

# Berwick Boys Foundation



## Berwick Handbook Summer 2022

**"The difficult we do at once, the impossible takes a little longer"**

Berwick Boys Foundation

**335 West Street  
West Bridgewater, Massachusetts, 02379  
Phone: 508-586-0059 Fax: 508-586-7597  
<http://www.berwick.org>  
Email: [info@berwick.org](mailto:info@berwick.org)**

## **Purpose of the Berwick Handbook**

The purpose of this booklet is to help parents, boys, employees, contractors, and volunteers understand a little more about who we are and how we operate. It should answer many questions and perhaps encourage new ones. Please feel free to give us feedback on the contents.

## **Mission Statement**

Berwick's mission is to provide programs that respond to the needs of today's youth, by offering hands on leadership and problem solving experiences that result in increased self-esteem. The Berwick program promotes the development of characteristics that will benefit these boys socially and professionally, whatever they choose to pursue in life.

## **About Us**

The Berwick Boys Foundation, since 1949, has provided worthy boys with a unique year- round program consisting of a summer camp experience and a winter weekend program that allows us to continue our involvement with the boys throughout the year. The Berwick program is structured as a society in which older boys pass their skills on to younger boys and teach the group to act as a community.

Our motto is "the difficult we do at once, the impossible takes a little longer."

The Berwick Boys Foundation is classified as a non-profit 501(c)3 organization by the IRS and is funded largely through donations from foundations, individuals, corporations, and fundraising events. Contributions are tax deductible to the full extent of the law.

## **Admissions**

There is an admissions process for new boys. Upon receipt of an application, the boy and his parents must come to the foundation for an interview. Families that do not live close to the foundation can schedule a phone interview with the Program Director. Interviews are by appointment only and are typically made for a Saturday at either 11 a.m. or 2 p.m. Enrollment is limited.

## **Programs**

### **Winter Program**

To be eligible for the summer program, local boys attend several sessions throughout the winter months at the headquarters in West Bridgewater, MA. These sessions provide an introduction to the summer program, a chance to learn new skills and to make new friends. Boys are selected on

the basis of interest and character during the winter program. Alternate arrangements can be made for out of state applicants. This weekend winter program maintains the boys' involvement throughout the year so that they may continue applying the values and skills they have learned throughout the summer.

Owen Hughes is the Winter Program Director. Projects such as engine work, boat repair, painting, and light construction help teach boys the basic skills that they will apply in the summer.

The winter program participants meet on most Saturdays, and some Sundays (during the fundraising months). The hours are 10am - 5pm. Boys are dropped off and picked up by their parents, and must sign in and out when attending. Local boys are contacted by one of the older boys inviting them to attend a weekend session. Lunch is provided. Boys should wear proper clothing for the day and should not bring cell phones or electronics that will interfere with their safety. If a boy does bring a cell phone, they are usually held in the office until the boy is picked up at the end of the day.

### **Summer Camp Program**

Each season, the Berwick Boys Foundation gathers boys, aged 12 through 21, on an island off the coast of Maine for about seven weeks. These young men (under the supervision of staff) build, maintain, and direct their own camp and, in doing so, learn the importance of participating in the community, the value of self-reliance, the responsibilities of leadership, as well as respect for themselves, others, and the environment. In addition, they learn valuable trade skills. The combination of the island environment and Berwick's peer leadership structure create a rich medium for positive development in young men.

The island environment compels the boys to work cohesively to satisfy the most basic needs of survival and comfort such as food, water and shelter. The 750 acre island is located two miles off the coast of Maine and has none of the "town-provided" amenities, such as piped in water and electricity. The boys are divided into crews in order to accomplish the daily tasks required to live on the Island. For example, one of the crews is responsible for pumping water from the well and another is responsible for transporting all supplies from the mainland. The boys have the opportunity to experience the feeling of success as they problem solve and work together to overcome the daily challenges presented by Island living. The types of projects the boys work on provide a chance for them to make decisions that have a concrete and immediate impact. Boys have opportunities to excel in ways they may not be able to in a traditional school. With these tangible achievements, the boys gain a deep and abiding sense of self-worth and accomplishment that we hope carries over to other aspects of their lives.

The program is unique in that by design, the people who will be disappointed if a boy does not "do his part" are his peers. Berwick's peer leadership structure, where more experienced boys direct the others, effectively motivates the group to pay attention and work hard at an age in which boys are often rebellious to adult authority and very sensitive to peer pressure. While the boys do have fun, they also work on projects that are challenging. For example, a crew leader may need to convince his crew to go into the forty something degree ocean to repair a ladder on

a pier. How would you have managed this situation as a 15 year old? Another boy may have the challenge of leading a group of his peers to move a heavy log, using team work and “boy power,” to clear a road. While the first log might be kind of fun for the group, the fourth or fifth log might become increasingly challenging for the boy in charge. The peer leadership structure allows leadership boys to gain experience in managing and motivating groups of people, acting as role models, and being problem solvers in real life situations. These leadership experiences provide boys with skill sets that are very valuable in other aspects of their lives. The peer leadership structure also is used to promote values such as persistence, hard work, sincerity and altruism. Each summer the boys recognize the individuals that have most exemplified those characteristics during the program. A boy’s peer group promoting these values is a very powerful influence.

