



# Tech Camp

**University of New Hampshire**

**College of Engineering and Physical Sciences**

**Tech Camp Family Guide Book Summer 2018**

## **Statement of Non-discrimination**

The University of New Hampshire seeks excellence through diversity among its administrators, faculty, staff and students. We are committed to enhancing and sustaining an educational community that is inclusive and equitable, and cherish these values as being inextricably linked to our core mission. We are a public institution with a long-standing commitment to equal employment and educational opportunity for all qualified persons. We do not discriminate on the basis of race, color, religion, sex, age, national origin, sexual orientation, gender identity or expression, disability, veteran status, or marital status. This applies to admission to, access to, treatment within, or employment in UNH programs or activities.

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## Introduction

Welcome to the UNH Tech Camp. We are very excited about all the activities we have planned for your children. This book will act as a guide to our camp and answer frequently asked questions. You are encouraged to keep this book in a safe place during camp. If you have any additional questions, please feel free to contact us.

## Philosophy

Tech Camp was created in 2006 so children ranging from grades 6-12 can explore the fields of science and engineering using the resources of public land grant university. Our staff provides a safe and rich environment where youth will be encouraged to think on their own and become engaged problem solvers. We provide the necessary professionals and tools to guide youth to generate solutions without giving them answers. This will help them to develop their critical thinking skills, which will be extremely beneficial later in their professional careers. Additionally, the camp employs staff along the entire STEM pipeline, beginning with high school students, undergraduate and graduate students, K-12 teachers, university faculty, and industry professionals. This immerses campers in an environment of STEM peers and professionals. Our projects have been created to challenge your child and help them create a STEM identity.

UNH Tech Camp is a community with very high expectations for the learning environment we create for campers, teachers, and families. Our philosophy is grounded on the utmost respect and safety for all our community members and includes the following elements:

**T** stands for two; we expect youth to follow the buddy system and we expect adults to follow the buddy system around youth as well.

**E** stands for excellence in operations.

**C** stands for the community of care we create for our campers, staff, and their families.

**H** stands for “How can I help?” which is the attitude we expect from campers and all staff.

All staff and volunteers working with minors at UNH must complete all required background checks and child protection training. All staff attend a required camp-wide training in July, prior to the start of camp, where we will cover expectations, camper safety, and how best to provide a fun, safe, and educational environment for youth.

Our number one goal is youth safety. We pride ourselves with providing youth a safe environment where they can grow, learn, and have fun.

## Contact Information

For questions about the camp and its programs, please contact the individuals in the table below. The camp office address is:

UNH Tech Camp  
College of Engineering and Physical Sciences  
Kingsbury Hall  
Dean's Office  
33 Academic Way  
Durham, NH 03824  
603-862-2482

The Summer Youth Programs office address is:

UNH Summer Youth Programs  
Thompson Hall, 105 Main St.  
Durham, NH 03824  
[cathy.leach@unh.edu](mailto:cathy.leach@unh.edu)  
603-862-3266

| Position           | Name                           | Email Address          | Phone Number |
|--------------------|--------------------------------|------------------------|--------------|
| Faculty Director   | Professor Carmela Amato-Wierda | ccaw@unh.edu           | 603-862-2526 |
| Assistant Director | Frances Meffen                 | Frances.meffen@unh.edu | 603-862-2526 |

## Registration

Registration for the camp will be done through our website: <https://ceps.unh.edu/techcamp>.

## Payment

- Engineeristas, Engineeristas Extraordinaire, TechSplorers and TechVenturers - \$450 for the week; residential fees are an additional \$400 per week.
- TechLeaders - \$900 for the two week program; residential fees are an additional \$800 per week.

- There is a non-refundable deposit of 20% of the total cost requested at the time of registration.
- Online payments will be the primary payment approach.
- Account balances are due 30 days prior to session start date. Within 30 days of a session start date, students with outstanding balances may be dropped from the session. This allows us to offer the spot to another student in a timely way for family and staff planning.
- Students will not be allowed to attend a session unless they are paid in full. Any student with an unpaid balance may be locked from future enrollment in a UNH youth program until the balance is paid in full

## How to Apply for Scholarships

The camp does offer limited scholarships. Families who are interested in having their children attend the camp but are in need of assistance can apply for a reduction in camp tuition and/or the residential fees. In some cases, a recommendation from a teacher will be required **and the scholarship recipient will be required to provide a letter summarizing their camp experience to be sent to the scholarship provider.** If you are interested in applying for financial assistance, please fill out the [Scholarship Application](#).

