



2026 Handbook

# Your most fun summer ever awaits!

## Welcome to Camp Cowabunga!

Families & campers,

We are so excited to meet you! In the cold winter days, many of us count down the moments until we can begin planning a festive and warm summer program for you. We are thrilled to provide a sense of exploration, familiarity, and New England summer fun to ensure that all family members' needs are met.

At Camp Cowabunga, we strive to celebrate everyone as the courageous, inventive, kind, and talented person that they are. We will work with the beautiful resources we have at Moharimet Elementary School both indoors and outdoors in order to play group games, foster creativity with various types of art and STEM enrichment, work on being the kindest versions of ourselves, explore and learn in settings outside of Moharimet on field trips, and find many fun ways to stay cool in the summer heat! Growing Places values the importance and benefits of outdoor play and we will be spending our days in the warm sunshine as much as possible.

With the joys of summer of course comes the need for safety and learning in a summer camp setting. We hope that this handbook can serve as a teaching tool and illuminate and answer any questions, comments, concerns, or contributions that you may have. We are excited to learn, play, and grow alongside your campers.

Whether this is your first summer with us or you come every year, please be sure to read through this packet for events, themes, and rules and regulations. Feel free to reach out if there is anything that we can do to ensure your camper (and you!) has/have the best summer ever!

Kindly,

Erin Evans

Camp Cowabunga Program Director

[Email]: [moharimet@growingplacesnh.org](mailto:moharimet@growingplacesnh.org)

[Site Phone]: (603) 969-8677

# FAQS

**Where is Camp Cowabunga located?:** Moharimet Elementary School (11 Lee Road, Madbury NH.

**What are your hours of operation?:** Camp Cowabunga will operate from 8:00am-4:30pm Monday-Friday. Please note that our start date is subject to change depending upon ORCSD's last day of school and our closing day will depend on if they are performing any summer maintenance that requires us to vacate our camp program areas. Camp Cowabunga also follows Growing Places closures and holiday schedule.

**Will you be offering field trips, going to the pool, or will enrichment specialists come in?:** YES! We are currently exploring options for field trip venues. We are also in collaboration with Durham pool who were kind enough to host us weekly in summers past. Our goal is to provide a pool field trip weekly and at least one additional field trip or enrichment visitor opportunity biweekly. Stay tuned for more field trip information as camp gets closer!

**What should my child wear to camp?:** Closed toe shoes or summer shoes that will not go flying during active play, clothing that will keep them cool, UV protected and that is designed for playing outside, sunscreen, bug spray, art activities, and more!

**Do I need to bring sunscreen and bug spray for my camper?:** Nope! Camp Cowabunga is happy to provide both sunscreen and bug spray for each camper. **Please do not provide any topical substances unless your child(ren) has sensitivities or allergies. We've got you covered!**

**Should I really label everything that my child brings to camp?:** Yes!

**Can my child come a few days a week?:** While we understand that each family has unique summer plans and scheduling needs, we ask that campers commit to registering for full weeks of camp attendance at a time. If a camper would like to attend part time, guardians are still financially responsible for the full week of attendance. For example, if a camper attends just Monday and Tuesday, the camper's guardian is still responsible for Monday-Friday tuition.

**What does a typical day look like at Camp Cowabunga?:**

8:00- 8:45: Drop off outside on playground	BATHROOM BREAK
8:45-9:45: Playground time	1:00-1:30: Mindful Moments/Calm down time
BATHROOM BREAK	1:30-2:00: STEM
9:45-10:00: Morning meeting	BATHROOM BREAK
10:00-10:15: Wash hands	1:30-2:00: Sunscreen
10:15-10:30- Snack	2:00-2:30: Clean up, pack up, stack up, line up
BATHROOM BREAK	2:30-2:45: Picnic snack
10:30-11:00: Guided Art	2:45-4:30: Outside/pick up
10:30-11:00: Sunscreen & change	
11:00-11:50: Outside/ water play	
11:50-12:15: Wash hands/change	
12:15-12:45: Lunch	

**How much does camp cost?:** Based on some of our scheduling needs, each week of Camp Cowabunga has slightly different fees if it is a condensed week and the difference in cost will be prorated. Registration of \$75 is required at the time of enrollment as well as a \$20 deposit per each week attending. Our rates are below.

