



**WOLFE'S NECK CENTER**  
FOR AGRICULTURE & THE ENVIRONMENT



# Farm Camp Handbook

Summer 2019





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# Welcome

Dear Farm Camp Family,

The farm is a magical place, and every summer it comes alive with the arrival of campers and their families. Campers spend their days exploring our barns, garden, woodlands, and coast while learning more about sustainable agriculture and the environment. Whether this is your camper's first time at Farm Camp, or they are returning after many years, we are excited for you to join us!

At Wolfe's Neck Center, we foster discovery, learning, and leadership through farm-based experiences. Our vibrant campus serves as a unique hub for education and exploration. This summer, your camper will venture out to explore the unique ecosystems surrounding the farm while learning more about the complexities of farm life. As you've come to expect, your camper will return home a little tired, with amazing stories to tell, and probably with dirt under their fingernails.

In preparation for Farm Camp, please carefully review this handbook. The following pages contain important dates, details, and policies to ensure a successful summer season. Feel free to reach out if you have any questions. I look forward to meeting you and your camper(s) soon!

Sincerely,

Maranda Chung  
Education Programs Manager & Camp Director





# Meet Our Camp Leaders



## **Maranda Chung**

Education Programs Manager & Camp Director

Maranda grew up nearby, in Brunswick, and earned her Environmental Studies degree from Skidmore College in upstate New York. While at Skidmore, she conducted research to analyze local food systems, got her hands dirty in the school garden, and studied abroad in Tanzania, India, New Zealand, and Mexico.

After graduating in 2011, Maranda led a variety of experiential education programs on the west coast, including redwood hikes, marine science excursions, cooking classes, and youth development programs. She is passionate about teaching and leading programs that foster curiosity and connection to the natural world. She happily returned to her home state in 2018 to join the staff at Wolfe's Neck Center, and she is looking forward to hosting your camper(s) for another summer of fun and farm-based discovery!



## **Katie Williams**

Assistant Camp Director

Born and raised in coastal Maine, Katie attended Saint Anselm College in Manchester, New Hampshire. She spent her four years working with refugee children and families and earning a degree in International Relations. After graduating, Katie spent a year and a half in Haiti working with students, teachers, agronomists, and entrepreneurs. While there, she saw firsthand the importance of education, food, nutrition, and farming.

Returning stateside with an interest in food justice and teaching, Katie spent the last three years as the Director of Education and Camps at a working, teaching dairy farm in New York. Looking to expand her experience with farm-based education, Katie is so excited to be joining the Wolfe's Neck summer team!



# Farm Camp Programs

## Peapods: Age 4-6

Peapods are introduced to farming and the natural world through structured and well-supervised activities. Campers are encouraged to try new things as they meet our livestock, taste veggies in the garden, and activate their imagination through play, songs, and stories. Our staff nurture a sense of wonder about the plants and animals that support our farm community.



## Seedlings: Age 7-8

Seedlings get their hands dirty through daily farm chores such as collecting eggs, feeding the chickens, and tending our organic garden. Campers also explore the vibrant ecosystems

surrounding the farm, including the forest, salt marsh, and Casco Bay coast. Our staff lead activities that encourage creativity, curiosity, and enthusiasm for the natural world.

## Farm Kids: Age 9-10

Farm Kids dig deeper with daily farm chores such as turning the compost, picking potato bugs, and caring for livestock. As they venture to the farther reaches of the farm, campers

discover more about our fruit and vegetable production and organic dairy practices. There are new adventures each week based on the natural cycles around the farm.

## Farmward Bound: Age 11-13

Farmward Bound campers immerse themselves in our farm production through meaningful projects such as trimming sheep hooves and harvesting vegetables for the local food pantry. Campers also hike in the woods at Wolfe's Neck Woods State Park, build leadership skills

through team challenges, and learn coastal ecology while canoeing or clamming. (Please note that water-related activities are subject to the weather and tides). The Farmward Bound experience culminates in an overnight camp-out each Thursday evening.

