



2026

Camp Simchah Family Handbook

Camp Simchah

(Campers entering grades 1-7)

Camp Simchah Specialty

Performing Arts, Art, Tennis, EHS STEM, Travel,
Sports, Basketball, and Pickleball

(Campers entering grades 3-7)

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Welcome to Camp Simchah 2026

Summer at camp is about more than activities. It is about who children become and the stories they carry with them long after the season ends.

This summer, I am focused on one idea:

The Summer You Remember. The Stories They'll Tell for a Lifetime.

That focus shapes how we plan and how we lead each day at camp.

Joy is at the center of Camp Simchah. We build it by creating an environment where children feel safe, connected, challenged, and proud of who they are becoming. That is what turns a summer into something lasting.

As an educator and camp leader, I believe summer has the power to shape who children become. Confidence grows here. Leadership takes root here. Strengths begin to emerge here.

To bring that vision to life, we focus on six guiding principles that shape our community and influence how our campers grow. These principles build on Camp Simchah's foundation of Sunshine, Family, Kindness, and Being and expand them into a clear, character-driven framework for 2026.

- **Everyone Belongs:** *Every camper is known, included, and valued. When children feel secure, they are ready to grow.*
- **Choose Kindness:** *We use respectful language, support one another, and repair mistakes when they happen.*
- **Own Your Choices:** *Campers take responsibility, care for shared spaces, and follow through on expectations.*
- **Be Brave:** *Campers try new activities, speak up respectfully, and step outside their comfort zones.*
- **Keep Growing:** *Campers build resilience, strengthen skills, and celebrate progress.*
- **Lead the Way:** *Leadership is not a title. It is earned. Campers model integrity, include others, and positively influence their community.*

The policies in this handbook support that work and help us create a safe, structured, and meaningful camp experience.

Thank you for partnering with us in this work. Together, we will build a summer your child will remember and stories that begin here but continue long after camp ends.

I look forward to welcoming your family to Camp Simchah.

Jonathan Heller
Camp Simchah Director

Save the Date: Summer at the J Open House | Sunday, June 21 | 11:00 AM–1:00 PM | Outdoor Pool Area

About Camp Simchah

Camp Simchah Core Values

The Hebrew word Simchah (שמחה) means Happiness and Joy. Here at Camp Simchah, we believe in the power of camp and the power of Happiness and Joy, so we have identified guiding principles that shape how we grow, how we lead, and how we build community each day.

SIMCHAH Joy שמחה	Joy is at the center of Camp Simchah. It is where every story begins.
1. Everyone Belongs Shayachut שייכות	Every camper is known, included, and valued.
2. Choose Kindness Chesed חסד	We speak respectfully, support others, and repair mistakes.
3. Own Your Choices Achrayut אחריות	We take responsibility for our actions and follow through.
4. Be Brave Ometz אומץ	We try new things and step forward, even when it feels hard.
5. Keep Growing Tzmicha צמיחה	We build resilience, strengthen skills, and celebrate progress.
6. Lead the Way Manhigut מנהיגות	Leadership is earned. We model integrity and positive influence.

At Camp Simchah, joy fuels this journey. Over the course of a summer, campers move from belonging to leadership, building confidence, character, and stories that last far beyond camp.

Statement of Purpose

The Jewish Community Center of the North Shore is committed to being the central gathering place for Jewish life, learning and culture on the North Shore; offering enriching experiences to strengthen Jewish identity and connection to the state of Israel; enhancing all members' social, physical, educational and spiritual lives; and strengthening our relationship with the community at large.

JCCNS Early Childhood and youth-focused programs provide a safe, warm environment for childcare and enrichment opportunities for today's diverse family needs. Camp Simchah is licensed by the Marblehead Board of Health. Copies of policies for staff background checks and camp health care policy are available upon request.

