

Camp Gan Israel Burbank



Parent Handbook 2025

Dear Camp Gan Israel Burbank Families,

We are looking forward to another fabulous summer with Camp Gan Israel Burbank!

We have 3 camp Divisions, Baby Izzy, Mini Izzy & Camp Gan Israel.

Baby Izzy is our youngest division of Camp Gan Israel Burbank, designed for infants 3 months- 2 years. **Mini Izzy is our preschool division of Camp Gan Israel**, for children ages 2 years-5 years. Both of these divisions will give your children a phenomenal camp experience filled with exciting activities, sensory, and fun. We provide a high-quality program under the guidance of caring and professional educators. Our Baby Izzy & Mini Izzy campers enjoy a variety of exciting activities such as water play, science, General and Judaic circle times, art, sensory exploration, and oh... so much more!! Each summer, a specific theme is chosen as an inspiration for the learning and discovery that will take place at our camp. Baby Izzy & Mini Izzy stay on site the entire summer. The camp schedule is just to get an idea of our daily activities.

CGI is our elementary division of Camp Gan Israel Burbank, for children 6 years-11 years. Our CGI campers enjoy field trips multiple times a week, swimming at Verdugo Aquatic Center, and a fully packed schedule filled with art, science, drama, dance, sports, and more! Each summer, a specific theme is chosen as an inspiration for the Judaic learning and discovery that will take place at CGI Burbank. Our goal is to give your child the BEST Jewish summer experience so they will look forward to it all year long. The camp schedule will outline trips and a few of our highlighted daily activities.

We look forward to welcoming your children this summer!

As always, if you have any questions, please do not hesitate to reach out.

Warmly,

Rabbi Shmuly & Elana Kornfeld

CAMP DIRECTORY

Camp Address:
2415 W Magnolia Boulevard
Burbank, CA 91506

Camp Phone Number:
818-954-0070

Camp Email:
burbankjewishpreschool@gmail.com

Office Hours:
9am-3pm

DATES & TIMES

We will offer three sessions: the first two are three weeks long, and the third is two weeks long. It is imperative that you sign up for the sessions you are interested in because we fill up our camp slots quickly.

Summer session #1: Camp Gan Israel, Mini Izzy & Baby Izzy

June 24-July 11 (3 weeks)

Summer session #2: Camp Gan Israel, Mini Izzy & Baby Izzy

July 14-Aug 1 (3 weeks)

Summer session #3: Mini Izzy & Baby Izzy

Aug 4- Aug 15 (2 weeks)

Camp Hours:

9:00am-3:00pm

Extended Care Hours:

Early Care: 8:00am-9:00am

After Care: 3:00pm-5:30pm

CGI Summer Camp Rates 2025

Session Dates:

Session 1: June 24-July 11 (3 weeks)

Session 2: July 14-Aug 1 (3 weeks)

Session 3: Aug 4- Aug 15 (2 weeks)

Sessions 1&2 Rates:

Baby Izzy: \$1,060/ session

Mini Izzy & CGI: \$930 / session

Session 3 Rates:

Baby Izzy: \$750/ session

Mini Izzy: \$650 / session

Weekly & Daily Rates:

Baby Izzy: \$395/ week, \$95/ day

Mini Izzy & CGI: \$375/ week, \$90/ day

Optional Fees:

Early Care 8:00am-9:00am

\$130/Sessions 1&2, \$95/ Session 3

\$80/ week

\$25/ day

After Care 3:00-4:00pm

\$130/Sessions 1&2, \$95/ Session 3

\$80/ week

\$25/ day

After Care 3:00-5:30pm

\$240 Sessions 1&2, \$170/ Session 3

\$130/ week

\$35/day

Lunch & Snacks

\$130/Sessions 1&2, \$95/ Session 3

\$80/week

\$20/day

DAILY PROCEDURES

Sign-in and Sign-out:

State law requires that you sign your child in and out with a full legal signature upon arrival and pick up at camp. We use a sign-in app called Procure. You will scan a QR code using the Procure app on your phone in order to sign you child in and out.

Drop-Off:

Drop-Off is at 8:55am unless a parent has made prior arrangements for Early Care. (Early Care is also available on an as-needed basis for a special daily rate if space is available.) This will allow the teachers the time that is so necessary for them to get their classrooms prepared for the day before the children arrive. Parents are always welcome to come as early as they want and sit outside with their children in the yard watching them play.

Pick-Up and Tardiness Policy:

Please pick up your child on time. Children have an inside clock and expect to be picked up at a certain time. When the first parent comes, the other children start looking for their parents. When you are late this causes your child undue stress.

- ☞ Pick-up time is 3:00pm. \$25 late pick up fee applies to any child picked up after the 10 min grace period for every half hour. 5:30 pm extended care does not have 10 min grace period and parents will be charged a \$25 late fee at 5:30pm and every half hour after. Parents will have one “late warning” and then we will charge a late fee. Timing is very important to both children and staff members. We know how difficult it can be, especially in LA traffic and we know you are doing your very best. We truly appreciate you working with us to try and help our staff be out on time, as they also have responsibilities and commitments that we need to honor.
- ☞ An email must be sent to camp or a phone call must be made if someone other than the parent or primary caretaker will be picking up the child. The child will not be released to anyone other than the parent or primary caretaker (unless they are on the Emergency Information Form) without written parental authorization and proper identification.

Absence:

Please let us know as early as possible if your child will be absent on a given day.