## Residential Life Arrangements

Residential campers will be staying in Hubbard Hall. Whenever possible, we attempt to place friends together in double rooms. Part of the camp experience is making friends and developing connections with other peers, as well as making friends for a lifetime; we work hard to meet both these goals. Campers will have double rooms; singles rooms can be requested for special circumstances.

Our counselors live with the campers in Hubbard Hall, and we maintain an average counselor to camper ratio of 1:8 at least. Each of the counselors has participated in child safety and protection training per NH state law; including background checks. Our counselors are experienced middle and high school teachers, or undergraduate or graduate students majoring in science and engineering disciplines.

## Special Considerations

Any dietary, physical, behavioral, and/or other special considerations should be provided in online application form. Staff can be best prepared for these needs if this form is returned with all requested information clearly communicated. The camp director will determine information dispersal on an as needed basis. During check-in time you will be able to meet with the camp director, nurse and counselors to express concerns and offer information regarding your child.

## Dining Service

UNH has an award-winning dining service that offers meals of great variety and nutrition. All campers eat lunch provided by UNH Tech Camp in/by Holloway Commons Dining Hall, or

“Ho-Co.” Residential campers also have breakfast and dinner provided. For menus and more information, please visit: <http://www.unh.edu/dining/facility/holloway-commons-hoco>

If you wish to speak with someone directly in dining about your child’s dietary needs, please contact the dietician at UNH, Rochelle Litalien: **Email:** [rochelle.litalien@unh.edu](mailto:rochelle.litalien@unh.edu)  
**Phone:** (603) 862-2583.

## Field Trips

The Engineeristas, Techsplorers B, and Techleaders will spend a full day at the Browne Center in Durham learning leadership, collaboration, and self-awareness skills in an outdoor setting, rain or shine. ***Please bring cool long pants or leggings for this trip. It is uncomfortable to climb trees in short pants.***

## What to Bring and Not to Bring to Camp

This guideline will help you pack for your camper’s stay at UNH Tech Camp. Laundry service is not available during camp. Should your child require additional quantities of a certain item, please pack accordingly.

HINT: Name labels in all your camper’s clothing and belongings will help minimize items lost during a week at camp!

### BRING –

- Pillow and pillow case
- Sheets, blankets, mattress cover; a sleeping bag can function as a mattress cover
- FAN FOR WINDOW; encouraged but not required; Hubbard Hall has no AC
- Duffle bag which can contain all camper’s belongings
- Laundry bag
- Toiletries: Soap, 2 towels, washcloth, brush/comb, toothbrush, toothpaste, shampoo
- Casual play clothes for entire session
- Rain gear in case it rains for the outdoor day at the Browne Center and the Isles of Shoals
- 2 pairs of sneakers and/or hiking boots suitable for extensive walking
- sandals
- Sun screen
- Insect Repellent, (10%) DEET, Picaridin or a natural alternative that your family feels comfortable using
- Lightweight long sleeve shirt and pants (light colored) for insect protection or cool evenings
- Hat or bandanas
- Flashlight & batteries
- Writing paper and pens/pencils, envelopes, stamps, or postcards – address them ahead of time and they might actually get mailed!
- Medications must be brought as outlined in Health Policies - please review carefully

- OPTIONAL: Games, cards, books, camera

### **DO NOT BRING–**

- boom boxes/radios
- video games
- ammunition
- pagers
- fireworks
- jewelry
- electric appliances
- alcohol
- aquatic toys/equipment
- pets
- laser pointers or similar devices
- weapons of any kind, including pocket knives
- non-prescribed or illegal drugs, including cigarettes
- tobacco, alcohol, or other inappropriate subjects.
- Items that have high sentimental value, and cannot be replaced.

We cannot take responsibility for any damage to devices while at camp. Many are sensitive to high humidity, which may occur at camp. Please leave these articles at home for safe keeping! Please leave all valuables at home.

If any item brought by a camper is determined to be inappropriate but legal, it will be held in the camp office and returned to the camper at the end of the session. In the case of illegal substances or weapons, the appropriate authorities and legal guardian will be notified.

### **Cell Phone Policy**

Campers are allowed to bring cell phones to camp. Campers are expected to be respectful and not use the phones during camp programs unless permitted by their leaders or counselors.