Of course the boys operate under the supervision of our adult staff, many of whom are men that participated in the Berwick program as a boy. This tradition allows them to relate to what the campers are experiencing.

The summer activities take place during one several several week camping season on Dyer Island, off the coast of Milbridge, Maine. Camp Berwick is the only program on the beautiful and unspoiled 750-acre island. Camp begins in early July and the season ends around the middle of August. Some of the older boys (by invitation only) will spend an extra week at the beginning and end of camp to help open and close the facilities.

### **Summer Camp Forms**

There are several forms that need to be completed by the boy and his parent/guardian prior to his leaving for the summer trip. There will be **NO** exceptions. All forms must be returned as required. It is important for us to have all the pertinent information about you and your son in case of emergency. These forms include the:

- Parent’s Application
- Boy’s Application
- Health Form
- Permission to Self-Administer Emergency Medication, if applicable
- Permission Slip
- Boy’s Acknowledgement
- Covid Waiver

If there is anything that you feel we are not asking on the forms that **we should know about your son**, please let us know. This knowledge can only enhance his camping experience and make everyone comfortable.

### **Administrative Year Round Staff**

Executive Director  
Program Coordinator in MA

W. Adam Wichern III  
Kathie Morrell

## **Summer Camp Staff**

Camp Director  
Adult Advisors

Owen Hughes  
Abel Bastarache  
Luke Westhaver

Health Care

Analicia Lara / Maureen Dunderdale

## **Winter Program Staff**

Program Director

Owen Hughes

In addition to the above listed staff members from time to time we have visitors/volunteers that come and help with particular projects and/or participate in various ways to enhance our program.

## **Returning Campers**

### **Boy Director**

The Boy Director is a senior boy who has been in the program in previous seasons, generally 17 or 18 years old, who, under the supervision of the staff, runs the island. He works closely with the staff as he guides the camp through the summer and is in charge of leading all activities and crews. It is an honor to be the Boy Director and is the highest level of responsibility that a boy can attain, and should be a leadership goal for any boy who attends the program. Some summers, we may have a co-directorship where two boys will work as a team to fill this role. Some summers there may be no Boy Director and the duties will be filled by the Boys' Council

### **Council**

There is an elected council of older boys that leads the activities on the island. The Council, with the guidance of the staff, creates and enforces rules on the island. Disciplinary matters are generally handled by the Council with the supervision of the Program Director. The Boy Director is the Head of the Council and governs the meetings. The Executive Director and/or Program Director attend all council meetings. The first year boys elect one delegate to the Council to attend the meetings on their behalf and act as their representative when bringing any ideas and thoughts to the forum.

### **Crews**

Every boy is assigned to a crew for the summer. The crews work under the supervision of staff in completing specific projects. The Boy Director or Program Director tries to accommodate each boy's wishes when assigning crews but accommodating a boy's first choice may not always be possible. The boys work with their crews to accomplish crew-specific goals and to learn a

particular skill. Listed below are some of the crews we plan to have this summer with a description of types of things they may do:

- Boat Crew - bring everything and everybody to and from the island. The crew is responsible for the maintenance and operation of the boats, moorings, and floats.
- Construction Crew - repair, maintain or build structures that are needed on the island. The projects may range from building a porch, to fixing a foundation, to painting windows.
- Systems Crew/ Garage Crew - keeps the water flowing and the electricity generated as needed and responsible for the maintenance and repair of the vehicles on the island.
- Kitchen Crew - prepare and serve all meals for the entire camp during the summer in addition to the cleaning and maintenance of kitchen facilities and Mess Hall. Sometimes there is a rotation system so that all campers can participate.
- Pier/Woods Crew - cut, spud and move trees in keeping with our forest management plan and using the logs to build or repair any "log cribs" that are needed. Boys learn the safe and correct way to use axes, chainsaws as well as chainsaw's proper maintenance.

## **Island Life**

### **General Information**

One part of a boy's time is spent working with their assigned crew. Another portion of a boy's time is spent on community projects such as carrying large logs, building or repairing a pier, carrying food and supplies from the pier to their destination on the Island. Another part of a boy's time is spent on cleaning, maintaining and/or improving the cabin in which the boy lives; and the last part of a boy's time is spent in recreation such as playing games like capture the flag swimming, fishing, boating, kayaking, sailing, or hiking. The island environment also provides wonderful opportunities for forest and beach exploration.