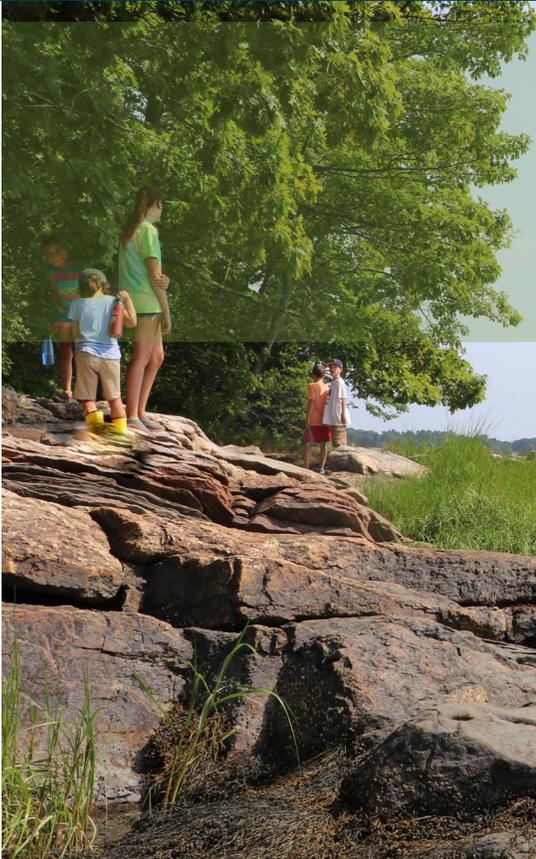
## Farm-Based Cooking: Age 13-15

Our oldest campers learn how to simmer, sauté, and celebrate the bounty of the summer season while building their culinary skills. After an introduction to food safety techniques with our experienced staff, campers will practice

preparing delicious dishes from scratch using produce grown right here on the farm. Campers will also investigate the importance of sustainable food systems. No previous cooking experience required.



# What to Expect



Farm Camp takes place on our 626 acres of coastal farmland, forest, and salt marsh in Freeport, Maine. Camp headquarters is based out of our historic farm house and barnyard. Campers help with livestock chores, tend our gardens, venture to the shore, and traverse our wooded trails.



## What to Bring

- Extra change of clothes (pack these)
- Warm layer (sweatshirt or jacket)
- Rain jacket
- Close-toed waterproof footwear (like rainboots)
- Morning snack
- Hearty lunch
- Afternoon snack (if your camper is signed up for After Care)
- Water bottle
- Sunscreen - We apply multiple times throughout the day!
- Insect repellent (we also recommend daily tick checks)
- Brimmed hat (for sun protection)
- Any medications your camper will be taking while at Farm Camp (please ensure these have been documented through your CampDoc health profile)



## What to Wear

**Close-toed shoes are required at all times at Wolfe's Neck Center. Wear comfortable, weather appropriate clothing that you don't mind getting dirty. Layers are always helpful, since the weather can change quickly.**

**Camp runs rain or shine, so please pack rain gear (raincoat, boots, and extra layers) for your camper if there's any chance of rain.**



# What to Expect

## Reducing Lunch Waste

- Bring a reusable lunch bag/container
- Use cloth napkins and reusable utensils
- Buy in bulk to reduce packaging and save money
- Pack foods into individual reusable containers. There are tons of options out there, from stainless steel, glass, and recycled plastic containers to reusable snack and sandwich bags
- Avoid single-serving packaging (individual yogurt, applesauce, chip bags, etc.)
- Pack a drink in a reusable water bottle
- Make sure any food waste is composted on the farm or brought home to your compost pile.



## Labeling Belongings

Please note: We strongly recommend labelling all of your camper's clothing and belongings with their first and last name. That way, items can easily be returned if they end up in our lost and found.

