

# LEANING LADDER

## Summer Camp Handbook & Policy Guide



105 East Main Street, Suite 126 · Woodstock, GA 30188

Phone: 678-401-2609 Email: [leaningladderoliveoilsales@gmail.com](mailto:leaningladderoliveoilsales@gmail.com)

<https://www.leaningladderoliveoil.com/>



# LEANING LADDER

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# LEANING LADDER

## About Us

### Welcome to Leaning Ladder

We are excited for your camper to join us during one or more of our summer hands-on edible education camps. We hope they will enjoy this culinary experience as much as we have had in preparing it. Enclosed you will find important information that will help you and your camper best prepare for the experience. We hope this material will aid you in your planning and that it will orient you and your camper to the Leaning Ladder camps. We encourage you to read over our Parent Handbook and keep a copy on hand, share with a friend and read over with your camper. We believe that outstanding summer camp experiences are rarely created by coincidence. They take careful thought, a great deal of planning and the right staff to make it happen. Our goal for your camper is to provide an immersive, engaging culinary experience that is fun, innovative and creative. We promote healthy lifestyles and character building through a shared passion for community, food and cooking. To make these summer weeks the best possible, we need the support of our camp parents regarding our policies and procedures for keeping children healthy, safe, and supported during their time with us. We believe that parents play an integral role in the success of their child's camp and cooking experience. Please don't hesitate to call us with any questions or concerns. We look forward to a wonderful time with you and your camper and we are thrilled to welcome you to the Leaning Ladder Family.

Sincerely,

Susan Hasslinger and Joanna Scott

### The Leaning Ladder Story

Some of the inspiration may have come from Susan having an entrepreneurial grandmother Bessie Lee who ran her own curbside and inside dining restaurant. Some of the inspiration may have come from Susan's instinctive capabilities and ambitions that brought her success in the corporate world. Either way, Susan moved on to pursue a lifelong dream to own her own business that enables her to share her love for healthy and delicious foods, cooking, spirits, commitment to community, and an inviting environment.

It all came together during the Spring of 2013 in Woodstock, GA when Susan opened the doors to Leaning Ladder Premium Olive Oil and Vinegar. Along the way knowledgeable, capable, and friendly staff including that of her sister Bridget, Susan now offers a destination for tasting and learning that you won't want to miss. The story continues as the retail store expands... and Susan's vision for a community event and hands-on cooking space starts to take shape! This wonderful new space will allow the foundations Leaning Ladder was built on to thrive and serve more members of the community.



# LEANING LADDER

## General Information

Leaning Ladder will host camps during the summer for kids ages 4 to 17.

Camp Sessions and Rates are located in this handbook. **Online Registration OPENS Monday, March 6th**

**Our Philosophy: Have Fun, be safe, appreciating real ingredients, broaden palates, build on simple math and literacy skills, understand cooking concepts, interpret a recipe, create edible art, observe chemistry in action and hone basic life skills. Therefore, giving campers life long tools and knowledge to prepare dishes for themselves, friends, and family members.**

- ◆ Each week there will be a different theme for camp. Children who attend multiple weeks of camp will typically not make the same recipe.
- ◆ No single-day enrollments, or refunds for partial weeks due to lack of attendance.
- ◆ Camps will be cancelled at least one week prior to camp start date if there are not more than 8 registered campers.
- ◆ Each camper will receive a Leaning Ladder apron or special repeat camper pin, plus a digital cookbook emailed on Friday.
- ◆ Weekly pictures are downloaded to our SMUG MUG sight (password and log in information will be sent home with confirmed registration)
- ◆ Menus / Themes may change based on availability of ingredients.
- ◆ Chefs/ Instructors may change based on scheduling conflicts.
- ◆ Leaning Ladder must be notified of any allergies/dietary restrictions at time of registration.
- ◆ All classes are hands on. Parents/legal guardians are required to sign a waiver for their children on or before the first day of camp.
- ◆ The parent/legal guardian must have a car tag displayed on their dashboard for pick up and drop off.
- ◆ Full camp tuition is due upon registration. Payment plans can be accommodated. We can accept Cash, Check, Visa, AMEX, Discover or Master Card, Apple Pay, payment and registration will be done completely on-line.
- ◆ Receipts for Taxes: It is the responsibility of the participating family to maintain documentation for end-of-year tax records. We do not provide yearly itemized accounts of payments received. Our Federal Tax ID # 30-0763796
- ◆ Join us for our **OPEN HOUSE Sunday, March 4th 11-2pm**

### **Cancellation Policy:**

- ◆ Refunds will not be given if you cancelled a registered camper with less than 7 days notice.





