



Welcome to Summer Camp at Redwood Cooperative School 2025!

We are delighted that your child is camping with us this summer. Our fantastic Camp Redwood teachers and counselors are eager to offer your children a fun, engaging, and safe summer camp experience. This is summer the way it was meant to be!

The enclosed information will help answer questions you or your child may have and prepare you for a summer of fun at Camp Redwood!

Please do not hesitate to contact us if we can be of further assistance.

Sincerely,

Mattie Bashorun
Camp Director and Director of Student Support
mbashorun@redwoodcoop.org

Amanda Phillips
Director of Extended Programs
aphillips@redwoodcoop.org

Sarah Cummins
Head of School
scummins@redwoodcoop.org

Guiding Statements and Values

Mission Statement

Redwood provides an educational environment that fosters campers' intellectual, social and emotional development and empowers them to reach their full potential in an inclusive, supportive environment.

Vision Statement

Be a regional leader in child-centric, progressive education that develops global citizens and problem solvers with a commitment to community and the environment.

Core Values

Sustainable, Inclusive, Authentic and Cooperative

Educational Philosophy Statement

We believe in creating an environment that is welcoming and provides a culture of mutual respect. A sense of community is intentionally established to empower campers to build meaningful relationships and to feel safe to take risks. Our environment instills a joy of learning by encouraging and supporting curiosity, discovery, creativity, and an open exchange of ideas through collaboration and cooperation.

We believe in establishing a physical environment and learning spaces that are conducive to independence, responsibility, community and that reflect camper ownership, constructivism, inquiry, thinking, and learning.

We believe learning and experience are inseparable. Daily we empower children to construct knowledge and understanding through active engagement, hands-on learning, and social interaction. Learning opportunities are relevant because children benefit from making connections and contributions to the real world.

We believe children deserve and benefit from being in nature and nature-based learning. Through unstructured play, open exploration, and guided experiences, campers make connections, interact with the world and develop environmental stewardship.

We believe in guiding children with dignity and respect. By using positive discipline and respectful language, Camp Redwood campers are empowered to solve problems and to become responsible, capable citizens.

We believe in nurturing self-reliance and self-confidence daily. A strong sense of self and identity is vital to being an engaged learner and healthy participant in one's learning journey.

We believe in honoring the uniqueness of each individual. By acknowledging, encouraging and celebrating diversity, multiculturalism and inclusion, we facilitate the discovery and acceptance of ourselves and others.

We believe in establishing a sense of community by having a partnership between home and camp.

Together faculty, administrators and families contribute to the life of the camp in ways that benefit children. This structure forms a strong foundation of commitment and care, as well as role-modeling of cooperation, teamwork, work ethic, and friendship.

We believe in establishing a sense of community by having a partnership with the place in which we live.

Through a model of project based learning and place based learning, children make connections that are rooted in our local community - the unique history, environment, culture, economy, literature, and art of place

We believe that the process is often more important than the product: We think it is more important to teach children how to think and learn rather than simply what to think and learn. Learning is messy and we welcome that. Creativity is valued over products that look alike and made from a teacher's model or directions.

Best Practice Goals

Practices you will use and see employed at Camp Redwood are:

- Activities should be camper-CENTERED, taking its cues from young people's interests, concerns, and questions.
- Learning activities need to be AUTHENTIC.
- Learning in all subjects needs to be HOLISTIC.
- As often as possible, camp should feature learning that is EXPERIENTIAL.
- Following all these principles means that camp is CHALLENGING.
- Powerful learning comes from COGNITIVE experiences.
- Children's learning must be approached as DEVELOPMENTAL.
- Children's learning involves their CONSTRUCTING ideas and systems.
- campers need to learn and practice many forms of EXPRESSION to deeply engage ideas.
- Effective learning is balanced with opportunities for REFLECTION.
- Classrooms should be INTERACTIVE.
- Classrooms should be SOCIABLE work environments.
- Some of the most efficient learning activities are COLLABORATIVE.
- Classrooms can become more effective and productive when procedures are DEMOCRATIC.

Camp Redwood offers a supportive, friendly environment designed for faculty with insight and initiative. The School philosophy advocates and promotes the well-being of the children. The Faculty is responsive to families needs and concerns.

Diversity Position

Camp Redwood does not discriminate against employees, campers, families, or applicants on the basis of race, ethnicity, gender, physical ability, age, national origin, gender identity or expression, religion, sexual orientation, physical appearance, or disability.