### **Island Time**

Upon arriving at the Island, the boys will switch their clocks to one hour later, which we refer to as "Island time". We change to Island time in order to maximize the use of daylight and minimize the use of the generator.

### **Typical week on the Island**

#### **Monday through Friday:**

A typical daily schedule includes morning and afternoon crew time. After dinner, boys may spend time on group projects or in organized recreation. The boys do hard work on their crews. It can be physically and mentally demanding.

#### **Saturday:**

Cabin day - This day is for spending time working on or improving cabins. There is usually a cookout on Saturday evening and may be a movie as well.

### Sunday:

This is the boys' "free day". There is a running brunch that the boys can attend if they wish. All boys must attend the midday meeting. There are organized sports and activities available in the afternoon led by crew leaders, the Council members, and the Adult Staff. There is a group meeting in the evening to discuss what happened in the prior week and to plan the next week.

### Each Day:

#### Wakeup and Lights Out:

Council members and/or the staff visit each cabin in the morning to wake the boys up at 7 a.m., and also to check that they are in bed and comfortable when the lights go out at 10:30 p.m. Saturday hours run 1/2 hour later.

### **Living Arrangements**

All boys are assigned to a cabin. Each cabin has an older more responsible boy, known as the cabin-head. A cabin head's responsibilities include taking care of his cabin-mates, especially the first year boys, and providing answers to questions such as: "Where do we eat?" "When do we eat?" "Where do we go to the bathroom?" "I am not getting along on my crew; what should I do?" "I'm homesick!" etc. They also have responsibility for the maintenance of the cabin and its cleanliness. They are responsible for knowing where their cabin mates are at "lights out" and to report the whereabouts of their cabin mates at meals.

Cabins generally house two to five campers depending on their size. The cabins have been built by campers from the earlier years and have windows, beds and some have a fireplace or stove. The cabins may have generated electricity, although it is not consistent and several cabins at the north end of the camp do not have electricity. Bathroom facilities are generally a short walk from the cabin and are Clivus Multrum toilets (natural toilets). The living conditions are simple and rustic.

### **Meals**

Meals are provided three times daily – breakfast, lunch and dinner. Attendance at all meals is mandatory for both campers and staff. On Sundays there are two meals: brunch and dinner (brunch is optional).

### **Facilities:**

#### The Island

The boys spend the summer on Dyer Island located about 2 miles off the coast of Milbridge, Maine. The “developed” camp area is about 100 acres of Dyer Island’s 750 acres. All of the camp structures have been built by the boys through the years as part of the camp program. Dyer Island has no amenities other than those provided by ourselves. There is no public phone service, no public ferry service, no electricity or water, other than that generated by our own generator or pumps. The dirt roads connect parts of the island that are used for quick access from one part of the island to another (mostly by foot). The remainder of the Island is largely undeveloped.

Island wildlife includes deer, raccoon, and rabbit. Seagulls, loons, terns, herons, and osprey round out the bird life. Occasionally, one can see a bald eagle. Sea life includes herring, lobster, crabs, mackerel, starfish, porpoises, and seals.

The only telephone on the island is a cell phone in the Infirmary that is used for emergency reasons only. There is no television.

The buildings on the island consist of 16 cabins, the Mess Hall, the Infirmary, the Memorial Building, the Lodge, the Garage, and Mariner Hall. Berwick boys have built all of the buildings on the island. There are piers, floats, a marine railway, a power house, roads, trails, and more.

### The Mainland

We have a base of operations on the mainland in Milbridge. We do laundry, pick up supplies, check phone and fax messages, and collect the mail on the Mainland.

### **Supervision**

The staff, the volunteers and the boys attending camp provide supervision.

- The Adult leadership works with the boys on their various crews during the day and supervises recreational activities in the evenings and on Sundays.
- Each year that a boy returns to camp he is expected to be able to take on more responsibility than the year before and hence more supervisory responsibility. If a boy sees something wrong, he is expected to report it. He is part of the camp and an integral part of its operation.
- There is an Honor system that applies to all boys regardless of how many years they have attended camp. A boy is expected not to lie or steal and to work toward the good of the camp. The boys are expected to help, take care of and to respect each other. Altruism is one of the Berwick traits, which is emphasized, tested, and fed back. It is everyone’s responsibility to both implement and enforce this code.

### **Medical**

There is a full time licensed nurse who resides on the island during the summer camping season. She is in charge of all things Medical and looks after the health of the Camp. She dispenses



medication and will treat minor ailments within accepted guidelines. She has one day off each week.

All prescription medications should be given to the Program Director or Executive Director prior leaving for camp with written dispensing instructions and should be in the original container or packaging. The boys are NOT allowed to keep their own medicine, unless they have emergency medications such as an asthma inhaler or an Epinephrine pen that they need to keep on their person. Once on the island, medications will be given to the resident nurse for distribution as necessary. If there is an emergency where the camper needs medical care, other than what the resident nurse can provide, the boy will be transported to a treatment center and the parents/guardians will be notified.

