



***New 2017 – Our costs including extended care have increased. In addition, our start times for Before Care and JLAC camps have also changed. Please see individual program information for further details.***

Our camp manual has been created to make it easier to find important information and refer to our camp policies. If there is any additional information you would like to see added, please forward any comments or questions to Program Coordinator, Laura DeFelice at [ldefelice@oaklandnet.com](mailto:ldefelice@oaklandnet.com).

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# Welcome to Lake Merritt Boating Camps!

## OPR Mission Statement

Oakland Parks and Recreation is committed and dedicated to offering quality services, activities, and programs open to all Oakland residents and visitors.

Our goal is to cultivate awareness about the availability, accessibility, and affordability of Parks and Recreation services.

We offer fun activities in a clean, safe, healthy environment that provide opportunities for personal growth and skills development.

We strive to foster community ownership and launch best practice standards to operate and maintain our facilities, playgrounds, and parks to preserve the beauty and legacy of our City.

## Camp Goals & Outcomes

At Lake Merritt we provide a safe, fun environment to learn and practice boating and sailing skills.

Campers will learn about safe boating practices, teamwork, and how to take care of boating equipment.

At the end of their one week camp they will be awarded a BLUE CARD. Explorer campers will receive a Free Boat Rental Card which entitles them to rent any muscle powered boat. The sailing camps, upon passing the camp skills evaluations, will receive a card permitting them to rent the boat(s) they have been checked off on for free until they are 18 years of age. These cards are not replaceable.

## Camp Contact Information

Sarah Herbelin, Boating Supervisor [sherbelin@oaklandnet.com](mailto:sherbelin@oaklandnet.com)

Laura DeFelice, Boating Coordinator [ldfelice@oaklandnet.com](mailto:ldfelice@oaklandnet.com)

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Lake Merritt Boating Center, 568 Bellevue Avenue, Oakland 94610

Office Phone Number: 510-238-2196

Jack London Aquatic Center, 115 Embarcadero, Oakland, 94607

Office Phone Number: 510-238-2196

## Camp Dates

Registration for summer camp begins February 1<sup>st</sup> each year. Camps run from mid-June through the last week of August. To check dates and to register please visit [www.sailoakland.com](http://www.sailoakland.com) and click "Register online" or call 510-238-2196 for information.

## Hours of Operation

Camps at Lake Merritt are held Monday through Friday from 9:00 am to 3:30 pm. Jack London Aquatic Center Camps the start time is 9:15 am. We offer before and after care for \$15 a day for the Lake Merritt Boating Center camps only.

Before Care\* 8:00 am @ Lake Merritt Boating Center

Camp Hours 9:00 am - 3:30 pm for LMBC & **9:15 am - 3:45pm for JLAC**

After Care 3:30pm - 6:00 pm @ Lake Merritt Boating Center

\*Before Care is not offered Monday morning for Explorer Campers as they meet at Temescal Swimming Pool (371 45<sup>th</sup> Street near Broadway) for water safety training. No before or after care for JLAC camps.

## Youth Programs (Ages 7-17)

From Basic Boating to Advanced Sailing, we have a summer program just for you! Youth build confidence in their bodies and independent achievement, team work, and personal responsibility from boating and sailing. Younger kids start with pedal boats, canoes, and kayaks and then our Optimist Prams introduce them to capturing the wind to power their boats. Each class builds skills and introduces new boats as campers' progress from Lake Merritt to the Oakland Estuary and San Francisco Bay.

### **Lake Merritt Boating Center**

Explorer Boating Camp  
Basic Sailing Camp  
Intermediate Sailing Camp  
Tallship Overnight Camp  
Junior Leadership Camp

### **Jack London Aquatic Center**

Advanced Sailing Camp  
Catamaran Sailing Camp  
JY-15 Sailing Camp  
Intro to Sailing Team  
Junior Sailing Team

## Explorer Boating Camp

Explore Lake Merritt on a variety of vessels including pedal boats, dragonboats, kayaks, and canoes. Adventures abound learning about maps and arts and crafts and visiting local lakeside plants and wildlife, bird sanctuary, and botanical gardens. The camp starts with a water safety session at Temescal swimming pool.