Camp Redwood is committed to creating an environment for teachers, staff, campers, and their families in which each individual is valued. Similarities and differences among individuals and families are respected and diversity is celebrated throughout the curriculum.

At Camp Redwood we are committed to assisting campers in learning to value, accept, and interact with diverse people. We shall not participate in practices that discriminate against campers by denying benefits, giving special advantages, or excluding them from programs or activities on the basis of their race, ethnicity, gender, national origin, religion, physical appearance, or on the status, behavior, or beliefs of their parents.

Ridicule of any type is not tolerated at Camp Redwood. It is our firm rule that teasing or rejecting a person on the basis of that person's identity is unacceptable. Campers are encouraged to recognize and resist stereotypes and biases and to challenge prejudice. Our goal is to aid in the development of each camper to her or his fullest potential.

Redwood DEI Statement

Redwood is an environment that embraces differences, honors identity, and values belonging for all. As a community, we stand against exclusion, bias, racism and prejudice in all forms. We want our school to be a place where campers know they are welcomed, supported, and their faces, voices, and experiences are reflected and valued.

In support of diversity, equity, inclusion, justice and belonging at Redwood, we commit to:

- **Respect** all
- **Invest** in the personal growth of our campers
- **Trust** each other to engage in difficult conversations
- **Learn** from different perspectives and experiences
- **Examine** our biases and endeavor to overcome them
- **Foster** belonging and connectedness
- **Create** a just community where everyone has a voice
- **Act** with integrity in our choices

Definitions that could help campers, staff and families:

Race: Refers to the categories into which society places individuals on the basis of physical characteristics (such as skin color, hair type, facial form and eye shape). Though many believe that race is determined by biology, it is now widely accepted that this classification system was in fact created for

social and political reasons. There are actually more genetic and biological differences within the racial groups defined by society than between different groups.

Ethnicity: Refers to a person's identification with a group based on characteristics such as shared history, ancestry, geographic and language origin, and culture.

Gender: The socially-defined "rules" and roles for men and women in a society. The attitudes, customs and values associated with gender are socially constructed; however, individuals develop their gender identities in two primary ways: through an innate sense of their own identity and through their life experiences and interactions with others.

Disability: A mental or physical condition that restricts an individual's ability to engage in one or more major life activities (e.g., seeing, hearing, speaking, walking, communicating, sensing, breathing, performing manual tasks, learning, working or caring for oneself).

Age- the length of time that a person has lived or a thing has existed.

National Origin: the nation where a person was born, or where that person's ancestors came from.

Religion: An organized system of beliefs, observances, rituals and rules used to worship a god or group of gods.

Sexual Orientation: Determined by one's emotional, physical and/or romantic attractions. Categories of sexual orientation include, but are not limited to, gay, lesbian, bisexual and heterosexual.

Physical Appearance: The outward characteristics or look of people.

Supporting LGBTQ+ campers

Camp Redwood shall accept the gender / sexual identity that each camper asserts. There is no medical or mental health diagnosis or treatment threshold that campers must meet in order to have their gender or sexual identity recognized and respected. The assertion may be evidenced by an expressed desire to be consistently recognized as the sex consistent with their gender identity. Campers ready to socially transition may initiate a process to change their name, pronoun, attire, and access to gender-related programs, activities, and facilities consistent with their gender identity.

Definitions that could be helpful to campers, staff and families:

1. **Gender Identity:** Relates to a person's internal sense of their own gender. Since gender identity is internal, one's gender identity is not necessarily visible to others.

2. **Pronouns:** Linguistic tools used to refer to someone in the third person.

Examples are they/them/theirs, she/her/hers, he/him/his. In

3. **Cis / Cisgender:** A gender identity, or performance in a gender role, that society deems it to match the person's assigned sex at birth. The prefix cis- means "on this side of" or "not across."

4. **Non-Binary:** A gender identity and experience that embraces a full universe of expressions and ways of being that resonate for an individual.

5. **Gender expression / gender presentation:** Refers to the spectrum of how a person expresses gender to others in ways that are socially defined as either masculine or feminine, such as through behavior, clothing, hairstyles, activities, voice, or mannerisms.

6. **Gender Variance:** Behavior and gender expression by an individual that does not match masculine or feminine norms.

