



# ODYSSEY

• T E E N • C A M P •

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be **exactly** who you are

## Welcome: A Message from our Director

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Greetings Odyssey Families!

Welcome to Odyssey Teen Camp 2019. We are excited that you have chosen OTC for your teenager. Whether this is their first summer with us or their 5th, they can look forward to an exciting, active, inclusive environment that encourages teenagers to *be exactly who they are*. We are going to do everything we can to help your child relax, connect, laugh, learn, have fun, and feel good about themselves.

We are sending you this handbook to help you prepare for camp. It contains information about our policies and procedures, required forms, transportation information, and more. We encourage you to read through it and use it as a helpful resource.

Please don't hesitate to contact us at any time with questions or concerns at (844)239-6882 or [adam@odysseyteencamp.com](mailto:adam@odysseyteencamp.com). We look forward to a great summer with you!

Warmest regards,



Adam Simon,  
Director

## 2019 Important Odyssey Teen Camp Dates

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All Forms Due	June 1st
Session A (2 weeks)	June 29 <sup>th</sup> -July 12 <sup>th</sup>
Session B (2 weeks)	July 13 <sup>th</sup> -July 26 <sup>th</sup>
Session C (3 weeks)	June 29 <sup>th</sup> – July 20 <sup>th</sup>
Session D (4 weeks)	June 29 <sup>th</sup> -July 26 <sup>th</sup>
Session E (1 week)	June 29 <sup>th</sup> -July 6 <sup>th</sup>

## Contact Information

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Winter Address: 56 Lincoln Avenue, Ardsley, NY 10502, 844.239.6882  
Summer Address: 1266 East Otis Road, Tolland, MA 01034, 844.239.6882  
[www.odysseyteencamp.com](http://www.odysseyteencamp.com) • [adam@odysseyteencamp.com](mailto:adam@odysseyteencamp.com)

Please feel free to contact us at any time! We're here to help you prepare for camp.

## Required Forms

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All forms can be found in your CampInTouch account. To access your account, please visit our website at [www.odysseyteencamp.com](http://www.odysseyteencamp.com) and click on the "Current Families" tab on the right-hand side of your screen. If you are having issues with CampInTouch, contact their helpline at (303)444-2267. They get right on the phone and are happy to help you at any time with any problems.

Most of the forms can be completed online and submitted through CampInTouch, no need to print! There are a few exceptions that require a doctor's signature. Please see the notes below. All forms for the first session are due on or before **June 10th, 2019**.

- **Transportation Form.** *Submitted via CampInTouch.* Please indicate how your teenager will be arriving at and departing from camp. If they are arriving unaccompanied by plane, please make sure that we receive all of their flight information so that we can properly arrange for them to get to camp.
- **Health History Form.** *Submitted via CampInTouch.* The accounting of your teenager's health history. You will need access to their immunization records and your insurance information to complete this form.
- **Physicians Examination Form\*** *Printed, completed and uploaded to CampInTouch.* Your teen's physician must complete and sign *both* sides of this form.
- **Insurance and Credit Card Form\*** *Printed, completed and uploaded to CampInTouch.* You will need copies of your insurance card to complete this form.
- **Camper Profile Form.** *Submitted via CampInTouch.* This form is completed by a parent or guardian.
- **Camper to Counselor Form.** *Submitted via CampInTouch.* This form is completed by the camper!

## Additional Forms

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- **Cabinmate Request Form.** *Submitted via CampInTouch.* If there is a friend your teenager would like to share a cabin with, please complete this form. We make every effort to honor requests, but they are not guaranteed. Please note that teens are placed in cabins by age and gender.

## General Rules and Policies

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**Please reinforce the following rules with your teenager before their stay at Odyssey begins:**

1. No one is allowed to have fun at someone else's expense. We cannot and will not tolerate disrespectful and/or inappropriate behavior to peers or staff.
2. The use or possession of cigarettes, e-cigarettes, vapes, tobacco products, drugs (including marijuana), edibles, and alcohol is *strictly prohibited*. Any camper disobeying this rule will be asked to leave camp immediately. *There will be no refund for campers who are dismissed for violating this policy.*

3. Any camper defacing or vandalizing (graffiti) camp property will be billed for damages and may be asked to leave camp.
4. Weapons and knives, including Swiss Army or Boy Scout types, are prohibited. Laser pointers, heating coils, aerosol cans of any kind, scissors, lighters, and fireworks are also prohibited. These items can create hazards at camp and will be confiscated.

## Electronics Policy

Odyssey Teen Camp is committed to helping teenagers unplug while they are with us at camp. We find that without their devices, teens are able to connect better with their peers and counselors and do not miss being tethered to their electronics. Often, they can relax in ways they have not in a long time. **Campers at OTC are NOT permitted to have their cell phones, e-readers, or any type of device that connects to the internet.** Your camper is welcome to bring a basic iPod shuffle or an MP3 player to enjoy music. Please note, our cabins do not have electrical outlets, making it difficult to charge devices.



