

# MATZIV MIDWEST



## PARENT HANDBOOK

# 2024

# Welcome to the Matziv Midwest Family!

Camp Matziv's exceptional staff is diligently planning every detail to make this the most memorable camp experience ever.

Please take the time to read through this handbook and familiarize yourself with camp procedures and policies. We are sure you will find it informative as you prepare for the upcoming camp season.

With the understanding that this will be your son's home away from home, we are making every effort to get to know and accommodate each and every camper. As such, we hope you will take the opportunity to contact us with regard to any issues, both individual and familial, you feel would be beneficial for us to know.

Our camp office can be reached by calling [847-440-4940](tel:847-440-4940) or emailing [office@mmwcamps.com](mailto:office@mmwcamps.com).

We are looking forward to a sensational summer!

Sincerely,

**Rabbi Yisroel Kletenik**  
**Executive Director**

**Rabbi Eli Klein**  
**Head Counselor**

**Rabbi Moshe Monczyk**  
**Founding Director**



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# Travel Information

We have contracted with “Kwik Travel” to organize flights for travel to and from camp. The travel agency is able to lock in a better price than an individual. Even if flights are available for the same price elsewhere, booking with the agency includes the benefit of their unique access to the airlines to rebook and/or make changes in the event of a delay or cancellation the day of travel.

## **Kwik Travel**

Mrs. Leah Katz

kwiktrvl@sbcglobal.net

773-588-3455



## **TRAVEL TO CAMP: July 31, 2024**

Chartered buses are available for reservation from both Chicago (at the WiFi Building, 8170 McCormick Blvd) and Midway Airport. The cost to ride the bus is \$65 round trip from both locations. There is no bus option available from O’hare Airport.

### **Midway Airport Travel:**

Campers are asked to book flights arriving at Chicago Midway between 10:00 am and 12:00 pm on the first day of camp. During that time, MMW staff will be in the airport to greet each camper and then travel together to camp. There is no staff supervision at the airport before 10:00 am. If you need specific contact information for an unaccompanied minor form, please contact our office.

### **Chicago Bus:**

The Chicago bus will begin loading from the WiFi building in Skokie at 11:00 am and depart at 11:30 am.

### **Private Drop-Off:**

Camp runs on CENTRAL STANDARD TIME.

Camp Address: 17585 McKenzie St, Cassopolis, MI 49031.

If using Waze/google maps, please put in “Camp Matziv MMW Retreat.”

Parents bringing their child(ren) directly to camp are asked to arrive between 3:00-4:00 PM (CST). There will be no entrance to the campgrounds before 3:00 PM (CST).

## **TRAVEL FROM CAMP: August 26, 2024**

### **Chicago Midway (MDW):**

All flights should be scheduled to depart from Midway (MDW) between 1:30 pm and 3:30 pm. MMW staff will accompany campers to their flights. There is no staff supervision in the airport after 3:30 pm, with the exception of campers whose flights were scheduled for before 3:30 pm and delayed.

### **Chicago Bus:**

The Chicago bus is scheduled to arrive at the WiFi building at 12:30 pm. The camp will provide timing updates on the day of travel via email.

### **Private Pick Up:**

Parents are asked to arrive between 8:30 am and 9:30 am (CST). There will be no entrance to the campgrounds before 8:30 am.

\*Please be sure to fill out a TRAVEL FORM, which is available on your login along with the other forms.

## **Luggage & Belongings**

### **LUGGAGE**

- Each camper is allowed two large suitcases when traveling to/from camp and an additional personal item.
- Each piece of luggage should be clearly labeled with your son's name and phone number and the camp's address.
- If you would like to send packages before camp we will be accepting packages no more than 7 days prior to the camp start date. We will only accept and distribute packages until the 1st day of camp, July 31st. Please make sure the package is labeled with a name and grade.
- **Due to limited space, we cannot allow cases of water on the buses to camp.** Water will be available for purchase through the canteen.

