly prohibited at Camp:

- Connect to wi-fi for internet browsing
- Watch a video or movie

Mobile devices, phones, smart watches, laptop computers, tablets, and gaming devices, are strictly prohibited at Camp, unless specific individual arrangements are made in advance.

Clothes

We suggest campers wear comfortable and practical clothing. Open-toed shoes without a back strap are not allowed and restrictive clothing and/or items that cannot get dirty are not recommended. We do our best to encourage individual responsibility for personal property.

Labeling camper clothing with first and last name is strongly recommended.

Note: Returning lost items that are not labeled is nearly impossible.

Name tapes or name stamps should be attached as follows:

1. Shirts, tops, sweaters, jackets, sweatshirts: in the neckband
2. Bottoms, shorts, underwear, pants: inside center back of waistline
3. Towels: on the outside corner
4. Socks: on toe section of the sock
5. Shoes: marked with indelible ink or labels
6. Water bottles: a label on the side or bottom

Lost and Found

BB Day Camp does not assume responsibility for lost or damaged items. Unclaimed items go to the lost and found. We display lost & found weekly. During the week, every effort will be made to return clearly labeled lost items to their owner. If your child comes home and is missing items, please contact us immediately. All unclaimed items will be donated to charitable organizations shortly after the summer.

We ask that you please make sure that every single item of clothing has your child's name attached to it. Also, please make sure that all non-clothing items such as hats, backpacks, goggles, water bottles, lunch boxes, and all other personal effects are clearly labeled.

Security and Emergency Procedures

Security

Camp buildings are secured with authorized access only. Only Camp and building staff are authorized to enter. Campers and/or parents are screened at entry. Authorized adults picking up early, dropping off late, or visiting Camp for any reason will enter at the main entrance and check-in at the front. We ask that parents follow these procedures to ensure safety. Camp staff are instructed to report anyone without credentials on campus.

Emergency Procedures

Since safety is our top priority, emergency preparedness is always an area of intensive focus. We continue to work closely with national agencies and local first responders to develop specific policies and procedures in various emergency situations. We train our staff in emergency readiness and practice throughout the summer.

In the event an emergency occurs, we will use an automated call/text system to communicate with families. The system allows us to relay information quickly to camp families via pre-recorded calls, text messages, and emails. We will also use this system in non-emergency situations, such as alerting families that their child's

bus has safely arrived at or departed from Camp. Parents' contact information will automatically be uploaded into the system; no additional sign-up is required.

- Our Security and Emergency Management Committee (comprised of lay leaders, industry professionals, and staff) meets regularly to review our safety and security systems, protocols, and best practices. The Committee actively works in partnership with local law enforcement, the Department of Homeland Security, our Regional Security Director, and our Camp operations team to ensure that our practices and protocols continue to exceed all safety standards.
- During our summer season, BB Day Camp partners with an outside security firm to help maintain security on our campuses.
- We maintain strong relationships with the Police, the Fire department, local first responders, the Department of Homeland Security, and other agencies throughout the year.
- We maintain an Incident Command protocol and train our staff each season on implementation in the face of crises or emergency situations.

If a family emergency occurs at home, and you need to get in touch with your child at Camp, please call your Site Director or the Camp Director.

Behavior Policy

The success of the camp community depends on the cooperation and involvement of all participants. Every effort is made to establish a positive atmosphere and inspire constructive behavior among campers and staff. We encourage our campers and staff to respect themselves and others, our Camp and equipment, and our earth and environment. BB Day Camp is committed to providing a safe camp environment in which relationships are characterized by dignity, respect, and equitable treatment.

The BB360 Board of Directors has established codes of conduct and behavior self-management. **Infraction of any of the following policies or practices may be cause for immediate expulsion of the camper from Camp with no refund of camp fees.**

- Campers must stay with their assigned group with appropriate supervision.
- Campers may not leave Camp, except under the appropriate supervision of Camp staff during scheduled programs.
- Campers must attend all scheduled activities, meals, and programs unless excused by the Camp Directors or medical staff, and then only if appropriately supervised.
- Campers must not bully, threaten, or cause any physical harm to other campers or staff. This behavior will not be tolerated.

Behavior Contracts

BB Day Camp is dedicated to creating a positive summer experience for every camper. If a camper's behavior is taking away from their camp experience, or that of other campers, a discussion regarding that behavior will occur between the camper and the counselor. If the behavior persists, the counselor, with assistance from the Site Director, will write up a behavior contract that all parties must sign. Parent(s) will be contacted prior to a child being placed on a behavior contract. The BB Day Camps Director reserves the right to expel the camper if the child violates the behavior contract.

Health Hazards and Fire Risks

BB Day Camp is a smoke-free environment. Campers may not possess or use any matches, lighters, or open flames for any purpose at Camp or any Camp activity except as supplied and supervised by BB Day Camp staff.

Weapons

Weapons are not permitted at Camp or during off-site programs. In addition to those listed in the contraband list, a weapon includes any items, body parts, or words used inappropriately which may pose a threat, intimidation, or harm to others. Any knives and other tools supplied by BB Day Camp are only to be used under direct staff supervision during specified programs.

Graffiti and Vandalism

Parents of campers involved in any vandalism or graffiti at Camp or during any Camp activities will be required to pay for any materials, parts, or labor necessary to repair or replace damaged property. Campers involved in such behavior may be required to participate in the repair of the damage.

Expulsion from Camp

The BB Day Camps Director reserves the right to expel any camper for infractions of Camp rules, inappropriate behavior or language, or verbal or physical abuse of campers or staff. In such a case, the parents or designated emergency contacts are responsible for arranging for the child to vacate Camp. There will be no refund of any camp fee when a camper is expelled under such conditions.

Camp Cleanliness

Individuals must act as responsible members of the Camp community for the wellbeing of everyone. As part of this process, campers are expected to contribute to Camp's overall cleanliness and appearance.