# LEARNING LADDER

## Sample Camp Session



**9:30-12:30** (Ages 7-11, or Itty Bitty 4-6)

**1:30-4:30pm** (Ages 12-17)

*(Please see Camp Dates and Rates on the next page)*

- ◆ Drop Off / Check –In /Hands Washed and Aprons On (Hair Tied Back)
- ◆ Expectations for the Day
- ◆ Greeting / Warm Up / Taste Test / Guest Speaker
- ◆ Skill Demo & Safety Briefing
- ◆ Get Into Cooking Groups / Facilitated Hands-On Cooking
- ◆ Eat Together As Group
- ◆ Clean Up
- ◆ Creative Projects / Games
- ◆ Wrap Up
- ◆ Gather Belongings / Check –Out

**Join us for our Camp OPEN HOUSE**

Saturday, March 4th 11:00-2pm

*Light Refreshments, Meet the Camp Staff, Special Guests and More*

# LEARNING LADDER

## Camp Offerings & Rates

Week	Theme	Age Group	Time	Cost
1a May 30 <sup>th</sup> – June 2 <sup>nd</sup> 4 Day Camp T-F	Global Gourmet	7-11	9:30-12:30pm	\$245.00
1a May 30 <sup>th</sup> – June 2 <sup>nd</sup> 4 Day Camp T-F	Global Gourmet	12-17	1:30-4:30pm	\$245.00
2a June 6 <sup>th</sup> -June 8 <sup>th</sup> 3 Day Camp T-TH	USA Road Trip	7-11	9:30-12:30pm	\$195.00
2b June 6 <sup>th</sup> -June 8 <sup>th</sup> 3 Day Camp T-TH	USA Road Trip	12-17	1:30-4:30pm	\$195.00
3a June 12 <sup>th</sup> -June 16 <sup>th</sup> 5 Day Camp Morning ONLY	Cooking for a Cause	7-14	9:30-12:30pm	\$295.00
4a June 19 <sup>th</sup> -23 <sup>rd</sup> 5 Day Morning ONLY	Itty Bitty	4-6	9:30-12:30pm	\$295.00
5a June 27 <sup>th</sup> -29 <sup>th</sup> 3 Day Camp T-TH Morning ONLY	On a Roll or In a Bowl	7-11	9:30-12:30pm	\$195.00
<b>Week 6 NO CAMPS</b>				
7a July 10 <sup>th</sup> -July 13 <sup>th</sup> 4 Day Camp M-Thu	Spectacular Bakes	7-11	9:30-12:30pm	\$245.00
7b July 10 <sup>th</sup> – July 13 <sup>th</sup> 4 Day Camp M-Thu	Spectacular Bakes	12-17	1:30-4:30pm	\$245.00
8a July 17 <sup>th</sup> – July 21 <sup>st</sup> 5 Day Camp Morning ONLY	Itty Bitty	4-6	9:30-12:30pm	\$295.00
9a July 24 <sup>th</sup> -July 26 <sup>th</sup> 3 Day Camp M-W	Summer Rewind	7-11	9:30-12:30pm	\$195.00
9b July 24 <sup>th</sup> -July 26 <sup>th</sup> 3 Day Camp M-W	Summer Rewind	12-17	1:30-4:30pm	\$195.00

# LEANING LADDER

## Camp Theme Descriptions

### Global Gourmet

Campers will create rich and delicious meals from countries and regions such as Mexico, Africa, Japan, India, Italy, Greece, and Germany all while exploring food history, customs, and nutrition to better understand our world. Take a trip around the globe, no passport needed, and join us for this flavorful camp.

### USA Road Trip

America offers such diversity no matter where in the country you are. From the East Coast's chowdahs and seafood dishes to Southern comfort food and barbecues, all the way across to California's fresh cuisine, our country has a wide variety of foods to suit every taste. Sign up your budding chef for the culinary "road trip", where they'll be creating new menu items each class day!

### Cooking for a Cause

This exhilarating culinary camp will start and end in a meaningful and worthwhile way. This camp is part culinary, part philanthropic, part entrepreneur. The camp week includes the food / menu preparation, marketing, point of sale and set up for an end of the week cumulative community bake sale open to the public on Friday, June 16th. Campers that participate this week will see their hard work rewarded as we work with area food banks, local organizations and bring in the community to help fund community change around nutrition and need.