Campers that are required to self-administer emergency medicines like an asthma inhaler or an Epinephrine pen may be allowed to carry their medicine ONLY IF Berwick receives written approval from the Camper's primary health care provider and the Parent or guardian that the camper has the knowledge and the skills to safely administer the emergency medication in camp. There is an addendum to the Health form for both Parents and the camper's Physician's to sign if this applies to your son. This is required by the State of Maine Regulations.

Parents are responsible for all medical bills relating to their son. Our location is remote. We're on an island, therefore in order to get someone to the hospital, they need to be transported to the mainland by boat and then by car to the hospital. The nearest hospital is about 30 miles from our mainland location. There are medical centers closer but they are only open certain hours.

A number of the staff and the older boys are also trained in First Aid and CPR.

## **Risks**

The Berwick program is not meant to be a vicarious experience but rather an experiential learning program. As with any camping program, there are risks and dangers associated with hands on learning experiences. While the organization has safety procedures in place, certain boys will be handling equipment such as boats, drills, and chainsaws (see Licensing) which are inherently dangerous and could result in injury.

## **Homesickness**

The first days of camp can be difficult for new boys. They are in a whole new environment and with new people. Their daily routine is different as well. To top it all off, their support system has not yet developed in this new environment. These are a lot of changes for a boy to go through at once. In many cases, this is his first time away from home and from his parents. Also, the parent may have trouble letting the boy go and may also experience their own feelings of withdrawal.

Another cause of homesickness is if the boy is bored. For example, he may have nothing to do for a time before bed and not know what to do. He should be encouraged to explore his

environment, make new friends, read a book, or learn a new skill. We will also try to keep him busy and engaged.

It is entirely likely and normal for a boy to be homesick in this situation. He may even express this in several letters home in the first few weeks. The best way to deal with this is to prepare for it.

Parents: The first thing to do is to accept the fact that you and your son may have these feelings and that it is OK to feel this way. These feelings will pass if the person does not surrender to these feelings.

Give your son an out. If he does not like the camp after 2 weeks or so, then allow him to come home. Certainly we do not want, nor do we have the resources, to keep someone at the camp who does not want to be there. It usually takes about 2 weeks for the homesickness to pass. Anyone can stick with something for a couple of weeks.

The most important thing is that you and your son realize that you may be sad but that you will get over it. In the meantime, it is OK to be sad.

You should dispel the irrational fear that your son is being sent away from home and is no longer loved. For example, "I have been sent to this island where it rains all the time and we have to work without pay and the food sucks... etc. Thanks Mom."

One way to help these fears is to send letters and care packages. Mail is very important, especially in the beginning. Don't be alarmed if you do not get a letter back unless it is one demanding to come home. "No news is good news." It would be great if your son got a letter soon after he arrived at camp. We suggest that you send a letter out a few days prior to the boys leaving for camp so that it will arrive around the time the boys arrive.

Boys: Boys may not have many friends in the beginning (participating in the winter program in West Bridgewater will help him to become familiar with the boys and the processes). However, boys can talk to his cabin head, his crew leader, the nurse, Adam, Dave, or any of the other staff. All of these people have had their own experiences of missing home and can understand it. We ask that the boys give it at least 2 weeks to allow for homesickness to pass.

Berwick: We will do everything possible to make your son comfortable, but the best thing we can do for him is encourage him to write home and express what he is feeling. If he still wants to go home after the 2 weeks, we will discuss the options with him. If he still wants to leave after that we will discuss it with the boy and his parents/guardian and, if everyone agrees, send him home, but he may miss the experience of a lifetime. Parents/guardians will be responsible for the cost of transportation home.

We ask parents not to call or visit the boys when they are on the island. There is no public phone on the island. Talking to your son usually makes things worse - not just for your son but for the other boys as well. They may think, "Why haven't my parents called?" etc.

## Behavior and Discipline

The Camp works hard to create a positive environment within which the boys operate. The program uses positive peer pressure to help guide the campers toward being positive role models. We expect the boys to make some mistakes and to learn from them. The boys are responsible for their own behavior. They should respect each other at all times and be respectful of each other's space and belongings. Sometimes, in more serious cases, the Council and Program Director will investigate and discipline a boy based on the individual circumstances. The Berwick Boys Foundation prohibits any of the following on the island, and any acts or possession of the prohibited items, or any other actions that are disruptive to the well-being of the community as a whole, may warrant a camper being sent home, at the expense of the parents/guardian:

Drug Use	Fighting
Firearms or other weapons	Fireworks
Slingshots	Smoking
Stealing	Swearing
Vandalism	Alcohol
Bullying	Discrimination

Circumstances will always be evaluated on an individual basis. The above list is not intended to be all-inclusive.