7. **Gender Fluid:** Moving between gender identities or expressions.

8. **Transition:** An individualized process by which transsexual and transgender people "switch" from one gender presentation to another. There are three general aspects to transitioning: social (i.e., name, pronouns, interactions, etc.), medical (i.e., hormones, surgery, etc.), and legal (i.e., gender marker and name change, etc.). A trans individual may transition in any combination, or none, of these aspects.

9. **Transgender:** Adjective used most often as an umbrella term, and frequently abbreviated to "trans." This adjective describes a wide range of identities and experiences of people whose gender identity and/or expression differs from conventional expectations based on their assigned sex at birth. Not all trans people undergo medical transition (surgery or hormones). Some commonly held definitions:

- A. Someone whose determination of their sex and/or gender is not validated by dominant societal expectations; someone whose behavior or expression does not "match" their assigned sex according to society.
- B. A gender outside of the man/woman binary.
- C. Having no gender or multiple genders.

***Elementary school version: A term for people whose gender identity differs from how they were assigned at birth (e.g., assigned girl or boy).

10. **Gender Dysphoria:** A person who experiences discomfort or distress because there is a mismatch between their sex assigned at birth and their gender identity. This is also the clinical diagnosis for someone who doesn't feel comfortable with the gender they were assigned at birth.

Resources that continue to guide our diversity position as a school are derived from multiple sources including www.historyofrace.com, www.usvshate.com and www.primarysource.org

Structure of the Corporation

- **The Head of School** is responsible for the day-to-day operations and management of the school. The Head of School reports to the board and, under the Head of School's leadership, faculty works with the Head of School to ensure a safe and productive learning environment for all campers.
- **The Camp Director** is responsible for the day to day-to-day operations at Camp Redwood. All camp staff will report directly to the camp director.
- **The Administration** comprises the Head of School, the Director of Admissions, the Director of Marketing and Communications, the Director of Student Support, the Director of Extended Programs, and the Director of Curriculum and Instruction. The Administration performs the School and Camp's operational functions.
- **The Board of Trustees** is the governing body of the school and is responsible for the overall policy, establishing procedures, strategic plans, and determining the mission, vision and philosophy of the school.

Camp Redwood Policies and Procedures

Hours of Operation

Camp Redwood runs Monday-Friday from June 9th-August 1st. The camp will not be open on June 19th or July 4th..

- Full Day Camp Hours: 7:45 a.m.-3:30 p.m.
- Extended Day Add-Ons: 3:30 p.m.-5:30 p.m.

All campers must be picked up by their designated pick-up time. A late pick-up fee of \$20 plus an additional \$1/minute will be assessed for late pick-ups. Campers who are picked up late will stay in the lobby until they are picked up. Due to staffing needs, they will not be able to stay with their camp group.

Camp Redwood makes its own decision regarding camp cancellations due to inclement weather, severe illness, or other unforeseen conditions. Families will be notified of cancellations via email and the Remind app.

Communication

To facilitate proper and effective communication, please use these guidelines:

- Please communicate with members of the office staff regarding the following:
 - carpool arrangements/pick up permissions
 - medication needs/administration
 - updates to family information (including contact information)
 - anything regarding camp finances
- Please communicate with the Camp Director regarding the following:
 - camp policies and procedures
 - camp updates and announcements
 - overall camp programing, including activities and schedule

The best method of communication with the Camp Director, Administrative Staff, or the Head of School is via email. Camp Redwood relies heavily on email as a means of communication for faculty, administration, and families. It is assumed that all parents/guardians have regular access to email. However, if this is not the case, please notify the Camp Director and alternative arrangements can be made. *Please note - communication will be sent to the email address provided by parents/guardians in the camp paperwork.

Remind Information:

- To stay up to date on last-minute changes or announcements, please download the Remind app. We will be utilizing this as our main method of quick communication and for pick-up from the Extended Day program. Please make sure to have notifications enabled to receive/send important information. Of course, families will be notified via phone call in case of emergency.
- All camp families will be invited to join their child's group at the beginning of the summer regardless of the weeks they are registered for. There are also instructions linked in the weekly emails. **If you would like to be removed after your child attends their camp week(s) please notify Amanda Phillips or Mattie Bashorun.**
- Our camp staff values and prioritizes time with our campers. In order to ensure the best experience possible for your child there may be a delay in responding to questions on Remind.
- Our camp teachers typically end their work day at 3:30 and may not respond to Remind messages until the following morning they are scheduled to work.