### Itty Bitty Week

Little kids, BIG flavors. This camp is just for the wee ones. Where fun and engaging meets tasty outcomes. These little chefs will be mixing it up all week long as their confidence and interest grows in the kitchen. Each day we start the class with a read-a-loud book, that sets the tone of our recipes, we will also enjoy crafts, letter and number writing, and creative play opportunities.



# LEARNING LADDER

## Camp Theme Descriptions

### On a Roll or In a Bowl

Oh, the places you'll go with Dr. Seuss during this summer camp offering will be out of this world. We will enjoy making recipes that are on a roll, or in a bowl. We will see if we like green eggs and ham!?! Each day we will be incorporating the whimsical nature of Dr. Seuss into our cooking and baking technique. Tasty and creative outcomes await your Lil' chef in this fun cooking camp.

### Spectacular Bakes

Popovers to Pizza an everything in-between. Savory and sweet palates will be satisfied this week. Campers will learn baking basics (the role of eggs, flour, substitutions, measurements, etc.), not to mention how contrasting flavors complement one another beautifully, bringing out the best in all of the fruity, salty, sugary, rich, and savory ingredients.

### Summer Rewind

Let's revisit all of our favorite recipes, activities and games as we put the entire summer on rewind. Time Warp. Travel through time with this end of summer wrap up. Whether you came to one or more camps this summer, or this is your first week, ALL campers will enjoy this tasty wrap up!





# LEANING LADDER

## Camp Store

Each new camper will receive a Leaning Ladder Apron. These aprons will be given out on the first day of camp, we ask that campers return each day with their apron, washed and ready. If you are a returning camper, you will be issued a special collectors pin to add to your existing apron.

If you'd like to purchase additional items from the camp store, please make your selections on the registration form and add to your total payment. Camp store items will be given out on last day of camp.

*All efforts will be made to make sure the item is in stock and available .Substitution may apply.*

Item	Price
Camp Cookbook (Recipes from the camp week that have been laminated, ring bound, with a color photo cover page. Digital Copies are Included and emailed out after the camp session concludes.)	\$15.00
My First Knife Zwilling (Perfect for Little Chef Hands Ages 4-8)	\$22.00
Utility Prep Knife Zwilling (Great for Medium Chef Hands Ages 9+ )	\$89.00
Standard 7" Chef Knife Zwilling (Great for Older Chefs Ages 12 + )	\$119.00



# LEANING LADDER

## Health & Safety

**Proper Attire :** Closed-toe, non-slip shoes are a must (sneakers work fine). Clothes may get dirty. We ask that all children limit jewelry and no perfume. Long hair should be secured / tied back.

**Knife Safety & Learning Accommodations**—All campers leave camp with basic knife skills including chopping, slicing, dicing, safe handling, and other kitchen safety. Parents will be required to let us know before the start of the first class if they think their child will be able to safely handle a knife and follow the directions given, or any other accommodations that should be considered.

**Weather-related or Other Closings:** To find out about weather-related or other closings, an email will be sent, you can also check our Facebook or call the main number.

**Insurance:** We assume that all children are covered by the health and accident insurance policies of their parents, and that this information is indicated on the registration forms. In the case of an emergency, camp staff will contact the guardian immediately.

**Illness:** To help avoid the spread of illness, children with fever, diarrhea, vomiting or at the start of a cold should not attend camp. You must wait until fever, vomiting, or diarrhea has been gone for 24 hours before sending your child back to camp. Upon notification of a sick child during camp hours, a parent or guardian must pick up their child immediately. If the parent or guardian cannot be reached, emergency contacts will be called to pick up the child. It is very important that a sick child not remain in camp, both for the well-being of the child and the other children in camp.

**Pick Up and Drop Off :** Parents and guardians should make every effort to arrive and pick up for each session on time. If a camper will be late, or absent we'd appreciate a call /text or email.

**Disruption and Disturbance:** Leaning Ladder staff will treat each camper with respect and set clear expectations and boundaries each day. Children are expected to show respect to their peers and staff, as well as treat the facilities and equipment with care. Clear expectations will be set each day and staff will help participants establish positive roles within the camp group. For children who experience difficulty with this structure, staff will work with the child and their parents to create an individualized plan that meets the need of the child while ensuring the safety and trust of other campers. Frequent disrespect towards peers, staff or property may result in child's dismissal from the camp session, with no refund, and possible refusal from other registered camp sessions.

**Food Allergies** Camp is not peanut/nut free; however, if we have a child in camp with a peanut or other severe food allergy, we may restrict certain foods from being used in their working group for the safety of that child. In order to provide a safe environment for all our students, students with allergies are supported in taking responsibility to be knowledgeable of their allergies and avoid foods containing a harmful ingredient. Proper hand washing techniques strongly encouraged, please note any medications that are used to aide in allergies.