## T-Shirt Policy

In past years, we have given campers a T-shirt for every week they attend. That's A LOT of T-shirts! This year, each camper will receive one T-shirt, regardless of how many weeks they attend. We are proactively working to reduce our waste on the farm, and giving out one t-shirt per camper helps us towards this goal.

## Buddy Request Policy

We know many campers enjoy Farm Camp in the company of peers they know, and we do our best to honor all buddy requests for campers within the same age group program. However, sometimes due to age differences, group sizes, or self-identified behavioral issues, this is not possible.

If you have a buddy request, please indicate the buddy's name on your camper's CampDoc health profile, under the "General Information" section.



## Farm Camp is Active... Pack Plenty of Food!

When packing your camper's snack and lunch please keep in mind that your child will be very active throughout the camp day and may require more food than usual. If your camper is enrolled in aftercare, you must also provide an afternoon snack for your camper.



# Health & Safety



## Handwashing

As with any farm, we recommend campers wash their hands before coming to camp and after returning home. In addition, campers will wash their hands regularly throughout the day while at camp, including: after livestock activities, after using the bathroom, before snack, and before lunch.

## Preventing Tick Bites

While it is a good idea to take preventive measures against ticks year-round, be extra vigilant in warmer months (April-September) when ticks are most active. The Maine Center for Disease Control & Prevention recommends using an EPA-approved repellent and conducting full-body tick checks after time spent outdoors to reduce the likelihood of tick bites and tickborne disease. Click on the following links to learn more about

[preventing tick bites](#), [removing attached ticks](#), and [tickborne diseases](#) in Maine.

## Browntail Moths

Browntail moth is an invasive species found only on the coast of Maine and Cape Cod. Browntail moth caterpillars shed tiny poisonous hairs that can cause a skin rash similar to poison ivy on sensitive individuals.

There are some precautions that your family can take to help reduce exposure and the spreading of a rash if your camper comes in contact with browntail moth. We strongly recommend having your camper:

- Bathe in the evenings after camp
- Change clothes after camp
- Wear new clothing to camp each day

Click on the following link to learn more about [browntail moth precautions](#) that may help people living or visiting browntail moth infested areas during June through August.

## Milking

Due to industry safety standards and health regulations, campers will not participate in milking cows. Campers will have plenty of exposure to our dairy herd and the complexities that make up a thriving dairy farm. Thank you in advance for your understanding and continued support in ensuring the safety of our campers and livestock.



# Camp Schedule Details

## Drop Off & Pick Up

**Drop Off: 9:00 AM**

**Pick Up for Peapods: 12 PM**

**Pick Up for Peapods**

**(Extended Day): 3:45 PM**

**Pick Up for Everyone Else: 4:00 PM**



Please drive carefully and slowly in and around the farm, especially when picking up and dropping off your camper(s). While Farm Camp is in session, the driveway leading to the farm house and barn are blocked to protect the safety of our campers, visitors, staff, and livestock. Please park on the same side of Burnett Road as the farm house and garden (opposite our pastures).

## Camper Sign-In/Sign-Out

For the safety of each camper, all parent(s)/guardian(s) name(s) and any adult they authorize to pick up their camper(s) must be communicated in

writing to the WNC Summer Camp as part of Monday sign-in. The names of these authorized individuals will be included on the sign-in/sign-out sheet for campers. Only designated adults from this list will be permitted to sign-out your camper, and they must present photo identification to our Farm Camp staff at pick-up in order for a camper to be released. Your camper(s) will not be permitted to be picked up by anyone who has not been authorized by guardians in writing.

If your camper(s) are not picked up by 4:10, they will be signed into Extended Care and additional fees may apply.





# Camp Schedule Details

## Before & After Care

Before Care and After Care are available at a weekly flat rate (we cannot pro-rate). If you need to add this on to your child's registration, please contact our Education Office at least 1 week prior to your child's camp attendance. Please note, these programs sometimes fill up, and we have to cap registration due to staffing availability. Also, we are not able to provide After Care for the Peapods program.

