

CAMP GAN ISRAEL

Parent Handbook
Summer 2020/2021
5781





Dear Parents,
 Welcome to another fantastic year of CGI camps.
 This Parent Handbook outlines important information about our Camps.
 Please read over this booklet and feel free to ask us any questions that you may have.
 We welcome you to come visit our centre and speak to our friendly staff.
 All our policies and procedures are available for parents to view and comment on. They are located on our website and at our front reception.
 Thank you so much,
Moshe & Dina Kahn
 Camp Directors.

Contents:

Contact Details	2	Parent Information Evening	
Introduction	3	Appropriate Behaviour	
Our Philosophy		Liability	10
Family Feedback	4	Camp Catering	
Grievance Policy		Early Departure From Camp	
Our Program		Kit List For Girls	11
Child Care Benefits		Kit List For Boys	12
Enrolment	5	Our Safeguarding Children Policies	13
Cancellation Policy		<i>Sexual Misconduct</i>	
Behaviour Guidelines		<i>Adhering to Role Boundaries</i>	
Medical Conditions / Allergies /Emotional Issues		<i>Use of Language</i>	
Medication	6	<i>Supervision</i>	
Immunisation		<i>Giving Gifts</i>	14
Court Orders		<i>Photography and Images of Children</i>	
Covid 19 Protocol		<i>Physical Contact with Children</i>	
Camp 2020 - 2021	7	<i>Overnight Stays/ Sleeping Arrangements</i>	
Dates of camp		<i>Change room Arrangements</i>	
Lice Checking		<i>Transporting Children</i>	
Accomodation		<i>Our Guidelines for Parents</i>	
Laundry Facilitites	8	<i>Responding to Child Abuse reports and Allegations</i>	15
Device Policy			
Dates for trips			
transportation			
Check in Procedure			
Medical Information	9		
Contacting Camp			
Risk Management Plan			



Contact Details

Centre:

1 A'Beckett St
East St Kilda Vic 3183

T: (03) 9522 8274

F: (03) 9522 8255

E: info@chabadyouth.org

Campsite:

Feathertop Chalet
22 Bon Accord Track
Harrietville VIC 3741

Point Leo Camp
114 Point Leo Rd
Shoreham VIC 3916

Chabad Youth Centre Admin Opening Times:

Monday – Thursday 9:00am to 4:00pm

Friday – 9:00 am – 3:00 pm

Director / Boys divisions & Masmidim camp

Rabbi Moshe Kahn

T: 0408 740 011

E: mk@chabadyouth.org

Director/ Girls divisions & Masmidos camp

Dina Kahn

T: 0425790238

E: dina@chabadyouth.org

Administrator:

Naomi Joseph

T: (03) 9528 8395

E: admin@chabadyouth.org

Office:

Aviva Turner

T: (03) 9522 8274

E: info@chabadyouth.org

Accounts:

Ellie Dembo

T: 9528 8301

E: office@chabadyouth.org





Introduction

Chabad Youth is a vibrant community-based organisation that offers a wide range of social, cultural and educational services to Jewish youth. We are the Number One provider of informal education programs, events and services to all Jewish youth, from childhood through to young adult, in Melbourne.

Our exciting, professional and caring service significantly enriches the spiritual, emotional and social well-being of Jewish youth as well as empowering youth and giving them a sense of Jewish pride and belonging based on Chabad ethos.

With a membership base of thousands of young people, Chabad Youth is committed to instilling and preserving in Jewish youth a strong sense of identify and pride in their heritage and culture.

Chabad Youth is a fully registered Out of School Hours Care Service and abides by the Education and Care Services National Regulations 2011 and the National Quality Framework.

Information can also be provided in other languages. Should you require any further explanation of the enclosed information please feel free to contact us.

Our Philosophy

We believe that all children have the right to experience quality child care.

Traditional Jewish values and ethics as promulgated by the Torah are central to the philosophy of our institutions. These values include belief in G-d, love of fellow man, respect for parents, pride in Judaism, study of Torah and observance and appreciation of Mitzvot.

Each child is encouraged to recognise their own self-worth and that through the particular gifts and abilities that G-d has bestowed upon them, they are able to better the world.

Essential to the centre's philosophy is the need to maintain a warm, positive and co-operative environment in which students can grow and learn. Such a nurturing environment is deemed vital for the development of self-esteem, and confidence.

Our Aftercare & Vacation Care aim is to support the wellbeing and development of the "whole child", and as such provide a balance of social, religious and secular themes as well as life skills, to promote the child's complete personal development.

The overall philosophy is developed in collaboration with



children, educators, families, community and management. This process respects and values the views of all and enhances clarity and understanding between all users of the service.

Our philosophy draws on values held by educators, families and management and reflects the needs and values of the community. We value each and every child as capable and confident, regardless of their capabilities and background within the context of the family and we believe that the family is the primary educator of each child. Each child's family knows their child best, and staff will work in partnership with families to ensure the best outcomes for children.