## RATES

Week	Theme	Dates	Rate
1	Mindful Moments	June 25 & June 26	\$116
2	Stars & Stripes	June 29 -July 2	\$232
3	Kindness is Cool	July 6 - July 10	\$290
4	Whimsical Woodlands	July 13 – July 17	\$290
5	NH Nature	July 20 – July 24	\$290
6	Going Green	July 27 – July 31	\$290
8	Medieval Magic	August 3 – August 8	\$290
8	Benevolent Bugs	August 10 – August 14	\$290
9	Classic Camp	August 17- August 19	\$174

## Rules and Regulations

### PARENT PICK UP/DROP OFF POLICIES

Parents must escort campers to the entrance of the Cowabunga space (front door of Moharimet if inside, playground if outside). If we are indoors, at the door, call our site phone (603) 969-8677 and a staff member will sign the child into the program. On the playground, please make verbal contact with a staff member and a staff member will sign your child into the program. **Camp Cowabunga staff will ONLY release campers to authorized individuals listed on the registration form and guardians will ONLY release their child(ren) to Camp Cowabunga staff. Any change in authorized individuals must be made in writing and kept on file.** Parents or authorized individuals must personally escort campers from the pick-up/drop off area and make verbal contact with a staff member who will sign him/her in or out before dismissal.

Cowabunga staff will ask for a valid photo ID to confirm the person picking up the child is an authorized individual. Cowabunga staff will call all authorized individuals if the child is not picked up by his/her scheduled dismissal time. All authorized individuals must be 16 or older.

## PICK-UP PROCEDURES

Pick-up at Camp Cowabunga takes place between **2:30-4:30 PM**. PHOTO ID is required for pickup EVERYDAY due to there being a multitude of varied staff. If you plan on picking your camper up prior to 2:30 PM, please send an email to [moharimet@growingplacesnh.org](mailto:moharimet@growingplacesnh.org) or call camp as early in the day as possible. No camper will be released to anyone whose name does not appear on their Camper Release Registration Form.

## LOCKED DOOR POLICY

Our program is licensed through the Department of Health and Human Services and the Bureau of Child Care Licensing. One licensing regulation states that parents/guardians should be granted direct, unannounced access to their child(ren). Because Moharimet Elementary School is a public school and, thus, a locked facility, we possess a waiver from the Child Care Licensing Bureau. We are however, required to notify families and keep your signature on file acknowledging that you have been notified. This permission sign off is within our registration form. Families are granted access to enter the building as they wish but must be granted entry by a Camp Cowabunga staff member due to the locked door facility.

## PAYMENT AND CHANGES IN SERVICE

Tuition Payment Schedule: Tuition payments are due on the first day your child attends each week. Tuition fees are not based on attendance, but registered days. There will be no reductions in fees or refunds given if your child is absent (i.e. sickness, vacation, emergency, unforeseen circumstances). **If tuition is not paid on time and according to this contract, we reserve the right to terminate care unless Assistant Executive Director (Sarah Nason) has been contacted via phone at (603) 868-1335 or emailed at [sarahnason@growingplacesnh.org](mailto:sarahnason@growingplacesnh.org). A late payment of \$10/week will be applied to your account for balances (2) or more weeks behind.**

Registration Fee & Deposit: A non-refundable registration fee of \$75.00 per child and a \$20 per week deposit for each child registered is required to secure your child's spot. These fees are due at the time of registration. Your child is not officially enrolled in our program until both registration fee and deposit have been made. This tuition deposit is credited to your account on your family's first day of Camp Cowabunga. Families receiving childcare reimbursement from the state of New Hampshire are exempt from the tuition deposit.

Changes/Cancelation: You will have until May 8<sup>th</sup> to make any changes to your registered weeks or to withdraw from summer camp.