Our Anti-Bullying and Anti-Discrimination Policies are in the back of the handbook and must be adhered to at all times.

## Awards

There are several awards that the boys can acquire during the summer. *Berwick Patch* - Each first year boy that successfully completes the summer program will earn an emblematic patch representing his achievements.

In addition they can earn camp letters such as a little "B" and big "B". Boys can earn a Little B for completing each of the 5 requirements, and a Big B for completing each of the seven requirements listed below:

Little B	Big B
Complete a minor Project	Complete a major project
Swim the cove from Pier to Pier	Swim the cove Pier to Pier twice
Cut down a 6" diameter tree, remove its bark, and drag it to the road	Cut down a 12" diameter tree, remove its bark, and drag it to the road
Tie 6 specific knots	Tie 10 specific knots

Earn a little B  
Earn a boat license

A little B must be earned in one summer and a Big B must be completed within two.

Some other honors, that are awarded, as elected by their peers, are for *Hardest Worker* – awarded to the boy who is so involved with his work that he is the first to arrive on his crew and the last to leave for the day; *Phil Sinclair Most Sincere* – awarded to the boy who says what he means and means what he says; *Most Popular* – awarded to the boy who everyone wants to talk to and everyone wants to be around.

In addition, honors are bestowed for *Most Improved Cabin* – awarded to the campers who make the most improvements to their cabin over the summer; *Best Swimmer* – awarded to the boy who is the strongest swimmer; *Best Fisherman* – awarded to the boy who catches the biggest fish; *Camp Devil* – awarded to the boy who is a practical joker, someone you wouldn't want to turn your back on at the pier; and *Camp Jester* – awarded to the boy with the funniest jokes.

## Licensing

There is a system of licensing used to identify those able to operate a specific tool or piece of machinery. A license is granted to a boy who has demonstrated proficiency in a tool's operation and can use this "tool" to, safely and reliably; complete a job on his own or with a crew. The license may also require an understanding of the proper maintenance of the tools as well. Some tools for which licenses are awarded are the operation of boats, generators, trucks, chainsaws, shop tools, the pier drill, and the kitchen oven and grill. A boy receives training for a particular tool from another licensed boy. He is also expected to train other boys once he receives his license.

## College Scholarships

Berwick encourages all boys to respond to the challenges of camp life and perform to the best of their ability by offering a program of college scholarships. To be eligible, boys must have participated in the camp program for several seasons and have displayed responsibility and leadership. Scholarship boys are not required to be academic super-achievers but to do their best to live up to their capabilities, whatever they may be and in whatever direction they may take him. These scholarship boys often provide the core of camp leadership during the summer activities. Scholarships need not be for purely academic institutions but may also be for certain vocational institutions as well. Scholarships are awarded at the foundation's discretion.

## Communications

### Mail and Packages

**Mail is very important**, especially in the beginning. Again, you can tell your son how proud you are that he is facing a new challenge, ask what crew he is on, what leisure activities he's been involved in, who they are sharing a cabin with etc. He should always be encouraged to

explore his environment, make new friends, read a book, or learn a new skill. Even if you do not receive a letter from your son, please continue to keep the communication lines open to him. When sending care packages, choose items that have little or no value. Some items not to send are: fireworks, candles, cigarettes, matches/lighters, knives etc. Items you can consider sending are: snacks, home baked goods, juices, magazines/books, clothes etc. **We ask that you send items that are not individually wrapped (candy that comes in wrappers, small bags of chips, etc.) as they easily become litter and a nuisance.**

The mailing address is:

**[Your son's name]  
Berwick Boys Foundation  
Post Office Box 339  
Milbridge, ME 04658**

### Calling Home

Phone calls are not allowed unless there is an emergency. If you need to contact your son, in case of an emergency, the best thing is to leave a message for us in Massachusetts at (508) 586-0059, or send an email to [info@berwick.org](mailto:info@berwick.org), or fax your message to 508-586-7597. It may take as long as a day or more for your son to get a message.

### **Laundry**

The boys do laundry usually once a week on the Mainland. White or light colored articles of clothing are not recommended as they are too easily soiled. Labeling your son's clothing and other items will be helpful.

### **Weather**

Although it is summertime, the Island can be quite cold and damp. The temperature can range from the 40's to the 90's. While this is the extreme range, it is important that your son have enough warm clothes and rain gear and at least two pairs of shoes in case one gets wet. It is often warm during the day and cool at night, however, this is also one of the foggiest places on earth, so it can be quite cool and damp at times, even in the daytime. When it rains, we try to limit the outside activity, however, even just to get to each meal, boys may need to walk in the rain for up to 15 minutes, so rain gear is very important.