### **Arriving at UNH Tech Camp for *residential* camp**

- Residential session check in at Hubbard Hall is on Sunday, at 6pm.
- Parking is available behind Hubbard Hall.
- If a camper will be arriving after this time, previous arrangements need to be made with the camp director.
- We are unable to accommodate early arrivals, but please contact us about exceptional circumstances.
- The camp director will welcome campers and their parents, as well as briefly describe the upcoming week at 7:15 pm.
- The campers will be provided a pizza dinner during this welcome.
- A fire drill will be held at 8:30 pm.

## **Check-In Procedures for *residential* camp**

- You will be met at Hubbard Hall by one of our friendly staff members.
- The residential life coordinator will give campers their room assignments.
- Each camper family will meet with the camp nurse and residential coordinator to review medical forms and deposit medications for the week.
- Camp counselors will help campers move into their rooms.
- Campers will join in the fun of an all-camp activity.

## **Picking Your Child Up after residential camp**

- There is a camp wide showcase event on Friday afternoon, from 3:00-4:00 p.m. Check out is after this event.
- You will need to find parking for the showcase event, but you can use the Hubbard Hall lot for checking out of Hubbard Hall.
- You must meet with the residential life coordinator before leaving camp.
- You can meet with the camp nurse and/or director to discuss any medical issues and pick up left over medications and/or containers.
- Please check the lost and found box for articles belonging to your camper.

## **Arriving at UNH Tech Camp for Day Campers**

- Monday: check-in for day campers is from 7:30-8:30 am is in the South Lobby of Kingsbury Hall. Parents are required to park in B lot using their temporary parking pass, and walk their camper to Kingsbury Hall to check them in. Our staff is required to check photo ID's at all check-ins and drop-offs. Please have them ready. Parents are welcome to stay and hear introductory remarks and speak with the camp director.
- Parents can give campers permission to self-check in/out by signing and returning a UNH Summer Youth Program Student Self Check-In/Out Permission form. These will be available on the first day of check-in.
- Tuesday-Friday: check-in is from 8:00-8:30 am. Parents can only park in B lot and walk their campers to Kingsbury Hall. If they have signed a self check in/out form, the campers can walk from B lot to Kingsbury Hall unescorted.
- ALL drop-offs and pick-ups are done by parking in B lot. There is limited access to Academic Way due to construction and congestion.

## **Picking up day campers**

Camp ends at 4pm each day. In the event that fields trip run late, we will notify families. Parents who do not give their children permission to self-check in/out can use their parking permit to park in B lot on McDaniel Drive and walk to Kingsbury Hall to pick up. Our staff is required to check photo ID's at drop-off and pick up. Please have them ready.

## HEALTH SERVICES & MEDICATION INFORMATION

The health and safety of all youth participating in a UNH summer program is very important, and we strive to maintain a healthy atmosphere as well as provide excellent medical care in the case of illness, injury, or emergency. Below is general information and guidelines to help parents/guardians understand the care that is available on campus during the summer.

- **UNH Health Services/Camp Nurse**
  - Available Monday – Friday, 8:30 am – 6:00 pm
  - Services provided will be triage, non-emergency, non-life threatening treatments; an assessment of illness and injury with follow-up care planning as necessary
  
- **Emergency/Hospital Care**
  - UNH/Durham Police, Fire, and Ambulance Corps are available 24 hours a day for emergencies. These departments are on-campus, so are at campus sites within minutes
  - Numerous hospitals and urgent care centers are located very close to campus
  
- **After hours and weekends**
  - Phone assessment for non-life threatening illness or injury
  - Ambulance and EMT 24 hours per day
  
- UNH staff will make every effort to reach a parent/guardian in the event of a medical issue. In most cases, parental permission will be obtained before providing treatment, especially in non-emergency situations.
  
- **Medications** – For students who will be taking medication while at a UNH program, please read the following guidelines:
  - Prescription medications must be brought to a designated program staff member at check in along with an Authorization Form completed and signed by a parent/guardian. The form is available on our website: [learnforlife.unh.edu](http://learnforlife.unh.edu)
  - Most prescription medications are kept with a program staff member, who will distribute to the student. All information regarding medications will be kept private.
  - It is the responsibility of the student to see the staff member at the appropriate time for the medication to be dispensed. UNH staff members are not responsible for ensuring the medication is taken by the student.
  - Prescription medications must be in the original container(s) marked clearly with Student Name, Medication Name, Dosage, and Time of Administration.
  - Please bring all medications in ‘baggies’ labeled with the student’s name.
  - Students/Parents are responsible for taking all remaining medication at the end of the program.