Late Pick-Up Fee: If you are unable to arrive on time, you MUST call the Camp Cowabunga site phone at (603) 969-8677 so that both your child(ren) and the director can be prepared for the delay. If you are late picking up your child(ren) you will be charged an additional \$20 per occurrence plus \$5 per minute after the first ten minutes. If late pick-ups continue to occur your program director may have a conversation with you about the fit of our program for your family.

## HEALTH & SAFETY AND MEDICATION POLICIES

Your child's health and safety are our top priorities. The following completed forms must be on file for each individual camper before they begin:

- **Camper Emergency Consent Form:** A document which contains medical history and emergency contacts with a parent/guardian signature. (part of the registration packet)
- **Reunification and Relocation Forms:** In the case of an emergency where we must evacuate Camp Cowabunga to an alternative location, the reunification form ensures that your child is reunified with a trusted adult. (part of the registration packet)
- **Physical & Immunization Records:** The most up to date physical and immunization record (within the past year). This document should also list over the counter and prescription medication(s) that are currently prescribed to your child.
- **Medication Administration and Topical Substance Form (if needed):** ALL medication must be in original container(s) and administration of any oral or topical medication must be discussed with the Camp Director (Erin Evans) prior to enrollment as well as having the proper form and documentation on file. Prescription medication containers must have pharmacy labels and contain only the medication listed on the label. Medication will be given only in prescribed dosages and schedules. Any changes from what is printed on the label must be authorized in writing by your child's doctor.

**ALL HEALTH & SAFETY FORMS MUST BE COMPLETED BEFORE YOUR CAMPER(S) BEGINS AT CAMP COWABUNGA OR THEY ARE NOT PERMITTED TO ATTEND.**

**Failure to comply may result in inability to attend. All health and safety information forms are due no later than May 8<sup>th</sup>, 2026 or your camper's space may be given to another candidate with completed requirements.**

## ILLNESS AND HEALTH POLICIES

**Head Lice:** Camp Cowabunga has a "No Live Lice" policy. A camper may remain at camp with eggs or nits but must be sent home in the presence of live lice. They may return to camp after the first treatment if there is no evidence of live lice. A camper will be sent home at any point in the treatment process if there is a presence of live lice.

**Camper Illness/Injury:** In the event of any illness or injury other than a minor one, the parents, guardians, or emergency contact person will be notified as soon as possible. Emergency medical personnel may be called to the scene in an instance of an emergency.

## Growing Places Illness Policy:

As a state licensed organization, Growing Places must follow regulations regarding the exclusion of ill children, along with our own organizational guidelines. Children's health is of our utmost concern followed by the ability of staff to meet the needs of children who are ill while still caring for well children in our programs. **Children who are not well enough to participate fully in our programs should be kept at home to rest.**

- Children with any of the following symptoms **will not** be allowed to attend our programs:
  - Fever (100.4 or higher)
  - Cough
  - Sore Throat
  - Congestion
  - Runny nose if not affiliated with change of weather or known allergies
  - Fatigue
  - Flu like symptoms
  - Shortness of breath
  - Loss of taste or smell
  - Unexplained rash
  - Diarrhea/vomiting
- Children with diarrhea, vomiting, excessive congestion or a temperature of 100.4 or higher (99.4 under the arm) may not return until they are symptom free for at least 36 hours without any fever reducing medication.
- During the day we will be evaluating each child on an individual basis by considering their ongoing health and wellbeing. If a child is showing any of the above symptoms, they will be isolated, you will be contacted, and you will need to pick up your child **within 1 hour**.
- For certain contagious bacterial illnesses (e.g. strep throat) that typically require antibiotics, your child will need to be excluded for a period. Depending on the illness, typically 48 hours.
- Growing Places uses the DHHS Disease Handbook to determine exclusion periods as well as if other families need to be notified. Growing Places only notifies families that certain illnesses are present within the school, not which child has the illness.
- A child may also be excluded if their illness prevents them from participating comfortably and fully in our programs, or if the ill child requires more care than the staff can give, which may result in compromising care for other children. There are other less common illnesses which also require exclusion. Please contact your Program Director with questions or for more information about symptoms or length of time a child must be excluded from the program. If your child will not be attending due to illness, please call that site to inform your child's teacher.
- Growing Places reserves the right to close a classroom should teachers become ill and/or there are not enough staff to provide safe, quality programming. It is important that you keep your child home if they are not feeling well.