**Before Care:** 8-9am, \$40/week\*

**After Care:** 4:00-5:30pm, \$50/week\*

## Early Pick Up Policy

If you need to pick up your camper early for any reason, please contact our Education Office. We will make every effort to have your camper ready to go when you arrive.

## Late Pick Up Policy

Please respect the needs of our staff and make every effort to pick your camper up on time. For families signed up for After Care, parents/guardians arriving for pick-up after 5:30pm will be charged a \$5.00 late fee for the first 5 minutes or any portion thereof, and \$1.00 for every minute after that. If you are late, we will use your late fee money to appreciate our staff and their time at the end of the camp season. Thank you for your compliance and understanding.





# Camp Expectations

## Overview

Like all thriving ecosystems, we celebrate diversity and seek to cultivate a safe space for all to come learn, thrive and explore! We strive to recognize individual needs and preferences as part of creating a healthy, safe, and fun environment for all campers. If your child has unique physical, emotional, and/or behavioral concerns or needs, please discuss this with us as part of the registration process so we can work with you to determine if we can adequately meet your child's needs. As a general rule, any issues that merit attention in school should be communicated to us as well! Please help us set up your child (and all our campers) for a fun and fruitful camp experience. Please call us with any questions or concerns.

## Participation in Farm Camp

We ask all campers to actively participate (physically, mentally, and behaviorally) in creating a meaningful experience for themselves and others at camp. Campers who do not contribute to a safe, respectful, and inclusive learning environment will meet with the Camp Director to discuss concerns. The Camp Director and the camper may work

together to come up with a behavioral plan, and the camper's family may be notified.

Any camper who engages in threatening, intimidating, or intentionally harmful behavior toward any person or livestock will be immediately removed from camp activities. The family will be notified and the camper will be asked to leave Farm Camp. Tuition will not be refunded.



**Safety** As a working educational farm, we work hard to ensure the

safety of all campers, staff, visitors, and livestock. Our staff will clearly communicate safety guidelines. Behavior that risks the safety of any camper(s), staff, visitors or livestock will not be tolerated.

**Respect** All campers must have respect for themselves, others, our hard-working staff, and the many living animals, plants, and insects that make up Wolfe's Neck Center.

**Fun** We encourage all participants to try new things, make new connections, and have fun!



# Camp Policies



## Contact Information

Phone: (207) 865-4469 ext. 106

Fax: (207) 865-4884

Email: [education@wolfesneck.org](mailto:education@wolfesneck.org)

Mail: Wolfe's Neck Center

ATTN: Education

184 Burnett Rd

Freeport, ME 04032

## Registration Completion

After registering your child for Farm Camp, please update their online health profile through CampDoc. We require 100% health profile completion by June 1st, including information about allergies, medications, immunizations, etc.

In accordance with state law, campers will not be allowed to attend Farm Camp until their completed CampDoc health profile and all accompanying materials are submitted to our Education Office. Campers' parents/guardians are responsible for reviewing and updating this information on an annual basis.

Uploaded documents must be pdfs (not photos). You can either scan them, or there are a number of free apps that use your camera phone to create pdfs. Please ensure the quality allows us to read all information. If you cannot upload documents to CampDoc directly, information can also be submitted via fax or by mail.

## Registration Adjustments

If you need to adjust your camper's registration for any reason, please contact us at least 1 week prior to your child's camp attendance. Due to staffing plans, camp groupings, and administrative logistics, we are unable to make adjustments past this time.



# Camp Policies

## Payment Policy

**Deposit:** A minimum 25% deposit is due at registration. You can also set up a payment plan through CampDoc.

**Payment Deadline:** Farm Camp tuition is due in full by June 1st. For families registering after June 1st, full payment is due at the time of registration.

**Please note:** Until full payment is received and all required camp documents submitted, your child's registration is not complete and your child is not enrolled in camp. We reserve the right to cancel camp reservations not paid in full after June 1st. We will send payment reminders to the email address with which you registered your child until full payment is received. Please check your email inbox (and spam folder) for these reminders and links to pay your balance online.

