

# Brantwood Camp

Since 1904

## Handbook – Summer of 2018 –



Brantwood Camp

PO Box 3350

Peterborough, NH 03458

603-924-3542 ♦ fax 603-924-9307

[info@brantwood.org](mailto:info@brantwood.org) ♦ [www.brantwood.org](http://www.brantwood.org)

# Brantwood Camp

Since 1904

– Online Resources –

[www.brantwood.org](http://www.brantwood.org)

View photos and get information from the official  
Brantwood Camp website.

Follow Brantwood Camp on Facebook.

A great resource for parents of campers:

<http://www.campparents.org/>

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## Message to Parents & Sponsors from the Executive Director

### Welcome to the camp season!

As we prepare for the camp season, I am inspired by the commitment and passion of all the people who share the belief that Brantwood has a positive impact on the campers we serve. The staff is eager to share the history, scenery and experience of Brantwood Camp with all who journey down the camp road.

Since 1904 Brantwood has continued to endure, evolving and improving each year, yet never losing sight of its core mission to provide “a fun, positive camping experience for boys and girls...who would not otherwise have had the opportunity...”

What is the secret that makes Brantwood endure? To me, it is a safe place that provides campers with a haven from the pressures of everyday life. We offer a sanctuary where kids can slow down and enjoy their youth. They spend their days playing sports, hiking, swimming, singing and enjoying the beautiful surroundings of Brantwood. Campers can challenge themselves and still be kids, hangout with their friends, learn and grow with a diverse group of peers and staff.

This handbook provides you with all the information about Brantwood Camp you'll need as you prepare your child for camp. Please use it as a reference to guide you right up to and through your child's term at Brantwood; it contains details that are crucial regarding transportation, packing, mail, and directions to camp, etc.

If you have any questions or concerns about Brantwood or the registration process please feel free to contact me.

All the best-  
Kevin Mitrano  
Executive Director  
Brantwood Camp

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## Registration Details

### Payment of Camp Fee

The total cost of one term (16 days) at Brantwood is \$250. A \$75 payment is required with your initial application. The balance of \$175 is due at least two weeks prior to your child's term. If the total amount has not been paid by that time, we will assume your child is not attending Brantwood, and we will contact a family that has been waiting patiently on our waiting list. Campers may register for only one term per summer. We encourage families who can pay more towards the actual cost of camp to do so.

### Refund Policy

The initial fee of \$75 is non-refundable (unless we are unable to accept your child). Cancellations within two weeks of your child's term are subject to forfeiture of the entire \$250.

### Returning & Sponsored Campers

Returning campers and sponsored campers will have first priority in registering but we encourage you to return all forms as quickly as possible.

### Early Dismissal

On the first day of Camp, campers will be oriented to bus safety rules and general Camp rules. They are expected to follow these basic ground rules for behavior while at Camp. Brantwood reserves the right to send a child home if deemed necessary by the camp administration. In such cases, it is the parent/guardian's responsibility to provide the necessary transportation.

*For further registration information and/or questions, please contact:*

Brantwood Camp  
PO Box 3350 ♦ Peterborough, NH 03458  
Phone (603) 924-3542 ♦ Fax (603) 924-9307  
[info@brantwood.org](mailto:info@brantwood.org) ♦ [www.brantwood.org](http://www.brantwood.org)

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## Health Information

Your child's health and safety are our top concerns at Brantwood. Our policies and expectations are designed with this in mind. Each year, our camp is inspected and licensed by the State of New Hampshire. Brantwood has a strong record of "excellent" ratings.

### Health Facilities and Staffing

The boys and girls camps have their own health facility on site, each staffed by a full-time nurse (RN or LPN) who is responsible for the health care of our campers. When necessary, Monadnock Community Hospital is just minutes away from Camp for emergencies or doctors visits. There are also staff who are certified in CPR and First Aid.

### Emergencies

If your child requires care from the local hospital or the camp doctor you will be notified by phone by the camp nurse or director.