**If teenagers would like the capability to take pictures, please send them with a digital camera or disposable ones. Campers will not be permitted to use their cell phones as cameras (cell phones with the sim cards removed are NOT allowed).**

We ask for parent/guardian support in enforcing this policy. Our experience tells us that the ability to truly unplug over the summer is very beneficial for our teenagers.

## Transportation

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### Arrivals

Travel by Car:

Odyssey Teen Camp is located in Tolland, MA; 2.5 hours from NYC and 2 hours from Boston. The large majority of our campers are dropped off and picked up at camp by their families. Please use **1266 East Otis Road, Tolland, MA 01034** in your GPS to get to camp.

Please note, arrival times are the same for all of our sessions: **2:00 pm-4:00 pm.**

Please try to arrive on time to help us meet our goal to warmly welcome each teenager to Odyssey Teen Camp.

Upon your arrival at camp, our staff will greet you and your family in the parking lot where we will transport your child's luggage to their cabin. All families will then check in at the registration table. After you've said your goodbyes, campers will be brought to their pod to meet their counselors, cabinmates, and pod leaders. Our staff is excited and ready to help your teen unpack and settle in! We find that saying goodbye before campers are brought to their pod makes for an easier transition for your teen.

## Departures

On the last day of their session, your teenager will meet you, ready to tell you all about their OTC experience.

Please note, departure times are the same for all of our sessions: **11:00 am**.

### Travel by Plane:

We provide transportation to and from Bradley International Airport in Hartford, CT or Logan Airport in Boston, MA for campers who are flying domestically and internationally. Our camp staff will be at the airport to greet campers at baggage claim as they arrive and bring them to camp. We will follow up with you the day before they arrive at camp to let you know precisely how and by whom their arrival will be handled.

Flights should ideally be booked to arrive between **11:00 am-2:00 pm**, and depart between **12:00 pm-3:00 pm**.

*The cost for pick-up/drop off is \$150/camper one way. Please be sure to give flight details on your teenager's Transportation Form.*

## Health Care

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### Camper Health Forms

The Health Department of the State of Massachusetts and the American Camp Association requires a completed and signed Physicians Examination Form and an electronic Health History Form for every camper in order to allow them to participate in activities. Please read the directions carefully for all health forms. The *Health History Form* is to be completed and signed by parents and electronically submitted through your CampInTouch account. The *Physician's Examination Form* must be completed by a licensed medical provider and uploaded your CampInTouch account.

### Required Immunizations

The Health Department requires that the exact and actual dates of immunizations be entered on the Camper Health History Form. The statements: "All immunizations are up-to-date" or "This child is in good health" are not acceptable.

**1. Diphtheria and Tetanus:** Campers must be fully immunized against Diphtheria and Tetanus with the basic series of three injections and boosters. Campers should have a booster dose of Tetanus Toxoid every ten years and should have had a booster dose against Diphtheria within the past five years.

**2. Poliomyelitis:** All campers should have received the complete oral polio (Sabin) vaccine series.

**3. Measles:** An inoculation of live attenuated measles virus vaccine is required for all children who have not had measles. It is important to receive this inoculation two or more weeks before camp.

**4. Typhoid-Parathyroid:** This vaccination is optional. Some physicians recommend that all campers receive Typhoid immunization. If they are already immunized, a yearly booster dose is called for. Ask your physician for their recommendation.

**5. Mumps Vaccine:** This is mandatory for campers who have not had the mumps.

**6. Infectious Hepatitis:** If a camper is exposed to Infectious Hepatitis, gamma globulin should be given promptly after exposure and the CAMP MUST BE NOTIFIED.

### **Head Lice and Other Communicable Diseases**

Please be sure to check your teenager for the presence of head lice two weeks prior to departure and immediately before camp begins. If your teenager had head lice or was exposed to it by a family member, friend, schoolmate, etc., within four weeks of their arrival to camp, please notify us.

If your teenager is exposed to any communicable diseases after **June 1st** including strep throat and chicken pox, please notify the camp immediately. In addition, please check for ingrown nails or plantar warts and take care of these before camp begins.

### **Medication**

Our health center keeps over-the-counter meds such as Tylenol, Advil, Tums, etc. on-hand for campers and staff. Please do not send over the counter medications to camp with your teenager for use "as needed", campers are not permitted to keep these items in their cabins and we already stock these items and do not have space on our shelves for additional supplies. Any dietary supplements that teenagers may have including vitamins will need to be kept in the Health Center. None of these items are permitted in any of our cabins.

It's important for us to say that there is no stigma in taking medications at camp. We distribute medications discreetly at mealtimes and at bedtime. Parents should bring all prescription medications in their original bottle, with orders from your child's health care provider.

***Important Note:** Camp is not a time to give your teenager a "break" from their medication. If their doctor prescribed a medication, they must continue this medication while at camp. The social ramifications of such a "break" can affect your teenager's experience. Please contact us with any questions regarding medication.*

### **Insurance and Credit Card Information Form**

All campers must have the **Insurance and Credit Card Form** completed in full on file in our health center. Even if we have a credit card on file for tuition we need complete credit card information separately on this form for incidental medical costs and co-pays. We also need a copy of their medical insurance card, both front and back, to keep on file.