### **Equipment**

The following is a list of items and equipment that will be needed:

## Summer Program Equipment List

<p><b><u>Required:</u></b>                  Jacket/Windbreaker                  Heavy work shoes or boots                  1 pair of other shoes (sneakers)                  4 pairs of jeans (or cargo pants/work pants)                  Under shorts as needed (10 minimum)                  T-shirts as needed (7 minimum)                  Socks, minimum 12 pair                  Foot Locker (or trunk) with lock/spare key                  Rain Gear (jacket and pants – not poncho)                  Travel Clothes (for trip day or church going)                  Sweater or sweatshirt                  Shorts (4 minimum)                  Swim Shorts                  Work gloves                  2 heavy duty Laundry Bags (not mesh)                  Heavy sleeping bag (or 4 blankets)                  Twin and Full size fitted sheet (some beds are twin, some full)                  Pillow                  Flashlight (with extra batteries)                  Shampoo                  Soap-Biodegradable (6 bars, or 3 Lava)                  Shampoo                  Towels (dark colors)                  Tooth brush and Paste                  Comb/Brush                  Deodorant, etc.                  Bag for Toilet Articles                  Backpack                  Safety goggles                  Life jacket</p>	<p><b><u>Optional:</u></b>                  1 wool shirt                  Baseball cap                  Head lamp                  Polo Shirts                  Water shoes                  Waterproof duck boots                  Sandals/Water shoes</p> <p><b><u>Personal:</u></b>                  Writing Kit (include stamps)                  Sporting Equipment                  Non-electrical musical equip.</p> <p><b><u>Tools:</u></b>                  Misc. hand tools</p> <p><b><u>Other:</u></b>                  Mosquito Repellent                  Portable Radios w/batteries                  Books, Magazines                  Playing Cards                  Sunscreen                  Board Game (optional)</p>
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No white articles of clothing should be taken to Maine as they are too easily soiled, except T-shirts, underwear, and socks.

**No TVs, video games, or cell phones allowed on the Island.**

**Firearms, slingshots, and fireworks are not permitted.** Any acts or possession of the prohibited items may warrant a camper being sent home:

You may want to supplement these items as you feel appropriate. Laundry is done about once a week for each camper. For example, we encourage you to bring an extra pair of old sneakers if you have them but it is not required.

Remember, **each boy is responsible for his own gear**, so you may not want to send up any clothes that you expect him to return with in good condition, if at all! Berwick tries to emphasize the importance of honesty and respect for other’s property but cannot be held responsible for loss or damage to a boy’s possessions. We recommend purchasing less costly clothing from your local thrift store as clothes may become heavily soiled or ruined during the summer.

All items should be labeled with the boy's name, including footlockers, backpacks, etc.

Another good idea is to line the inside of luggage with plastic bags for the boat ride to the island in case of foul weather on arrival. If you have questions about what to bring, please call Kathie at the Foundation. Kathie is the Mom to two Berwick Alumni and she is knowledgeable of how to plan for the trip.

### **Spending Money**

There is a Berwick Bank into which we encourage the boys to deposit their spending money for the summer. This keeps it safe from theft and loss and is available from the Program Director when needed by the camper. Deposits should be made prior to the start of camp, and can be turned in on the day they leave for camp. If the Berwick bank is not a solution for you, then the boy will be responsible for the loss or theft of his own money. The recommended amount of spending money for a boy to take is roughly \$50 and will be disbursed as requested. **This money is separate from the camp fee.** It provides the boys with spending money if they have a trip day off the island. There are no stores on the Island and therefore there is no use for money on the Island.

### **Transportation to Camp**

On the departure date, most boys will be traveling to Maine from the Foundation in West Bridgewater, MA. Some older boys may be transported by truck with gear and equipment; and some boys will be arriving by another form of transportation. If you are planning to get your son to Milbridge, Maine some other way, please let us know as soon as possible so that we may coordinate arrivals and plan transportation. We have very limited resources to pick people up at the airport or bus station and so we need to coordinate our efforts.

It's important to plan for this trip. We suggest your son bring a small backpack with a book, music player with headphones, snack or whatever he would enjoy for the 6-1/2 hour road trip. The boys should also bring additional money (approximately \$10.00) for a fast food lunch on the way up. Once they arrive at the in-town house in Milbridge, the boys will be transported by boat to the island.

### **Transportation Home from Camp**

Transportation home from Camp is the parents' responsibility. It is anticipated that parents will take their son home from Camp, unless their son has been invited to stay for cleanup.

Campers shall only be released from camp into the custody of a designated person which must be authorized and identified previously in writing.

### **Where the boys come from**

Geographically, there is a high concentration of boys from Massachusetts since the headquarters and the winter program are located there; however, boys may come from anywhere.

## **Cost**

While it usually costs us several times the amount that we ask families to pay to send a boy to camp, we ask people to pay as much as they can afford with a minimum per boy. This fee includes the boy's lodging for the summer, transportation from the West Bridgewater Headquarters, boat trips to and from the island, fuel, food, and laundry services. Many camps charge the amount that Berwick charges for only a two-week session, but your son can enjoy almost the entire summer at this cost. We feel that money should not keep a boy from coming to camp, however we do ask that parents pay as much as they can afford because the foundation has a great challenge in bridging the gap between the cost of the program and the amount we collect from families.

