



**Chincoteague Bay Field Station  
Summer Camp Parent Guide**

## Greetings from Chincoteague Bay Field Station!

On behalf of Chincoteague Bay Field Station, let me welcome you and your child to camp!! This is always an exciting time for us, as we transition from our field trips with the School Programs to our amazing camps. If this is your first camp with us ... welcome! To all of you returners ... welcome back! We are excited to be sharing a summer of science, fun, and new friendships with each and every one of you.

Children, counselors, and educators from all over the country come together in our summer sessions to discover and celebrate the natural environments around them and to share ideas and passions for the sciences with each other. We offer endless possibilities for exploration, new accomplishments, and fun.

We hope that you and your child are as excited as our staff about the upcoming summer and we look forward to meeting you!

A handwritten signature in black ink that reads "Emily Foy". The signature is written in a cursive, flowing style.

Emily Foy  
Summer Camp Coordinator

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## **Important Information**

### **Chincoteague Bay Field Station**

34001 Mill Dam Road. Wallops  
Island, VA 23337

Office Phone: (757) 824-5636, ext.100

After Hours Emergency Phone: (757) 824-5636

Email: [info@cbfieldstaion.org](mailto:info@cbfieldstaion.org)

Opening Day Check-In: Sunday, 3:00 - 4:30

Closing Day Check-out: Friday, 3:00 - 4:30

## **Field Station Rules and Information for Participants**

1. Please respect others as well as their rights and properties.
2. Please follow all safety rules and make a special effort to be safety conscious.
3. Report any illness, accident, etc., immediately to your camp counselor and educator so that appropriate action may be taken.
4. NO Cell Phones or other handheld electronic/internet devices.
5. NO alcoholic beverages, smoking, or drugs are permitted on Field Station property (including campus, boats, and vehicles) at any time. Violation will result in dismissal from the program without refund.
6. Do not leave station without permission from your camp counselor.
7. Please do not remove anything from the lab.
8. No intervisitation allowed between dorms.
9. Avoid excessive noise. ALL campers must be in their dorms by 10:00PM. Quiet hours are from 10:00PM to 7:00 AM.
10. Campers are responsible for damages to the dorm or facilities and will be billed for these damages and subject to disciplinary action.
11. A clean-up period will be conducted before you leave. Campers are responsible for cleaning all areas used during their stay. Instructors will hold a cleaning and damage inspection on the last day of the program.
12. Keep perishable items (food, shells, organisms) out of the dorms. All biological samples should be kept in the labs.
13. Do not wash mud or sand down any drains. Please use the hose to get the majority of the mud off of yourself/your clothes and then the designated outside showers for rinsing off. Use clothes lines to hang wet, dirty clothing. Wear your swimsuit in the outdoor showers.
14. Do not wear swimsuits or muddy clothes into the cafeteria.
15. Shoes must be worn on station and on field trips at all times.
16. Please make a special effort to use the sidewalks and stay off the grass in heavy use areas.
17. Campers are allowed in the following buildings only: assigned dorm units and lab, cafeteria during regular meal hours, and the Ship Store. No food or drink may be removed from the cafeteria. Do not enter or stay beyond meal times.
18. Meal Times
  - Breakfast: 8:00-8:30AM
  - Lunch: 12:30-1:00PM
  - Dinner: 5:15-5:45PM
19. The Field Station will not be held responsible for any lost or stolen items.
20. This is your field experience. Please participate and contribute questions and ideas to make the program enjoyable for you and your fellow campers. Take care of yourself: drink water, wear sunscreen and correct clothing etc. and most of all...Have Fun

## **Directions**

### **From the South**

Headed North from the Chesapeake Bay Bridge Tunnel, drive 73.5 miles on Route 13 (Lankford Highway). Turn Right on VA-175E at T's Corner in Oak Hall. Drive for 2.7 miles. Turn left onto Mill Dam Rd. (just after the Sunoco gas station), drive for 0.6 miles before arriving at the Chincoteague Bay Field Station on the Left.

### **From the North**

Headed South from Salisbury, MD, drive approximately 35 miles on Route 13 (Lankford Highway). Turn Right on VA-175E at T's Corner in Oak Hall. Drive for 2.7 miles. Turn left onto Mill Dam Rd. (just after the Sunoco gas station), drive for 0.6 miles before arriving at the Chincoteague Bay Field Station on the Left.

### **Once On Campus...**

Check-in runs from 3:00 pm to 4:30 pm in the lobby of Red Knot Residence Hall (map below). Field Station staff will be there to help answer any final questions you might have and to settle your camper in!