Camp Simchah Contact Information

Important Phone Numbers & Emails		
Jewish Community Center of the North Shore, 4 Community Road, Marblehead, MA 01945 Main Line: 857-285-7900		
<i>Camp Simchah Director</i> Jonathan Heller	857-285-7967	jheller@jccns.com
<i>Camp Simchah Assistant Director</i> Abbey Dion	857-285-7949	Adion@jccns.com
<i>Summer at the J Camp Controller</i> Stephanie Greenfield	857-285-7914	sgreenfield@jccns.com
<i>Inclusion Director</i> Melissa Caplan/Zach Dixey	857-285-7956	mcaplan@jccns.com
<i>Camp Aquatics Manager</i> Rachel Kidd-Levy	Outdoor pool 857-285-7960	rkiddlevy@jccns.com

Daily Operations

Hours of Operations

Camp Simchah campers must register for a five-day program.

Camp Simchah 9:00am-4:00pm (full camp day)
9:00am-1:00pm
(early pick up for KC and ECE siblings ONLY)

Camp Simchah Specialty 9:00am-4:00pm (full camp day)

**Inclusion campers may have individualized schedules arranged with our Inclusion Camp Director*

Arrival and Departure Procedures

Drop Off

- **Pre-Registered AM Care (8:00am–8:45am)**
Drop-off for AM Extended Care takes place between 8:00am and 8:45am in the Ocean Room. This option is available only for families who have pre-registered.
- **Standard Drop-Off (8:45am–9:00am)**
Standard morning drop-off for Camp Simchah takes place between 8:45am and 9:00am in front of Epstein Hillel School (EHS) at the far end of the upper parking lot.
- Camp staff will be present to receive campers and ensure each child is checked in and joins their assigned group. Counselors are responsible for confirming attendance before the start of programming.
- Following drop-off, campers will report to their group behind EHS for morning Flagpole.
- Camp Simchah is not responsible for campers prior to 8:45am unless they are enrolled in AM Extended Care.

Pick Up

1:00pm (Early Pick-Up for KC and ECE Siblings)

- Early pick-up for pre-registered campers takes place at the rock by the outdoor pool at 1:00pm.
- Campers not picked up by 1:10pm will return to their groups for the remainder of the camp day, and the applicable afternoon rate will apply.

4:00pm–4:15pm (Standard Pick-Up)

- Standard afternoon pick-up for all Camp Simchah campers takes place between 4:00pm and 4:15pm in front of Epstein Hillel School (EHS).
- Camp staff begin preparing for dismissal at approximately **3:45pm**, at which time campers are transitioned to the EHS circle and supervised by staff in preparation for pick-up.
- Campers remain under staff supervision at all times until they are released to an authorized adult.
- Camp staff supervise all dismissal procedures and ensure that each camper is released only to an authorized individual listed in camp records.
- Families may begin arriving for pick-up at **3:45pm** to queue for dismissal. Pick-up will begin promptly at **4:00pm**.

- Campers not picked up by 4:15pm may incur additional fees. Guardians and emergency contacts listed on camper forms will be contacted in the order provided.

Car Name Placards (Required for Pick-Up)

To support a safe and efficient dismissal process, all families will receive a **Camp Simchah car name placard**.

- Placards must be clearly displayed in the front windshield during pick-up
- Camp staff use placards to identify campers and prepare them for dismissal
- Campers will only be released once identification is confirmed

Placard Distribution:

- At the Camp Open House (Sunday prior to camp)
OR
- During morning drop-off on the first Monday of your camper's session

If a placard is lost or an additional placard is needed, families should contact camp leadership.

Drop-Off & Pick-Up Rules

- No child may be picked up during or at the end of camp by anyone other than a parent/guardian or an individual listed on the authorized release form, unless prior written permission has been provided to the Camp Director.
- Campers may not be dropped off after 10:30am.
- Families must follow all posted traffic patterns and staff directions during drop-off and pick-up to ensure a safe and orderly process.
- Families are required to display their Camp Simchah car name placard during pick-up. Placards are used to support a safe and efficient dismissal process.
- Campers over the age of 10 may walk to and from camp only with written permission provided to the Camp Director.

Extended Care:

For those families that require additional hours of care, our extended care hours are available by pre-enrollment, Monday-Friday at the following times:

- AM Care 8:00am-9:00am
- PM Care 4:00pm-5:00pm (not available on Fridays)

Unscheduled / Extra Hours:

We strive to accommodate all needs in providing emergency care. However, we can only provide this area when space allows. We urge you to develop a list of back-up names for emergency use which you will be asked to list on the Emergency Release forms on CampDocs.