We believe that children's learning in our setting complements their learning at home and at school however the importance of relationships and strengthening each child's strengths, skills, talents and interest is priority. We recognise and value that children's learning and development evolves through their relationships where they shape their own identities to become active citizens.

At Chabad Youth we strive to promote children to experience, meaningful and joyful learning to enrich their childhood. We value and encourage each child to be involved in decision making that influence their learning, wellbeing, development and decisions that affect their world.

We as educators and the service will be guided at all times by the Early Childhood Code of Ethics (2006), National Quality Framework and all Early Education and Care legislation.



Family Feedback:

We greatly value family feedback and input into our program. Please feel free to contact us if you have any feedback, suggestions or ideas to enhance our programs. You can also provide feedback on our website, www.chabadyouth.org. We have a suggestion / comment box at the front reception where you can leave your feedback at any time.

Grievance policy

We realise that no one is perfect and we are no exception. Although we aim to be as professional as possible, at times unforeseen circumstances arise. Staff will try to communicate any issues however, during times of emergency or busy moments, this may not occur.

If you have any concerns about the Service, or the level of care your child is receiving, we want to know. We need to get both positive and negative feedback in order to learn and grow. Parents should be reassured that any complaint would never adversely affect the care provided to their child. We ask that any complaints be directed to Moshe Kahn as it can be disruptive to the children's program and upsetting for staff and children if angry confrontations occur in an inappropriate public forum.

If you are dissatisfied with the way we have responded to your complaint, you can contact:

**Department of Education and Training
Southern Metropolitan Area Team**
Level 5, 165-169 Thomas Street
Dandenong VIC 3175

T: 03 8765 5787

M: PO Box 5

Dandenong, VIC, 3175

E: smr.qar@edumail.vic.gov.au

Our program:

Our program is guided by the learning framework, My Time Our place.

The goal of My Time, Our place is: that All young Australians should become: Successful learners, Confident and creative individuals and Active and informed citizens.

The Framework acknowledges the importance of play and leisure in children's learning and development and that their learning is not limited to any particular time or place. Developing life skills and a sense of enjoyment are emphasised. The Framework recognises the importance of social and emotional development and communication in learning through play and leisure, and it forms the foundation for ensuring that children in all school age care settings engage in quality experiences for rich learning, personal development and citizenship opportunities.

The Framework conveys high expectations for all children's play and leisure activities in school age care settings. It communicates these expectations through the following five Outcomes: Children have a strong sense of identity, Children are connected with and contribute to their world, Children have a strong sense of wellbeing, Children are confident and involved learners and Children are effective communicators.

The following Outcomes demonstrate how the three elements of the Framework: Principles, Practice and Outcomes combine to guide program decision making and assessment to promote children's opportunities for belonging, being and becoming.

Child Care Benefits

Outside school hours care

Outside school hours care centers provide care for primary school aged children, before and after school, during school holidays and on pupil-free days.

Vacation care is a type of outside school hour's care that includes indoor and outdoor activities. These centers are sometimes run by the same organisation that runs before and after-school care.

The majority of outside school hours care centers are approved child care services. This means that families using the service may be eligible for the Child Care Subsidy. Approved services must also show that they are meeting certain quality standards.





Enrolment:

Vacation care is offered during the school holidays. A booking form needs to be completed online at www.chabadyouth.org/camp and <https://chabadyouth.hubworks.com.au> is the second comprehensive form that needs to be completed in order to conform with our enrolment policy. This form must be completed in its entirety.

These forms contain important information as required by the Education and Care national Regulations, as well as indicating your acceptance of our policies. Please inform the Coordinator if any changes occur during the year. In an emergency, details which are not current will make contact with you difficult and could cause undue stress to you and your child.

Depending on any medical information that is submitted in the enrolment form, you may be asked to supply additional information, we will be in touch with you directly should the need arise.

We also require an immunisation certificate for each child. Children will not be accepted into the service if any of this information is missing.

Cancellation Policy

1. Change of mind bookings will be charged 50% of the program cost, until 7 days before the start of the program, when the full fee is payable. All cancellations need to be received in writing by the office.
2. Bookings cancelled due to a medical issue, will need to be supported by a doctors certificate, and a \$50 admin/ cancellation fee will be charged.
3. There will be no refunds provided once your child has left for camp, similarly if your child has left camp for any reason, we will not be refunding your camp fees.
4. In the event that the campsite needs to be evacuated due to a natural disaster such as a bushfire, there will be no refunds provided for the remainder of the camp program.
5. In the event that the campsite needs to be evacuated due to a positive Covid- 19 case, there will be no refunds

provided for the remainder of the camp program.

6. In the event that Chabad Youth needs to cancel the camp program prior to camp departing, due to a Covid-19 outbreak, there will be no charge to parents.

