



**For Health
For Community
For Inclusiveness**



Welcome to Nature Nuts

Family Handbook

WELCOME FROM THE PROGRAM DIRECTOR

Thank you for choosing Nature Nuts for your child’s outdoor adventures! Research shows that outdoor play is integral in human development and the more nature connections that are built in youth, the greater the possibility that a child grows to value and care for our planet. We will spend our afternoons enjoying nature, exploring the outdoors, and deepening each individual’s connection to their community wilderness.

We’re committed to teaching Peacock Family Services’ core values – health, community, and inclusiveness – and to creating a nurturing environment that supports what your kids are learning at home. Safety and supervision are essential components of our program. We carefully select our staff from a rigorously screened group and train them extensively.

At Nature Nuts, we are guided by the vision of Peacock Family Services: To help children of Bainbridge Island reach their full potential, nurtured by families and caregivers who feel supported, informed, and connected.

As a member of our community, I want you to know that I am available to answer your questions and listen to your needs. Simply call me at (206) 780-1505, send an e-mail to naturenuts@peacockfamilyservices.org, or leave a message with any of our staff.

I look forward to meeting your child this year!

Brady Fullwood

Program Director

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OUR VISION

The children of North Kitsap County will reach their full potential, nurtured by families and caregivers who feel supported, informed, and connected.

OUR MISSION

To promote the healthy social and emotional development of children by providing nurturing and enriching care and family support.

OUR VALUES

Peacock Family Services has identified the core values of health, community, and inclusiveness as essential in a child's character development. Nature Nuts provides programs incorporating these values into the overall camp experience each day.

Our approach towards values formation is designed to reinforce the lessons that families teach their children every day. Through staff and camper role modeling while working together at camp, we provide participants with the opportunity to depart from Nature Nuts with a better understanding and recognition of these character traits in themselves and in others.

COMMITMENT TO NATURE

We aim to connect youth to the wonders of nature and to plant the seeds for lifelong stewardship and outdoor enjoyment. Each child connects to the natural world in their own unique way and we hope to foster that connection by providing a variety of activities that also reflects our commitment to caring for the environment.

DAILY DEBRIEF

Every day before participant pick-up, groups will gather for a short discussion and sharing time. It's a great way to create bonds among campers and let everyone's voice be heard. Staff will choose an age-appropriate topic, such as "Rose, Bud, & Thorn", to help guide the discussion.

TYPICAL DAY

Drop Off

Introductions & Nature Notes

Snack

Activity I

Clean Up

Lunch (for summer camps)

Siesta (for summer camps)

Activity II:

Choice Time & Stations

Snack (for summer camps & extended days)

Daily Debrief

Pick Up

FACILITIES & MEALS

FACILITIES

Regular programming begins and ends at Hyla School, which is enclosed, heated, and has electricity as well as in-house bathroom facilities. Some of the programmed activities will take place at regional public park areas. These spaces can include bathroom facilities, trails, bridges, covered shelters, fire pits, play structures, benches, and picnic tables.

MEALS

Nature Nuts serves nutritious, well-balanced snacks consisting of fruit and another item, served in the morning and afternoon. Additional snacks are welcome. Water consumption is encouraged throughout the day. Participants must bring a lunch each day that fulfills their dietary restrictions and preferences and one additional snack. No glass OR nut products. Campers will not be allowed to purchase food.

CAMP STAFF

THE HEART OF THE PROGRAM

Nature Nuts' staff are the heart of our programs. All staff who run activities have individual areas of expertise to share with participants. Staff are selected for their experience working with children, judgment, maturity, and their fun and caring attitude.

We recruit staff who serve as proper role models for participants by demonstrating strong leadership skills that reflect the core values of Peacock Family Services. Through role modeling and by creating challenges that foster individual and group development, we provide participants with the opportunity to leave Nature Nuts with a better understanding in the values of health, community, and inclusiveness.



STAFF CREDENTIALS

All staff must complete the application and interview process as outlined by Peacock Family Services. They must have current CPR and First Aid certifications and pass a national background check. Interviews are conducted with three references.

STAFF TRAINING

Staff are required to complete multiple full days of training. Training topics include child behavior management, positive discipline techniques, games, age-appropriate programming, emergency procedures, vehicle procedures, values-based programs, cultural competency, inclusion strategies, and health and safety management.

VOLUNTEERS

As part of our daily program, Nature Nuts has volunteers or guests to share their special talents and enhance the value of the participant's experiences. Examples of this might be teen leaders, a storyteller, animal experts, a musician, or staff alumni. Volunteers must pass a background check and are encouraged to participate in staff training.