# LEANING LADDER

## Health & Safety

**Food:/ Drink** The campers will eat what they make. Leaning Ladder will supply all food / supplies for all camps. Meal times are a special time for building relationships and developing connections while engaging in conversations among campers , their peers and instructors We encourage **courtesy bites**, and respect for food and the energy it took to make the food. **We do ask that campers bring a water bottle with a secure lid each day.** Prepared food will **NOT GO HOME.**

**Personal Items :** In an effort to protect your child's possessions, we ask you to keep valuables and/ or excessive personal items at home, rather than allow your child to bring it with them to camp. We cannot be responsible for these items, nor can our staff. If your child must, please limit the personal items to a small back pack or bag.

**Cell Phones:** We can appreciate the desire for parents and guardians to be in contact with their camper while they are away from home, however the risks of allowing campers to have cell phones while cooking will likely present a problem / danger and will outweigh the benefits. If there is an emergency while your camper is at camp, please call the main number and speak to camp staff. Cell phones continue to advance and offer multi-use functions like camera, video recording, music player, texting, web browsing, and video games, likely campers will not need to access these functions during camp hours, so we ask that cell phones remain on silent, and either are not brought to camp, or remain in a bag, but not on them.

**Photos:** We understand that photos are a big concern for many campers and parents, likely there is excitement around seeing photos of what they prepared, and all the fun they had. Photos will be uploaded to an on-line password protected picture share portal and will be available for viewing by Leaning Ladder families only. You will be asked to sign a photo wavier at the time of registration.

**Off Property Permission**-by signing and agreeing to the waiver form included in the registration process, parents and guardians grant permission for their child to leave the Leaning Ladder building, unless a written non-consent is provided prior to the outing. Ie. Heading out to the green space near the gazebo to eat lunch, or play a game that requires outdoor space.

**Adult to Child Ratio**—interactive supervision of children is crucial and staff to participant ratio is maintained at 1:8 or lower. Camps are not a parent involved class. All classes will max at 16 participants.

**Inclusive Setting:** Program activities are diverse and supportive of all youth regardless of their background, race, ethnicity, culture, language, religion, socioeconomic status, gender, disability, or sexual orientation.



# LEANING LADDER

## Healthy Camp Plan

### **A Healthy Camp Begins and Ends at Home:**

**Here are some things you can do to help your child have a safe camp experience.**

If your child is showing signs of illness such as running a temperature, throwing up, has diarrhea, nasal drainage and/or coughing/sneezing, keep the child home and contact us immediately. This greatly reduces the spread of illness at camp but also supports your child's recovery. Please refer to our health & safety policy about illness and camp attendance.

Talk to your child about the proper way to sneeze/cough, in his/her sleeve (chicken wing style) and to wash his/her hands often while at home and camp, especially before eating and after toileting. If you really want to achieve impact, teach your child to accompany hand washing with another behavior: keeping their hands away from their face.

Talk to your child about the importance of not sharing utensils, drinking cups, or other personal items while at camp.

Should something come up during the camp experience or afterward – contact us. Our business wants to partner effectively with parents; sharing information makes this possible. We are committed to keeping all camps small, less than 16 campers per session.

If your camper would like to wear a mask during camp, they are welcome to. The instructor will wear clean and sanitized PPE when needed.

### **Additional Intended Measures for a Healthy Camp Experience at Leaning Ladder:**

We will keep up the highest level of sanitization on surfaces in our kitchen and bathroom facilities. We will freshly wash and sanitize all camper areas during and after each day of camp.

Teaching proper hand washing technique, and encouraging frequent washing hands is always part of the curriculum, but even more emphasis will be placed on it.

We are asking that parents and guardians DO NOT enter the kitchen space, you will receive a car window decal, please place on your dashboard while dropping and picking up your camper.

We ask that campers limit what they bring to camp each day, please no oversized backpacks, or materials from home.

We will limit any interaction between retail store patrons in shared facilities.

**Please feel free to contact Joanna Scott at 678-401-2609 at the store, or 914-907-7774 (cell) anytime with questions or concerns. Thank you for supporting our small business, we look forward to a shared culinary adventure!**



# LEANING LADDER

## Common Q & A's

**Does my child need to have any prior learning or possess kitchen skills prior to enrollment?** No previous experience is required! We are happy to accept children of all abilities. We encourage children to ask questions if there is something they don't understand during outlined activities.