You may also call the camp office at 859-273-4496, email mbashorun@redwoodcoop.org, or contact Mattie Bashorun through the Remind app with any questions concerning camp programming. For questions regarding camp registration, please contact Amanda Phillips (aphillips@redwoodcoop.org).

You will receive an email with details about your camp week the weekend before the upcoming camp week. You can also see the fun activities that our campers are engaged in by tuning in to our Facebook page. <https://www.facebook.com/redwoodcooperativeschool>

If your child will be **absent** from camp, please let us know by emailing mbashorun@redwoodcoop.org or contacting Mattie Bashorun through Remind. We are not able to offer refunds due to absences.

Authorized Student Release

Because we care about the safety of your children, we adhere to a careful release policy.

- Prior to the time a child attends camp at Redwood Cooperative School, parents/guardians are required to provide a list of people who are authorized to pick up their children from camp in their registration paperwork.
- Children will be released only to an authorized person.
- School personnel may require identification of the authorized person, such as a driver's license.
- The School reserves the right, at the sole discretion of the Head of School or her representative, to refuse to release a child to an individual.
- It is the obligation of the parents/guardians to maintain current information as required by this student release policy.

The School office must receive written permission from a parent/guardian when:

- A child is going home with a friend after camp, requiring a change of carpool arrangements.
- Any person other than a specified driver on the designated list is picking up your child.

If a child cannot be released to a parent or guardian, a court order confirming this must be on file in the school office. Staff who assist with dismissal are to follow the above procedures when releasing children.

Emergency Procedures

Emergency procedures, including for severe weather, fire, earthquake and other disasters, are outlined and posted in each classroom near the exit door. Emergency procedures are also outlined in the Emergency Preparedness Plan that is kept in the school office. If you are in the school building and someone knocks on any of the doors, please **do not answer it**; instead, contact the office or notify a teacher. We adhere to strict procedures that keep our students and others at school safe, therefore admission onto the school grounds and into the school buildings must be authorized by school personnel.

Administration of Medicine

If a child requires the administration of medication during camp hours, a parent/guardian must fill out and sign a permission to administer medication form (located in the school office and camp registration form) and follow these steps:

1. All prescription and nonprescription medications shall be maintained with the child's name and must be within date (expiration and prescription date).
2. Prescription and nonprescription medications must be stored in the original bottle with an unaltered label. Medications requiring refrigeration must be properly stored.
3. Prescription and nonprescription medication shall be administered in accordance with the label directions.
4. Written consent must be provided by the parent/guardian, permitting Camp Redwood personnel to administer medications to the child. Instructions shall not conflict with the prescription label or product label directions.
5. Please provide medication in a see-through zip top bag with instructions for administration. Instructions (except for rescue medications such as inhalers or epi-pens) are required to list specific times for administration of medication (i.e. 10 AM).

Please note that campers may never have medication (not even a vitamin, cough drop, or lozenge) in their pockets, backpacks, lunch boxes, or cubbies.

To provide the best protection for students with conditions such as serious allergies and acute asthma, a list of those students' names (and their conditions and emergency medications) will be distributed to camp teachers and staff.

Illness Policy

If a child has any of the following symptoms, they should not be brought to camp:

- Fever at any point during the past 24 hours
- Chills
- Cough
- Shortness of breath
- Body aches
- Headache
- Loss of taste or smell
- Sore throat
- Congestion
- Nausea
- Vomiting
- Diarrhea

If during the camp day, a child is found to have any of the symptoms above, a parent or guardian will be contacted and asked to pick them up immediately.

- Students will be separated from their camp group and will wait in the lobby under the supervision of office staff until they are picked up by a parent, guardian, or another individual on the student's designated pick-up and emergency contact list.

An individual can return to camp after being 24 hours fever-free and symptom-free, without the use of fever-reducing medications (ie: acetaminophen) or symptom-reducing medications (ie: cough suppressant)

If a camper or household member tests positive for COVID-19 or other communicable diseases, the camp must be notified right away. We will then determine a rerun date in accordance with the CDC and Ky DPH recommendations.

