If you have any questions regarding any of the information or policies in this packet, please contact PEEC’S Director of Education, Stephanie Sherman, via camp@peec.org or 570-828-2310 ext. 240 or Assistant Camp Manager, Nathan Lanan at nlanan@peec.org (570-828-2310 ext. 223).

General Information

Virtual Classroom Support
Using PEEC’s high speed internet on a private, monitored network, students can access their online classes and schoolwork. Trained and experienced PEEC staff will ensure that they attend their online classes on time and are safe and supervised at all times. School care will be based out of PEEC’s dining hall and/or classroom spaces, allowing for maximum social distancing at personal workstations.

Socialization
Many students have been lacking in socialization time that they would normally get at school. In addition to structured school work time, students will enjoy supervised free time during which they can socialize with their peers. Outdoor active games, board games, and crafts will be provided so that students can have fun in a safe environment between classes.

Staff-led Activities
Depending on staff availability, class scheduling, weather, and student interest and ability, PEEC staff can lead a variety of STEM-based activities on PEEC’s 38-acre property and 12+ miles of trails. These can include interpretive hikes, tours of our interactive Eco-Zone, searches for animals in our ponds, canoeing, educational games, and much more!

Supervised Free Time
In between classes, students can elect to participate in the socialization aspects mentioned above or to choose their own activities they have brought from home. Students are free to enjoy their own personal books or games (both physical and electronic), as well as use streaming sites such as YouTube and Netflix. PEEC’s Wi-Fi network has blocks on common sites that would be inappropriate for children to use, and staff will be monitoring activity in person to ensure that it is appropriate and not distracting for other students. Families are encouraged to put further parental locks on devices for individual students.

Pick-up and drop-off

Student Drop-off
Drop-off time for students is between 8:45 and 9:10 am at the dining hall. Check in will occur along the campus drive in front of the dining hall. PEEC staff will perform a brief health screening to check for symptoms of COVID-19 such as a fever, aches, and other flu-like symptoms. Families may
remain in their vehicles as staff comes to them to perform the check. Showing a valid ID such as a driver’s license is REQUIRED for drop-off, both as a precaution to ensure that students are coming in the care of a trusted adult and as a legal requirement for temporary transfer of guardianship. Once the health screening and ID check have been completed, students may exit the vehicle and proceed to the dining hall. Families can then continue on the campus drive around the Main Building to exit the property.

**Student Pick-up**

Pick-up is from 3:30 to 4:00 pm and will be held outside the front entrance to the dining hall. Showing a valid ID such as a driver’s license is once again REQUIRED as students will only be released to authorized adults that have been designated beforehand. ID must be shown at EVERY checkout for the safety of our students. Any student not picked up by 4:15 will automatically be charged $10 for after care. Families are encouraged to inform PEEC staff at check in if they anticipate picking up their student late.
Before and After Care

Before and after care will be available at the dining hall from 8am to 9am and from 4pm to 5pm. Students enrolled may be dropped off at the dining hall starting at 8am, and/or be picked up by 5 pm. Crafts and games will be available at this time. Before and after care are $10 each per day.

Health and Safety

COVID-19 policies

- Maximum group sizes are based on carrying capacity in the dining hall and/or PEEC classrooms available. These capacities cannot be exceeded.
- Each student will have their own designated workstation and will not be permitted at others’ workstations. Masks must be worn at designated group tables during socialization.
- Face masks or equivalent are required for each student and must be worn inside while away from personal workstations or outside while unable to maintain a distance of 6 feet.
- Seating and commonly used spaces will be sanitized regularly following use.
- Daily health screenings for staff and students, including temperature checks, will be performed to prevent sick individuals from coming to school care. Symptoms related to allergies are acceptable.
- For the safety of other students, PEEC staff, and the families of both, students who are sick must be kept home.
- PEEC adheres to current CDC, WHO, and other scientific agencies’ policies on practices involving COVID-19. Refusal on the part of a student or family member to follow PEEC policies will result in dismissal from PEEC school care without refund.
- For the safety of everyone, no exceptions can be made to these rules.

Accommodation of Students

The goal of PEEC school care is to provide a safe, supervised environment for students to participate in a virtual classroom. While staff will help students attend their classes on time and remind them of their school work, PEEC staff are neither the students’ teachers nor their parents. Students should understand that their primary goal for each day is to accomplish their school work, and fun comes afterward.

While PEEC staff is experienced in STEM education and knowledgeable in a variety of fields, their attention will necessarily be divided between many students. Environmental learning based “classes” may be held during the day, but staff is not taking the place of a tutor or a teacher. Any help in STEM or other classes that may come from PEEC staff as time permits and is to the best of their ability.