**Do you have before and after care options?** Not at this time.

**Does my child need to eat the recipes prepared? He / she is a picky eater.** Meal times are a special time for building relationships and developing connections while engaging in conversations among campers, their peers and instructors. We encourage everyone sits together, and takes **courtesy bites** (We will not force any child to eat or try, but will suggest and encourage). **We do however ask that there is respect shown for the food and the energy it took to make the food.** A sample phrase your camper may hear "... do not YUCK someone else's YUM!"

**My child loves to cook and has past kitchen experience, will this camp still be a good fit?** Yes. We have experienced camp instructors and staff, and a state of the art hands-on cooking kitchen. In addition to cooking, your child will also be enriching other components of health and well-being.

**Will my child be with older children?** Our camps are divided into age appropriate levels. We encourage children to work together, helping and learning from one another no matter what their age. There will be direct adult supervision at all times.

**Is the camp accredited?** We are not ACA accredited at this time. But we do uphold the highest level of safety and sanitation standards, and are a licensed and inspected facility. Our staff is CPR/ First Aid certified.

**Does my child need to bring his / her own tools, knives or apron?** All knives, other cooking tools will be provided. If your child has an Leaning Ladder apron from last summer they are welcomed to bring it along (please label it), every child is responsible for bringing a clean apron each day along with a water bottle that has a secure lid.

**Should my camper eat before arriving or will I be eating there?** You will be eating here, however, we'd strongly recommend that your camper has a light bite before arriving depending on your camp session time. A healthy and hearty breakfast or lunch before attending camp is a smart idea! Please send your camper with a labeled water bottle, they can refill with filter water at any point during camp.

**Will campers get a copy of the recipes made during camp?** Yes! As long as you provide a current email address, at the conclusion of the camp session an email will be sent with a PDF version for download. You can also purchase a hard copy with advanced notice. (See camp store).

**I want my child to attend, how do I register: We are fully digital.** Registration will open on Monday, March 6th, and will close when camps sell out. Register early to claim these coveted seats.





# LEANING LADDER

## Skills Check List

**Our Philosophy: Have Fun, be safe, appreciating real ingredients, broaden palates, build on simple math and literacy skills, understand cooking concepts, interpret a recipe, create edible art, observe chemistry in action and hone basic life skills. Therefore, giving campers life long tools and knowledge to prepare dishes for themselves, friends, and family members.**

All children based on age and abilities will reach some level of exposure to mastery of these skills during one or many of our summer camps. This skills check list is a reference tool for children, parents and instructors., and serves as a base for learning outcomes and self-check-in's.

### Personal Hygiene and Food Safety

- Comes to class ready to work and demonstrates proper attire.
- Demonstrate and practice correct hand washing techniques.
- Identify potential hazards in the food preparation area.
- Recall the basic hygiene / safety 'rules' in a food preparation area.

### Recipe and Measuring

- Practice exact measurements for desired outcomes.
- Use basic kitchen math to execute recipes.
- Understand a standard recipe, and follow steps to create a final product.
- Explore sources of inspiration and recipes, ie. Cookbooks, on-line, verbal.

### Kitchen Etiquette & Tools

- Demonstrate following rules and procedures.
- Demonstrate sharing equipment and using the correct tools for the job.
- Demonstrate hygienic behavior and mis en place techniques in a food preparation area.
- Know when to ask for help.
- Can set a proper table, make at least one napkin art creation, and/or creative plate garnish.

### Knife Skills

- Learn to properly hold a knife, and execute proper technique.
- Learn to carry and care for a knife safely.
- Identify several types of knives and knife cuts.
- Practice making the correct knife cuts to execute a recipe.
- Create edible art.



# LEANING LADDER

## Skills Check List

### Expanding Your Palate and Food Exploration

- Willingness to taste and learn about a variety of different fruits, vegetables and varied ingredients.
- Explore their senses, seeing cooking as fun, not a chore.
- Basic of nutrition and why we eat what we eat.
- Identifying where our food comes from.
- Encouraging independence, and trust in the kitchen.
- Observe chemistry in action.

### Enrichment, Working as a Team and Critical Thinking

- Having fun, igniting interest in additional leaning.
- Assisting in efficient clean up, leaving the kitchen better than we found it.
- Campers' kitchen confidence is elevated.
- Thinking beyond a recipe, moving towards creating and interpreting.
- Sharing in good conversation with instructors and peers.
- Knowledge and ability to prepare dishes for themselves, friends, and family members.



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<https://www.leaningladderoliveoil.com/>

### Hours of Operation

Monday –Saturday 11-7pm and Sunday 11-5pm