Discipline

Camp Redwood implements practices and ideals of positive discipline. All children have the right to feel safe and secure, and all children are guided with dignity and respect. At Camp Redwood, expectations for behavior follow established guidelines and developmental milestones. We encourage and support appropriate levels of understanding and consequences regarding taking responsibility for one's words and actions toward others. Teachers and children establish rules, boundaries, and guidelines together for their group at the beginning of camp. Camp groups have regular meetings to solve problems and build community.

If a camper's behavior is excessively disruptive to the group, physically violent, involves unacceptable language, or is beyond other means of positive discipline, the camp director will ask the parent or guardian to take the child home for the remainder of the camp day, and the incident will be documented. Follow-up will be involved to determine the best course of action to prevent future incidents.

Camp teachers work with each other, the Camp Director, the Head of School, the parents/guardians, and the campers to identify a solution to discipline issues. If unsuccessful, the school may require a student to withdraw and the family will be responsible for paying the full amount due for all weeks in which the child is enrolled for summer camp. In cases of extreme behavior, the Head of School may determine that Camp Redwood is unable to meet the needs of a child. In such cases, the parent/guardian will be asked to withdraw their child from camp and the parent/guardian will be responsible for paying the full amount due for all weeks in which the child is enrolled for summer camp.

Fee Payment Policy

Camp fee payments can be made by EFT, credit card (EFT and credit card fees will be applied), or check. The \$75 registration fee is due within one week after receiving the invoice for the fee.

A required \$85/per week deposit for all General Camps is due by May 9, 2025. The remaining fees are due two weeks before the selected camp weeks.

Full payment for all Specialty Camps is due by May 9, 2025.

All camp fees are nonrefundable after May 9th, 2025, regardless of whether the camper attends the registered camp week. Additional fees (ie: for late pick-up) are invoiced separately and are due upon receipt.

Parent/Guardian Expectations Policy

Positive family involvement is a core tenet of Redwood Cooperative School. Family members have a tremendous impact on children's behavior. In the rare situation when a family member's behavior toward Redwood campers, staff, or administrators is detrimental to the school and/or community, it will be documented and further action may be taken by Redwood.

- Behavior and Language
 - Family members are expected to model appropriate behavior. This includes respectful communication, following camp designated expectations, and having positive relationships with teachers and staff at Redwood.
 - Family members are expected to model the use of appropriate language on school grounds and during events on campus and within the greater community. This includes

slogans, advertising, and sayings on clothing worn on campus, as well as the language and tone used in communication with campers, faculty, and administrators.

- Incident Reporting
 - In the event that family member behavior conflicts with the expectations outlined above, the incident will be reported to the Head of School who will determine further action.

Child Abuse, Neglect and Dependency Policy

Child abuse is defined as mistreatment or neglect of a child by a parent or guardian or other adult who causes injury or harm. Abuse can be physical, verbal, emotional, or sexual. Kentucky law **REQUIRES** guardians, including teachers, to report known or suspected child abuse or neglect occurring in the home or other surroundings. It is the person's responsibility only to report the suspected abuse or neglect according to KRS 620.030 (see appendix)

No Smoking Policy

Smoking, including electronic cigarettes and other forms of tobacco, is prohibited in the school building and on the school grounds, including parking areas.

Weapons Policy

All weapons are strictly prohibited on school grounds, including toys and pretend weapons.

Programming Information

Daily Schedule:

Arrival

- The option to arrive begins at 7:45 AM and campers can be dropped off any time between 7:45-8:30. You may drop your child off via the carpool line, please turn left into the school driveway from Crestwood Drive. Teachers and/or staff will be present to greet your child during the drop off window. You are also able to walk your child to camp. Please park and walk to the designated drop-off for “walkers.” We have limited parking spaces for you to use if you choose to walk your child to camp, so you may need to park on the street. If you park on the street, please do not park in front of mailboxes or driveways in the neighborhood.
- **For the safety of the children, please keep all vehicle doors closed when in the carpool line.** A Redwood representative will open the door and help your child exit the vehicle and make sure they get into the building and to their classrooms. **Parents and guardians, please stay in your vehicle during carline drop off and pick up.** If you need more time to take your child out of the vehicle, you may pull around to a parking spot and help them.
- If you arrive after this designated drop-off time (8:30), please park and walk your child to the front door. We have limited parking spaces for you to use if you choose to walk your child to the door. If you park on the street, please do not park in front of mailboxes or driveways in the neighborhood.