*No experience is needed.*

Ages 7-10 Cost \$200 Non-Resident \$240

Explorer Campers: **MONDAY MORNING ONLY 9:00 AM - drop off your Explorer Camper at Temescal Swimming Pool at 371 45th Street near Broadway.** (At that time, please pick up a free parking pass from the counselors, which you can display at the Lakeside Park kiosk for entrance for pickup/drop-off for the week). A water safety session (not a swim evaluation) with life jackets will be conducted to assess comfort level around water. It is not required that campers know how to swim but they must be comfortable in the water. **All campers must attend the pool session, regardless of past swim and camp experience.** Please remember bathing suit and towel. After the pool session, campers will be transported to the Lake Merritt Boating Center. Life jackets are worn during all boating activities. Before care (8am-9am) is available every day, **except Monday morning** when the camp meets at Temescal Pool. Aftercare is available every day from 3:30-6pm.

## Basic Sailing Camp

This entry level sailing class gives kids a chance to get their "sea legs". The campers start by learning the parts of the sailboat and by week's end understand wind direction as it relates to propelling and more importantly controlling their sailboat. Games and drills on the water help to teach these basic skills.

*No experience is needed, but a swim evaluation is required.*

Ages: 10-17 Cost: \$200 Non-resident \$240

## Intermediate Sailing Camp

Sailors are taken to the next level while keeping an emphasis on safety and fun! More advanced sailing skills are covered on faster, more challenging sailboats. Intermediate Sailing gets you ready to sail at Jack London Aquatic Center on the Oakland Estuary. One of the skills covered is capsizing, be prepared to pass a capsize drill during your week of camp. Bring a change of clothes.

*Prerequisite: Basic Sailing*

Ages: 10-17 Cost: \$200 Non-resident \$240

### **JY-15 Sailing Camp**

New for Summer 2017 is our JY-15 camp at Jack London Aquatic Center. Add another boat to your repertoire by sailing the performance JY-15's. Learn team sailing skills and build more confidence sailing on the Estuary.

*Prerequisite: Passing Intermediate Sailing camp or U.S. Sailing small boat sailing standards.*

Ages: 12-17 Cost: \$250 Non-resident: \$300

### **Advanced Sailing Camp**

Looking for more advanced sailing than Lake Merritt offers? Join us at the Oakland Estuary and build your sailing skills. Learn basic racing techniques. Knowledge brings confidence when you're riding the wind in a high-performance sailing dinghy such as Bytes and Lasers.

*Prerequisite: Passing Intermediate Sailing camp or U.S. Sailing small boat sailing standards.*

Ages: 12-17 Cost: \$250 Non-resident: \$300

### **Catamaran Sailing Camp**

Learn to sail smaller versions of the catamarans used in the America's cup with this great introduction to multi-hull sailing. Sail Hobie 16s on the Estuary and learn to trapeze!

*Prerequisite: Passing Intermediate Sailing camp or U.S. Sailing small boat sailing standards.*

Ages: 12-17 Cost: \$250 Non-resident: \$300

### **Tallship Overnight Camp**

Ahoy! Come sail SF Bay on a Tallship Schooner. Campers spend Monday to Wednesday at Lake Merritt sailing their own boats and preparing for their overnight sail. Thursday they board the Tallship SV Seward for a full day and **OVERNIGHT** returning to Lake Merritt Friday afternoon to perfect their sea stories. Food is included in the overnight; please specify any dietary and medication needs on the registration forms.

*Prerequisite: Basic Sailing*

Ages: 11-17 Cost: \$250 Non-resident \$300

### **Junior Leadership Camp**

This camp is designed for sailors who want to pursue future camp and sailing instructor opportunities. This small-group, hands-on, and fun training is focused on developing yourself as a role model and leader for younger kids, learning skills to help safely lead camp games and activities, and the fundamentals of teaching boating safety and skills. Selected individuals will have the counselor in training program for the summer camp season. This is offered typically the third week of June only. Selected campers will be chosen to become Counselors in Training for the remainder of the summer.