### Health Form

Each camper must submit a complete health form prior to acceptance. Please complete the Health History as accurately and completely as possible and sign where designated. Please ensure that your child's physician completes the immunization record (or provides a copy), fills out the appropriate side of the form, and provides his/her signature. Understand that we will immediately send home any child who arrives at Camp without the required health forms signed, completed and on file.

### Physical Examination

Brantwood Camp policy requires that we have, on record, a camper physical form that has been completed within the last year.

### Insurance

Parents/guardians will be responsible for all health-related charges incurred while their child is at Brantwood. Insurance carriers and policy numbers are required on the camper's health form.

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## Medications

The Camp nurses administer medication according to its directions. If your child takes medication at home and you intend for him or her to receive it at Camp as well, please understand and abide by these following guidelines:

- In order for your child to receive either prescription or over the counter medication while at Camp, you must complete the appropriate medication form. If your child is to receive more than one medication, specific directions must be completed for each one separately and the medication form must be signed by the camper's parent/guardian and physician.
- Drug holidays are generally not appropriate or successful at Brantwood. If you are considering sending your child to Camp without medication that s/he takes in school and during the rest of the year, please call the Executive Director to discuss this possibility.
- Medications must be sent in the original pharmacy bottle with your child's correct name and correct instructions on the bottle's label.
- If the directions have been changed from what is written on the bottle, you must have your child's health care provider send the correct, written directions with his/her signature. Otherwise, the medication will not be given.
- All inhalers must have your child's name on them. Correct, written directions must be included on page 2 of the medication form.
- All medications must be kept in the infirmary and dispensed by the camp nurse. According to New Hampshire state law, no medications may be kept in cabins with campers. The exception to this is asthma inhalers and epi-pens, which may be carried by the child only with completion of page 2 of the medication form, which must be signed by both parent/guardian and physician.
- At the end of each term, all parents picking up their child at Camp should see the nurse in order to be handed their child's medications. For those campers who travel home by bus, their medications will be bagged and handled by the staff chaperones on the bus.

**Please make sure your child has enough medication to last the entire term away from home (16 days).**

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## Transportation

If transportation plans change or you have concerns / difficulties regarding the buses, please call the Camp immediately: **(603) 924-3542**. If a camper is more than 15 minutes late to the bus location please call Camp to let us know they are on the way—if we do not hear from them, the bus may leave.

*If someone other than the parent/guardian is picking a camper up from Camp or the bus drop-off locations, the Camp office must be notified in writing. Said person must be prepared to show picture identification to the Camp's representatives.*

**Boston Area Bus Transportation:** Brantwood provides free chaperoned bus transportation to and from Camp for families in the Greater Boston area. On the first day of each term, charter buses from Wilson Bus Lines will pick up campers at the **Riverside MBTA Station (335 Grove Street Newton MA; Exit 22 off Route 128 or last stop on Outbound Green Line D train)**. As you turn into the station by car, our charter buses will be in the back left corner of the lot.  
**First day of camp:** Please check in with the counselors by 12:30 p.m.  
**Last day of camp:** Buses will return to the same location around 1:00 p.m.

**Lawrence Area Bus Transportation:** The bus to/from Boston will stop in the Lawrence area at the **North Andover Mall (350 Winthrop Avenue, North Andover, MA)**. Meet on the Payless Shoes side of the mall.  
**First day of camp:** Please check in with counselors by 1:45 p.m.  
**Last day of camp:** Buses will return to the same location around 12:00 noon

**\*\*\*New Location\*\*\*New Location\*\*\*New Location\*\*\***

**New York/New Jersey Bus Transportation:** Brantwood's chaperoned, round trip bus transportation from New York/New Jersey departs from one location: **Hudson County School of Technology/Explore2000 Middle School 180 9<sup>th</sup> Street Jersey City 07302**.  
**First day of camp:** Please check in with counselors by 9:30 a.m.  
**Last day of camp:** Buses will return to the same location around 3:30 p.m.