## Cancellation Policy

Refunds are given for cancellations made before June 1st, less a \$50 cancellation fee per session. Families who request a cancellation can also transfer their camper(s) to another available session at no cost prior to June 1st. There will be no refunds, transfers, or credits given for cancellations made after June 1st, or for campers who leave camp for behavioral reasons.

## Medication Policy

Please ensure that any medication your camper will be taking while at Farm Camp has been fully documented through their [CampDoc](#) health profile by June 1st. During Monday check-in, you will review the details of all medications with our Camp Director. Please ensure all medications are in their original containers.

Prescription medications must be in a container labeled by the prescriber or pharmacist. Prescription medications must be brought to camp by an adult and will only be returned to this or another designated adult at the end of each camp day.

If your camper has an emergency medication such as an asthma inhaler or epinephrine pen, you must submit a Self-Administration of Emergency Medication Form with a doctor's signature. During Monday check-in, you and your camper will meet with the Camp Director to verify that your camper has the knowledge and skills to self-administer this emergency medication. If a camper is unable to self-administer an emergency medication, you must submit a Staff Administration of Emergency Medication Waiver. All emergency medication documents are available through CampDoc.



# Camp Policies

## Registration Checklist

All registration documents are available through our online registration system, [CampDoc](#), and must be received by **June 1st**. Please note: a camper's registration is not complete until all appropriate paperwork is submitted.

- Health Profile:** Due June 1, 2019  
Information updated online via [CampDoc](#)
- Payment in full:** Due June 1, 2019  
*We reserve the right to cancel registrations not paid after June 1st*
- An up-to-date copy of your child's **immunization records** OR our **immunization exemption form** (submitted through [CampDoc](#))
- If your child has been **prescribed an emergency medication:**  
Self-Administration of Emergency Medication Form OR  
Staff Administration of Emergency Medication Waiver (submitted through [CampDoc](#))





# At a Glance



## Safety

**Closed toe shoes** are a must!

**Water bottle**—hydration is key to a successful camper experience!

Pack a **snack!**

Pack a **BIG lunch!** Campers are on the move and so are their metabolisms!

**Sunblock & Insect Repellent**—we apply multiple times daily!

## Logistics

Drop Off: **9 AM (Before Care starts at 8 AM)**

Pick Up for Peapods: 12 PM, or 3:45 for Peapods enrolled in **Extended Day**

Pick Up for Everyone Else: **4 PM (After Care ends at 5:30 PM)** *It pays to be on time! Please review our Late Pick Up Policy to avoid late fees.*

## Stay in Touch

We hope you will stay in touch after Farm Camp! We have many exciting programs, activities, and events year-round. If you would like to receive regular updates from Wolfe's Neck Center, consider signing up for our email newsletter.

## Closing Circle Celebration

We invite parents and guardians to join us for Friday's Closing Circle at 3:45pm! It's a quick celebration of the camp week with our campers, their families, and our community!

## Contact Us

**Phone:** (207) 865-4469 ext. 106

**Fax:** (207) 865-4884

**Email:** [education@wolfesneck.org](mailto:education@wolfesneck.org)

## Registration Checklist

**All registration documents are available through our online registration system, [CampDoc](#), and must be received by June 1st.** Please note: a camper's registration is not complete until all appropriate paperwork is submitted.

**Health Profile:** Filled out via CampDoc

**Payment in full:**

o Due June 1, 2019

o We reserve the right to cancel registrations not paid after June 1st

An up-to-date copy of your child's **immunization records** OR our **immunization exemption form** (submitted through CampDoc)

**If your child is prescribed an emergency medication:**

o Self-Administration of Emergency Medication Form OR

o Staff Administration of Emergency Medication Waiver (submitted through CampDoc)

Once full payment is processed and all required documents are submitted, your camper's registration is complete! Get ready for another great camp season!