## **Nearby Hotels for Parents**

Fairfield Inn and Suites, Chincoteague, VA **P:** [\(757\) 336-0043](tel:(757)336-0043) (10 minutes away)

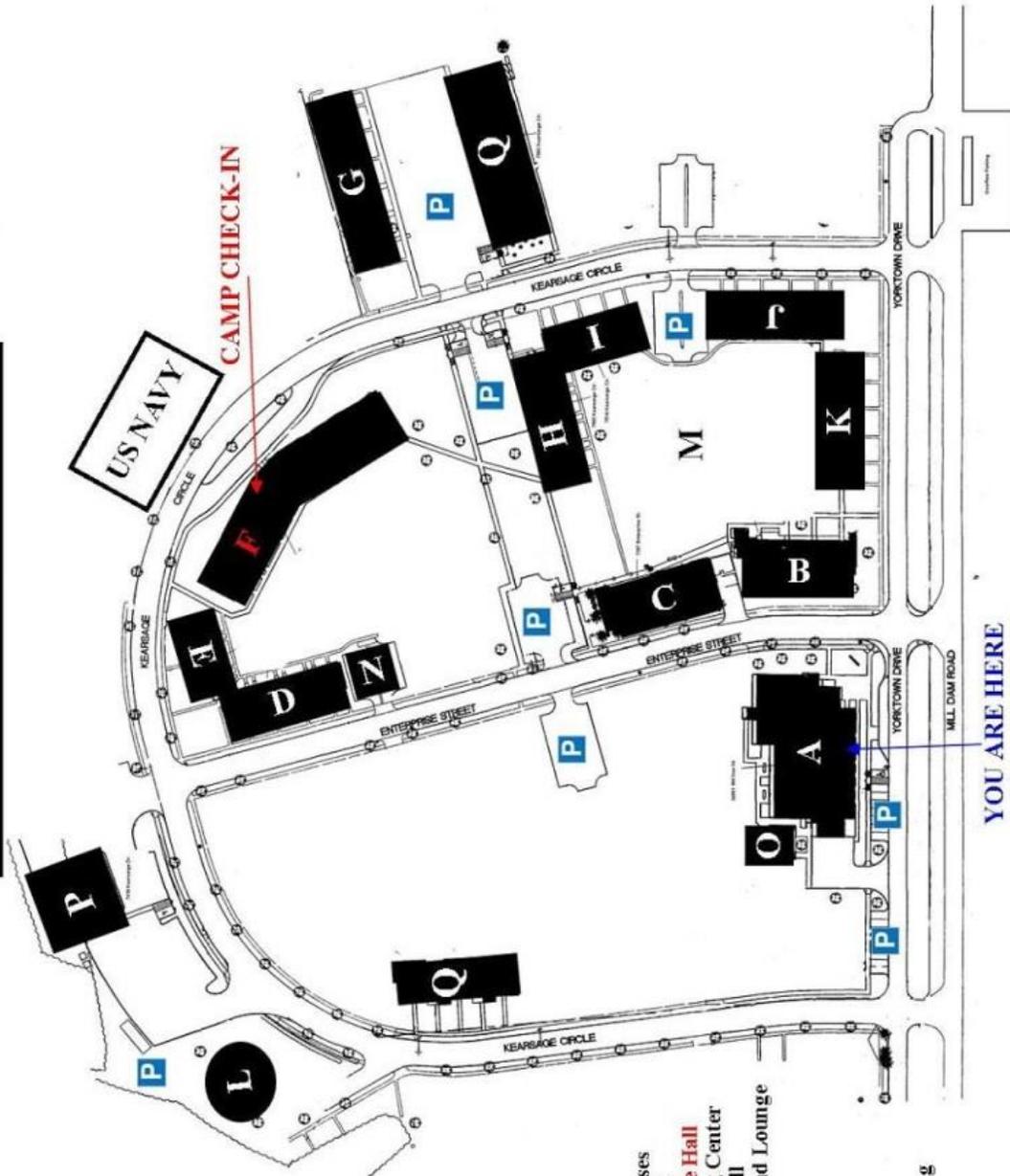
Hampton Inn and Suites, Chincoteague, VA **P:** [\(757\) 336-1616](tel:(757)336-1616) (10 minutes away)

Comfort Suites, Chincoteague, VA **P:** [\(757\) 336-3700](tel:(757)336-3700) (10 minutes away) Waterside Inn, Chincoteague, VA **P:** [\(757\) 336-3434](tel:(757)336-3434) (10 minutes away)

Holiday Inn Express, Pocomoke City, MD **P:** [\(410\) 957-6444](tel:(410)957-6444) (20 minutes away)

Bed and breakfast facilities on the Eastern Shore can be found through Virginia's Eastern Shore Bed and Breakfast Association ([www.coastalvirginiabnb.com](http://www.coastalvirginiabnb.com)).