*Prerequisite: Estuary (JLAC) Sailing Camp*

Ages: 14-17 Cost: \$200 Non-resident \$240

## **Scholarships**

Limited scholarships are available for Oakland youth with financial need. Financial Assistance Applications are available on-line at [www.sailoakland.com](http://www.sailoakland.com) on the bottom of the page under "Resources" and at the Lake Merritt Boating Center. Call 510-238-2196 for questions.

## **Sign-In/Sign-Out Procedures**

Sign your camper in and out with their individual camp. Counselors will be located outside the classroom doors. Campers may be signed in no earlier than 8:50am and signed out no later than 3:40pm.

In the morning camp staff needs time to prepare the classrooms and safety equipment and coordinate the day's plan based on weather and camper needs. They are not able to safely supervise early campers. Any campers remaining after 3:40pm will be signed into the Aftercare program and parents picking up will be charged the \$15 daily rate.

Parents must sign in and out each day unless they have checked the "Child may walk home" section of the registration form. It is helpful to check in with camp counselors each day to exchange information about your child.

## **Early Pick-Up Procedure**

If you need to pick a camper up early, please let a counselor know in the morning or call the office to ensure that they will be off the water and ready for you.

## **Authorization To Pick Up Campers**

You may designate who may pick up your child or if your child may walk home on the Registration Form. If you wish to make changes to this information once camp has started, check in with the camp instructor for a permission form and complete it for each child.

## **Before & After Care**

Before and After Care is available for campers enrolled in Lake Merritt Boating Center camps at \$15.00 per day (\$75.00 for the week, you must register for each day).

**NOTE:** Monday Before Care is not available for Explorer camp because campers meet at Temescal swimming pool (371 45<sup>th</sup> Street near Broadway) at 9am, but Monday after care is available. No Extended Care for the week of August 21<sup>st</sup>-25<sup>th</sup>, 2017.

Before Care **8:00 AM - 9:00 AM SIGN YOUR CHILD IN at the BOATING CENTER**  
568 Bellevue Avenue (Turn in at the Sailboat House Sign).

After Care **3:30 PM - 6:00 PM PICK YOUR CHILD UP at the BOATING CENTER**  
568 Bellevue Avenue (Turn in at the Sailboat House Sign).

Campers will have the option of boating near the docks, playing games near the classrooms, or quietly reading if desired.

*There is a \$1 per minute late fee policy in place after 6pm if you are late picking up your camper. At 6pm your child will be in the office waiting for pick-up.*

Sorry, extended care is not offered for Estuary (JLAC) classes.

## **Explorer Camp Transportation**

On Mondays, Explorer campers will meet at Temescal swimming pool (371 45<sup>th</sup> Street near Broadway) *no earlier* than 9:00 am. There is no Before Care for Explorers on Monday mornings! We use the pool as a chance for the younger campers to get used to life jackets and learn what to do if they capsize a boat in Lake Merritt. This is where camp starts, campers learn the camp rules and meet each other and their instructors. Even if your child has completed the water safety training previously, she/he must begin camp at Temescal swimming pool.

After the water safety training, campers are transported to the Boat House via an Oakland Parks and Recreation bus or van arriving at the Lake by 11:00 am. Explorers do not receive a swim evaluation (swimming without a lifejacket) at this time.

## **Swim Evaluation**

All sailing camps require a pre-camp Swim Evaluation. Bring it to camp the first morning and give it to the counselor.

Swim Evaluations are available at the Lake Merritt Boating Center office and on-line at [www.sailoakland.com](http://www.sailoakland.com) under "Resources" at the bottom of the page.

If your child has a Swim Evaluation on file from a past *sailing* camp, (not including Explorer pool sessions where youth are in lifejackets the whole time) you do not need to complete a new one.

We do not administer swim evaluations in any of our camps. Swim Evaluations can be completed at any pool with a certified lifeguard including the Oakland Pools (<http://www2.oaklandnet.com/Government/o/opr/s/aquatics/index.htm>).

The Swim Evaluation consists of swimming 25 feet and then treading water for one minute, as well as swimming for one minute and floating on a retrievable floatation device for an additional minute. It is not a test where youth pass or fail, but a tool to evaluate their comfort in the water and assist parents, campers, and staff in keeping campers safe and comfortable during sailing programs. If your child is afraid of the water or extremely hesitant to be in the water, it might not be the right time for a sailing camp. While learning to sail it is not unusual for campers' boats to capsize, resulting in a sudden and unexpected immersion in the water.