## BEHAVIOR MANAGEMENT POLICY

It is important that we take appropriate action to make sure your child and other children remain safe and happy while at camp. Our behavior management plan begins with positive reinforcement to strengthen camper character and prevent inappropriate behavior from taking place. Campers that fail to follow camp rules are treated fairly and appropriately and offered accommodation before termination of care. All staff members have the support of experienced directors to provide guidance and intervene if necessary. The following policies pertain to actions by a child to another child or to an adult or parent towards any child or staff. **The director, upon notification to the parent, may suspend or terminate a child or family from all activities and participation in the program for the following types of recurring misconduct by you or your child:**

- Injuring another person
- Use of foul language or rudeness
- Verbal or physical threats
- Bringing in or using illegal substances
- Engaging in fighting
- Failure to consistently follow program rules and staff directions
- Leaving the facility without permission or going into posted unauthorized areas
- Running from the group space or running from group during outings
- Not following check-in and out procedures
- Defacing camp or school property
- or field trip facilities
- Stealing or vandalizing another person's property

**DISCIPLINE POLICY:** Camp Cowabunga expects that every individual will be responsible for their behavior and will be respectful towards others. From time to time, all individuals need help and direction in learning, developing, and maintaining appropriate behavior. If an individual exhibits frequent disruptive and/or aggressive behavior, a family conference will be scheduled. Continued disruptive and/or aggressive behavior after this conference may result in temporary suspension or permanent dismissal from the program. We recognize that children go through different developmental stages throughout their time with us. Therefore, each case will be addressed on an individual basis. Together, we will attempt to work out a system of accommodation to manage the behavior. **Parent/guardian refusal to discuss or collaborate on a behavior management plan or accommodation will result in termination from Camp Cowabunga.**

**DISMISSAL FROM CAMP:** Dismissal from camp will occur if after a conference with the parents/guardians, camper, and camp director, the disciplinary instance cannot be resolved. If a camper is dismissed for disciplinary measures due to severe behavior violation, no refund will be issued for the unused days. **A camper may be suspended or terminated *immediately* for severe behavior such as physical violence, harm to other campers or staff, or attempts to leave adult supervision.**

**CHARACTER DEVELOPMENT AT CAMP COWABUNGA:** Camp Cowabunga is focused on nurturing the potential of every child. We provide activities that benefit children physically, emotionally, socially, and intellectually. Activity and event plans are made on a foundation of character development and child-fostered interest. It is our goal to help campers discover the strength of their character through their experiences with us at camp. Recognition and behavior management practices are utilized using this method as well.

# Camp Cowabunga Checklist of Awesomeness!

**Please bring the following to camp! Check it off once it's packed!**

- A change of clothes
- A change of shoes
- Sun protection: sunhat/baseball cap/sunglasses
- A healthy and delicious non-perishable lunch that does not require refrigeration or heating in a lunchbox **THAT YOUR CAMPER CAN CARRY INDEPENDENTLY**
- Two snack times worth of healthy and delicious snacks
- LOTS of cold water in a water bottle (we have a bottle filling fountain!)
- A swimsuit, sandals/water shoes, and a towel if water play is desired by your camper. **During pool days please come with your swimsuit on!**
- A great book with your name on it
- A backpack or tote **THAT YOUR CAMPER CAN CARRY INDEPENDENTLY** to keep their belongings together

## **Things that are better left at home**

- Gum
- Electronics that include but are not limited to iPods/mp3 players, iPads, laptops, portable video game devices, and cellphones
- Trading cards (**NO POKEMON CARDS PLEASE**)
- Toys from home
- Illegal or dangerous substances
- Weapons or items resembling weapons
- Valuables
- Umbrellas