➤ **Epi-pen/Inhaler Usage:** Per NH State Law, additional information is necessary in order to permit your child to possess and use an Epi-Pen or Inhaler, including a health provider signature. Click here to download the form: [http://learnforlife.unh.edu/upload/Epi-pen\\_inhaler\\_form\\_-\\_2016.pdf](http://learnforlife.unh.edu/upload/Epi-pen_inhaler_form_-_2016.pdf) The signed form should be received prior to the camp start date.

➤ **Food Allergies:** For specific questions regarding food allergies and Holloway Commons Dining Hall, please contact Rochelle L'Italien, UNH Nutritionist, at: [rochelle.litalien@unh.edu](mailto:rochelle.litalien@unh.edu); 603-862-2583. Our dining website also includes information on special dietary concerns: <https://www.unh.edu/dining/special-concerns>

For food allergy questions while at the youth program, please contact the program director.

➤ **If a student feels ill:** the participant should immediately inform a camp counselor and/or director. Students are not allowed to remain in the Residence Hall alone, so will either remain at the program site, or be brought to Health Services (during open hours) accompanied by a program staff member. Assessment and follow up care will be determined as needed.

➤ **Additional Notes:**

- Several staff members are certified in First Aid/CPR.
- Families are required to assume financial responsibility for all costs associated with medical treatment and/or transportation.

➤ **CONTACTS**

- Camp Director- Carmela Amato-Wierda, [Carmela.Amato-Wierda@unh.edu](mailto:Carmela.Amato-Wierda@unh.edu), 603-862-2526
- UNH Summer Youth Program Nurse: Chrisanne Spadoro (M-F; 12 noon – 6:00 pm) 603-397-2202.
- UNH Summer Youth Program Coordinator: Cathy Leach, [cathy.leach@unh.edu](mailto:cathy.leach@unh.edu) 603-862-3266

## **UNH YOUTH PROGRAM CODE OF CONDUCT**

The University of New Hampshire and our youth programs seek to promote an environment that will allow each participant the ability to participate fully and safely. As a result, the following code of conduct outlines general conduct expectations of all participants. Please review these expectations and indicate you've done so within the online registration form for the program your child is attending. Before the program begins, please review this information with your child. Thank you.

For the participant:

- Be respectful, use good manners, and follow instructions
- Use appropriate language
- Participate positively and meaningfully
- Stay in specified program areas at all times
- Be safe to yourself and others
- Tell a staff member of any accidents or injuries
- Follow any rules provided on the use of cell phones or electronic devices
- Respect the property of UNH and others

For parents/guardians:

- Please be on time for the start and end of program activities
- Please follow any outlined sign in/out procedures

If the guidelines above are not followed, or additional behavioral issues arise, UNH and youth program staff will determine what actions, if any, may need to be taken. Any action will be determined on a case by case basis, but ultimately could result in dismissal from the program without a refund, in the discretion of the Program Director.

Thank you for your review of our conduct guidelines. We look forward to hosting your child on our campus.

### **Behavior**

Students are expected to be on their best behavior. They are expected to show the same respect they show to their teachers and peers in school, to the camp staff and fellow camp members. Below is a list of behavior that will not be tolerated.

- Yelling or raising of voice towards a staff member or fellow camper
- Physical assault
- Verbal assault such as name calling, swearing etc.
- Sexual contact
- Stealing
- Rule breaking
- Leaving the camp site
- Damaging camp/UNH property

If misbehavior occurs, the counselors and/or the program director will encourage appropriate behavior through positive reinforcement, discussion, or reflection time. If misbehavior continues, the director will call the family to discuss options.

## **Hours of Operations/ Camps**

Tech Camp activities are held in Kingsbury Hall and Parsons Hall, which is part of the College of Engineering & Physical Sciences, as well as the UNH Interoperability Laboratory.

Provided below is a list of the dates for all the programs during Tech Camp . All the programs are optional residential camps. The daily hours are from 8:30 a.m. – 4:00 p.m.

**Engineeristas** - July 9 - 13, 2018 (Residential begins Sunday, July 8, 2018)

Engineeristas is a one-week camp experience for girls entering grades 6 and 7 that explores a wide range of engineering and science topics.

**Engineerista Extraordinaire** - July 9 - 13, 2018 (Residential begins Sunday, July 8, 2018)

This program is for girls entering grades 7 through 10 who are ready to work in small groups on a single, week long, in-depth project. The young women will work on projects related to various areas of science, engineering, and technology.

