

## RPAC PARENT/ GAURDIAN PACKET

### Mission

The mission of the Roger Pepper Adventure Camps (RPAC) is to promote and provide outdoor adventure recreation to youth with severe burns. The activities offered in these camps focus on teaching young burn survivors new life skills, building self-confidence and empowering them to be more comfortable with themselves as individuals.

*"I couldn't be more trilled with the precious and enthusiastic feedback about the Roger Pepper Adventure Camp. You made a huge impression on their lives – you really made a huge impact on each of them. Thank you very much." – Allison Massari, RPAC Founder*

### Camp Policy and Procedures

**Immunization Records:** The Colorado Division of Child Care requires the Adaptive Sports Center (ASC) to have written proof of each child's current immunizations. Please copy the full date (month/day/year) of each shot onto the immunization record card. The Colorado Department of Public Health strongly advises that children be immunized to help protect your child, other children and staff.

**Exemptions to Immunization:** Parents/guardians may claim exemptions to immunization requirements based on personal belief, religious beliefs or medical conditions. If a child without immunizations is admitted to camp, the ASC is required by law to notify all parents/guardians of that child's enrollment.

**Transportation:** Transportation is provided by ASC. Listed on your child's flight itinerary are travel dates and departure/arrival times. Please be on time to drop off and pick up your child. Please be prepared to cover expenses for your child's checked luggage when they check in at the airport. We will cover the expense when they depart Colorado (one bag per participant).

The ASC does not take on any special responsibility of guardianship during flights. Please make sure your child is familiar with their flight itinerary and knows how to handle possible flight delays. Please also ensure that your child carries their emergency contact information, a snack and cash to cover any incidental expenses.

**Airline Escort Option:** You may request airline personnel to provide an escort for your child. This service may come with an additional fee, which ASC will not be held responsible for. You may fill out a form requesting that your child be escorted from the aircraft by a flight attendant to any connecting flights and then released to the person named by you prior to departure. **If you choose to use this option, please contact our program office to ensure you have the right ASC instructor's name for pick-up.**

If your child is not present at the pick-up location, our instructors will contact family members listed on the registration form and will not leave the airport until the child has arrived or is determined safe. If changes occur with your child's travel arrangements, please notify our program office (970-349-2296) as soon as possible.

**Emergency Procedures:** All ASC staff are experienced professionals trained in managing risk. In the unlikely event of an emergency, ASC staff will follow these protocols:

**Ill Child:** If a child becomes ill and cannot participate in ASC activities, ASC staff will help manage the illness and keep the child comfortable. If advanced medical care is needed, the ASC will contact medical professionals. In the event of any communicable illnesses contracted by a staff member or child in our care, a report will be submitted to the Colorado Department of Public Health and all parents/guardians will be notified.

**Missing or Lost Child:** ASC staff will supervise campers at all times and will conduct head counts periodically to ensure every camper's presence. If a staff member discovers a missing child, they will immediately alert the rest of the staff and program office. The child's parents/guardians will be informed of the situation. The search will take precedence over all other activities. If necessary, the ski patrol and/or police will be contacted to assist with the search. During the search, ASC staff will ensure that all other children are supervised and safe. After the child is found, all involved staff will file a report and a copy of this will be sent to the parents/guardians and the Colorado Division of Child Care.

**Accident or Injury:** All of our instructors are trained in CPR and First Aid and many hold EMT or WFR (Wilderness First Responder) certifications. In the event of an accident or injury that requires advanced first aid, ASC staff will care for the child until more experienced medical professionals take over care and parents/guardians will be notified. **In the event of medical or clinical services, ASC will not be held responsible for fees.**

**Severe Weather:** If severe weather forces us to change program activities, we will use contingency plans and continue to provide safe and fun activities indoors. Contingency plans include using the Gunnison Recreation Center facilities, going to the local theater, and playing games in the ASC program office. Please call us with any questions regarding these plans.

**Discipline:** In the unlikely case of behavior that requires disciplinary action, ASC staff will discuss the behavior individually with the camper and will form a working contract to correct the behavior. If the behavior patterns continue, the camper will be asked to meet with ASC staff and the Program Director. Parents/guardians will be contacted and notified of the behavior and actions taken thus far. The camper may be asked to not return to camp if the actions continue or are excessively dangerous to the individual or other participants and staff. The ASC will not condone any discipline that subjects the camper to physical harm, fear, or humiliation. The purpose of discipline at the ASC will be to correct disrupting behaviors and develop maturity among participants. Please recognize that failure to follow and respect any rules (see camp rules) may result in early dismissal from the camp at the parent's/guardian's expense.

**Camper's Personal Belongings:** These items are the sole responsibility of the camper. The ASC will not be responsible for any lost or stolen items. Campers are encouraged to only bring those items required for camp activities. Carrying large amounts of money is discouraged.