7. Any early departures need to be booked in with the admin staff prior to the commencement of camp.

Behaviour guidelines

Staff will use a variety of techniques to promote positive behaviour, including encouraging children to express emotions, using positive body language when guiding behaviours and promoting cooperative group interactions. Should a child have difficulties using appropriate behaviour, the educator will discuss the cause and effect of his or her actions.

Medical Conditions / Allergies / Emotional Issues

Parents will be asked to inform the centre of any medical conditions / allergies or emotional issues the child may have at the time of enrolment. This information will be recorded on the child's enrolment form. Please note, that all information is kept strictly confidential and is communicated to the relevant staff on a need-to-know basis.

Where a child has a medical condition / allergy the parents will be asked to supply a letter from their doctor explaining the effects if the child is exposed to whatever they are allergic to and to explain ways the staff can help the child if they do become exposed. Parents need to provide us with a colour allergy plan and photo of their child. This should be signed by a doctor. Based on this information a risk minimisation and communication plan will be provided for you to sign and return to the office. Please see our website for our full Medical Conditions policy.





Medication

Parents who wish medication to be administered to their child will complete the medication form providing the following information.

Name of medication, date, exact time and dosage to be administered. (General time, eg: lunchtime will not be accepted). Signature.

Medication must be given directly to an authorised staff member prior to the departure of camp. Parents and staff are to ensure the details on the form are clear and clarify any questions.

Staff will store the medication with the first aid officer, in the designated secure place, clearly labelled.

Staff will ensure that medication is kept out of reach of the children at all times.

Medication will only be administered from its original packaging and by the first aid officer.

Medication will be administered with the parent's written permission only, or with the approval of a medical practitioner in the case of an emergency.

Where medication for treatment of long term conditions such as asthma, epilepsy, or ADHD is required, the centre will require a letter from the child's medical practitioner or specialist detailing the medical condition of the child, correct dosage as prescribed and how the condition is to be managed.

Upon enrolment, parents will be asked to sign an authorisation that they allow Chabad Youth to administer medication / first aid where deemed necessary.

Please see our website for our full Administration of Medication policy.

Immunisation

All children enrolled at the Service should be immunised according to the State of Victoria immunisation Schedule and our policy for exclusion adhered to as stated in the enrolment form. In the case of an infectious disease occurring please contact the Service as soon as possible to allow us to inform other parents. Doctor's Clearance Certificates are required before your return to the Service. Exclusion periods are available through your child's Maternal Health Centre or the Health Department.

If you do not wish to immunise your child you must present a disclaimer letter which will be attached to your enrolment record. You will then be required to keep your

child at home if a vaccine preventable illness is present at the Service. If any immunisation records are incomplete the child may be treated as unimmunised and therefore may also be excluded when a vaccine preventable illness is suspected or present on site.

Court orders

Please notify us if there are any court orders affecting residency of their children and a copy is required for Chabad youth. Without a court order we cannot stop a parent collecting your child.

COVID 19 Protocol

DROP OFF

Drop off for campers will be in the Mochkin driveway, 88 Hotham St, in Yeshivah Primary school and will be undertaken in a drive-through manner. Entry is from Hotham St. Staff will take the campers temperature upon arrival. If a camper has a temperature above 37.5C they will not be allowed to attend camp.

Children will then take their luggage, and proceed through the Yeshivah gate where they will hand sanitise, and then proceed to the busses parked on the Yeshivah courts.

MEDICATION

All medication will need to be handed in to Naomi at Chabad Youth before the day of departure from camp.

PICK UP

All campers will be collected from Mochkin driveway, 88 Hotham St, in Yeshivah Primary school.

HYGIENE

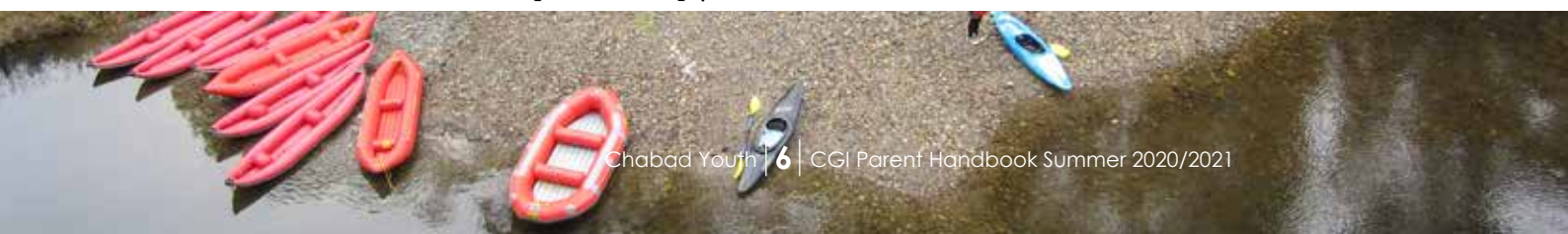
There will be hand sanitiser and soap, throughout the campsite and campers will be encouraged to wash their hands frequently, especially when entering buildings, after the toilet, before meals and first thing in the morning. All bathrooms, surfaces, tables, chairs, light switches, door handles, etc will be cleaned multiple times a day.