Thematic Activities

- Each week at Camp Redwood is themed and camp activities and experiences are geared to focus on the weekly theme.
- Projects, hands-on activities, and open exploration are part of the camp experience for all campers.
- Activities include art, music, science, stories, movement games, nature exploration, water play, sensory activities, and unstructured time on the playground.

Snack and lunch

- Full-day campers will bring a nutritious snack and a nutritious lunch from home. Full-day plus campers will need to bring a second snack each day.
- All campers must bring a refillable water bottle each day. We provide water refill stations for campers to use throughout the day.
- Please label all lunch and snack containers, as well as water bottles.
- Cold packs are helpful for keeping foods cold when necessary, as snacks and lunches will not be refrigerated.
- We are a Green & Healthy School and we make efforts to reduce waste production. Please try to help us accomplish our goals by sending in zero waste snacks and lunches (reusable containers,

utensils, and cloth napkins are wonderful!) when possible. We have recycling and compost bins throughout campus.

Rest Time (preschool only)

- Preschool-aged campers are required to rest. While all children may not actually sleep, all children are given the opportunity to quiet their minds and bodies and recharge for a portion of the day.
- After a 30-minute rest period, children who are not asleep will be given quiet activities and books while other campers are resting.
- Children will have rest mats during this time. You may provide a blanket from home if desired. This should be sent to camp in a bag on Monday. Blankets will be returned to you on Friday to wash and send back the next Monday they are enrolled in camp.

Dismissal

- **For full-day campers, afternoon dismissal will take place from 3:15-3:30 PM. Please bring your photo ID every time you pick up.** We will dismiss your camper once our staff have verified ID.
- You may pick up your child off via the carpool line, please turn left into the school driveway from Crestwood Drive. Teachers and/or staff will be present to put your child in your vehicle during the drop off window. You are also able to walk your child to camp. Please park and walk to the designated drop-off for “walkers.” We have limited parking spaces for you to use if you choose to walk your child to camp, so you may need to park on the street. If you park on the street, please do not park in front of mailboxes or driveways in the neighborhood.
- **For the safety of the children, please keep all vehicle doors closed when in the carpool line.** A Redwood representative will open the door and help your child exit the vehicle and make sure they get into the building and to their classrooms. **Parents and guardians, please stay in your vehicle during carline drop off and pick up.** If you need more time to take your child out of the vehicle, you may pull around to a parking spot and help them.
- **If you are signed up for the Extended Day option, you are welcome to pick up anytime between 3:30-5:30 PM. Please park safety on the street and follow the orange walkway to the front door.** You will need to text us on the Remind app to let us know you have arrived, and camp staff will bring your child to the front door for dismissal.

What to Bring

Please send an easy to carry backpack or bag with your camper that can fit the following items:

- **At least one set of extra clothes in a leak-proof bag each day. Be sure to label clothing.** On water days, your camper will also need a towel. You will be notified of water play in advance.
- **Sunscreen and insect repellent - please apply before sending your child to camp each morning.**
 - Campers may bring insect repellent and sunscreen to be reapplied as needed. Please label the containers with your child’s name and place them in a large zip-top bag. You

completed permission to administer sunscreen/bug spray during registration, and this will be in effect for all camp weeks unless you send additional instructions.

- **Snacks, lunch, and a leak-proof water bottle** - campers will be able to refill their water bottle as needed throughout the day.
- **Comfortable play clothes** that can get dirty are most appropriate. We will have messy, exploratory fun at Camp Redwood and the right clothes will allow us to do this. Families will be notified if campers need other special clothing for a specific day or activity.
- **Closed-toed shoes are required.** We will be using all areas of our campus, and engaging in active, athletic games. Shoes with closed toes will keep feet protected. These can be sandals with a closed toe.
- A light rain jacket and/or boots may be helpful in the event that we play outside in the rain. We will not go outside in inclement weather that includes severe weather warnings or thunder, but you should plan for your child to play in rain and mud in all other weather.

Please leave toys, treasures and trinkets at home. Campers are always on the move and have plenty to do! Please save these items for home where they are safe. If campers do bring items from home, they will be placed in the office for you to pick-up at the end of the day. There may be times when campers are asked to bring something special during the week, this will be communicated via Remind or email.