# CBFS Campus MAP



## Map Key

- A..... Education Center
- B..... Salicoma Suites
- C..... Dining Hall
- D..... Terrapin Townhouses
- E..... Coquina Commons
- F..... Red Knot Residence Hall**
- G..... Loblolly Learning Center
- H..... Horseshoe Crab Hall
- I..... Limulus Library and Lounge
- J..... Blue Crab Hall
- K..... Lady Crab Hall
- L..... Campfire Ring
- M..... Sports Field
- N..... Basketball Court
- O..... Pompano Pavilion
- P..... Maintenance Building
- Q..... Staff Housing

## **Packing for Camp**

If possible, campers should use a large duffel bag for packing. Place a list of items inside of the duffel bag so that counselors can help campers maintain their possessions. Every camper should be sure to pack:

- Water bottle
- Sunscreen
- Bugspray
- Plastic bags to put dirty/wet items
- Sleeping bag or twin bed linens
- Pillow and pillowcase
- Towels(atleast 3-one for using outside and two for showering)
- Wash clothes
- Toiletries (shampoo, soap, toothpaste, toothbrush, hairbrush, deodorant, etc.)
- Flashlight
- Clothing for six days
  - Shirts
  - Shorts
  - Long pants (required for getting into the marsh)
  - Underclothing
  - Swimsuits (atleast 2)
  - Closed-toed athletic/tennis shoes
  - Secure shoes that has laces that can get dirty/wet
  - Flip-flops
  - Sweatshirt and raincoat (or any other layers they might need)
- Optional Items
  - Disposable camera
  - Books, comics, or magazines
  - Rainy day games, cards
  - Stationery/stamps

## **Items Not Allowed at Camp**

- Cell Phones
- Handheld electronic/internet devices (In addition to these items being costly and unsecured at camp, the content of material accompanying them is often not suitable to be shared with other campers.)
- Weapons of any kind including but not limited to, firearms, explosives, bows, knives, and other blades.
- Illegal drugs/alcohol
- Nut products (Some campers experience severe food allergies. We encourage food-free care packages.)

Chincoteague Bay Field Station is not responsible for any lost or damaged personal items in the camper's possession.

## **Laundry/Lost and Found**

Laundry is provided for campers at a cost of \$1.25 per load (in quarters).

Any lost items are collected periodically throughout the week and sent to the front desk in the Education Center. Campers are welcome to check the lost and found at any point throughout the week to try and find misplaced items. The shipping of found items after the camper's departure may be arranged at your expense.

## **Opening Day**

Opening Day is an exciting time for everyone involved! Campers get to move into their dorms, meet their fellow campers, and start learning about the interesting environments they will be visiting throughout the week. As parents, you too get to meet your child's counselors and educators, and get a first-hand look at where your child will be creating memories throughout the coming week. Campers can check in at the Red Knot Lobby on **Sunday between 3:00 and 4:30**.

Field Station staff will be on site to answer any questions you may have, go over any important medical information for your child, and distribute schedules and information sheets. These sheets include information on contacting your child during the week, emergency contact information, and reminders about closing day. This is when your child will sign up for their classes for the week and the classes are filled on a first-come, first-served basis.

Once your child is checked in, they will meet their camp counselor who will help move them into their dorm. You are welcome to accompany your child to help him/her get settled into their new home for the week. By 4:30 parents should depart. Campers will then begin their Opening Day activities, including ice-breaker games, dinner, boat training, and a trip to the Island Creamery!

## **Closing Day**

On Closing Day, campers head out to Chincoteague National Wildlife Refuge for a day at the beach! After a day swimming, picnicking, and having fun in the sun, the group will return from the beach to clean and check out of their dorms. They will be back on campus around 2:30pm. **Pick-up begins at 3:00pm and lasts until 4:30pm.**

In the unforeseeable event you could be late picking up your camper please call the on-call phone number listed on Page 2.

After you return home and have had time to talk with your camper about camp, we will be sending out a quick online survey for you to fill out. Please take a few moments and give us your feedback! If your child loved their experience here, please share information about the possibility of coming here for a field trip with their Science teacher.