ILLNESS

All campers will have their temperature taken daily at the beginning of each day.

If any camper displays a temperature above 37.5C we will seek medical advice on how to proceed.

If a camper displays COVID-19 symptoms, they will be isolated, and parents will be asked to pick up their child.





Camp 2020-2021

Dates of Camps

GIRLS

15th – 22nd December:

CGI PRIMARY GIRLS CAMP (Grades 2 – 6)

22nd December – 29th December:

CGI HIGH SCHOOL GIRLS CAMP (Grades 7 – 10)

22nd December – 5th January:

HIGH SCHOOL & MASMIDOS CAMP (Grades 8 – 11)

23rd December - 27th December

Year 11 Program

BOYS

29th December – 5th January:

CGI HIGH SCHOOL BOYS CAMP (Grades 7-10)

5th January – 12th January:

CGI PRIMARY BOYS CAMP (Grades 2-6)

20th December - 5th January:

HIGH SCHOOL & MASMIDIM CAMP (Grades 7 -10)

6th January - 10th January

Year 11 Program

Lice checking for girls

There will be 2 times available for the girls to have their hair checked:

- 1) Thursday, the 10th of December between 4:00pm and 4:20pm in the Glick Family Cafeteria
- 2) Friday, the 11th of December between 1:00pm and 1:20pm in the Glick Family Cafeteria

All campers **MUST** attend one of these two sessions. For those that have not attended we will be hiring a professional lice checker to check the girl's hair prior to getting on the bus to camp. Those families will be charged \$20 per girl to cover the costs of the professional checker. No girl will be allowed on the bus without having had her hair checked.

Accommodation

Boys

Feathertop Chalet – CGI Home

Girls

Feathertop Chalet – CGI Home

Boys Masmidim Camp:

PGL Camp Rumbug

Girls Masmidos Camp:

PGL Camp Rumbug

Year 11 Program:

Point Leo Camp – CGI Home

CGI Girls and Boys Divisions

Feathertop Chalet is set in the beautiful Ovens Valley at the base of Mt Hotham with crossings of the West Ovens River. Feathertop Chalet is known as the premier holiday, conference venue and school accommodation destination in this region, offering a variety of experiences over both summer and winter.

www.feathertopchalet.org.au

Masmidim & Masmidos Divisions

Point Leo Camp has plenty of recreational space on site, both indoors and outdoors. Point Leo is the perfect environment for community building and inspiration. Specialising in quality aquatic programs where you can discover marine environments and learn new skills, including snorkeling, sea kayaking and surfing. The site is also an ideal base for adventure camps and to explore the picturesque Mornington Peninsula. Point Leo offers the flexibility to design your own program.

www.pointleo.camp

Year 11 Program

PGL Camp Rumbug is located in the majestic hills of South Gippsland, set in 200 acres of glorious temperate rainforest overlooking Wilsons Promontory National Park.

www.pgladventurecamps.com.au/rumbug



Laundry facilities

There will be laundry facilities available to campers attending **Masmidim** camp. We will provide DETERGENT for the campers. Campers continuing to **Masmidos** and from **Masmidim** should bring coins to utilize the machines at the laundromats. Laundry details for **Masmidos** camp will be confirmed.

Device Policy

Please ensure that all devices brought up to camp are clearly labelled and do not contain any non-Jewish music or non-Jewish videos.

Please be aware that, no campers will be allowed to keep their mobile phones, iPods, iPads or smart watches with them. This applies to both junior and teen camp. Campers must hand in their phones to their counsellors on arrival at the campsite on the first day, for safekeeping.

Calling home:

Campers will be given back their phones and allowed to call home on Friday, Erev Shabbos.

If your child does not have a mobile phone there may be a possibility for her to use her friends or counsellors phone to call home.

Transportation

Chartered buses outfitted with seatbelts and first aid kits will transport children from Yeshivah, 88 Hotham St, East St Kilda, on the relevant dates, to their respective campsites. Please ensure that you are on time with your luggage. The buses will not wait for late comers.

Girls busing times:

Primary busses will be departing from Yeshivah on *15th December at 9:00am.*

CHECK IN is at 8:00am.

High School busses will be departing from Yeshivah on the *22nd December at 9:30am.*

CHECK IN is at 8:30am.

Primary camp will be returning to Yeshivah on the *22nd December at 3:30pm.*

Senior camp will be returning to Yeshivah on the *29th December at 3:30pm.*

Masmidos camp will be returning to Yeshivah on the *5th January at 1:00pm.*

Boys busing times:

Masmidim buses will be departing from Yeshivah on the *20th December at 11:00am.*

CHECK IN is at 10:00am.

Primary Boys' camp buses will be departing from Yeshivah on the *5th January at 9:00am.*

CHECK IN is at 8:00am.