Appendix

KRS 620.030 Child Abuse, Neglect and Dependency

620.030 Duty to report dependency, neglect, abuse, human trafficking, or female genital mutilation -- Husband-wife and professional-client/patient privileges not grounds for refusal to report -- Exceptions -- Penalties.

(1) Any person who knows or has reasonable cause to believe that a child is dependent, neglected, or abused shall immediately cause an oral or written report to be made to a local law enforcement agency or to the Department of Kentucky State Police, the cabinet or its designated representative, the Commonwealth's attorney, or the county attorney by telephone or otherwise. Any supervisor who receives from an employee a report of suspected dependency, neglect, or abuse shall promptly make a report to the proper authorities for investigation. If the cabinet receives a report of abuse or neglect allegedly committed by a person other than a parent, guardian, fictive kin, person in a position of authority, person in a position of special trust, or person exercising custodial control or supervision, the cabinet shall refer the matter to the Commonwealth's attorney or the county attorney and the local law enforcement agency or the Department of Kentucky State Police. Nothing in this section shall relieve individuals of their obligations to report.

(2) Any person, including but not limited to a physician, osteopathic physician, nurse,

teacher, school personnel, social worker, coroner, medical examiner, child-caring personnel, resident, intern, chiropractor, dentist, optometrist, emergency medical technician, paramedic, health professional, mental health professional, peace officer, or any organization or agency for any of the above, who knows or has reasonable cause to believe that a child is dependent, neglected, or abused, regardless of whether the person believed to have caused the dependency, neglect, or abuse is a parent, guardian, fictive kin, person in a position of authority, person in a position of special trust, person exercising custodial control or supervision, or another person, or who has attended such child as a part of his or her professional duties shall, if requested, in addition to the report required in subsection (1) or (3) of this section, file with the local law enforcement agency or the Department of Kentucky State Police, the cabinet or its designated representative, the Commonwealth's attorney, or county attorney within forty-eight (48) hours of the original report a written report containing:

- (a) The names and addresses of the child and his or her parents or other persons exercising custodial control or supervision;
- (b) The child's age;
- (c) The nature and extent of the child's alleged dependency, neglect, or abuse, including any previous charges of dependency, neglect, or abuse, to this child or his or her siblings;
- (d) The name and address of the person allegedly responsible for the abuse or neglect; and
- (e) Any other information that the person making the report believes may be helpful in the furtherance of the purpose of this section.

(3) Any person who knows or has reasonable cause to believe that a child is a victim of human trafficking as defined in KRS 529.010 shall immediately cause an oral or written report to be made to a local law enforcement agency or the Department of Kentucky State Police; or the cabinet or its designated representative; or the Commonwealth's attorney or the county attorney; by telephone or otherwise. This subsection shall apply regardless of whether the person believed to have caused the human trafficking of the child is a parent, guardian, fictive kin, person in a position of authority, person in a position of special trust, or person exercising custodial control or supervision.

(4) Any person who knows or has reasonable cause to believe that a child is a victim of female genital mutilation as defined in KRS 508.125 shall immediately cause an oral or written report to be made by telephone or otherwise to:

- (a) A local law enforcement agency or the Department of Kentucky State Police;
- (b) The cabinet or its designated representative; or
- (c) The Commonwealth's attorney or the county attorney.

This subsection shall apply regardless of whether the person believed to have

caused the female genital mutilation of the child is a parent, guardian, or person exercising custodial control or supervision.

(5) Neither the husband-wife nor any professional-client/patient privilege, except the attorney-client and clergy-penitent privilege, shall be a ground for refusing to report under this section or for excluding evidence regarding a dependent, neglected, or abused child or the cause thereof, in any judicial proceedings resulting from a report pursuant to this section. This subsection shall also apply in any criminal proceeding in District or Circuit Court regarding a dependent, neglected, or abused child.

(6) The cabinet upon request shall receive from any agency of the state or any other agency, institution, or facility providing services to the child or his or her family, such cooperation, assistance, and information as will enable the cabinet to fulfill its responsibilities under KRS 620.030, 620.040, and 620.050.

(7) Nothing in this section shall limit the cabinet's investigatory authority under KRS 620.050 or any other obligation imposed by law.

(8) Any person who intentionally violates the provisions of this section shall be guilty of a:

- (a) Class B misdemeanor for the first offense;
- (b) Class A misdemeanor for the second offense; and
- (c) Class D felony for each subsequent offense.

Effective: April 2, 2020