What to Bring to Camp

Clothing

Send your child to camp with appropriate outdoor clothing. Ensure they arrive in their swimsuit with sunblock already applied. Also, please label the following items with your child's name:

- A backpack
- A large towel
- An extra change of clothes
- Underwear and socks to change into after swimming
- Personal care items (e.g., feminine care items, hairbrush, hair ties, sunglasses)
- A bag for their wet swimsuit and towel
- Sunscreen (labeled inside a zip-lock bag)
- A sun hat
- Rain gear, jacket, or sweatshirt (appropriate to weather)
- Sneakers or closed-toe shoes (no sandals)

Do not send the following:

- Electronic devices (cell phones, smartwatches, video games)
- Toys & stuffed animals
- Playing/trading cards
- Candy & gum
- Anything else of value that could be lost or damaged

If a camper is found with prohibited items, the Camp Director will hold the item until the end of the camp day.

Communication Procedures

Email

Constant Contact

- To opt into this system, you must: Include your email address on your child's registration form, NOT opt-out of receiving JCCNS communications via Constant Contact.
- If you have previously opted out, or are unsure, please contact Stephanie Greenfield, Camp Controller and Database Manager at sgreenfield@jccns.com and request to be added to the camp lists.
- **Email (from jheller@jccns.com)**

Text (BAND App)

Camp Simchah will be using the **BAND app** as our primary communication platform for families in 2026. BAND is a free, secure group communication app that allows camp to share updates, reminders, and important information in one place.


Through BAND, families will receive:

- Important camp updates and reminders

- Schedule changes and announcements
- Weekly information and highlights
- Photos and general camp communication

How to Join

Families may join Camp Simchah's BAND group using one of the following options:

- Scan the QR code below using your phone camera
- OR click the link here:
 <https://www.band.us/n/a2a1b5zd06l6M>

(You will be prompted to download the BAND app if you do not already have it.)

Important Notes

- All families are strongly encouraged to join BAND prior to the start of their camper's session
- We recommend that **all adults responsible for drop-off and pick-up** join the group
- BAND will be the primary way camp communicates important updates throughout the day

Health & Safety

Health and Illness Policy

- It is essential that all children are in good health and free from contagious infections. A completed physical examination and proof of required immunizations must be submitted before the camp begins. The Marblehead Board of Health mandates that the program maintains up-to-date and complete forms for each child and staff member. Children will not be allowed to start camp until all necessary forms are on file. Camper forms will not be accepted on the first day of camp.
- Mild Illness: If your child feels unwell, please keep them home. If symptoms develop during camp, we will assess their ability to participate and contact you.
- Contagious Illness: If your child shows signs of a contagious illness, we will immediately contact you to pick up. All contagious diseases (e.g., chickenpox, measles, COVID-19) must be reported.
- Isolation: Symptomatic campers will be isolated and must be picked up immediately. Procedures for emergency care will be followed if necessary.
- Head Lice: Parents should check their child's head for lice before camp begins and periodically during the summer. If a child contracts head lice, the camp must be notified immediately. Any child who has a confirmed case of head lice must be treated prior to returning to camp and will need to submit a doctor's note or a note on letterhead from the professional who treated your child(ren). Please note that a re-check must take place 7-10 days after diagnosis.

Returning to Camp After Illness

If a child is absent due to contagious disease, they may return to camp after being on an antibiotic and fever free for 24 hours. A written note from the child's physician is also required. These same requirements apply if your child is out sick for more than one week.

Medication Policy

The nurse's office is located at the Outdoor pool nurse's office from 9:00am-4:00pm.

If your camper must receive medication while at camp, the following steps must be taken:

- Legal guardian must fill out a Permission to Administer Medication form and hand the form, along with the medication to the Camp Nurse, head counselor, or the Camp Director.
- Medication must come to the camp office in its original container.
- Medication will be kept inside the refrigerator and/or in the office in a locked box, clearly labeled Medication.
- A Registered Nurse and/or staff who administers the medication will mark the dosage and time and sign off to indicate the camper received the required medication.
- It is the guardian's responsibility to retrieve the medication at the end of the camper's session.