**Sunscreen & Medical Supplies:** The ASC highly encourages the use of sunscreen and recommends that each camper comes prepared with sunscreen labeled with their first and last names for personal use. The ASC will provide sunscreen for those participants who do not bring their own supply. Each camper must come equipped with their own medical supplies for administering to burn wounds.

**Meals and Snacks:** The ASC will provide healthy meals and snacks during camp. Please let ASC staff know if there are any dietary restrictions or allergies.

**Administering Medications:** If a camper needs to administer medications during camp, the camper must hand the medication to ASC staff at pick-up. The medication must be labeled with the child's name, name of medication, dosage, expiration date; time medication is to be given and special instructions with a doctor's signature of approval. ASC staff will handle all medications carefully and ensure that medications will not be accessible to other campers. Medications will be kept in a secure and dry container. Any medication that remains at the end of camp will be returned to the camper in the original container. A medication administration sheet will be provided upon camp acceptance.

**Child Abuse:** The ASC requires each of its staff to read and sign a statement, which clearly defines child abuse and outlines the staff member's personal responsibility to report all incidents of child abuse or neglect. Any ASC staff member who has reasonable cause or suspects that a child has been subjected to abuse or neglect must immediately file a report with the local police department.

**Reporting of Licensing Complaints or Neglect:**

All complaints concerning suspected licensing violations should be directed to:

The Colorado Department of Human Services, Division of Child Care 303-866-3755

For any suspected abuse or neglect, contact the local police

Gunnison Police Dispatch 970-641-8000

Mount Crested Butte Police Station 970-349-6516

For any emergencies, please call 911

## **PACKING LIST**

- Ski or winter jacket
- Snow pants
- Long underwear top (non-cotton)
- Long underwear bottom (non-cotton)
- Wool sweater
- Fleece jacket/shirt
- Socks (wool or fleece)
- Winter hat (wool or fleece)
- Warm winter gloves or mittens (water resistant)
- Neck gaiter or buff
- Ski goggles
- Winter boots
- Sunglasses
- Water bottle
- Lip balm with at least SPF 15
- Sunscreen
- Personal toiletries (shampoo, condition, soap)
- Prescribed medications
- Casual attire for relaxing at lodging
- Pajamas

*\*Please let ASC know if you do not have a listed item. The ASC has extra items that may be borrowed during the trip.*

## **Travel Tips**

For those traveling in a group, a request will be made to the airline to keep you all seated together. Please recognize that the airline is not taking on any special responsibility during flights and you will be treated as an adult passenger. If you would like to use the escort services, please go to your airline's website ahead of time to fill out the appropriate paperwork.

Upon your arrival in Colorado, you will meet an ASC staff member at your luggage claim and will be shuttled with the rest of the Roger Pepper group to Crested Butte, Colorado.

Here are some tips for an efficient and smooth trip:

- **Bring Layers.** The Colorado mountain environment can have a chill in the morning but gets warm in the afternoon. It is best to dress in layers that can be taken off or put on as the temperatures change.
- **Pack reasonably in a bag that is easy to carry around with you during camp.** Be sure to attach an identification stub to your luggage.
- **Get to the airport at least 2 hours early to ensure an efficient travel experience.**
- **Travel with emergency information on you (emergency contacts and ASC's contact info).**
- **Carry money during travel as a means to cover incidental expenses**
- **Have your government-issued photo ID ready when you go to your airline's ticket counter to obtain your boarding pass and keep available through security checkpoints.**
- **Please keep in mind that you will have to pay for your checked baggage on your way to camp.** ASC will cover the luggage cost of 1 bag per participant when you depart from Crested Butte.

- If possible, pack liquids in checked baggage. You will get through security fast. Any items exceeding 3 ounces will not be allowed in your carry-on. (Check with airline for up to date regulations.)

### **Get your Groove on: Tips to prepare for an active week in Colorado's High Country**

#### **Exercise**

Build a plan to exercise a minimum of 3 times a week for 20-60 minutes. Warm up slowly and then get your heart working harder than a resting rate.

Ideas include:

- Walking/Running
- Riding a bike
- Walking/Running stairs
- Going to a gym and using exercise machines or lifting light weights
- Doing yoga
- Jumping rope
- Sports at school
- Any other fun exercise activity you enjoy

#### **Eat Healthy**

Eating foods that are good for your body is an important way to prepare for a week of activities as well as for every day.

#### **Rest**

The week at camp will be busy. Be sure to get good sleep and good rest leading up to your week in Colorado.

#### **Hydration**

You will be traveling from your home to Crested Butte, which is located 9,300-10,000 feet in elevation. Increase your water intake before you arrive to the Crested Butte area. Keeping your body hydrated with lots of water and a little Gatorade will help prevent altitude sickness. Continued hydration once you are here will be a critical part of a successful week. Reduce or stay away from caffeine, sugar and sodas.