

**NEW JERSEY WOODLAND STEWARDS PROGRAM – 2023**

**YMCA CAMP LINWOOD MACDONALD  
ONE FLATBROOK RD.  
SANDYSTON, NJ 07826  
POLICIES AND PROCEDURES**

**Mission Statement:**

Linwood-MacDonald YMCA Conference Center provides opportunities for individual growth, youth and family development and overall enhancement of the quality of life in our community through programs that include health, recreation, environmental education and social direction.

**Illegal Drugs, Smoking and Alcohol:**

The use of tobacco, vaping and/or non-prescription drugs of any kind are strictly prohibited from the Camp premises.

Anyone under the influence or using non-prescription drugs while on the Camp premises shall be reported to law enforcement and be removed from the premises. He/she shall not be allowed to return to Camp at any time.

Anyone using tobacco products on the Camp premises will be asked to leave immediately.

**Health Care Policy:**

Linwood MacDonald will provide health care personnel, treatment, supplies, and emergency transportation only for individuals and groups for whom Linwood MacDonald has responsibility for supervision and major programming. This includes day camp, resident camp, tripping programs, and specified family camp sessions.

**Health Care Procedures:**

User groups are responsible for gathering and maintaining information on all members of the group including name, address, emergency contact names and numbers, and any allergies/health conditions/restrictions. For minors without a parent on site, group leaders should also have signed permission to seek emergency treatment. Group leaders are responsible to inform the Center of any allergies or restrictions of their group that may affect Center services provided (e.g., food service, program activities)

Groups are responsible for their own emergency transportation. Phone numbers and locations of local EMS providers, clinics, and hospitals are provided in confirmation information also available at the Center office. Groups are responsible for providing their own first aid supplies and equipment. Orientation for groups will include updates on emergency procedures for the camp, including information on how to contact Center personnel in an emergency.

Center staff will activate EMS as necessary for groups.

**Housing Options:**

Each group is expected to perform its own housekeeping in lodges and cabin areas. Center staff will maintain the dining hall area and common areas. Prior to departure the group is responsible for sweeping and general cleanliness of each sleeping area and surrounding area. Groups can request housekeeping services for sleeping areas at an additional charge. There is no food allowed in the cabins.

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**Furnishings and Center set up:**

**Individual participants must provide for their own linens, towels, pillows, bedding and toiletries. Please bring a flashlight as well.** Groups are asked not to move Center furniture without the assistance of Center staff. Groups are expected to return the furniture to its original position.

**Use of Center Office:**

**Internet access is available in the dining hall and front deck. Limited use of the fax and copy machine is available at no charge.**

**Restricted Areas and mandatory program requirements:**

No participants are allowed in the roped off waterfront area when it is closed. All usage of both the beach and boat areas must be under the supervision of Center Staff when in use. When the docks are not in operation participants may not be on the docks at anytime. Participants may not be on the spillway of the Rooke Dam at anytime. Participants are not allowed in the center kitchen at any time. The ropes course and climbing tower are also restricted and requires Center Staff to be present at all times during use. Program requirements mandate that all participation involving watercraft activities **MUST** wear life jackets.

**Personal Equipment:**

Equipment owned by the Group or Individuals may be used with prior approval from the Center Director. Fireworks, firearms or weapons, including paintball guns, are prohibited.

**Quiet Hours:**

All Groups must observe the Sandyston Township Noise Ordinance, which prohibits excessive noise from 11:00 PM – 7:00 AM. Please respect this ordinance, and be considerate to other guests sharing the same facility.

**Night- time Emergency Contact:**

For emergencies after 9:00 PM, guests will be informed of the location of a staff member on YMCA property for overnight hours.