It is important to inform staff if your camper has been medicated at home, because it may affect the camper's day at camp.

Food

Nut-Aware Environment

Camp Simchah is a nut-aware environment. Nut products, including peanuts and tree nuts, are not permitted at camp. Please review ingredient labels carefully before sending food to camp.

Snacks

Provide a nut-free snack, clearly labeled with your child's first and last name. Campers are active throughout the day, so please pack enough to support their energy needs.

Lunches

- Campers must bring their own lunch in an insulated lunch bag, clearly labeled with their name.
- There is no refrigerator or microwave available at camp.
- Dairy-only lunches are not required. Lunches may include meat products.
- Food sharing between campers is not permitted due to allergy safety.

Birthdays

If your child is celebrating a birthday at camp, please notify us in advance so we can review allergy information within the group.

Sunscreen

In accordance with 105 CMR 430.163 (Protection from the Sun), Camp Simchah staff encourage campers and staff to reduce ultraviolet exposure. Sun-safety measures may include wide-brim hats, UV protective apparel such as rash guards or summer-weight long pants, sunscreen with an SPF of 25 or greater, and lip balm.

For Camp Simchah-aged children, sunscreen must be provided in the form of a lotion or stick. Aerosol spray sunscreen is not permitted, as it may not provide consistent coverage and can create inhalation concerns.

In addition to submitting the Permission to Apply Sunscreen form, sunscreen should be applied by a parent or guardian prior to arrival at camp. Campers should bring their labeled sunscreen to camp inside a sealed bag.

Simchah staff will supervise reapplication throughout the day, including after water activities, lunch, and mid-afternoon sun exposure. When developmentally appropriate, campers are expected to apply their own sunscreen under supervision. Staff will assist campers when necessary.

Staff and Supervision Policy

Legal Compliance

Camp Simchah operates in accordance with 105 CMR 430.000, Minimum Standards for Recreational Camps for Children, as regulated by the Massachusetts Department of Public Health and the Marblehead Board of Health. Staffing and supervision practices comply with 105 CMR 430.190 and all applicable Massachusetts child protection and background check laws.

Staff Screening and Qualifications

All Camp Simchah staff meet Massachusetts age and qualification requirements for licensed day camps.

Prior to employment, staff complete (All staff are mandated reporters under MGL c.119 §51A):

- Criminal Offender Record Information checks in accordance with MGL c.6 §172
- Sex Offender Registry Information checks in accordance with MGL c.6 §178C–178P
- Reference checks
- Required child protection screenings

Staff Training

Before camp begins, staff participate in comprehensive training that includes:

- Child development and age-appropriate supervision
- Positive behavior guidance
- Bullying prevention and intervention
- Mandated reporting obligations
- Emergency procedures and safety protocols
- Inclusion practices and camper support
- Professional boundaries and appropriate interactions with minor

Ongoing supervision and performance oversight are provided throughout the summer.

Staff-to-Camper Ratios

Camp Simchah maintains staff-to-camper ratios that meet or exceed Massachusetts Department of Public Health requirements for licensed day camps in accordance with 105 CMR 430.101.

For day camps in Massachusetts, required minimum ratios are:

- 1 counselor for every 5 campers under age 7
- 1 counselor for every 10 campers age 7 and older

Only counselors who meet Massachusetts age and qualification standards are counted toward required staff-to-camper ratios. Junior staff members and Leadership in Training participants assist under direct supervision and do not replace required staff positions.

Campers are supervised at all times through continuous visual and auditory supervision.

Supervision Standards

Camp Simchah maintains continuous visual and auditory supervision of campers during all camp activities.

Supervision practices include:

- Head counts during transitions and at regular intervals
- Active supervision during outdoor play and athletic programming
- Certified lifeguard supervision during pool activities
- Structured supervision during field trips and off-site programming
- Supervised arrival and dismissal procedures

Staff are not permitted to be alone with a camper out of view of others except in medical or emergency situations. When private conversations are necessary, they occur within sight of other staff.