### **BELONGINGS**

- We suggest campers carefully consider what belongings they bring to camp.
- Campers have the option of leaving certain items such as wallets and other valuables in a protected safe for the duration of camp. These items will be collected upon arrival and returned upon departure.
- Matziv Midwest does not take responsibility for and is not liable for any money or items not placed in the camp safe.
- Matziv Midwest is not responsible or liable for any personal property lost, stolen, or damaged at the hands of another camper or staff member while at camp. Action will be taken by the camp staff with the responsible party to help facilitate an easy and quick resolution.
- Any item found in a bunkhouse that is not in line with the camp's technology policy or the camp culture will be removed by the camp head staff. Pending further investigation, the item might be mailed home, disposed of, or returned only upon departure from camp.
- Any sharp or potentially dangerous items should not be brought onto the campgrounds.
- Any sort of gaming devices are strongly discouraged and will be confiscated if used during camp activities.
- Any reading material that is not in line with the hashkafos of the camp culture is in contrast to the values and atmosphere of camp and may not be brought to camp.



## LOST & FOUND

- Please label all personal belongings (clothes, glasses, cameras...).
- Lost and Found items will be kept in the camp office and campers will be able to come to the office for a lost item. All items will be displayed in the dining room area on visiting day and on the last night of camp.
- Please refrain from bringing clothes or belongings you would be upset to risk damaging or losing.
- Any unclaimed items left in camp will be donated or discarded two weeks after camp.

## LAUNDRY

- Matziv Midwest will facilitate laundry twice a summer. Please note that the beginning of camp is just before the 9 Days and be sure to send enough clothes for 10 days that are all clearly labeled.
- Laundry will be collected from each camper individually and done by a local laundry service.

## CAMP PACKING LIST

\*Please be sure all items correspond with safety and belongings guidelines.

\*\*The list below is only suggestive, use your own discretion when packing.

\*\*\*Please label all items brought to camp.

### Clothing List

2 sweatshirts  
 4 nightwear  
 2 bathing suits  
 12 shirts  
 7 pants  
 3 Shabbos Shirts  
 Shabbos pants/suit  
 12 pairs of socks  
 12 pairs of underwear  
 1 pair Shabbos shoes  
 1 pair sneakers  
 1 pair pool/shower slippers  
 Extra Yarmulka  
 2 pairs tzitzis  
 4 bath/pool towels  
 2 hand towels  
 Raincoat & rain boots

### Miscellaneous:

Tefillin (bar mitzva boys)  
 Hat & jacket (bar mitzva boys)  
 Siddur  
 2 complete sets linen  
 (including pillow & blanket)  
 1 laundry bag  
 1 mesh bag  
 Soap  
 Shampoo  
 Toothbrush  
 Toothpaste  
 Nail clipper  
 Deodorant  
 Sunscreen  
 Bug repellent  
 Flashlight/batteries  
 Hangers

# Camp Life & Policies

## **CANTEEN**

Canteen is an exciting part of camp. Each camper has an account that parents can fund to enable campers to buy items in the canteen. Canteen money can be used to purchase cases of water and used for trips. Canteen accounts can be funded through your Campminder account.

## **BUNK PLACEMENT**

Bunk assignments are made by camp head staff after much careful deliberation. If you have not submitted a bunk request on your camp application, please email the camp office so we can best take all information into account and assure a positive summer experience.

## **BIRTHDAYS**

Birthdays at camp are always a treat! There are many options available, including purchasing a birthday cake, sponsoring slurpees or ice cream for the bunk, etc. If you are interested, please contact the camp office 7+ days before the date.

## **VISITATION**

### **Special Event:**

Due to the geographical diversity of our campers, we recognize that many families are not able to join us for a traditional visiting day. Instead, families are invited to visit and experience a typical day at Camp Matziv in action on August 18. Camp will run as usual, with time available for boys who do have visitors to spend time with them. Details to come.

### **Visiting:**

For safety and security reasons, no visitors will be allowed on grounds during non visiting days. Exceptions and arrangements can be made through the camp office with 3 days notice.

## **PRIVATE TUTORING**

If you are interested in private tutoring for your son over the summer please call our Learning Director, Rabbi Shmuel Aboud at 347-267-2324.