Lunch and Snack:

We are NOT a NUT-FREE Camp. Please let us know if your child has allergies so we can be aware. Our lunch program (which includes two snacks), is optional and has an additional fee. The lunch program is for the regular day session only (9AM-3PM). We serve the first snack at 10:15AM, lunch at 12:15PM, and the afternoon snack at 2:15PM. If your child is in extended hours (8AM-9AM or 3PM-5:30PM) and you would like them to have an additional snack then you will need to send one to school for them to have at 4:15PM. Our menu is located on our website so you can see what food your child will be

eating. If a child is not on the lunch program and is bringing food from home, a sample lunch should include a healthy fruit, vegetable & protein. No non-kosher meat is permitted. Lunches cannot combine dairy and meat products together. Please note that all food for infants must be cut into bite-sized pieces. We are unable to accommodate baby-led weaning.

CAMP SUPPLY CHECKLIST

Here is a checklist of items each family must provide for their child. Please bring them on the first day of camp.

1. Family and Individual Photos – Before camp begins, please email a family picture for our family wall and an individual photo of your child for their cubby.
2. Tzedakah and a Mitzvah Note.
3. Refillable water bottle
4. Sunscreen & Hat
5. Complete change of clothing including underwear, socks, shirts, and pants or skirt. Please label all items with your child's full name in a labeled Ziploc bag.
6. Box of baby wipes, even if the child is potty trained. We use baby wipes for many purposes.

For Baby and Mini Izzy campers, please bring:

1. Bag of diapers
2. Nap Blanket (crib-sized) and small pillow (applicable if needed)
3. Bottle warmer (applicable if needed).

Clothing:

Please follow these guidelines for dressing your child:

1. Parents should dress children for active play and learning. This means casual, comfortable, washable clothes and sturdy, rubber-soled shoes closed-toe shoes only. Flip-flops, sandals, and Crocs are not safe for running and jumping but are good for water play.
2. Many art activities are incorporated into our program. **The children do not use smocks.** We use authentic art material, and oftentimes non-washable paints. **Your child will get dirty.** Dress your child every day in clothing that is meant for fun, messy play. 😊
3. On the days the children will be swimming please send them to camp in their bathing suits with sunscreen and a full change of clothing including a towel in their backpack.
4. Label **all** clothing with your child's name and we will keep a complete change of clothing (socks, underwear, shirt, and pants/skirt) in your child's cubby in a labeled Ziploc bag at all times.

MEDICAL INFORMATION

Daily Health Check:

A daily health check will be performed by staff to assure that children are healthy upon arrival. If a child is sick they cannot attend camp. If your child is sick during the day we will have them wait in the office until you come to pick them up. **They need to be free of illness free for 24 hours before they can return to camp.** If they are taking antibiotics, they need to be on them for at least 24 hours before returning as well.

- ☞ Food allergies and other allergies will be posted in the classroom and kitchen area.
Staff members will be aware of the allergies of every child in their care.

Communicable Disease:

- ☞ When a child is suspected of having a communicable disease or condition such as, but not limited to, chicken pox, German measles, infectious hepatitis, measles, mumps, poliomyelitis, lice, ringworm, scarlet fever, whooping cough, diphtheria or meningitis, the health department will be notified.
- ☞ When diagnosis of a communicable disease is made, the exposed children will be watched for symptoms of the disease, and the parents will be notified.
- ☞ A child may be readmitted upon receipt of statement from a physician stating that the child is “free from communicable disease.”
- ☞ Posting a note in the classroom will make notification of suspected or confirmed communicable disease. The classroom will be “Cleaned” prior to readmission of any other children. Anonymity of the ill child will be kept.

Head Lice

If your child has lice, it is important that you act immediately to prevent spreading to other members of the family and the child is excluded until treatment is completed and the child is **nit-free**. They must receive a note from either a doctor or a certified lice agency stating they are nit free.

Medication:

No over-the-counter medication will be given. Prescription medication may be given to a child by a staff member **only when a release & permission form is signed and in the original prescription bottle.** We will only follow the prescription as the doctor recommended.

Emergency Numbers:

- ☞ It is the responsibility of the parent to keep emergency names and numbers current so that a child who may become hurt or ill during camp hours can be picked up when necessary.

Personal Cleanliness:

- ☞ Children's hands will be washed with soap and water before and after eating, before and after diapering and toileting, and before and after playing with sand or water.
- ☞ Persons working with children will wash their hands with soap and water before handling food/drink as well as before and after diapering and toileting, after assisting a child with blowing their nose, before and after administering first aid, etc.
- ☞ Wet or soiled clothing will be changed promptly from an available supply of clean clothing provided by the parents.

Accident or Injury:

Procedures for the treatment of accidents and injuries will include the following:

- ☞ Minor injuries such as scrapes, cuts, scratches, will be treated by the staff (soap and water and bandages).
- ☞ A first aid kit equipped with Band-Aids, bandages, and tape will be kept in the classroom.
- ☞ In the event of serious injuries, the parent will be called immediately. If neither parent can be reached, the emergency rescue squad will be called (911), and you are responsible for any emergency fees incurred by this call. The director or site supervisor accompanies or transports the child.

PARENTAL AGREEMENT

I acknowledge that I have received the Camp Gan Israel program handbook and calendar and have been informed of the camp's policies and procedures, which I fully understand. If I am not enrolled in the lunch program, I am aware of my responsibility to provide my child with a nutritious lunch. I agree that maintaining open communication between parents and staff is essential to ensuring a positive camp experience. I give permission for my child's photographs and videos to be used for publicity purposes without names being published. Regarding field trips, I consent to having my child transported by Camp Gan Israel. If I choose otherwise, I understand that I may opt to drive my child or keep them home for the day. I also understand that I will be notified in advance of any field trips. I recognize the importance of parent involvement and will make every effort to attend camp events scheduled throughout the summer. I agree to have my name, address, and telephone number included in the camp's group communications. Additionally, I have provided all requested information to the program in writing. I have read and reviewed the camp's health policies and understand the guidelines for keeping my child home when necessary.