Bathroom transitions are supervised in a manner that balances camper privacy with safety in accordance with Massachusetts guidelines.

Leadership in Training Program

Camp Simchah offers a Leadership in Training program designed to support older campers in developing leadership skills.

LIT participants:

- Engage in structured leadership development programming
- Assist counselors under direct supervision
- Do not independently supervise campers
- Are not counted toward required staff-to-camper ratios

LIT participation is educational in nature and does not replace qualified staff positions.

Commitment to Camper Safety

The safety and well-being of campers is the highest priority at Camp Simchah. Staffing, supervision, screening, and training practices are designed to provide a secure environment where campers can grow, lead, and experience joy.

Swim Policy

- Each camper will be swim tested on the first day of the camp session to determine their swim level.
- Based on ability, campers will be identified into non-swimmer, at-risk swimmer, and proficient swimmer categories. Non-swimmers and at-risk swimmers will be asked to stay within certain areas of the pool.

- Swimmers will be evaluated at the end of each 3-4 week period and guardians will be given an update on their progress when evaluated.

Emergency Procedures

Camp Simchah maintains comprehensive emergency procedures to support the safety of all campers and staff. These procedures are developed in accordance with Massachusetts Department of Public Health regulations for recreational camps (105 CMR 430) and are reviewed with all staff prior to the start of camp.

Emergency procedures are in place for situations including:

- fire or evacuation
- severe weather
- medical emergencies
- missing campers
- aquatic emergencies

Camp staff are trained to respond quickly and appropriately to all emergency situations and participate in emergency preparedness training and drills. Camper safety and supervision are always the highest priority.

In the event of an emergency affecting camp operations, families will be notified as soon as reasonably possible with clear information and next steps.

Full emergency procedures, including detailed response protocols and evacuation plans, are available upon request by contacting the Camp Director.

Licensing Information

Camp Simchah is licensed by the Marblehead Board of Health and operates in compliance with the Massachusetts Department of Public Health regulations for Recreational Camps for Children, 105 CMR 430.000.

These regulations establish standards for:

- Health and medical procedures
- Staff qualifications and background checks
- Staff-to-camper ratios
- Safety and supervision
- Emergency preparedness
- Discipline and child protection practices

Camp Simchah meets or exceeds these requirements.

Copies of the camp's policies, background check procedures, health care policies, and most recent inspection reports are available for review upon request.

Questions regarding camp licensure may be directed to:

Marblehead Board of Health, 7 Widger Road, Marblehead, MA 01945. Phone: 781-631-0212

Community Standards & Conduct

Camp Simchah Discipline and Guidance Policy

Camp Simchah operates in accordance with 105 CMR 430.000, Minimum Standards for Recreational Camps for Children, as regulated by the Massachusetts Department of Public Health and the Marblehead Board of Health. Discipline practices comply with 105 CMR 430.191 and Massachusetts General Laws Chapter 119, Section 51A.

Commitment to Safe and Respectful Practice

Camp Simchah maintains a safe, respectful, and developmentally appropriate environment for all campers. Discipline is rooted in dignity and growth and reflects our guiding principles: Everyone Belongs, Choose Kindness, Own Your Choices, Be Brave, Keep Growing, and Lead the Way. Guidance is intended to teach responsibility, not punish.

Prohibited Practices

In accordance with 105 CMR 430.191, the following are strictly prohibited:

- Corporal punishment of any kind
- Cruel, severe, humiliating, or verbally abusive discipline
- Denial of food, water, or bathroom access
- Punishment for toileting accidents
- Physical restraint except when necessary to prevent immediate harm and in accordance with Massachusetts regulations

Positive Behavior Support

When inappropriate behavior occurs, staff will address the behavior without labeling the child, reinforce expectations, provide appropriate choices, and support problem solving and restoration. On rare occasions, a brief supervised reflective break may be used to allow a camper to regain control and return safely to the group.

Communication and Escalation

If concerns persist, camp leadership may increase supervision, implement a behavior support plan, and communicate with parents. Parents will be informed when behavior concerns require administrative involvement.