## **TRIPS & OFF-GROUNDS**

**TRIP PERMISSION AUTHORIZATION/INJURY POLICY:** By sending my child to Matziv Midwest, I hereby authorize Matziv Midwest [referred from here-on as "MM"] to take my child off MM grounds to go on trips organized as part of the camping program. This may include swimming and/or boating sites. In addition, my child may participate in any activity organized by MM, including but not limited to land sports, lakefront activities, rope course, paintball, indoor activities, bicycling, hiking, cookouts, etc. and we assume the inherent risk of such activities and programs. We will not hold MM responsible in the event of injury, property damage or loss as a

result of such activities.

I understand that MM is not responsible for loss or damage to my child's property incurred during the session or during the transportation to and from the campgrounds.

## **SAFETY**

I understand that MM has the right to dismiss any camper, without refund, who threatens the safety of themselves or others; who willfully damages MM property; who willfully disregards rules of MM; who steals or intentionally damages the property of other people in MM; or who requires significant supervision beyond that which MM can provide. Should my child be dismissed, I understand that I must arrange transportation for my child to leave MM, at my own expense, within 24 hours, and that I am responsible for any additional expenses required to ship luggage home.

\*This authorization is implicit with your signature on the camp application, and for medical issues on the medical form.

## **CAMP POLICIES**

- No camper is to ever be alone on or off campgrounds. One is to be where expected, according to the daily schedule, at all times. This is especially true for lake and pool areas.
- No camper is ever allowed to leave camp grounds without direct permission from the Director or Head Counselor. Penalty for leaving camp grounds without permission is dealt with in a serious manner, and may even lead to being expelled from the camp.
- No Smoking or vaping will be allowed. Infractions are grounds for dismissal.
- Matziv attendees are expected to show themselves and others the utmost respect. This includes listening to staff directives, refraining from bullying, belittling, inappropriate, or unsafe behavior, and maintaining one's personal dignity.

## **STAFF TIPS**

We have a mature, dedicated, and fun loving group of Rebbeim, counselors, and junior counselors. Their priority is to genuinely care for each camper and serve as positive role models. They take their responsibilities seriously, while reaping the joy of generating excitement and positivity each day. A tip is a wonderful way to show hakoras hatov to the staff members who care for your camper on a daily basis. Please log into your Campminder account and fill out the Staff Tips form online.

### **Suggested Tipping:**

#### **All Campers:**

Learning Rebbe: \$40

Waiter: \$20

#### **4th-8th Grade Campers:**

Co-counselor: \$30

#### **9th Grade Mesivta:**

Co-counselor: \$30

#### **10th-11th Grade Mesivta:**

1 Counselor: \$40





## CAMP CANCELLATION/REFUND POLICY

Due to the seasonal nature of summer camp and the limited space available, we will be unable to issue credit or refunds for late arrival, early departure or absences, or to any camper who is dismissed by the administration prior to the end of the camp season.

It is understood and agreed that if a camper leaves the camp grounds without the express permission of the Camp Director; or if a camper damages or defaces camp property; or if a camper's conduct does not meet camp standards, the camper will be dismissed at the discretion of the Director, without a tuition refund.

## Communication

### CONTACT BEFORE CAMP

- All camp contact and forms will be sent electronically via email or will be available on Campminder. Your Campminder account was created when you applied to camp. All subsequent forms and information can be found on your profile page.
- All submitted forms and information are entirely confidential, and medical information/forms are handled in line with PHI requirements.
- Please don't hesitate to contact the camp office for any comments, questions, or concerns regarding payment, forms, or care of your son at [office@mmwccamps.com](mailto:office@mmwccamps.com) or [847-440-4940](tel:847-440-4940)

### CONTACT DURING CAMP

#### Packages:

To keep in line with the camp atmosphere, we ask that packages are kept to a respectable number and contents are not too pricey or ostentatious. Campers/staff members may be limited after receiving more than 2 packages. If you would like to send toiletries or other items prior to camp, please schedule them to arrive no earlier than Monday before camp starts.

#### Email:

Emails to campers will be printed out daily and delivered with the regular mail. Please limit emails to 2-3 times a week. Emails can be sent through your CampMinder account. Parents have the option of creating guest accounts through Campminder so extended family/friends can send emails as well, or you can have the letters sent to you directly and upload it in Campminder on your own.

#### Calls:

The camp office will be open from 9:30am – 4:30pm, Sunday – Thursday, and 9:30am – 2:00pm on Fridays. The camp office can be reached for any comments, questions, or concerns, or to get in touch with any head staff members. No campers can be reached through the camp office.