**Techsplorers A** - July 16 - 20, 2018 (Residential begins Sunday, July 15, 2018)

UNH Techsplorers is a two-week co-ed camp for campers entering grades 6 -8. This camp explores electrical, mechanical, civil, environmental engineering along with biomimicry, robotics, and animation and computer technology.

**Techventures A**- July 16 - 20, 2018 (Residential begins Sunday, July 15, 2018)

This program is for campers entering grades 7 through 10 who are ready to work on a single, week-long, in-depth project. The campers work on projects related to various areas of science, engineering, and technology.

**Techsplorers B**- July 23 - 27, 2018 (Residential begins Sunday, July 22, 2018)

This program is for campers entering grades 6 through 8 who are ready to work on a single, week-long, in-depth project. The campers work on projects related to various areas of science, engineering, and technology.

**Techventures B** - July 23 - 27, 2018 (Residential begins Sunday, July 22, 2018)

This program is for campers entering grades 8 through 10 who are ready to work on a single, week-long, in-depth project. The campers work on projects related to various areas of science, engineering, and technology. Projects include rocketry, animation, wind energy, nanotechnology, computer science, 3D printing, robotics, and transportation engineering. Participants engage in the engineering design process, repeated problem solving, and a camp-wide poster session at the end of the week. There is a residential option available.

**Tech Leaders** - July 16 - 27, 2018 (Residential begins Sunday, July 15, 2018)

This is a two-week co-ed camp for 11<sup>th</sup> and 12<sup>th</sup> grade students who are thinking about STEM

careers. The campers will explore the college admission process, how to write a college admissions essay, resume building, interviewing skills, entrepreneurship, and leadership development.

## **Transportation**

Family members are required to provide transportation to and from camp. The camp will provide transportation for field trips. The camp has contracted with a local bus company or has trained staff to drive vans for all trips. All staff drivers have completed a Department of Motor Vehicle background check and have taken a defensive driving course.

## **Fire and Emergency Evacuation Plan**

The University has its own fire/evacuation plans in place within all campus buildings. Tech Camp follows these same plans. All UNH campus rules and regulations are in effect. In the event of an emergency, staff will utilize University protocol. Emergency contacts of all campers affected by the incident will be notified as soon as possible following the incident.

## **Contacting Campers during an Emergency**

Parents/Guardians have specific contact numbers for the camp director, the assistant camp director, and the CEPS Dean's Office, located on page 5 of this handbook. Someone will notify your child to contact you or we can relay a message. Cell phones are allowed, but your child may be busy with the camp programming.

## **American Camp Association Guidelines**

Tech Camp will be following the guidelines below provided below by American Camp Association:

To ensure that all campers are safe in public:

- Maintain the recommended staff to participant ratios
- Make sure that a first-aid certified staff member is easily accessible (within voice distance).
- Use the buddy system and explain to campers why it is used.
- Take a head count every 15-30 minutes, before and after moving from one area to another, or more often if the activity or situation involves crowds, "attractive nuisances," or other distractions.
- Make sure campers know what to expect and what the rules are in general, include expectations for unusual circumstances.
- Make sure that everyone is aware that camp policies on behavior carry over in to out of camp trips.
- Explain the plan to all (campers and staff) to address potential emergencies or situations, such as illness, extra bathroom trips, being approached by strangers, or meeting someone

the camper knows. Campers should tell a staff member right away.

- If a camper gets lost or separated from the group they should go immediately to one of the site's information areas (show the campers how these areas are designated).
- Instruct campers to tell staff before going to the bathroom and to check back in when they return.
- Keep belongings with the group OR have someone stay with them.
- Define the area in which campers are to stay unless specific permission is obtained from their assigned staff member.
- If leaving the boundary area, require all campers to go with a buddy.
- When in a stationary area, staff should spread the staff out within the group, remaining visible, accessible, and attentive to the needs of the campers.
- Define the area in which campers are to stay unless permission is obtained

To ensure that all campers are safe while walking:

- Walk in pairs, on the right, to allow others to pass comfortably.
- Have a staff member lead and another follow, in most instances.
- Suit the pace to the slowest person.
- Keep the group together.
- Cross streets as a total group at designated crossings only.
- Obey traffic signals.
- Count heads before crossing and at regular intervals.

## **Driving Directions to UNH Tech Camp**

Please visit <http://www.unh.edu/main/map> for extensive driving directions to UNH and a campus map.

## **Parking Passes**

You will be provided a temporary parking permit to park in B lot on McDaniel Drive for 30 minutes at drop-off and 30 minutes at pick-up.