High School Boys' camp buses will be departing from Yeshivah on the *29th December at 10:30am.*

CHECK IN is at 9:30am.

Primary camp will be returning to Yeshivah on the *12th January at 3:30pm.*

High school camp will be returning to Yeshivah on the *5th January at 3:30pm.*

Masmidim / Masmidos Camp: Campers will travel directly from one campsite to the next.

Check In Procedure:

Campers should arrive for check in 45 minutes before bus departure.

Drop off for campers will be in the Mochkin driveway, 88 Hotham St, in Yeshivah Primary school and will be undertaken in a drive-through manner. Entry is from Hotham St. Staff will take the campers temperature upon arrival. If a camper has a temperature above 37.5C they will not be allowed to attend camp. Children will then take their luggage, and proceed through the Yeshivah gate where they will hand sanitise, and then proceed to the busses parked on the Yeshivah courts.

During this drop procedure we will make sure:

1. Payment has been made/ or organised with the Chabad Youth office
2. The camper has not brought any unauthorised objects to camp.
3. Girls attended lice check.
4. No nut products or food items containing nut objects have been brought to camp
5. All medical forms and medication have been submitted
6. Parents will need to sign their children in on the sign in sheets.
7. Campers will need to declare if they are taking any phone to camp.

We are confident that this procedure will enhance the



efficiency of departure and pre-empt unnecessary issues arising in camp.

Medical information:

A qualified first aid paramedic is on site at all times throughout the camp, for medical advice and consultation. All vehicles transporting children are outfitted with first aid supplies. On every excursion and hike, a first aid kit is brought along.

Qualified first aid person at girl’s camp is Ezra Susskind. He can be contacted on 0417 440 430.

Qualified first aid person at boy’s camp is Ezra Susskind. He can be contacted on 0417 440 430.

Qualified first aid person at Masmidim camp is Adam Ruschinek. He can be contacted on 0414 666 770.

Qualified first aid person at Masmidos camp is Avi Susskind. He can be contacted on 0407 670 407.

Qualified first aid person at Year 11 Program is Avi Susskind. He can be contacted on 0407 670 407.

Contacting Camp

ALL CHAPERONES AND CAMP STAFF CAN BE CONTACTED ON THEIR MOBILES

Feathertop Chalet: 5759 2688
(This number is for emergencies only, NOT for contacting camp staff, or individual campers.)

It is possible that when trying to call camp, you might not be able to get through or no one will pick up. This is usually because everyone is at activities or on a trip and are unable to attend the phone. In such a case, parents are able to call Chabad Youth Reception on 9522 8274 and speak to our staff, who will pass on all messages to the correct person at camp.

Contact details for nearest Medical centers/hospitals are:
Feathertop Chalet: Bright Medical Centre, Bright (03) 5750 1000

PGL Camp Rumbug: Gippsland Southern Health Service, Leongatha Hospital (03) 5667 5555

Point Leo Camp: Rosebud Hospital, Capel Sound (03) 5986 0666

Please note: the local doctor does not bulk bill. Parents will be responsible for any medical bill. If your child requires a doctor visit, your gap may be upwards of \$30.

Risk management plan:

Chabad Youth regards your child’s safety as a number one priority. Therefore, Chabad Youth, together with Hatzolah and CSG has developed a detailed risk management plan. Risks outlined in the plan include different activities, fires, terrorism, missing campers and various health issues and possible accidents, G-d forbid. If you’d like more information or a copy of our risk management plan to be emailed / sent to you, please call 9522 8274 or email info@chabadyouth.org.

Safety: During any water activity such as swimming, canoeing and rafting, a qualified life guard is always present. Additionally, camp staff have undergone a crash course in first aid.

Parent Information Evenings:

29th November, 7:30pm
www.chabadyouth.org/live

Appropriate behaviour:

There is an absolute zero tolerance for smoking, alcohol consumption, abuse and bullying / raiding in camp. Any camper who does not follow these rules will be automatically sent home.

THE FOLLOWING ITEMS ARE PROIBITED AT CAMP

- All Playing Cards
- Chewing Gum
- Cigarettes
- Fireworks/ Fire Making Devices
- Knives
- Laptops
- Non Jewish books/ magazines
- Red Bull – or other high energy drink
- Shaving Cream
- iPad, tablets, smart watches and similar devices
- Water guns
- Any other dangerous item
- Alcohol
- Non cholov Yisroel nush
- Nuts

Any such item found will be confiscated and not



returned. Camp staff have the right to search camper's luggage. The camp has complete authority to send home any camper who does not obey the camp rules at the parents cost.

It is advisable not to bring valuable such as play stations, DS and such electronic equipment.

Liability

Any costs that may occur as a result of injury/illness or any reckless damage caused by your child must be paid for by yourself.

Camp catering

Full catering is provided by professional chefs and kitchen staff. Three healthy and nutritious meals are provided daily, with fruit, snacks and drinks available at all times. We will provide soy milk and rice milk as well as gluten free options for intolerant children. For special dietary needs please liaise with Naomi in the office on 9528 8395 prior to November 12th to ensure your child is catered for.