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**\*\*\*New Location\*\*\*New Location\*\*\*New Location\*\*\***

**Katonah, New York Bus Transportation:** Brantwood's chaperoned bus will stop at the Katonah NY Metro North Train Station Parking 50 Woods Bridge Road, Katonah NY 10536.

**First day of camp:** Please check in with counselors at **11:30 a.m.**

**Last day of camp:** the bus will return around **1:30 p.m.**

**Drop-off and Pick-up Procedures**

For parents and sponsors driving directly to and from Brantwood, please adhere to the following times:

**First day of camp:** Campers should be dropped off between **3:00-4:00 p.m.**

**Last day of camp:** Campers should be picked up at **11:00 a.m.**

**\*\*\*\*\*Best address for GPS\*\*\*\*\***

**Brantwood Camp  
127 Brantwood Camp Road  
Greenfield, NH 03047**

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## Parent/Camper Communication

### Mail and Care Packages

One of the best ways to alleviate homesickness and show your child that s/he is in your thoughts is to send mail. We encourage you to send letters and postcards frequently, throughout your child's term at camp.

Mailing addresses for camper mail are as follows:

[Name of Camper]

Brantwood Camp (Girls or Boys)

PO Box 3350

Peterborough, NH 03458

One great idea is to plan ahead and have a letter waiting for your child on the first day of camp that is optimistic, encouraging, and envious in tone. We also encourage you to send "care" packages (candy or treats) the size of a shoebox. They will be made available to your camper during specific times within the program. Packages sent via UPS or Fed Ex may be sent to 800 Sand Hill Road, Peterborough, NH 03458. Please make sure to label all mail and packages clearly with your child's name.

### Telephone Policy

Campers are not permitted to use the camp telephone or cellular phones to make or receive calls. If a camper is sick or is facing a problem other than a typical level of homesickness, we will call you. However, in the case of a family emergency, the Camp's main telephone number is: (603) 924-3542.

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## Packing List

Make sure to pack enough clothing for the full term, as Brantwood does not have laundry facilities. At the same time, when packing, keep in mind that the cabins have limited storage space; so only bring what you need. The following list will help you choose what to pack. Take the weather into account when packing — days get very hot, and the evenings get rather chilly; rain is a given. Don't pack anything of value—items get lost, damaged & left behind.

### **DO NOT PACKED CELL PHONES OR ELECTRONICS.**

#### What to bring:

- Sleeping bag or sheets & blankets
  - Pillow & pillowcase
  - Duffel bag or light luggage
  - Clothing for 16 days (underwear, socks, t-shirts, shorts, long pants, sweatshirts, warm jacket, etc.)
  - Swimsuits & towels (2–3 each)
  - Rain gear
  - Fleece Outerwear
  - Sturdy sneakers (2 pairs)
  - Shower shoes/flip flops
  - Toiletries (soap, toothpaste, toothbrush, deodorant, shampoo, etc.)
  - Flashlight, with extra batteries
  - Day backpack
  - Water bottle
  - Baseball/softball glove (if you have one)
  - Writing materials (paper, pens, pencils, envelopes, stamps)
  - \$20- \$25 for Camp store
  - Hat or bandana
  - Sunglasses
  - Insect repellent (no aerosols )
  - Disposable camera
-

## A Typical Daily Schedule

7:00 a.m.	Rising Bells
7:15 a.m.	Morning exercises at flagpole

### 7:45 a.m. Breakfast

8:30 a.m.	Duties: Each cabin cleans up an area of Camp
8:45 a.m.	Daily cabin clean up
9:30 a.m.	Chapel (inspirational talk by a counselor)
9:45 a.m.	Activity Period 1 (i.e., soccer game)
10:45 a.m.	Activity Period 2 (i.e., instructional swim)
11:45 a.m.	Activity Period 3 (i.e., ropes course)

### 1:00 pm Lunch

1:45 p.m.	Rest Hour: Write home, rest, work on challenges
2:45 p.m.	Activity Period 4 (i.e., nature period)
3:45 p.m.	Activity Period 5 (i.e., basketball game)
4:45 p.m.	Activity Period 6 (i.e., swim)