COMMUNICATION

CAMPER PHONE USE

The camp experience is a way for children to develop a greater sense of independence. Therefore, no phone is available for participants to routinely make or receive calls. Personal cell phones are NOT allowed. Cell phones will be confiscated and returned at the end of the day.

CONTACTING YOUR CAMPER IN AN EMERGENCY

Should you need to contact your camper under emergency circumstances, please do so through the Peacock office at (206) 780-1505. For after-hours emergencies, call the program phone at (360) 471-1993 and (360) 590-8275. A staff member will contact you and offer their assistance as to the best way to be in contact with your child. Other contact numbers are on the last page of this Parent & Participant Handbook.



PARENT COMMUNICATION

Staff are trained to handle day-to-day situations that might arise during your camper's visit with Nature Nuts in a safe and caring manner. Instances when you might expect to hear from camp staff for consultations or to arrange to pick up your camper may include:

- Medical care outside the ordinary, including bee stings, fractures, and sprains.
- Emergencies and evacuations (see below).
- Severe homesickness.
- Illness, including vomiting or respiratory symptoms coupled with a fever above 100 degrees.

- Behavioral issues, including bullying or verbal or physical aggression.
- Nits or head lice
- COVID like symptoms

VISITING NATURE NUTS

Nature Nuts is very busy with campers and activities, and visits can disrupt the natural flow of the day. If you need to visit camp during this time, please make arrangements at least 48 hours in advance with the Program Director.

EMERGENCY EVACUATION PROCEDURES

In the unlikely event that Peacock Family Services decides to evacuate Nature Nuts programs, we will attempt to contact the family starting with the lives-with parent and/or guardian, then the emergency contact person, in that order. At that time, the person we make contact with will be given further instructions on how the evacuation will proceed. For this reason, it is truly important that we have accurate contact information for parents, guardians, and emergency contacts during your child's camp experience.

Based on the type of emergency, Peacock Family Services will make a decision on the most prudent way to return participants safely home. Such an emergency may require parents, guardians, or emergency contacts to pick up their child at camp. If the need arises, general information regarding evacuation will be relayed to you by phone.

BULLYING DESCRIPTION

It is our intent to make our programs a safe and welcoming space for all. Our staff training covers anti-bullying and abuse prevention. We ask that parents talk to their participants about bullying before the program begins. Encourage them to tell a staff member if they are having problems, and be respectful of other participants. To ensure the emotional and physical well-being of all participants after school, parents or guardians will be contacted immediately to help assist with any bullying issue.

PACKING LIST

SUGGESTED ITEMS

- Backpack
- Hat & Sunglasses
- T-shirt
- Shorts or long pants
- Sweater or sweatshirt
- Lunch (for summer camp and day programs)
- Rain gear—shell and pants
- Water shoes, closed-toed, please
- Closed-toe shoes for walking/hiking
- Towel
- Water bottle!
- Books, playing cards, etc
- Extra clothes

KEEP IN MIND

- Participants should be able to carry their belongings on their own. Avoid over-packing.
- Label all belongings with your camper's name.
- Since participants spend the majority of their time outside, please send clothing that is not expensive or new.

WHAT NOT TO BRING TO CAMP

DO NOT bring the following items to camp! Prohibited items will be returned, if appropriate, at the end of the day.

- Cell phones
- Cash
- Personal sports equipment
- Electronics, including phones, kindles, tablets
- Matches or lighters
- Animals
- Fireworks
- Pocket knives, or weapons of any kind
- Alcohol, drugs, tobacco products

LOST & FOUND

ITEMS LEFT AT CAMP

Please remember to label each piece of your child's camp gear and clothing with their first and last name. At the end of each camp session, all unclaimed items will be displayed for families to check. Items with no identification are kept at Peacock Family Services until the end of summer. Call (206) 780-1505 for inquiries. After one year, all items will be donated to charity.

ITEMS LEFT IN PUBLIC

In the spirit of Leave No Trace, Nature Nuts staff and participants complete a visual sweep of visited locations prior to departure to remove trash and claim any discovered items. Peacock Family Services and Nature Nuts are not responsible for lost, damaged, or stolen items. We will attempt to reunite lost items with their owners if they are labeled.



SUMMER READING

Peacock Family Services is committed to year-round learning. We're building time into our busy camp schedule for campers to keep their reading skills sharp during the summer months. What better place to explore the joys of reading than at camp during the quiet of rest time, outdoors under the shade of a tree or on the beach during a sunny afternoon! Please encourage your camper to pack a book or magazine to read during this relaxing portion of our daily program.

HEALTH INFORMATION

The health and safety of your child is our primary concern. To ensure our health care staff have the information necessary in advance, the Health & Safety Packet must be returned to Peacock Family Services upon receipt, or immediately upon registration if registering after June 15th. Staff cannot accept health forms at Check-In.