Exceptions:

Swim coaches may sign without administration of the test for active swim team members.

Students who have earned Merit Badges, or possess certification from Red Cross, Swim America, YMCA, or other recognized organizations may present those certifications in lieu of the evaluation. Be prepared to present them to the instructor or office the first session of class.

## **Medications**

Camp instructors can remind campers, but not administer any medication so please make sure your child is well prepared each day and has what they need and knows how to take it. When registering, indicate all medical information so our staff is well informed in case of emergency. Medications which must be available at all times (such as an epi pen) should be brought in a water proof container and a pouch that can go with the camper on the water. Zip lock bags work well for water proofing.

If your child usually takes medication and you are planning on taking them off of it for camp, please let us know. In the past this has resulted in behavior that was not compatible with program safety for some campers.

## Supporting Your Child

Please share any major life changes or other information about your child that will better enable us to support them in boating camps. When instructors are aware of learning differences or behavioral diagnoses it assists them in supporting your child in a successful week of camp. Check in with the instructor the first day of camp for any special concerns or updates or call the boating office at 510-238-2196 if you wish to discuss your child's situation prior to the start of camp.

## Special Needs



For questions about physical accessibility for persons with limited mobility, and to inquire about accommodations for mobility devices and impairments, please email [eburton@oaklandnet.com](mailto:eburton@oaklandnet.com) or call (510) 615-5980 or TDD/TTY (510) 615-5883 prior to registering.

## Illness/Injury

All camp staff is First Aid and CPR certified. If an incident occurs, staff will provide immediate treatment to their level of certification or contact Emergency Medical Services for advance treatment. Staff carries radios for rapid communication on the water. You will be contacted as soon as possible. Please ensure that your emergency contact information is correct and up to date. If your child has a fever, is vomiting, or is not feeling well enough for vigorous physical activity, please keep them home for adequate rest and recovery.

## Lunches/Snacks

Please provide your child with a healthy, nutritious lunch and snack every day. During camp we expend a lot of energy so make sure your child has enough food to get them through the day. Campers staying for After Care should bring additional snacks if needed. No food is provided by the camp. If this is ever an issue please let an instructor know.

Provide a re-fill able water bottle. Being on the water it is important for your child to stay hydrated. We will encourage them to drink water, **not juice or sport drinks**, before, during, and after camp.

On Fridays we have a camp potluck and encourage each camper to bring something healthy to share with everyone *in addition* to a small lunch. Paper products such as plates, napkins, etc. are also welcomed! Please NO NUTS for the potluck as there are many nut allergies.

## What Not To Bring To Camp

Please leave all electronics, toys, jewelry, and expensive clothing at home. Electronic devices are not permitted at camp. If campers need to have a cell phone to contact you with please advise them that it is only to be used for that reason and must stay in their backpacks during camp. **We are not responsible for any lost, stolen, or damaged property.**

## What To Bring to Camp & Sun Protection

Your camper will be spending a lot of time on the water and in the sun. In addition to ample food and a water bottle ensure that they are dressed properly in layers. Temperatures can change dramatically from morning to mid-day. Thin layers will protect them from harmful sun rays as well as hats and sunglasses. **Closed toed shoes must be worn at all times!** No flip-flops, there are many tripping hazards on the docks and around the boathouse. Please also provide them with a change of clothes and shoes and a towel as it is very possible they will get wet.

Sunscreen of an SPF higher than 30 and sweat proof is important to protect them from harmful UV rays. Most sunscreens only protect for less than 90 minutes so it is important for them to bring sunscreen to reapply throughout the day. Camp staff will encourage sunscreen use.

Each day campers should bring...

- Appropriate layered clothing for active water sports
- Closed toed tennis shoes or water shoes. No open toed sandals or flip flops
- A complete change of clothes including a towel, socks, shoes, & underwear.
- A water bottle (they can refill it at camp).
- A nutritious bag lunch and snacks. (Food and non-water drinks are not allowed to be purchased on-site while enrolled at camp).
- Sunscreen and hat.
- Eyeglass leash if eyeglasses are worn.