### 6:00 pm Dinner

6:45 p.m.	Free time or evening program
8:30 p.m.	Campfire: Sing-a longs, skits, games, etc.
9:30 p.m.	Lights out

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## Expectations & Rules for Camper Behavior at Camp and on the Bus

We have found it helpful to make sure that campers and their families are well aware of Brantwood's expectations before they arrive. First and foremost, it is crucial that each camper wants to come to Brantwood and is ready to approach our program with an open mind and a willingness to put forth his/her best effort. Beyond that, we ask that our campers strive to live up to the Brantwood Ideals: Honesty, Loyalty, Cooperation, Good Sportsmanship, Unselfishness, and Respect. Each camper must live up to the following expectations while at Brantwood:

### Camper Rules

- I will use polite language when talking with others.
- I will keep my hands and feet to myself.
- I will accept diversity as part of the camp experience
- I will not fight or be disruptive
- I will wear shoes at all times (except during swims).
- I will follow directions given to me by a counselor.
- I will stay with my group unless asked by a counselor to do differently.
- When riding a bus I will sit in my seat facing forward, keep my hands and feet in the bus, and follow instructions from the driver or Brantwood staff.

### Camper Responsibilities

- I will demonstrate respect for myself, others (campers and counselors) and Camp property.
  - I will be open-minded, ready to try new activities, and meet new people.
  - I will help other campers and give them encouragement even when they are not perfect, because that is what I would like in return.
  - I understand that if I do not follow the rules, or if I fail to honor my obligation to others in Camp, I may be asked to leave the program.
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## Preparing for Camp

Summer camp is often a new experience for parents as well as children. There are many ways in which you can support your child as s/he prepares for this experience away from home.

Here are a few suggestions that we have found helpful over the years:

- Begin preparing your camper by talking positively about camp. Stress the fact that s/he is “going” to camp, rather than being “sent away” to camp.
  - Try to avoid statements like “We’re going to miss you terribly.” Camp is going to be a wonderful experience for your child, so try not to make him/her feel badly about going away.
  - Build up his/her confidence by talking about some of the activities s/he will be doing and the opportunity s/he’ll have to make new friends.
  - Avoid such statements as “If you don’t like camp, you can come home.” Children who are experiencing difficulties adjusting to camp will compound the problem by not giving it a fair chance. Often they will close their minds and focus on going home.
  - Speak openly with your child about homesickness before Camp, and let him/her know that it is a natural feeling for everyone. Children who have the opportunity to work through this with positive encouragement feel a tremendous sense of pride and accomplishment. Camp is all about being on your own, enjoying the outdoors, and having new experiences.
  - While painting a bright and promising picture of Camp, do not forget to mention some of the not-so-glamorous realities of outdoor living (i.e., bugs, unpredictable weather). Also acknowledge that new situations can sometimes be difficult. Discuss with him/her in a positive way how s/he can benefit from being away from home.
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## During Camp

### Homesickness

Feeling homesick is a natural part of any child's experience at summer camp. Parents or guardians can have a tremendous impact on helping a child work through homesickness. Brantwood makes the following suggestions:

- Send plenty of mail. Make sure your letters are written in a happy tone.
- Supply your child with enough stamps and addressed envelopes to be able to write letters. (Although they may not write back as frequently as you might hope, as camp life is very active.)
- If you receive a "homesick letter" from your child, don't be alarmed. Many campers may complain because others are doing so, because they need reassurance, or because they feel guilty for having such a good time. Remind your child how excited s/he was about going to Brantwood and provide reassurance that s/he can handle the experience.
- A parent missing a child is just as common as a child feeling homesick. If you are feeling "kidsick" talk to other parents or friends about your anxieties, but don't verbalize your concerns to your child.

For some campers, it is not so easy to overcome homesickness. In these cases, the camper's counselor sits down with the camper and tries to facilitate the situation through concentrated personal attention. One of our primary goals is encouraging children to become more independent. Homesickness is a feeling that children learn to overcome, not eliminate (we would expect that a child would miss the comforts and routines of home) and by working together — parents/guardians, sponsors, and Camp staff — we can help each child to have fun.