Campers will have access to the camp phones on Erev



Shabbos to call home.

### **CAMP NEWS/UPDATES**

We look forward to sharing all the fun we are having with you! A Matziv WhatsApp group will be created with pictures uploaded to it. We will send an invite link closer to camp in order to join. Weekly videos will be sent out via email.



## **MM Technology Policy**

We are grateful to you for having entrusted your most precious possession, your son, to us. Our goal is, *BE"YH*, have him return home with an even stronger appreciation of torah values and kedusha than that with which he came to camp. We are heartened by the concern that our esteemed parent body has shown in regard to modern technology and we aspire to do our utmost to protect our campers and staff members from all undesirable influences.

- All campers are to give their phones to the head staff upon arrival to camp. Phones will then be kept in the camp safe and returned upon departure.
- All/any devices with internet access will be collected by the head staff upon arrival to camp, to be kept in a safe and returned upon departure from camp.
- Any screenless mp3 players - such as the 24/6 solo (**not** the family player) - or camera without internet capabilities may be brought into bunkhouses after review and expressed permission from the camp head staff upon arrival.
- As stated above, any item found in a bunkhouse that is not in line with the camp's technology policy or the camp culture, will be removed by the camp head staff. Pending further investigation, the item might be mailed home, disposed of, or returned only upon the departure from camp.

## **Health**

### **Medical Forms:**

A Health History Form and a Physician's examination/immunization form must be submitted for each camper and staff member. Physician's examination/immunization form must be signed by your doctor and can be uploaded to your Campminder account or emailed to the camp office. As per Michigan law, no camper/staff member will be admitted to camp without completed medical forms.

### **Medical Insurance:**

All medical insurance information must be completed on the health history form and uploaded in Campminder. The camp will submit your insurance information as needed (outside doctors, blood tests, x-rays, etc.); the bill is the parent's responsibility.

Campers from out of the country must purchase Traveler's Medical Insurance and provide us with the information on the medical forms.

### **Continued Medical Care:**

If your child takes over-the-counter medications, please send enough for the whole camp session. All medications, including Tylenol, Advil, Motrin, must be kept in the infirmary as per the Department of Health Regulations.

If your child has year-round prescription medications, it must have a prescription label with the doctor's name, details of dosage, time and frequency as well as reason for use. Prescriptions must remain in the original containers. No unlabeled meds will be dispensed. The Medication Form must be filled out and uploaded to Campminder.

### **Special Medical Needs:**

If your child has any specific medical/physical needs, please contact our camp nurse at [Radler@mmwcamps.com](mailto:Radler@mmwcamps.com) prior to camp. This information is crucial to the well-being of your child. All information will be kept strictly confidential.

The camp medical staff must be informed of any communicable diseases to which a child has been exposed three weeks prior to camp attendance.

Note: As previously stated, we expect parents to inform us of any situation that may affect their child's stay in camp. These situations include, but are not limited to, conditions requiring year-round medication, physical, psychological, medical or social matters. If dismissal from camp is related to not being informed about any of these types of situations, no refund will be issued.

Our priority is looking out for the well being of your child. In the event of a serious medical situation, we will make every attempt to contact you. In the event that you cannot be reached and time is of the essence, we will do whatever we must, under doctor's instructions, to ensure that your child gets the best care possible.

### **Allergies:**

Please make sure to inform the nurse of any food or drug allergies and the treatment recommended by your pediatrician or allergist (Benadryl, Epi-Pen). For seasonal allergies, it is a good idea to start treatment a month prior to camp to facilitate relief during the summer. We will be glad to maintain your son's treatments throughout the summer.

### **Check List**

- I have completed the following forms and information!
- 
- Authorization Form, Health History, Verification form (on Campminder)
- Physician's examination/Immunization form
- Insurance Card form
- Medication Form
- Travel information



Bunk request form

## Contact

847-440-4940

office@mmwcamps.com

www.mmwcamps.com

**Year Round Address:**  
8170 McCormick Blvd  
Suite 100  
Skokie, IL 60076

**Summer Address:**  
17585 McKenzie St.  
Cassopolis, MI 49031

# Looking forward to an incredible summer together!