## **Typical Daily Schedule**

**7:30 am** Rise and Shine

**8:00 am** Breakfast

**9:00 am** Morning Class (3 options)

**12:30 pm** Lunch at the cafeteria or Picnic lunch in the field

**1:30 pm** Afternoon Class (3 options)

**5:15 pm** Dinner

**6:30 pm** Evening Programming

**8:30 pm** Cabin Time and Field Games

**10:00 pm** Lights Out

## **Dorm Assignments**

Campers are assigned to dorms by camp and age level. Dorm assignments will be given upon arrival on Opening Day. If you have a housing request for campers of the same age and sex, we will be happy to try and accommodate your request.

## **Meals**

Our dining hall staff provides campers and staff members alike with a healthy variety of delicious meals. From grill-outs to hot breakfasts, fresh fruits and veggies to after-dinner treats, the dining hall always has something hearty and nutritious to munch on. Is your child a vegetarian or does he or she have any other special dietary needs? We will work with you to ensure that your child will have satisfying options at every meal.

## **Discipline**

On Opening Day, campers will discuss rules for their time at the Field Station. These rules are strictly enforced to promote the security and happiness of every camper or participant coming to campus. If there is an ongoing behavioral problem with a camper, the first step will be a discussion with the camper about their improper behavior and how to fix it. A verbal agreement of better behavior will be made between educators/counselors and the camper. If the behavior continues, a written contract addressing the behavior of the camper and the consequences of their actions will be signed. Educators/counselors will also contact parents/guardians to make them aware that there is an issue. If the improper behavior is not fixed, the camper will be sent home. Early dismissal from camp for behavioral issues will not warrant a refund. The same will be true of voluntary early departures.

## **Visitation/Phone Calls**

Due to issues with homesickness, we do not allow students to have their personal cell phones with them during the week. We keep your child focused on activities and involved with new friends, making a phone an unnecessary distraction. **Please respect our no phone policy.**

We do not have a visitation day at the Field Station. However, we encourage parents to tour the facilities and meet the counselors and educators on both Opening and Closing Days.

If there is an emergency and you need to contact your child while they are at camp, please call the office – (757) 824-5636 – during business hours (8:00 am-4:30 pm). If it is outside of those hours, and you are having an emergency, you can call our emergency on-call phone – (757) 894-7708 – to speak to a senior staff member.

## **Communication with your Camper**

There is nothing like snail mail for a kid at camp! Mail is brought to campers every evening just before dinner and the excitement you can see in each child's eyes as they open their mail is unbeatable. If you would like to send a letter / postcard to your child while they are here, please address it as follows:

Camper Name

\_\_\_\_\_ Summer Camp (which camp they are in ... Budding Marine Biologist, etc.)

34001 Mill Dam Road

Wallops Island, VA 23337

You may also leave a note or postcard for your child at check-in. Counselors will deliver it to them later in the week.

Emails can be sent to **diane@cbfieldstation.org** (ATTN: Camper's Name & Summer Camp) and will be printed out and given to your child before dinner as well.

## **Photo Updates**

Interested in seeing what your child is up to during his/her week at camp? Feel free to check out current camp activities on any of our social media outlets.

### **Follow:**

**Facebook** [www.facebook.com/Chincoteague-Bay-Field-Station](http://www.facebook.com/Chincoteague-Bay-Field-Station)

**Instagram** @cbfieldstation

**Twitter** @cbfieldstation

**Flickr** <https://www.flickr.com/photos/143032190@N03/albums>

## **Spending Money**

Campers will not need any spending money for camp-related activities during the week of camp. However, if they would like to bring money for laundry or for purchasing items in the camp store, they may. The counselors will collect spending money on Opening Day and store it in a lock-box for safe keeping. It will be accessible at the camper's request.

## **Ship Store**

The Ship Store is open throughout the week, from 8:30-4:30. It is full of all sorts of goodies, including sweatshirts, hats, candy, toys and games, local art, postcards, etc. Campers are welcome to visit the store during their off time if they want to purchase souvenirs or snacks. If you'd like to send your child to camp in style, we offer some of our most popular apparel items online:

[www.cbfieldstation.org/ships-store](http://www.cbfieldstation.org/ships-store)

## **Medications/Health Care**

Campers check in all of their medication with the counselors on Opening Day. Medication will be kept in a lock-box with the counselors at all times so that it is on hand when needed. On Opening Day, parents will fill out a medication form describing when their child should receive his/her medication. Counselors will distribute medication accordingly. Medication will be returned to parents/guardians during pick-up on Closing Day.