Excellent advice on homesickness can be found at [www.campparents.org/homesickness](http://www.campparents.org/homesickness)

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## Directions to Brantwood Camp

As with any travel plans, Brantwood encourages you to consult a map before starting your trip. The routes suggested below are subject to construction, traffic, and unforeseen changes that may affect your traveling time. Please be aware that the roads to and from Brantwood are typical of a rural area.

- From Boston and Eastern Massachusetts:

Take Rt.128 North to Rt. 3 North. Follow Rt. 3 North to Exit 7W, Rt.101A West toward Amherst and Milford. Travel 7.5 miles through many traffic lights before you make a left onto Rt.101 West toward Wilton and Keene. After 5 miles, turn left on Rt. 101 West. Continue on 101 West until you enter the town of Peterborough. Turn right onto Rt. 202 East/North towards Hancock and Antrim. Travel 1.1 miles on Rt. 202 and make a right onto Sand Hill Rd. (directly after Woodman's Florist on your right). Go 3.9 miles up Sand Hill Rd. and the entrance to Brantwood will be on your left.

- From Concord, NH and points Northeast:

Travel on Rt. 202 West through Hillsborough and Antrim toward Peterborough. As you near the town of Peterborough, you need to make a left turn onto Sand Hill Rd. (just before the Jack Daniels Inn on your right). Go 3.9 miles up Sand Hill Rd. and the entrance to Brantwood will be on your left.

- From Keene, NH and points West:

Follow Rt.101 East to Peterborough. In Peterborough, take a left onto Rt.202 East toward Hancock and Antrim. Travel 1.1 miles on Rt. 202 and make a right onto Sand Hill Rd. (directly after Woodman's Florist on your right). Go 3.9 miles up Sand Hill Rd. and the entrance to Brantwood will be on your left.

- From Jaffrey, NH and points South:

Follow Rt.202 East/North to Peterborough. Take a right at the light to stay on Route 202. You will pass a shopping center with an Ocean State Job Lot Store, take a left onto Rt. 123 North and Rt. 202 East toward Hancock and Antrim. Travel 1.1 miles and make a right onto Sand Hill Rd. (directly after Woodman's Florist on your right). Go 3.9 miles up Sand Hill Rd. and the entrance to Brantwood will be on your left.

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- From Worcester, Mass:

Follow Route 190 North to Route 2 West. Follow Route 2 West to Gardner, MA. In Gardner get on Route 140 North. From 140 North get onto Route 12 North. In Winchendon, MA take a right onto Route 202 North and follow this into Jaffrey, NH. Follow the directions above from Jaffrey, NH to Brantwood.

- From New York City and New Jersey:

Take Rt. 95 North to New Haven, CT. In New Haven, take Rt. 91 North through Connecticut and Massachusetts until you Exit 28A for Rt. 10 in Bernardston, Northfield, MA. Take Rt. 10 North through Northfield, MA, to Keene, New Hampshire. When Rt. 10 intersects Rt. 101 in Keene, take a right onto Rt. 101 East. Travel on Rt. 101 East to Peterborough, NH, for approx. 20 miles. After you pass a shopping center with an Ocean State Job Lot Store, take a left onto Rt. 123 North and Rt. 202 East toward Hancock and Antrim. Travel 1.1 miles and make a right onto Sand Hill Rd. (after Woodman's Florist on your right and across from the Jack Daniels Inn on your left). Go 3.9 miles up Sand Hill Rd. and the road to Brantwood Camp will be on your left.

- From Connecticut:

Follow the directions above from New York and New Jersey. Depending on where you are in Connecticut you will follow the directions from either Route 95 North or Route 91 North.

- Internet Mapping & GPS Directions:

You can access directions via most Internet mapping programs and GPS units using this address: **127 Brantwood Camp Road, Greenfield, NH 03047.**

Please note that Brantwood is located in a very rural location and, in addition to any Internet directions or GPS units you may use, we strongly recommend that you refer to a map for your route of travel.

