

# **Easterseals New Jersey Camping and Recreation Participant Handbook**



**Available Services:  
Camp Merry Heart Fall, Winter, Spring Respite  
Camp Merry Heart Summer Residential Camp  
Year Round Hotel & Travel Respite  
Sibling Reunification**

# Welcome to Easterseals New Jersey Camping & Recreational Services

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Easterseals New Jersey Camping and Recreation Services appreciates your interest in exploring the different activities that we have to offer. In an effort to provide you with all of the information you will need to make your camp experience a memorable one, we have put together this handbook so that you have all the information you need at your fingertips as you prepare for a wonderful experience. We encourage you to thoroughly read this information which will explain the type of care you can expect to receive from our staff and what they will need to make your experience a memorable one.

## Helpful Hints and Tips

### Forms & Paperwork

Make sure that you have sent all forms and paperwork to the camp's office **at least 2 weeks prior to your first event**. By doing this you will provide enough time for your paperwork to be reviewed before your arrival. Also, if there is any missing paperwork you will have time to complete the information before your program begins. Please be sure everything is signed!

### Physicals / Health Examination

Easterseals Camping and Recreation Services requires all participants to complete a pre-program physical. Please have your medical professional **complete and sign the Blue Health History Form**. This does not require an appointment for a new physical as long as the participant has completed a physical within the past year and there have been no changes in health (much like a sports physical for school). Please be sure to get Doctor's signatures!

### Medications

To ensure the best possible quality of care in our health center, we **require** all campers who take medications to enroll in a pharmacy service provided by one of three service providers. **BALD EAGLE PHARMACY, GENOA PHARMACY, or LTC SCRIPTS**. We do expect 100% participation. Please find registration information online at [www.easterseals.com/nj/our-programs/camping-recreation/forms-and-handbooks.html](http://www.easterseals.com/nj/our-programs/camping-recreation/forms-and-handbooks.html) or call camp for more information. If there is a change in prescribed medication from what is listed on your Medication Form, you must obtain an updated prescription list signed by your physician. **All medication must arrive in multi-dose packaging**. Make sure that you have sent all prescription to the camp's pharmacy **at least 4 weeks prior to your first event so that camp will have the medication 2 weeks prior to camp**. See additional medical information in your packet.

### Luggage and clothing:

In spite of all precautions, items may be lost. You may wish to mark all clothes with participants name to reduce such occurrences. First and last initials are not sufficient. Please spell out the last name of the camper so any clothing left behind can be returned. Participants live together closely in a shared room. Every effort is made to keep personal property and clothing together although at times this is not always possible.

### Laundry

Please label ALL campers clothes with campers first & last name. Laundry will be done for emergency needs only. Please make sure you are sending enough clothing for the entire program. Please don't expect the participant to return with all clean clothes. Make certain that all participant's clothes and personal items are labeled. Please provide a laundry bag for all used clothing to be returned in. Remember to label the bag with the first and last name of the camper.

## **Electronic Devices**

Easterseals Camping and Recreation Services discourages the use of electronic devices while at camp. Participants are asked to leave mobile phones at home. Electronic devices used for direct communication only will be permitted.

## **Guest Policy**

During programs there are limited opportunities for guest and visitors to come to the camp. All visits must be approved by the Director of Camping & Recreation at least 24 hours in advance. All guests and visitors must sign in with the program supervisor and wear a visible visitor's name badge and will be accompanied by a member of Easterseals Staff for the length of their visit. Easterseals Camp Merry Heart reserves the right to ask anyone to leave the property at any time.

## **Curfew Policy**

Easterseals Camp Merry Heart operates a curfew policy for both participants and staff. These guidelines are intended to allow adequate rest after the day's events and enough sleep to keep energy levels up to ensure a quality experience and care for all participants. The curfew is set at direction of program supervisor and may vary from day to day.

## **Mailing Address & Contact Numbers**

### **The Camp mailing address is:**

Easterseals New Jersey Camp Merry Heart  
21 O'Brien Road  
Hackettstown, NJ 07840

### **Main Office Phone Number is:**

908-852-3896

### **Main Office Fax Number is:**

908-852-9263

## **Participant Eligibility and Supervision**

Please refer to page number 5 of the application for the full agreed upon criteria that must be met for attendance. Participant understands that ESNJ reserves the right to dismiss any participant from further participation in the program if the participant cannot meet the program eligibility requirements as determined by the Director of Camping & Recreation. Supervision and transportation resulting from dismissal are the responsibility of the participant.

## **Payment and Cancellation**

Please refer to page number 5 of the application for the full agreed upon criteria that must be met for attendance. All program balances are due 45 days prior to the start of each event or by the designated due date indicated on the statement whichever comes first. Participants are not able to be accepted into a program without payment in full.

You may feel the need to call staff to discuss your participant. We are often out of the office, taking care of your participant, but leave a message. The voicemail will be checked frequently and someone will phone you back as soon as possible.