Please note: Noodle soups will not be allowed this year for primary campers.

Please note: Camp policy does not allow campers to sell food or other items in camp.

Please note: Our camp is a strict **NO NUT ZONE** as there are children who suffer from nut allergies. Please ensure you do not send any products that may contain nuts.

Early Departure from Camp

No child will be allowed to leave camp earlier than their division end date unless prior arrangements have been made with the office. Your child's place on the bus will not be guaranteed unless arrangements have been made with the office.





KIT LIST FOR GIRLS

Please label all clothing and personal items before coming to camp. Please bring enough clothing and underwear for the entire camp, as there is limited access to washing facilities.

Girls are advised to bring to camp:	
<input type="checkbox"/> Lunch for day of departure	<input type="checkbox"/> SUN HAT (Chabad Youth will be providing one sun hat per camper, but it would be advisable to send a spare along. We have a no hat, no play policy in camp)
<input type="checkbox"/> Pajamas (3 pairs)	<input type="checkbox"/> Sunscreen
<input type="checkbox"/> Jacket	<input type="checkbox"/> Insect repellent
<input type="checkbox"/> Warm jumpers	<input type="checkbox"/> Towels (3)
<input type="checkbox"/> *Appropriate underwear	<input type="checkbox"/> sleeping bag/ blanket
<input type="checkbox"/> *T-shirts (to cover elbows)	<input type="checkbox"/> Pillow and sheet
<input type="checkbox"/> *Skirts (grade 7-11 -Ankle length skirts)	<input type="checkbox"/> Toiletries (including sanitary pads for grades 4 and up)
<input type="checkbox"/> *KNEE socks, (can wear crew socks with ankle length skirts. Sockettes not permitted.)	<input type="checkbox"/> Siddur
<input type="checkbox"/> Leggings	<input type="checkbox"/> Torch (Optional)
<input type="checkbox"/> Bathers (long or 3/4 sleeved rash vests and swimming skirts needed)	<input type="checkbox"/> Camera (Optional)
<input type="checkbox"/> *Sneakers	
<input type="checkbox"/> Waterproof closed shoes, crocs, jellies or reef shoes.	<i>*These items are used for water activities. Please send multiple items as sometimes more than one change per day is needed.</i>
<input type="checkbox"/> Shabbos outfits	
<input type="checkbox"/> Tznius bathrobe or cover up for pool	

PLEASE ENSURE YOU LABEL EACH ITEM OF CLOTHING INCLUDING SOCKS AND UNDERWEAR. CLOTHING THAT IS NOT LABELLED WILL NOT BE BROUGHT BACK AS LOST PROPERTY.

All children are required to bring suitable clothes in case of a fire evacuation. This means closed shoes, long pants and skirts, wool jumper.

Only ONE piece of luggage is permitted per person to go under the bus and ONE small carry-on bag which has your lunch for the day of departure in it.

Please don't bring water with you as there will be plenty available at camp, and there will be no room for it on the bus. Campers are advised to bring 2 refillable water bottles.

Tznius Requirements

All girls are expected to wear skirts covering their knees, tops with sleeves covering the elbow, necklines above collarbone, and long socks at all times.

Just a reminder that all girls from Year 7-11, attending the high school camp divisions, are required to wear **maxi skirts** with **long/crew socks**.

Short skirts (covering the knees), and leggings with crew socks can be worn for individual activities if applicable.

Girls may wear crew socks with long skirts to their ankles. Please note – Sockettes and ankle socks are not permitted. Safety – All campers must wear sunhats and sunscreen for all outdoor activities.



KIT LIST FOR BOYS:

Please label all clothing and personal items before coming to camp. Please bring enough clothing and underwear for the entire camp, as there is limited access to washing facilities.

Boys are advised to bring to camp:		<input type="checkbox"/>	Yarmulke
<input type="checkbox"/>	Lunch for the day of departure	<input type="checkbox"/>	Tzitzit
<input type="checkbox"/>	Pajamas (2 pairs)	<input type="checkbox"/>	Tefillin(if over BarMitzvah)
<input type="checkbox"/>	2 white Shabbos shirts	<input type="checkbox"/>	Tissues
<input type="checkbox"/>	Shabbos Suit / Shabbos Hat	<input type="checkbox"/>	Sun hat (2)
<input type="checkbox"/>	Jacket	<input type="checkbox"/>	Sunscreen
<input type="checkbox"/>	Pants/Shorts	<input type="checkbox"/>	Insect repellent
<input type="checkbox"/>	Warm jumpers	<input type="checkbox"/>	Towels (2)
<input type="checkbox"/>	Rain Coat	<input type="checkbox"/>	Sleeping bag
<input type="checkbox"/>	Appropriate underwear	<input type="checkbox"/>	Pillow
<input type="checkbox"/>	T-Shirts	<input type="checkbox"/>	Sheet
<input type="checkbox"/>	Socks	<input type="checkbox"/>	Toiletries
<input type="checkbox"/>	Bathers	<input type="checkbox"/>	Siddur
<input type="checkbox"/>	Sneakers	<input type="checkbox"/>	Torch (optional)
<input type="checkbox"/>	Waterproof closed shoes, Crocs or swim footwear	<input type="checkbox"/>	Camera (optional)

All boys are expected to wear a Yarmulke and Tzitzit at all times.