Medical attention camp health center is covered by tuition. Any additional charges incurred during camp are the responsibility of the camper's parents. Refilling previously prescribed medication, emergency room visits, local physician's visits, and/or outside medical providers will be billed to your medical insurance carrier. Parents are financially responsible for all charges related to medical treatment which are not covered by their medical insurance, including any deductible, co-insurance charges of medical charges which individual insurance companies decline to pay.

### **The OTC Health Center**

Our health center is staffed with Registered Nurses and open 24 hours a day. Should your teenager need to see a doctor, we have a relationship with our local Urgent Care center. In the event that a camper needs to be taken to a hospital, we would take them to Western Massachusetts Hospital in Westfield 40 minutes from campus. In addition, many of our staff have been trained in First Aid and CPR. If your teenager is ill or encounters a serious medical problem, one of our directors or someone from our health center will contact you.

## Communications

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### Letter Writing

There is absolutely no substitute for a good old-fashioned letter, and receiving mail at camp is even better! We strongly encourage families and friends to write to their teenagers at the address below.

[Your Teen's Name]  
Odyssey Teen Camp  
1266 East Otis Road  
Tolland, MA 01034

Please be sure to send your camper with stationery and stamps! Teenagers are able to send news of their adventures at camp to you at home if they would like.

**We do not allow packages to be sent to the campers.** Everything that they need is provided for them here at camp, and if there is anything they forgot, we're happy to get it for them! If anything needs to be sent urgently, please inform us and send it to the office. *Please do not send any food or snacks or any material that is inappropriate for camp.*

### Photos of Camp

We endeavor to publish pictures of activities and events at camp every few days on Snapfish and we will give you instructions on how to find them.

### Camper Phone Calls

Campers are permitted to make a phone call home once a week during their stay beginning the second week of camp only. Our experience tells us that allowing your child some time to settle in at camp before making a phone call helps them be the most successful that they can be. Phone calls are made from our camp phones. Upon arrival at camp, we will let you know your child's day to call is. Our call times will be from 4:30-6:00 PM. I know many of you are used to communicating with your child constantly and that not talking much for a few weeks is a big change. If your child is having a hard time at camp, we will let you know. Plenty of teens are having too much fun at camp to take the time to call home.

You are always welcome to contact us at camp to check in on your teenager. If you can do so between the hours of 9:00-5:00 it is ideal.

## Packing, Clothing, and Equipment

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### Things to Bring

You can find a copy of the OTC packing list in your CampInTouch account. Please adhere to the packing list as there is not an exorbitant amount of storage space in our cabins. You do not need to give your child spending money because there is nothing to buy at camp.

Laundry is done for campers who are staying at camp for 3 or more weeks. If your teenager is enrolled in **Session A**, **Session B** or **Session E** please make sure you pack enough clothing for their entire stay. On Wacky Wednesdays we like to dress up, so if you have any costumes at home, feel free to pack them. You never know when they will come in handy. We recommend using soft-sided duffle bags rather than hard suitcases.

All campers are required to bring bedding and towels. Campers are encouraged to bring twin sheets and blankets and/or a sleeping bag. Don't forget your pillow!

Please do feel free to bring guitars or other musical instruments.

### **Things to Leave Behind**

Our cabins do not have electrical outlets so items such as hair dryers, curling irons, straightening irons, etc. should be left at home. There is no need for anything valuable at camp, please leave it behind. All program supplies (art supplies, sports equipment, etc.) are provided by OTC. There is no need to send any such items to camp. Please do not bring food, snacks, or any prohibited items to camp.

*As stated in our Rules and Policies, Odyssey Teen Camp has a zero-tolerance policy for tobacco, drugs, and alcohol. If we find a camper to be in possession of any prohibited items they will be asked to leave camp immediately and no refund will be issued.*

### **Lost/Left Behind Items**

Despite our best efforts, items are inevitably misplaced or left behind when the session ends. Unfortunately, many of those items are not returnable as they are not labeled with the camper's name. We will make every effort to return all labeled items to each camper at the close of camp. If we have found an item belonging to your camper we will contact you via email. You will then have the choice to have it sent back to you via FedEx (shipping fees apply) or to have it donated. *This can best be avoided by labeling all of your teenager's belongings.*



# ODYSSEY

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Winter  
*August 1<sup>st</sup> – June 15<sup>th</sup>*  
Odyssey Teen Camp  
56 Lincoln Avenue  
Ardsey, NY  
(844)239-6882

Summer  
June 29<sup>th</sup>- July 26<sup>th</sup>

Odyssey Teen Camp  
1266 East Otis Road  
Tolland, MA 01034  
844.239.6882

Website and Email  
[www.odysseysteencamp.com](http://www.odysseysteencamp.com)  
[adam@odysseysteencamp.com](mailto:adam@odysseysteencamp.com)