**Again, cell phones will not be permitted at camp**  
**Please do not allow your participant to pack their cell phone**

# How to Find Us – Directions to Camp Merry Heart

**GPS Address:** Camp Merry Heart Road, Hackettstown, NJ 07840

**Mailing Address:** 21 O'Brien Rd; Hackettstown, NJ 07840

**Phone:** 908-852-3896

## From Northern New Jersey/NYC Area

Take **I-80 West** to **exit 19 (Hackettstown)**

◀ Turn **left** onto **Route 517 South**

Travel for 5 miles

▶ Turn **right** onto **Route 46 West / Main Street**

Travel approx 1 mile

◀ Bear **left** onto **Russling Road** at **“Mt Bethel” sign**

Travel 1.8 miles to 3 way stop

◀ Turn **left** onto **Mt. Bethel Rd** at stop sign. Drive 500 yards. Look for **“Camp Merry Heart” sign**.

◀ Bear **left** onto **O'Brien Rd 2<sup>nd</sup>** **“Camp Merry Heart” sign**.

◀ Camp's driveway is the first on the left.

## From New/East Brunswick/Jersey Shore

Take **I-287 North** to **I-78 West**

Follow **I-78 West** to **exit 24 (Tewksbury/Oldwick)**

▶ Turn **right** onto **Route 523** towards Route 517 and Tewksbury/Oldwick

Travel approx 20 miles

◀ Turn **left** onto **Route 46 West** (Main St. Hackettstown, NJ)

Travel approx 2 miles

◀ Bear **left** onto **Russling Road** at **“Mt Bethel” sign**

Travel 1.8 miles to 3 way stop

◀ Turn **left** onto **Mt. Bethel Rd** at stop sign. Drive 500 yards. Look for **“Camp Merry Heart” sign**.

◀ Bear **left** onto **O'Brien Rd 2<sup>nd</sup>** **“Camp Merry Heart” sign**.

◀ Camp's driveway is the first on the left.

## From Central Jersey/Philadelphia

Take **I-95 from Philadelphia** or **I-295 North from Trenton** to **Route 31 North**

Take **Route 31 North** through Flemington, NJ to **Route 57 in Washington, NJ**

▶ Turn **right** onto **Route 57 North**

Follow to Mountain Ave in Hackettstown, NJ (Approx 8 miles)

◀ Turn **left** onto **Mountain Ave**

Take Mountain Ave to Route 46 West

◀ Turn **left** onto **Route 46 West** (Main St. Hackettstown, NJ)

Travel approx 2 miles

◀ Bear **left** onto **Russling Road** at **“Mt Bethel” sign**

Travel 1.8 miles to 3 way stop

◀ Turn **left** onto **Mt. Bethel Rd** at stop sign. Drive 500 yards. Look for **“Camp Merry Heart” sign**.

◀ Bear **left** onto **O'Brien Rd 2<sup>nd</sup>** **“Camp Merry Heart” sign**.

◀ Camp's driveway is the first on the left.

# Suggested Packing List

**CAMP IS A GOOD PLACE TO WEAR OUT OLD CLOTHES  
ALL CLOTHING MUST BE CLEARLY MARKED WITH CAMPER'S NAME**

We have no specified uniform but T-shirts, shorts, jeans, socks and sneakers seem to be most satisfactory. Please do **NOT** bring sandals or open toe shoes. A sweater or light jacket is needed for cool evenings or rainy days.

Clothing			
Suggested items	Suggested number of items for 3 days	Suggested number of items for 6 days	Suggested number of items for 12 days
T-shirts	3	6	12
Jeans/Slacks	2	4	4
Underwear	4	8	14
Socks (pair)	4	8	14
Shorts	1	4	8
Pajamas	2	2	3
Bathing Suit	1	1	1
Sweatshirt / Sweater	1	2	2
Sneakers	1	1	1
Raincoat/poncho	1	1	1
Rubber Swimming Pants	1	1	1
Laundry Bag	1	1	1
Toiletries & Personal Care Supplies			
Soap/Body Wash	<p><b>Please make sure the appropriate amount of personal care items and toiletries are packed and brought with participant to the program. Easterseals New Jersey DOES NOT provide any personal care supplies. If items are not provided (example, razors &amp; shaving cream) some care may not be able to be completed. If any supplies are required to be purchased (example, briefs or wipes) they will be charged to the camper.</b></p>		
Shampoo			
Toothbrush			
Toothpaste tube			
Comb/Brush			
Razors/Shaving Gel			
Mouthwash			
Female Personal Care			
Adult Briefs, Diapers			
Wipes and/ Chucks			
Adapted Equipment & Aides			
<p>Any equipment such as wheelchairs, canes, crutches, helmets, braces, utensils, cups, plates etc. that consumer needs to be as independent as possible, must be brought with them to camp and <b><i>must be accompanied by a script from a medical professional.</i></b> Please make sure that the adapted equipment and aides are in proper working order and are labeled with the camper's full name.</p>			
Other			
CAMP MERRY HEART Spending Money (for trading post, souvenirs, etc)	Fall, Winter, Spring Respite: Recommended \$30-\$40 to spend on souvenirs to buy at trading post (stuffed animals, T-shirts, hats, etc.). Receipts will be provided	Summer Respite: Recommended \$50 to spend on souvenirs to buy at trading post (stuffed animals, T-shirts, hats, etc.). Receipts will be provided	
HOTEL & TRAVEL Spending Money (for personal souvenirs, spending money, etc.)	Fall, Winter, Spring Respite: Recommended \$30-\$40 to spend on souvenirs, gifts, etc. during the trip. Receipts will be provided	Summer Respite: Recommended \$75-\$100 to spend on souvenirs, gifts, etc. during the trip. Receipts will be provided	