PEEC is not equipped to handle all English Language Learning, Special Education, or IEP students. Such students are welcome to enroll, but families acknowledge that PEEC may not be able to provide the individualized support that those students need.

Health Form

The best way for PEEC to provide a safe and healthy atmosphere for our student communities is for families to partner with us to share any specific physical, emotional, or behavioral needs. Students with incomplete health or immunization information will not be allowed to attend school care. If your student needs support or accommodation, please contact us.

Allergies
If your student has allergies, please specify the allergen and severity on the registration form, including how it is triggered: airborne, touch/contact, ingestion, etc. PEEC can accommodate many allergies. PEEC cannot control lunches brought in by other students, such as peanut butter or other potential allergens. We cannot guarantee a “nut free” space.

Medications and Medical Care

No student is permitted to keep medication of any kind on their person. If your child has an EpiPen or inhaler, PEEC must have a letter on file from the child’s doctor that states their need to carry this medicine. For the safety of all other students these items must be carried by staff.

All over-the-counter medicine, prescription medicine, and vitamins must be turned in during check-in. Prescription medicine must be in the original bottle with the doctor’s name, dosage, and usage instructions on the bottle. Please put properly labelled medicine containers in a clear plastic bag with your child’s name. Trained staff will dispense all necessary medications as needed.

PEEC has First Aid/CPR Certified staff members and a manager on duty 24/7 during the week. Should an accident or injury become untreatable on site, we will make every effort to contact you and the camper’s emergency contacts before taking the student off-site for treatment.

The Great Outdoors

During their time here, students will have the opportunity to participate in hiking, games, and other outdoor activities. PEEC practices a Leave No Trace philosophy in respect for the environment, and we expect all students and visitors to do the same.

As in any non-urban area, while at PEEC there is a risk of insect bites, including mosquito and tick bites, which can result in diseases such as West Nile virus, Lyme disease, and other illnesses. If you are concerned about the prospect of insect and tick bites, send your child to school care with insect repellent. We will use every reasonable effort to assist your child in the application of repellent. Due to humidity, perspiration and other naturally recurring events, as well as the nature of insect behavior, PEEC cannot guarantee that your child will not be bitten and/or stung by an insect or tick.

For your child’s protection, staff members are not permitted to inspect students for the presence of ticks or other bites. Upon returning home, examine your child for ticks and other evidence of insect bites or stings and take any necessary medical precautions. For additional information concerning insect borne illnesses, please consult the American Lyme Disease Foundation’s website at http://www.aldf.com/lyme.shtml and the US Government Center for Disease Control and Prevention website at http://www.cdc.gov.

Behavioral Expectations

Our rules are based on respect for the safety and well-being of the entire PEEC community. PEEC staff members will review these rules with students at the beginning of the day:

- PEEC has a zero tolerance policy on bullying or discrimination. Students will not undertake extreme or continued disrespect of others. This includes qualities such as appearance, nationality, socioeconomic status, ethnicity, religion, learning style, ability, family structure, gender identity, sexual orientation, etc.
- Students will not physically or emotionally endanger themselves, other campers, staff members, or any other persons.
- Students will not steal, harm or destroy student, staff, or PEEC property or facilities.
- Students will not leave assigned areas without permission or engage in age-inappropriate activities.
• Students found to possess weapons, drugs, alcohol, tobacco, or vaping products will be dismissed from the program. Violation of these rules will result in an immediate call home and possible removal from program. If dismissal is necessary, it is the parent’s/guardian’s responsibility to make arrangements for their child to be picked up immediately.

**Suggested packing list:**

*PEEC is not responsible for lost or damaged items.*

**Essentials:**
- Cloth or disposable face mask(s)
- Ready-to-eat lunch (food that does not require refrigeration or a microwave)
- Comfortable clothing appropriate for school
- Sweatshirt or sweater (if cold day)
- Rainwear (poncho or rain jacket, boots)
- Reusable water bottle
- Device for accessing online classes (laptop, tablet, cell phone, etc.)
- Charger(s) for electronic devices
- Headphones, ear buds, etc. for online classes
- Textbooks, notebooks, pencils, and other materials necessary for studying/classwork
- Backpack or other appropriate bag for transporting items.

**Optional:**
- Clothing appropriate for hiking/getting dirty
- Sturdy, close toed shoes (required if student elects to go on hikes)
- Insect repellant and sunscreen (recommended while outside)
- Book(s) for personal reading
- Card or board games
- Handheld electronic gaming devices (must be silent or used with headphones)
- Music players (must be used with headphones)

**Prohibited items:**
- Knives
- Weaponry of any kind
- Matches or lighters
- Alcohol
- Tobacco or vaping products