All Field Station staff members are First Aid/CPR certified and carry a first aid kit with them wherever they go. Educators and counselors oversee any minor treatments that a child may need during the week (cuts, blisters, sunburn, insect bites, etc.). In case of an emergency, the NASA medical team will respond as well. They can arrive on campus within three minutes of receiving a call.

## **Weather Related Emergency**

Chincoteague Bay Field Station staff keep a close watch on any weather systems affecting the area. While we will go out in rain, we always have special indoor activities planned if the weather is deemed unfit for outdoor activities. If boat trips are postponed, we will do our best to reschedule the trip during your program.

## **Refund Policy**

Chincoteague Bay Field Station is happy to accommodate a switch in a camper's session dates at no charge as long as the new session has availability. After June 1st, refunds are reviewed on a case by case basis.

## **First-Time Campers/Homesickness**

Homesickness is a common occurrence in people of all ages. It is a natural response to being separated from the normal routine a child experiences at home and from loved ones with whom they find support. Parents/guardians can help their child adjust to camp by following simple steps outlined in an American Camp Association publication, written by University of California Psychologist Chris Thurber:

- Encourage your child's independence throughout the year. Practice separations; a sleepover at a friend's house can simulate the camp environment.
- Involve your child in the process of choosing a camp. The more that the child embraces the decision, the more comfortable the child will feel at camp.
- Discuss what camp will be like before your child leaves. Consider role-playing situations, such as using a flashlight to find the bathroom.
- Reach an agreement ahead of time regarding phone calls home. If your child's camp has a no phone calls policy, honor it.
- Send a note or care package ahead of time to arrive the first day of camp. Acknowledge, in a positive way, that you will miss your child. For example, you can say, "I am going to miss you, but I know that you will have a good time at camp".
- Talk candidly with the Camp Director to obtain his/her perspective on your child's adjustment.
- Don't bribe. Linking a successful stay at camp to a material object sends the wrong message. The reward should be your child's new-found confidence and independence.
- Pack a personal item from home, such as a stuffed animal.
- When a "rescue call" comes from the child, offer calm reassurance and put the time frame into perspective. Avoid the temptation to take the child home early.
- Don't feel guilty about encouraging your child to stay at camp. For many children, camp is a first step toward independence and plays an important role in their growth and development.
- Trust your instincts. While most incidents of homesickness will pass in a day or two, Thurber's research shows that approximately 7% of cases are severe. If your child is not eating or sleeping because of anxiety or depression, it is time to go home. However, don't make your child feel like a failure if his/her stay at camp is cut short. Focus on the positive and encourage your child to try camp again next year.

Chincoteague Bay Field Station Staff are well-trained at helping homesick campers adjust to life away from home. We keep them active and involved through team-building, field trips, fun games, etc. With your help, we know we can help your child have an amazing experience at camp.

## **Partnering with Parents**

The staff here at the Field Station is dedicated to making sure that every camper coming through our doors has an enjoyable experience and learns something new during their time here. To ensure that every child gets the care and comfort that they need, we request that parents share appropriate information about their child that may impact how we instruct, work with, or care for that child. You may fill out any details you feel are important on our health forms. Feel free to attach an additional sheet if you need more space. This information will help the staff better prepare for your child's needs. Camp staff will review this information prior to camp check-in. All forms will be kept in our confidential files.

## **Letter to Counselors**

Attached is a prompt for your camper to send a letter to their future counselors. They may use this prompt or write their own letter answering some of the questions we listed for them. This allows the counselors to learn a bit about your child before they arrive so that they are more prepared for homesickness, can work on creating free time activities your camper will enjoy, etc. It also allows your camper to feel more comfortable with and supported by his/her counselors from the moment he/she arrives on campus.

## Letter to My Counselors

Dear Camper,

This is a confidential information form between you and your counselors. The purpose is to let the counselors know a little more about you before you arrive at the Chincoteague Bay Field Station. We hope you are as excited about camp as we are. We look forward to your arrival!

Best,  
Summer Camp Staff

Name: \_\_\_\_\_

Camp: \_\_\_\_\_

Age: \_\_\_\_\_

First time at Camp? \_\_\_\_\_

I am coming to camp because...

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Circle One: I am EXCITED / NERVOUS about attending camp this summer. Why?

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I want to learn these skills at camp:

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My expectations for my counselors are:

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Describe yourself in a few sentences:

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Is there anything else you want to share with us?

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_