Of this camp fee, the boys are asked to earn \$50 on their own before attending camp by doing different things to help others. This could include anything such as extra chores, cutting grass etc. A non-refundable deposit of \$100 is due to reserve a spot for your son. Furthermore, any spending money should be provided by the boys or their parent/guardian and will not be provided by the Berwick Boys Foundation. Payment should be made prior to the beginning of camp. If you have a particular circumstance, please talk to us about it.

The cost of health and dental coverage in case of sickness or accident is in no way assumed by Berwick Boys Foundation and is the sole responsibility of the parent or guardian.

## **Refund Policy**

Berwick has a no refund policy. The \$100 deposit is non-refundable. Also, if your son leaves camp early for any reason, including expulsion, there will be no refund.

## **Banquet**

At the end of camp we have the Island Banquet. This is when the parents and boys re-unite. Parents arrive on Friday night and have the opportunity to stay overnight on Friday and Saturday and return home on Sunday. Banquet provides the boys with the opportunity to be proud and "show-off" their accomplishments of the summer. On Saturday there is an awards ceremony followed by your choice of a lobster or chicken dinner. It is important that parents make every effort to attend as this is a celebration for your son and all that he has accomplished during the summer. Boys should not leave before they attend the banquet ceremony. Additional mailings will be made regarding this event as we get closer.

## **Fundraising**

### **Contributions/Funding**

We are a non-profit organization and gifts are our main support. Contributions, other than camp fees, to the Berwick Boys Foundation, a 501c(3) organization, are tax deductible to the full extent of the law.



For the camping season, we ask parents to pay a very low fee as compared to the amount that it costs us to support the program. It is important for parents to pay as much as they can because the gap between what we charge for participation in our program and the significantly greater amount that it costs us to make the program happen is made up of support from the public. Throughout our more than 60 years in service we have had some very generous alumni, friends and volunteers, but support from the public is crucial. It enables us to continue our program. You and your son are now benefiting from the generosity of those that came before you. In this economic environment, we feel our program is especially important, however, it is in this same environment that the Foundation needs more support than ever.

There are several other ways in which everyone can contribute. If you can give more in the form of cash or securities, that is fantastic. If you cannot give more money, there are many other ways in which you may support the program: maybe you know others that would be interested in supporting our program, maybe there are people at your company that would contribute to Berwick or maybe your company has matching funds. Maybe you have contacts at a foundation. Maybe you have access to equipment that is useful to our program (please, do not donate items that are not useful, non-working or need to be disposed of, because that only costs us money to discard). Finally, you can support us by volunteering at the foundation and attending or volunteering at our fundraising events and recommending them to all your friends. We can't stress enough the need for volunteers during our fundraising events and weekends in West Bridgewater, MA.

### **Fundraising Events**

The Foundation currently hosts fundraisers in West Bridgewater. The work is done by parents, volunteers and by the boys. We are very busy preparing for these fundraisers as soon as we return from Maine (early September) and we really don't pause until after Christmas! All proceeds go directly to the foundation to support its programs.

Again, we really need the assistance of all parents and boys to make these events a success.

### **A Community Where We Respect Each Other**

Our goal is to provide the participants in the Berwick program with positive experiences that will result in lasting memories of their time in the program. We hope that our program provides the opportunity for boys to forge lasting friendships. We also understand that not everyone will become best friends. Nonetheless, it is important to respect all of your peers, even those that are different from you. As a result, Berwick requires that each Parent, camper, and staff member read the attached Anti-Bullying and Anti-Discrimination Policies and sign off that they have done so. Such sign-off is included in the forms that are required prior to Camp.

## **ANTI-BULLYING POLICY**

“Bullying” is the repeated use by one or more campers of a written, verbal or electronic expression or a physical act or gesture, or any combination thereof, directed at another camper that: (i) causes physical or emotional harm to the other camper or damage to the camper’s property; (ii) places the other camper in reasonable fear of harm to himself or to his property; (iii) creates a hostile environment at camp; (iv) infringes on the rights of the other camper while at camp; or (v) materially and substantially disrupts the camp experience or the orderly operation of the camp. For the purpose of this policy, bullying includes cyber-bullying.

All types of bullying can lead to campers being hurt during or between the camp seasons and can be especially hurtful when campers are targeted with meanness and exclusion, or because of their race, color, national origin, religion, sexual orientation, gender identity or expression, or disability. **At the Berwick Boys Foundation, bullying is inexcusable, and we have a firm policy against all types of bullying.** Berwick’s philosophy is based on our mission of helping teenage boys develop physically, mentally, and morally through experience in living and working with their peers. We work together as a team to ensure that all of our campers gain self-confidence, learn new skills, make new friends, and go home with great memories.