All children are required to bring suitable clothes in case of a fire evacuation. This means closed shoes, long pants and skirts, wool jumper.

Only **ONE** piece of luggage is permitted per person to go under the bus and ONE small carry-on bag which has your lunch for the day of departure in it.

Please don't bring water with you as there will be plenty available at camp, and there will be no room for it on the bus.

PLEASE ENSURE YOU LABEL EACH ITEM OF CLOTHING INCLUDING SOCKS AND UNDERWEAR. CLOTHING THAT IS NOT LABELLED WILL NOT BE BROUGHT BACK AS LOST PROPERTY.



Our Safeguarding children policies

We are very proud that Chabad Youth has received accreditation from the Australian Childhood Foundation.

We take seriously our responsibility to deliver our services in a safe environment that is caring, nurturing and protective. At Chabad Youth we believe that the welfare of all children and young people is of paramount importance and that our organisation has an obligation to defend the child's right to care and protection. Staff and management have a responsibility to take action to protect children they suspect may be abused or neglected. We have a zero tolerance policy towards abuse or bullying of any kind.

We believe children and young people who come to programs and events at Chabad Youth should:

- Feel comfortable
- Be cared for
- Feel safe and be safe.

Everyone who works here does their best to make sure children and young people here are protected from any harm.

It is not okay for anyone to hurt a child's feelings or body.

It is important for you and your child to know that if your child ever feels unsafe or uncomfortable we will be here to listen to you both and act proactively.

If you are unhappy with the way you or your child are being treated please tell the Chabad Youth director or a head staff member.

Outlined below is a brief outline of our practice and behavior guidelines:

Our practice and behaviour guidelines address the major areas where our staff interact with the children and young people who take part in our programs, services and events. We have developed these practice and behaviour guidelines to help safeguard your children and young people from abuse or neglect.

Sexual misconduct

Under no circumstances is any form of 'sexual behaviour' to occur between, with, or in the presence of, children and/or young people participating in any of our

programs, services and events. 'Sexual behaviour' is interpreted widely, to encompass the entire range of actions that would reasonably be considered to be sexual in nature, including but not limited to contact behavior and non-contact behaviour.

Adhering to role boundaries

Our personnel will not, of their own volition or at the request of a service user, act outside the confines of their duties (as specified in their job agreement.) when helping to deliver our programs, services and events.

Chabad Youth personal are not allowed to:

1. Provide unauthorized transportation, for example, lifts home, to any youth in our care unless given authorization from the coordinator or parent.
2. Must not seek contact with children or young people (or former participants) outside programs, services and events unless given authorization from the coordinator or parent.

If any of our personnel become aware of a situation in which a child or young person requires assistance that is beyond the confines of that person's role, or beyond the scope of our organisation's usual service, they will seek advice from Chabad Youth management, contact the child or young person's parent or guardian, and/or refer the matter to an appropriate authority or support agency.

Use of language

Any Language and/or tone of voice used in the presence of children and young people will provide clear direction, boost their confidence, encourage or affirm them. Language used by staff members will not be harmful to children, and staff will endeavor to avoid language that is discriminatory, racist or sexist, derogatory, intended to threaten or frighten, or language that is profane or sexual.

Supervision

Personnel are responsible for supervising the children and young people to which our organisation provides programs, services and events, to ensure that amongst other reasons, participants will engage positively with our programs, behave appropriately toward one another, and that they are in a safe environment and are protected from external threats, for example, supervised at all times with no access for intruders etc.

Our personnel are required to not have one-to-one unsupervised situations with children and young people to whom we provide services, and to conduct all activities and/or discussions with service recipients in view of other personnel.



Giving gifts

Giving of gifts by our service delivery personnel to children and young people to whom we provide service is subject to the gift being in a manner of a reward or prize, and in a public manner and they have obtained prior authorisation from a supervisor or Director. Our center will make all parents or other responsible adults aware of any gift or prize given.

Photography and images of children

Under these guidelines children and young people to whom we deliver service are to be photographed while involved in our programs, services and events only if:

- Our Director has granted prior and specific approval
- Informed consent by parent(s)/carer(s)
- The context is directly related to participation in our programs, services and events
- The child is appropriately dressed and posed
- The image is taken in the presence of other personnel.

Physical contact with children

Chabad Youth safeguarding policy states that any physical contact with children and young people must be appropriate to the delivery of our programs, services and events such as when fitting a harness on a child and based on the needs of the child or young person, rather than on the needs of our personnel.