In spite of all precautions, things may get lost; you may wish to mark all clothes with consumer's name to reduce such occurrences

Linens and towels are supplied during each residential program for your convenience

Please **leave** your expensive watches, jewelry, electronics etc at home as Easterseals New Jersey **will not be responsible** for any lost or stolen items.

**Again, cell phones will not be permitted at camp**

**Please do not allow your camper to pack their cell phone!**

## Notification of Parent/ Legal Guardian/ Caregiver

Easterseals New Jersey Camping and Recreational Services shall take immediate necessary action to protect a participant from further harm and shall immediately notify the participant's parents or Legal Guardian when one of the following occurs while in the care of Easterseals New Jersey Camping and Recreational Services.

- A. A participant is bitten and the skin is broken;
- B. A participant sustains a head injury;
- C. An accident or injury requiring professional medical care occurs.
- D. Any other instances where the parent or legal guardian has made special arrangements to receive notifications of an incident or event.

Accidents, bites and injuries other than those specified above shall be reported to the participant's parents at end of the program. Upon request of the participant's parent/Legal Guardian, Easterseals New Jersey Camping and Recreational Services will provide a written description of the incident by the end of the next operating day.

Notification is given in events involving minors and adults with appointed legal guardians or at consent of adult participant.

## Code of Conduct: Program Rules and Behavior Expectations

We expect all of these rules and guidelines to be followed at all times at Camp Merry Heart. Dismissal from a camp program resulting from participant behavior and prohibited paraphernalia will not be eligible for any type of refund.

1. **NO** knives, weapons including martial arts equipment, illegal drugs, alcohol explosives, or explosive devices or any other items that may be considered a threat to the health and/or lives of fellow participants or Easterseals Camp Merry Heart Staff. Items will be confiscated and disposed of in an appropriate manner.
2. **NO** bullying, teasing or name calling will be tolerated. Participants are expected to be courteous and respectful to their friends, peers and everyone else on the camp facility.
3. Offensive language and gestures are not tolerated during any program.
4. **NO** hitting, threatening or harassing other participant or ESNJ Camp Merry Heart Staff members including pushing, shoving, wrestling or play fighting.
5. Defacing or destroying camp property or the personal property of others will not be permitted.
6. Participants will obey the rules within all activity areas including the pool, pond, ropes course, etc. **NO** participants are permitted access to program areas until the Program Specialist arrives and provides further instruction.
7. Participants have **NO** access to staff private areas at any time.
8. Participants must follow guidelines explained by counselors and other Camp Staff at all times and must never go anywhere without a counselor's permission.

## Rules for Use of Aquatic Facilities

In order to keep all participants and staff safe during the programs the following regulations have been established and/or adopted by Easterseals New Jersey, Camping and Recreational Services.

1. Any person showing evidence of any communicable skin disease, sore or inflamed eyes, cold, nasal or ear discharges, or any other communicable disease shall be denied admission.
2. Any person with excessive sunburn, open blisters, cuts, or bandages shall be denied admission.
3. Do not enter the water if you are experiencing or recovering from diarrhea or have had any signs or symptoms of a gastrointestinal (stomach) disease in the past 14 days.
4. All persons in diapers must wear plastic pants with snug fitting elastic waist and leg bands or will not be permitted in the pool. Do not wash out soiled diapers in the bathing water. \*\*
5. Conduct that endangers the safety and comfort of others shall be prohibited.
6. Outdoor bathing shall be prohibited during an electrical storm.
7. Any additional aquatic facility rules will apply on a facility-to-facility basis
8. Participants unable to support themselves and demonstrate effective swimming skills, must wear a Class 5 PFD
9. Participation in all aquatic activities is at discretion of ESNJ lifeguards and other aquatic facility lifeguards and staff

**\*\* To avoid any behavioral issues, please ensure that you supply a pair of plastic or rubber pants if your camper wears a brief or diaper and will want to swim while at camp. Participants without these pants will not be able to participate in aquatic activities.\*\***