Mandated Reporting and Investigation

All Camp Simchah staff are mandated reporters under MGL c.119 §51A. If there is reasonable cause to believe a child is experiencing abuse or neglect, staff must report immediately to the Massachusetts Department of Children and Families. Any allegation of inappropriate discipline or policy violation will be documented, investigated promptly, and reported as required by law.

Termination of Enrollment

If a camper's behavior poses a risk to themselves or others and cannot be safely supported within the camp environment, Camp Simchah reserves the right to suspend or terminate enrollment.

Closing Statement

At Camp Simchah, discipline is grounded in safety, dignity, and growth. Our goal is to help campers develop responsibility, resilience, and leadership in an environment where joy and respect guide every interaction.

Camp Simchah Bullying Prevention and Intervention Policy

Commitment to a Respectful Community

The Jewish Community Center of the North Shore and Camp Simchah, as an agency, is committed to providing a safe, inclusive, and respectful environment for all campers. Bullying, harassment, and intimidation are inconsistent with our guiding principles of belonging, kindness, responsibility, courage, growth, and leadership.

This policy reflects Massachusetts best practices for youth-serving organizations and aligns with the principles outlined in Massachusetts General Laws Chapter 71, Section 37O.

Every camper has the right to feel safe, valued, and included.

Definition of Bullying

Bullying is repeated or severe behavior by one or more individuals that intentionally causes physical or emotional harm to another camper or substantially interferes with that camper's participation in camp.

Bullying may include:

- Physical aggression
- Verbal harassment or name calling
- Social exclusion or relational aggression
- Threats or intimidation
- Written or digital communication targeting another camper
- Cyberbullying that impacts the camp environment will be addressed, even if it occurs outside of camp hours.

Prohibited Conduct

The following behaviors are not permitted:

- Bullying or intimidation
- Harassment based on race, religion, national origin, ethnicity, gender, gender identity, sexual orientation, disability, socioeconomic status, or any other personal characteristic
- Retaliation against any camper who reports a concern or participates in an investigation

If conduct involves suspected abuse or neglect by an adult, Camp Simchah will follow mandated reporting requirements under Massachusetts law.

Prevention and Education

Camp Simchah promotes a culture of inclusion through:

- Staff training on supervision, intervention, and restorative practices
- Direct teaching of respectful behavior and social responsibility
- Clear expectations for conduct
- Encouragement of campers to speak up when they experience or witness unkind behavior

Reporting

Campers and parents are encouraged to report concerns to a counselor, the Camp Director, or another member of camp leadership. Reports may be made verbally or in writing.

All reports will be taken seriously and reviewed promptly.

Investigation and Response

When a report is received:

- Camp leadership will review the concern without delay
- Appropriate staff and campers may be interviewed
- Parents of involved campers will be notified as appropriate
- Documentation will be maintained

Responses will be developmentally appropriate and may include restorative conversations, behavior support plans, increased supervision, or disciplinary action consistent with the Discipline Policy.

Camp Simchah reserves the right to take necessary action to protect the safety and well-being of campers.

Protection from Retaliation

Retaliation against a camper who reports bullying or participates in an investigation is strictly prohibited and will result in disciplinary action.

Camp Simchah is a community built on dignity and leadership. We expect campers to treat one another with respect and to take responsibility for creating an environment where everyone belongs.

Inclusion & Accessibility

Summer at the J services children with varying abilities and needs. The Camp Department of the JCCNS will make every effort possible to accommodate the needs of all children. In determining whether to accept or serve a child with a disability, the JCCNS staff shall, with parental consent and as appropriate, request information related to the child's participation in the Center's program from the Local Education Agency, Early Intervention Program or other health or service providers.

Any child with an IEP, 504 plan, a medical, developmental, or behavioral health diagnosis, or who receives any specialized services should be registered through our Inclusion Program. Once camp begins, if it is determined that your child requires support through the Inclusion Program, the Camp Team may pause participation, and your child will be put on a waitlist until the support needed is able to be provided.

For any questions related to children with disabilities and/or our Inclusion Program, please contact our Inclusion Director, at 857-285-7956.