Any physical handling of a child, when appropriate to the delivery of services must be with prior advice and permission from parents and a clear acknowledgment from the child prior to handling.

Under no circumstances should any of our personnel have contact with children or young people participating in our programs, services and events that would appear to a reasonable observer to have a sexual connotation or that is intended to cause pain or distress to the student. Staff is instructed to not be overly physical in any way with a child.

Our personnel are required to report to management any physical contact initiated by a child or young person that is sexual and/or inappropriate, for example, acts of physical aggression, as soon as possible, to enable the situation to be managed in the interests of the safety of the child or young person, our personnel and any other participants.

Overnight stays / sleeping arrangements

Overnight stays will occur only with the authorisation of our Director and of the parents/guardians of the children or young people involved.

Practices and behaviour by our personnel during an overnight stay will be consistent with the practices and behaviour expected during delivery of our programs, services and events at other times.

When on an overnight stay, children and young people will be provided with privacy when bathing and dressing. Our staffs are instructed to observe appropriate dress standards when children and young people are present, and will not leave children under the supervision or protection of unauthorised persons such as hotel staff or friends.

Sleeping arrangements will be made to ensure that they will not compromise the safety of children and young people such as unsupervised sleeping arrangements, or an adult sleeping in the same bed as a child or young person. All children have the right contact their parents, or others, if they feel unsafe, uncomfortable or distressed during the stay.

Change room arrangements

Personnel are required to supervise children and young people in change rooms while balancing that requirement with a child or young person's right to privacy. In addition personnel will avoid one-to-one situations with a child or young person in a change room area. Chabad Youth personnel are not permitted to use the change room area while children and young people are present. Chabad Youth personnel will provide the level of supervision required for preventing abuse by members of the public, adult service users, peer service users, or general misbehaviour, while also respecting a child's privacy

Transporting children

Children and young people in our care will be transported only in circumstances that are directly related to the delivery of our programs, services and events – for example, a organized event may be okay, but they may not be given casual lifts.

Children will be transported only with prior authorisation from our Director and from the child's parent/guardian.

Our guidelines for parents

Your and other children and young people's participation in the program is for their enjoyment. As parents your role is to support these outcomes by:

- encouraging your child's participation in a positive and respectful manner



- advising our program coordinator of any special needs that your child may have, or develop, during the course of the program (for example, they may suffer from asthma or allergies, or have hearing difficulties), so that we can assist in their safe participation in the program, and ensure that all necessary paperwork has been filled out.
- engaging with our staff positively, not criticising staff members in the presence of your child, and reporting any concerns to our program coordinator
- ensuring that your child is picked up on time at the conclusion of a program session
- arranging with our program coordinator prior to a session if your child is to be picked up by a person unknown to the program – and completing an authorisation form
- advising our coordinator if your child is unable to attend the program, or is no longer interested in participating in the program
- reporting any concerns to our program coordinator and not directly to a staff member, other child or parent involved in the program
- not asking the staff member to provide any other support or service outside the boundaries of our mentoring program, such as asking for babysitting services or for lifts home for your child
- not engaging in behaviour that discriminates against any other person on the basis of gender, ability, race, colour, religion, language, politics or national or ethnic origin
- engaging with other participants in a positive and respectful manner and not engaging in behaviour designed to belittle, insult or intimidate others
- not engaging in, or threatening to engage in, violent or physical confrontations with any other person
- not encouraging or inciting your child to commit violent

Conclusion

We are very excited to have your child join the Chabad Youth family. We look forward to working with you to ensure your child has a happy, positive, fun and inspiring time at our camp.

acts or to breach program rules

- advising our program coordinator of any changes in contact information for use in the event of an emergency. Serious or ongoing breaches of these guidelines are not tolerated. Parents who breach our guidelines may:
 - be asked to leave the program
 - provided with advice and/or a warning to encourage positive participation
 - jeopardise their future participation in our programs, services and events.

Responding to child abuse reports and allegations

We take seriously our responsibility to deliver a safe environment that is caring, supportive and nurturing and are committed to protecting the children and young people to whom we deliver our services. Accordingly we have developed policies on how to respond to child abuse reports and allegations as a guide to all involved personnel in meeting their responsibilities in this area. Our personnel are required to identify, report and respond to any concerns about, or incidents of, child abuse or neglect towards children or young people to whom we provide services. Our personnel are required to respond to abuse or neglect perpetrated by personnel within our organisation or by other persons. In the event of a report of suspected child abuse, the Director of Chabad Youth will be notified and depending upon the nature and seriousness of the incident, the police or child protection and parents will be notified. Strict confidentiality will apply to all concerned.

As parents you also play an important role in the safety of your children and the others attending our activities. If you or your child has any concerns in relation to their safety you should contact the Director at Chabad Youth, or the police. Any such concerns will be treated with strict confidentiality.