- Approximate Travel Times:

Boston & Eastern Mass. 2 ½ hours  
Concord, NH: 1 hour  
Keene, NH: 45 minutes  
Jaffrey, NH: 20 minutes

NYC and New Jersey: 4 to 5 hours  
Worcester, MA: 1 ½ hours  
Hartford, CT: 2 ½ hours

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## Miscellaneous Details

### Cell Phones

A residential camp experience is a unique opportunity for your child to improve his/her confidence and ability to be independent in a safe and supervised environment. An important part of our commitment to your child is to minimize distractions so that each camper can fully focus on the Brantwood program, activities, and opportunities to build relationships with the staff and the other campers. Cell phones are therefore not permitted in Camp.

### Communication

A member of the Camp's administrative staff will contact you via phone if there is a need to communicate anything about your child's camp experience that is out of the ordinary (i.e. extreme homesickness, an illness, etc.). While your child is at Camp, Brantwood's priority is engaging your child in safe and fun activities, and providing supervision. If you have a concern or you wish to check on your camper you may call the Camp office, and a Brantwood staff member will call you back during a time that does not disrupt programming.

### Photographs and Media

Unless you indicate otherwise on the Camper Application, Brantwood Camp may take and use photographs, slides, videos or other media of your camper for its records or public relations (i.e., brochures, Website, newsletter, presentations). Brantwood Camp does not approve or condone the use of any photographs, slides, videos or other media representation of campers or the Camp anywhere outside of the authorized Brantwood Camp publications or presentations.

### Cabin Assignments

Campers are assigned to cabins based on age, and number of years at Brantwood. We welcome but do not guarantee grouping requests.

### Lost and Found

All personal items should be marked with the camper's name in permanent marker. Every effort will be made to return lost or misplaced clothing or belongings. However, the Camp is not responsible for a camper's personal possessions.

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## Miscellaneous Details

### Facebook and Website Photo Albums

Brantwood's staff take hundreds of photos during the course of each session and we do our best to update photo albums on Facebook and the Brantwood Camp Website every few days. The photo albums are organized by year and session for your convenience.

### Camper Behavior

Brantwood Camp staff are trained to set clear expectations for camper behavior within their cabin group and at each activity. Campers are encouraged to do their best in all aspects of the Camp program and to work to make positive contributions to the Camp community. There are times when the difficult decision must be made to have a camper leave the program before the end of his/her session. The directors will make this decision when a camper is demonstrating dangerous or aggressive behavior, threatens the safety of him/herself or others, has difficulty following safety rules, has difficulty living in a cabin setting or is otherwise disruptive to the Camp community. It is the parent/guardian's responsibility to provide transportation home for a camper who is dismissed early. When the responsibility for transportation falls to the Brantwood staff, the family of the camper will be charged for round trip mileage and staff time.

### Items Left Behind at Camp

Brantwood Camp will make every effort to return items (clothes, shoes, etc.) left behind after a session at Camp. However, Brantwood is not responsible for these items nor is Brantwood able to incur the cost of mailing/shipping items back to their owner. If you wish items to be mailed/shipped back to you, they will be mailed Cash on Delivery (COD) only. Found items will be held for a maximum of 3 days following the session.

### Visitors

We ask that during your child's stay at Brantwood, you refrain from visiting your child. If there is an extenuating circumstance, please discuss the situation with the Executive Director beforehand. We ask for your support and cooperation.

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## Miscellaneous Details

### Camp Store

Throughout the term, campers will have the opportunity to occasionally purchase snacks and other small items from the Camp store. Please send along with your camper no more than \$25 in spending money. On the first day of each term, we collect all cash from the campers, allow them to charge items purchased to their accounts, and return any unused cash to them on the last day of the term.

### Other Questions?

Brantwood's Website has a detailed FAQ page that will answer many of your questions, and you are always welcome to contact the Camp office at 603-924-3542 or [info@brantwood.org](mailto:info@brantwood.org) with questions or concerns.

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