Legal & Compliance

Camp Simchah Child Abuse and Neglect Reporting Policy

Institutional Commitment

The Jewish Community Center of the North Shore and Camp Simchah are committed to the safety, dignity, and well-being of all children in our care. This commitment applies to children of all backgrounds, identities, abilities, and beliefs. Protecting children from abuse and neglect is a fundamental responsibility of our organization.

Legal Requirements

All Camp Simchah staff are mandated reporters under Massachusetts General Laws Chapter 119, Section 51A. Staff are legally required to immediately report suspected child abuse or neglect to the Massachusetts Department of Children and Families.

Definitions

- Abuse is defined as the non-accidental act by a caretaker that causes or creates a substantial risk of physical or emotional harm to a child, including sexual abuse.
- Neglect is defined as the failure of a caretaker to provide minimally adequate food, clothing, shelter, medical care, supervision, or other essential care.

Reporting Procedure

If a staff member suspects abuse or neglect:

- The staff member must immediately file a report with the Department of Children and Families as required by law
- The Camp Director must be notified promptly
- Written documentation must be completed in accordance with camp procedures

Internal reporting does not replace the legal obligation to report directly to the Department of Children and Families.

Reports may be made to the Department of Children and Families at 1-800-792-5200.

Parent Notification

In situations involving suspected abuse or neglect, parent notification will be handled in coordination with the Department of Children and Families and in accordance with legal guidance.

Protection from Retaliation

No staff member, camper, or family may retaliate against an individual who makes a good faith report of suspected abuse or neglect. Retaliation will result in disciplinary action.

Camp Simchah maintains ongoing staff training in recognizing signs of abuse and neglect and in fulfilling mandated reporting obligations.

Notification of Injury

Camp Simchah must notify you immediately of any injury which requires emergency care. The program must also notify you, in writing, within 24 hours, if any emergency first aid is administered to your child.

Use of Pictures for Publicity

During the camp program, JCCNS staff members may take photographs of campers to use for JCCNS publications and/or internal/external marketing. If you do not want the JCCNS to use photos of your child, please request a form from the Camp Controller and submit it no later than June 6th.

Termination Policy

A camper may be terminated from the program on the following grounds:

- Summer at the J is unable to meet the needs of a child, which results in chronic disruption and/or unsafe situations for them or other campers or staff.
- Non-payment of tuition or late fees.
- Parental failure to cooperate and collaborate with staff and administration concerning policies and procedures.
- Chronic lateness after closure time (6:00pm – see late policy).
- Submission of registration, inclusion pre-application, or camper forms which leave out essential information about the child, such as medical diagnoses or any other information that is necessary for Summer at the J to appropriately support a child in our care. In these cases, we will make attempts to correct the misinformation and provide needed support; however, campers may be asked to pause programming until such support becomes available (See Children with Disabilities/Inclusion policies below).

Financial & Administrative

Tuition & Payment

- Payment in full is due by May 1, 2026, unless a payment plan has been approved by the Camp Controller. A credit card must be kept on file, even if an alternate payment method is used.
- Registration is not complete until full payment and all required forms have been received and processed.
- Any enrollment changes or added days or weeks after May 1 must be paid in full at the time of registration.

Deposits

A deposit of \$50 per week is required at the time of registration. Deposits are non-refundable.

Refund Policy

- No refunds will be issued after May 1, 2026.
- There are no refunds for absences due to illness, vacation, scheduling conflicts, or early withdrawal once the refund deadline has passed.

- All refund determinations are made in accordance with this policy and at the discretion of Camp Administration.

Changes & Administrative Fees

- Changes made after May 1 are subject to a \$25 change fee.
- Registrations close at midnight on Wednesdays for the following week. Registrations submitted after this deadline will incur a \$50 late registration fee per camper.
- If a camper registered for early pick-up remains until 4:00 PM with at least 24 hours' notice, a \$25 per afternoon fee will apply.
- Specialty programs may include additional materials or program-specific fees as published.