HYGIENE STANDARDS

Cleanliness is a key component to keeping participants healthy. Participants will be encouraged to wash their hands prior to every snack and lunch. Your pre-camp support of this concept is appreciated.

HEAD LICE

Head lice can become an issue anytime you gather children together at school, day care, or camp. It is not indicative of uncleanliness and anyone can get them. Because lice are easily transmitted and require several steps to eliminate, we cannot keep children at camp who are found to have nits or head lice.

To help ensure that all participants have a positive experience at camp, it is your responsibility to check your camper for head lice before camp begins. If nits or head lice are found, you must do a thorough treatment of the hair and all personal belongings to remove all nits and lice before the camper arrives at check-in. Information on treatment can be found online or via the health department.

We intend to inspect each participant's hair at our check-in location on the first day of camp. If any nits or head lice are found, we will be unable to allow your camper to check-in. Based on session availability, we will be happy to move your camper to another session but will not issue a refund.

If nits or lice appear during your camper's week at camp, you will be notified and given further instructions on how we will proceed.

Thank you for helping us keep all kids healthy.

"MEDICAL HOLIDAYS"

We strongly discourage families whose children are on medication throughout the year from putting them on "medical holiday" while they are at camp. It is not always in the child's best interest to take time off from their medication. We will be as accommodating as possible with your physician's recommendation.

COMMUNICABLE DISEASES, FRACTURES, BREAKS, & STITCHES

Children with communicable diseases will not be allowed to attend camp until they are free of the disease, or until they are no longer contagious, as determined by a doctor. Participants with fractures, breaks, or stitches must have written permission from their physician to attend camp, as well as permission from Peacock Family Services (206) 780-1505. See below for more information on COVID19.

ILLNESS & ACCIDENTS

Nature Nuts staff are trained and certified in both CPR and First Aid.

A designated emergency vehicle is available at all times. If medical treatment beyond first aid is required, staff will make every effort to contact the family starting with the lives-with parent or guardian, then the emergency contact.

In our experience, participants with medical conditions feel more comfortable recuperating at home. In such situations, staff may contact parents or guardians and request that they come early and pick up their child from camp.



MEDICATIONS

It is essential that precautions are taken regarding the administration of medications to youth. Medications include over-the-counter drugs, prescription medications, and topical ointments. Nature Nuts administers medications using these guidelines:

- Medications can only be administered to your camper as authorized by their Health & Safety Packet.
- Medications are administered by staff only as directed by the medication label or as authorized by a physician.
- Over-the-counter medications require written consent from a health care provider with prescriptive authority if they are not included in the list below. The following medications can be administered with the written consent of a parent or legal guardian:
 - Antihistamines
 - Decongestants
 - Diaper Ointments
 - Lotions for Dry or Itchy Skin
 - Non-Aspirin Fever Reducers/Pain Relievers
 - Non-Narcotic Cough Suppressants
 - Non-Talc Powders
 - Sunscreen
- Vitamins, herbal supplements, and fluoride require written consent from a health care provider with prescriptive authority.

If you will be sending any over-the-counter or prescription medications or vitamins, please follow the instructions below:

1. Regulations require us to dispense all medication only from the original container. Over-the-counter medications, prescribed medications, and vitamins must be sent in their original containers with the original pharmacy label. Your pharmacy can provide you with an extra container if needed.
2. Prescription medication must be prescribed to the participant. No exceptions.
3. Complete the Medication Authorization Form in the Health & Safety Packet which will be sent to you two weeks prior to the start of your session. Please include all medications and/or vitamins being sent to camp. Directions on the container label must match your written directions on the medication form.
4. Only send the exact dosage (plus two extras) your camper will need during their session. Exact directions for dispensing the medicine along with the time that it should be taken must accompany the medication.
5. Place the medications in their original containers in a plastic bag with your camper's name and turn them in to staff at the check-in table.

Medications turned into staff at check-in will be kept in a lock box throughout the day, and our staff will dispense your camper's medication according to the instructions outlined by the Medication Authorization Form. When you arrive to pick up your camper at the end of the day, medications will be returned to you.

COVID19 UPDATES

We understand that many families are in need of care regardless of the pandemic, and the importance of programs like ours for school-age children. Therefore, we have updated policies during the COVID-19 outbreak. We will follow all guidance from the Governor, CDC, and DCYF, and the Department of Health. These guidance's will be followed in order to reduce the risk of virus transmission between children, families, and staff.