### **Lost & Found**

Camp lost & found is located in the boating office. Please plan to check it and your child's classroom on the last day of camp. Items with names and phone numbers will be returned at the end of camp.

### **Camp Rules**

In order to keep all campers safe the following rules apply at camp:

- Life Jackets are required at all times while within 10 feet of the water, on docks, and on boats
- Do not get in and out of boats alone, *no boarding other vessels while on the water*
- You must get permission from instructor before operating any boat
- No running or horseplay around boathouse or on docks
- No bare feet on docks - it's easy to get splinters.
- When using the bathrooms tell your instructor and always take a buddy
- Please respect the environment & equipment and throw away all trash
- Please do not climb trees
- Do not bring any valuables or electronics to camp (iPads, tablets, iPods, jewelry, cell phones, etc.)
- Foul language and disruptive behavior is not tolerated
- No yelling
- No food in boats
- Sunblock must be put on in the morning and at lunch
- Drink plenty of water before, during and after each day of camp
- Boaters always help each other when in need



## **Disciplinary Action**

We aim to provide a safe and welcoming environment for all campers. It is necessary for campers to be able to follow safety instructions while out on the water. If one camper requires a disproportionate amount of the instructors' time, they are not able to keep all campers safe and enjoying a quality camp experience.

If Camp Rules are not followed it will result in disciplinary action. Behaviors resulting in disciplinary action will vary depending on the issue, camp instructors will first verbally check in with the camper. If behavior is again an issue, a Disciplinary Action Form will be sent home with the camper explaining what happened. Forms must be signed by the camper and a parent/guardian and turned back in to the instructor the next day. Expulsion from camp may result if behavior continues.

### Policies for Disciplinary Action

#### A. Offenses calling for disciplinary action:

1. Misbehaving and/or disruption of class.
2. Taunting, teasing, or repeated annoying of another camper/Bullying.
3. Use of equipment without permission.
4. Non-cooperation/refusing to participate without a valid reason.

#### • Procedures for disciplinary action:

1. Disciplinary actions will be noted on camper's registration record.
2. Verbal warning will be given to the camper
3. If camper continues in the same manner, he/she will be asked to sit out the class or session.
4. A camper will only be allowed to return to the class/session when he/she asks to do so. There is no specified time period the camper must sit out – it is up to the individual.
5. Repeated offenses or behavior requiring discipline action may also result in dismissal.

#### B. Offenses calling for immediate dismissal from camp with no refund of fees include:

1. Roughhousing or fighting of any kind on the premises.
2. Deliberate pushing or throwing other campers into water.
3. Deliberate abuse of equipment.
4. Taking another person's property without permission.
5. Constant or continued behavior of offenses covered under disciplinary action.

#### • Procedures taken for dismissal:

1. Camp counselor will escort camper to office. The counselor, program coordinator or supervisor will call parent or guardian, advise them of the situation and request that they come and pick up the camper.
2. Camper will not be allowed to return.
3. Fees will not be refunded.

## **Boating & Water Safety**

In each course we will teach water safety techniques to ensure safe boating practices. Campers are required to follow all safety rules including but not limited to personal safety of protecting from sun and the elements; lifejacket protocols; proper usage and stowage of equipment. This earns your camper the privilege of safely and responsibly using boats on Lake Merritt with limited supervision in the future with a Blue Card.

### **Refund/Transfer/Wait List Policies**

Transfers: All transfers must be completed 10 days before the class start date. All transfers are subject to a \$10.00 processing fee. Transfers will only be granted if space is available in the desired class.

Refunds: All refunds must be completed 10 days before the class start date. All refunds are subject to a \$10.00 processing fee. Payments made with cash or check will be refunded to the payer by check. Payments made with a credit card will be refunded to the credit card.

Wait Lists: If a camp is full, you can add your child to the wait list. When a position comes open, we will call each person in turn and provide a deadline for response. Often openings come up at the last minute. If you are no longer interested in a camp, please call the office and let us know. This will make it quicker for interested campers to be notified in the event of an opening.

For more information about camp procedures, rentals, and all other programming please visit our website at [www.sailoakland.com](http://www.sailoakland.com) or call the Boat House office at 510-238-2196.

***Thank you. Lake Merritt Boating Center Staff***