Late Pick-Up Policy & Fees

- Camp Simchah operates from 9:00 AM to 4:00 PM. Extended care is available by pre-registration from 8:00 AM to 9:00 AM.
- Campers must be picked up at their designated dismissal time. Timely pick-up is necessary to maintain proper supervision and staffing ratios.
- If a camper is picked up late without prior notice, staff will document the time of arrival.
 - Late pick-up fees are as follows:
 - \$15 for any portion of the first 10 minutes past the scheduled pick-up time
 - \$2 per minute thereafter
- If a camper scheduled for early dismissal is not picked up by 1:10 PM and is returned to their group, the Full Day Rate will be charged.
- Repeated late pick-ups may result in termination of enrollment.

Group Request Policy

- Families may request that their camper be placed in a group with a friend by submitting the request in writing or by email to the Camp Director. All group requests must be received by June 6.
- While we make every effort to accommodate requests, final group placement decisions are made by the Camp Director. Placement is based on multiple factors, including submitted requests, age guidelines, program structure, enrollment numbers, and the need to balance groups appropriately.
- Camp is also an opportunity for children to build new friendships and grow through new experiences. We appreciate your support in encouraging your camper to embrace these opportunities, particularly if a specific group request cannot be accommodated.

Camp Simchah Family Quick Reference Guide

This one-page reference highlights the most important daily information for families. For full details, please refer to the complete Family Handbook.

Camp Location

Jewish Community Center of the North Shore
4 Community Road, Marblehead, MA
Main Line: 857-285-7900

Camp Hours

Full Day: 9:00 AM – 4:00 PM

AM Extended Care: 8:00 AM – 9:00 AM (pre-registration required)

PM Extended Care: 4:00 PM – 5:00 PM (pre-registration required, not available Fridays)

Drop-Off & Pick-Up

Morning Drop-Off

- 8:45 – 9:00 AM in front of EHS (unless registered for AM Care)
- No drop-off before 8:45 AM unless enrolled in Extended Care
- No drop-off after 10:30 AM

Afternoon Pick-Up

- 4:00 – 4:15 PM in front of EHS
- Families may begin lining up at 3:45 PM
- Campers are released beginning at 4:00 PM
- Late fees begin after 4:15 PM

Car Name Placards (Required)

- Placard must be displayed in your windshield during pick-up
- Used to identify campers and prepare them for dismissal
- Pick up your placard at Open House or first Monday drop-off

Only authorized adults listed on CampDocs may pick up campers unless written permission is provided to the Director.

Food Guidelines

- Camp Simchah is a nut-aware environment.
- Snacks must be nut-free and labeled.
- Lunch must be packed in an insulated bag.
- No refrigerator or microwave is available.
- Dairy-only lunches are not required.
- No food sharing.

If celebrating a birthday, notify camp in advance.

Sun Safety

- Apply sunscreen before arrival.
- Send labeled lotion or stick sunscreen only. No spray sunscreen.
- Staff supervise reapplication throughout the day.
- Pack a hat and appropriate outdoor clothing.

Health Reminders

- All required health forms must be submitted before camp begins.
- Keep your child home if they are ill.
- Camp must be notified of contagious illness.
- Medication must be submitted in original packaging with required forms.

Safety & Supervision

- Camp operates in accordance with 105 CMR 430.000.
- Required staff-to-camper ratios are maintained at all times.
- LITs assist but are not counted toward required staffing ratios.
- Continuous visual and auditory supervision is provided.

Community Expectations

Camp Simchah is built on six guiding principles:

- Everyone Belongs
- Choose Kindness
- Own Your Choices
- Be Brave
- Keep Growing
- Lead the Way

Bullying, harassment, and retaliation are not tolerated.

Communication

Email: Camp communications sent via Constant Contact

Text: BAND App: Primary communication platform for camp updates

Office Phone: 857-285-7967

Please notify the Camp Director of absences or schedule changes in advance.

Late Pick-Up Fees

\$15 for the first 10 minutes

\$2 per minute thereafter

Repeated late pick-up may result in termination of enrollment.

Our Focus for 2026

The Summer You Remember. The Stories They'll Tell for a Lifetime. We build joy by creating an environment where campers feel safe, connected, challenged, and proud of who they are becoming.