We will not allow children, youth, staff, vendors, parents/guardians, or guests on site if they or anyone in their family:

- Are showing symptoms of COVID19
- Have been in close contact with someone who has a confirmed or suspected COVID19 in the last 14 days
- Health care providers and EMS workers who wore proper personal protective equipment (PPE) are exempt

Please, look at our COVID-19 health & safety manual on our website for details on masks, health screenings, check in and drop off, physical distancing, signs of COVID-19 & more policies.

HANDWASHING When hands cannot be washed using soap and water, hand sanitizer is provided with at least 60% alcohol and fragrance free. Children and staff will wash hands:

- Before and after eating
- When entering the classroom
- Before and after touching eyes, nose, and mouth
- Before entering the vehicle
- After a cough or sneeze
- After using the restroom

IF SIGNS DEVELOP OF COVID19

If signs develop of COVID-19 with any children or staff, the individual in question will be isolated from others, with supervision at a 6ft distance, until that individual can leave. If that person is diagnosed with COVID-19 they must notify the program immediately.

CONFIDENTIALITY

The identity of individuals who have suspected of diagnosed COVID-19 is protected confidential health information and will not be disclosed. All members of the community are expected to respect privacy and confidentiality and to not speculate on the identity of, or in any way target, individuals who are suspected of or diagnosed with COVID-19.

PREVENTION & RISKS

Peacock Family Services & Nature Nuts will do everything in their utmost ability to prevent and reduce the transmission of COVID-19 between staff, children and youths, maintain a healthy operation and maintain a healthy work environment. We are calling on all individuals (or their guardian) to act in a responsible way to reduce the transmission of this virus and if they are or may be infected to follow the necessary precautions.

In sending their child to the program, parents recognize the risk and agree that Peacock Family Services and Nature Nuts will not be held responsible for potential exposures.

DROP-OFF & PICK-UP PROCEDURES

- Check in with staff
- Turn in all medications (do not pack medications in your camper's bag).
- On the first day of camp, verify authorized pick-up persons.

AUTHORIZED PICK-UP

Authorized pick-up persons must be listed on your camper's authorized pick-up list in the Health & Safety Packet. Your camper will not be released to anyone not on the authorized pick-up list. If your camper has medications, they will be returned to you at this time.

Without authorization, staff will attempt to contact a lives-with parent or guardian, followed by the emergency contact, to confirm the release of a camper. Persons verified in this way will be asked to present a photo ID to the staff in charge before your camper can be released into their care.



PAYMENTS

Final payment must be received in the Peacock Family Services office on listed due date. Full payment is required before attending the program.

Make checks payable to Peacock Family Services and send to 305 N. Madison Avenue, Suite C, Bainbridge Island, WA 98110. There will be a \$20 charge for returned checks. We also accept Visa, MasterCard, American Express, and Discover, in person or over the phone.

REFUND POLICY

If your camper is unable to attend camp, please notify the Program Director immediately. To receive a refund, you must notify us at least one month prior to the session start date. According to how you originally paid the fees, a check or credit card refund will be issued, less the 10% cancellation fee. Cancellations made 2-4 weeks prior to the session start date will receive a 50% refund. Any cancellations or refund requests received within two weeks of the session start date will not receive a refund unless the space is filled prior to the first day of the session. If the space is filled, you will receive a 50% refund. Please allow 2 weeks for processing refunds.

LATE ARRIVALS & NO SHOWS

If your camper will arrive late to camp or will be picked up early, please notify the Program Director at least 48 hours in advance to make arrangements. If a participant does not show up by 9:30am, staff will call the primary contact to determine the participant's whereabouts. If the group has already departed for the day, you will need to meet up with the group to drop off your camper. Contact the Nature Nuts Program Phone for location details. No refunds are given for late arrivals or no shows.

BEHAVIORAL CHALLENGES

It is our policy to consult with parents and guardians on strategies for dealing with participants who have behavioral problems. Staff will make every effort to call the family starting with the lives-with parent or guardian, then the emergency contact. When the welfare of the participant, other participants, or property/ equipment is jeopardized, the parent(s) or guardian(s) will be notified to pick up their camper at their own expense. Travel arrangements will always be made in advance with the parent or guardian. Program fees will be forfeited.

PEACOCK FAMILY SERVICES

305 N. Madison Avenue, Suite C

Bainbridge Island, WA 98110

Phone: (206) 780-1505

Hours: Monday – Friday, 8:30am-4:30pm

info@peacockfamilyservices.org

PEACOCK FAMILY SERVICES

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(206) 780-1505

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NATURE NUTS

PROGRAM DIRECTOR

Brady Fullwood

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Office Phone: (206) 780-1505

Program Phone:

(360) 471-1993 (9:00am to 4:15pm)

(360) 590-8275 (9:00am to 4:15pm)

Hours: Monday – Thursday, 9:00am to 4:00pm

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