Unfortunately, campers who are bullied may not have the opportunity to get the most out of their camp experience. Berwick takes all incidents of bullying seriously and trains its staff to promote communication with campers so both staff and campers will be comfortable alerting us to any problems they encounter or witness during their camp experience. Every camper has the right to have the best possible experience at camp, and by working together as a team to prevent, identify, and manage bullying, we can help ensure that all campers and staff have a great experience with the Berwick Boys Foundation.

Because Berwick takes incidents of bullying very seriously, any failure to comply with this Anti-Bullying Policy may result in appropriate disciplinary action, up to and including termination of employment or immediate expulsion from Berwick Boys Foundation programs. We thank you in advance for your close attention and full compliance with this Anti-Bullying Policy.

## **ANTI-DISCRIMINATION POLICY**

### **BERWICK BOYS FOUNDATION WILL NOT TOLERATE DISCRIMINATION OR HARASSMENT OF ANY KIND BY OR AGAINST CAMPERS OR STAFF.**

**At the Berwick Boys Foundation, discrimination is inexcusable, and we have a firm policy against all types of discrimination.** Berwick's philosophy is based on its mission of helping teenage boys develop physically, mentally, and morally through experience in living and working with their peers. We work together as a team to ensure that all of our campers gain self-confidence, learn new skills, make new friends and go home with great memories.

Discrimination can lead to campers being hurt, especially when campers are targeted with meanness, or because of their race, color, national origin, religion, sexual orientation, gender identity or expression, or disability.

It is our policy to treat all campers and staff equally and with respect, regardless of race, color, religion, national origin, sex, disability, gender identity or expression, or sexual orientation. In furtherance of this goal, all campers, employees, contractors, and volunteers are reminded that the following behavior is unacceptable and will not be tolerated

- Offensive or derogatory language, or language that is disparaging of another person because of his or her race, color, religion, national origin, sex, disability, gender identity or expression, or sexual orientation;
- Name-calling, slurs, jokes or rumors directed at an individual's race, color, religion, national origin, sex, disability, gender identity or expression, or sexual orientation;
- Language or images in written or graphic material that is aimed at degrading individuals due to their race, color, religion, national origin, sex, disability, gender identity or expression, or sexual orientation;
- Threatening or intimidating conduct directed at another person because of his or her race, color, religion, national origin, sex, disability, gender identity or expression, or sexual orientation;
- Physical acts of aggression or assault upon another person because of, or in a manner reasonably related to, his or her race, color, religion, national origin, sex, disability, gender identity or expression, or sexual orientation;
- Other kinds of aggressive conduct, such as theft or damage to property, that is directed at another because of his or her race, color, religion, national origin, sex, disability, gender identity or expression, or sexual orientation;
- Denying any person, on the grounds of their race, color, religion, national origin, sex, disability, gender identity or expression, or sexual orientation, full and equal access to, or enjoyment of, the services, facilities, privileges, advantages, and accommodations offered by Berwick Boys Foundation.

Any failure to comply with this Anti-Discrimination Policy may result in appropriate disciplinary action, up to and including termination of employment or immediate expulsion from Berwick Boys Foundation programs. We thank you in advance for your close attention and full compliance with this Anti-Discrimination Policy.

## Frequently Asked Questions

### **Q. What are the qualifications Berwick looks for in a candidate?**

**A.** Berwick wants boys that are eager to learn, excited to participate, and willing to cooperate, and to get along with their peers. The program is designed for the typical boy from any social, racial, or economic background who is interested in living and working, as a team, with boys his own age and who wants to develop new knowledge and skills and who wants to be a contributing member of society.

### **Q. What is the boy to counselor ratio; who are the counselors?**

**A.** We are not a traditional camp and do not have "counselors" in the traditional meaning of the word. As the boys get older and return year to year they take on more and more responsibility. They act as a counselor to "younger" boys. Boys are aged 12 through college age.

### **Q. How long is the summer program?**

**A.** Approximately 7 weeks, starting around the 1st of July and ending approximately the 3rd weekend in August. The season can be shorter depending on the year.

### **Q. Can my son attend only a portion of the summer?**

**A.** Your son must attend the entire time. We feel the "Berwick" experience takes that amount of time. We do not have sessions.

### **Q. Can I visit my son during the summer?**

**A.** We do not encourage parent visits during the summer as it makes boys more homesick, is disruptive, and makes it hard for them at this age. It is important to keep communicating with your son either by writing or sending care packages. Boys and parents have the opportunity to unite for the annual banquet at the end of camp when you will see the projects your son has accomplished over the summer.

### **Q. What if my son is homesick?**

**A.** Refer to our section on Homesickness.

*For further information check out our web site at <http://www.berwick.org>*