



NEWPORT SEA BASE

SUMMER CAMP WELCOME LETTER 2025

THANK YOU for your class registration at the Newport Sea Base! Be prepared for all the fun activities by reviewing these items below with your child. Please let us know if you have any questions. Enjoy and welcome aboard!

NSB Contacts & General Info:

For the day of activity **only**, if you have questions or are running late etc., please call the NSB on-site guest services phone at **714-856-1420**.

- Registration/General Questions: outdoor@ocbsa.org (Jack Conlon)
- NSB Sr. Program Director – Jack T. Nguyen, jack@newportseabase.org
- Website: www.newportseabase.org
- General Office Phone: (714) 923-3191
- Address: 1931 West Coast Highway, Newport Beach, CA 92663
- Parking: Drive thru check in and pick up only

Drop Off & Pick Up

- **Summer Weekday (Mon-Fri)** from June 8-August 14, a drive-thru system will be in place for drop off and pick up with Staff directing your child from your car at arrival and to your car at pick up. Please only arrive 10-15 minutes before your child's class starts and when your child's class ends. Arriving too early for drop off or pick up will back up the parking lot and may result in your car not being able to leave the lot in an efficient manner. Drop off and pick up windows are vital to helping our parking lot flow smoothly as we have staggered class start times. We appreciate your attention to this detail.
- **Summer Weekend (Sat-Sun)** parking procedures will allow for parents to park in the lot and drop off their child for class, parents may also come onto property to greet staff on the lawn. Parents may park at pick up, and walk to the lawn, as instructors will bring children back to the lawn for pick up (same style as our weekend school year procedures). No drive thru parking system implemented on weekends at NSB.
- Please also refrain from arriving late to class. Late arrivals cause the teacher to repeat instructions several times which could lead to some children falling behind with projects. Also, many classes leave the facility on boat and launch, making late arrivals very difficult if not impossible to catch your child up with the class.
- Please call the office in advance if your child is arriving late or will be absent for the day.

General Rules/Required Items:

- Bring drinking water, refillable water bottle (NSB has a refillable bottle station; regular fountains closed temporarily)
- Backpack/small bag packed with writing utensils – pen and pencil, sharpener, note paper, etc.
- Children are not permitted to leave the Sea Base without a parent/guardian. Children on property must always be with staff at all times.
- Children **MUST WEAR CLOSED-TOED SHOES AT ALL TIMES**. No sandals, Crocs, or roller shoes are permitted. Shoes will get **WET**, so water shoes are required for aquatic classes.
- Electronics and other valued items should be left at home.
- Children have cubbies and classrooms to put their personal belongings in; Sea Base is not responsible for any damaged or lost items.
- Cell phones should be left at home (if possible). Cell phones often present a distraction in class. During breaks and lunch times, there are always activities to be involved in and opportunities to bond with other children and Staff. Children can also bring a book or a small toy etc. to use potentially during break times such as lunch. We ask that parents call NSB to communicate with their child if need be. Children will also be able to use the NSB office phone to call home if needed. Cell phones, if brought to NSB, must only be used for essential phone calls and texting during break periods with approval from the supervising Staff.



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- On cell phones, personal internet usage/browsing, watching YouTube videos, or social media accounts will not be allowed while on site in consideration of class engagement and safety measures for all children. If these rules are not followed, cell phones will be collected safely by the Staff and stored in a secure area/NSB office for return to child at the end of the class or end of day.
- Children should label all personal belongings.

Lunch/Snack Info:

- If staying a full day, lunch must be provided from home. NSB will not be serving any lunches or snacks. Refrain from bringing food items that need to be refrigerated or heated up.
- Lunch supervision will be provided for youth in designated areas and will be supervised by Staff.
- NSB is a peanut free facility

Trading Post:

- The Sea Base store is now open! During lunch and after class, students can stop by the Sea Base store, located in the office, to pick up some NSB merch and snack/candy items. We are selling hats, aquatics camp shirts, stickers, water bottles, snacks, plushies and more! Store takes cash, card, and Apple Pay.

Aquatic Class Required Items/Info:

- Swim check will be facilitated on the first day of class. **Children must pass the swim check to participate.**
- For the swim check, children will swim 4 laps (3 laps freestyle, 1 lap backstroke = 100 yds.) inside our dock area and then float for approximately 10 seconds. Children who either cannot or refuse to pass the swim check will not be allowed to continue with the camp. However, our staff will make all efforts to help the campers successfully complete the swim check. Mastery of swim strokes is not necessary and note that the swim check is not timed; the goal is comfortable completion and not speed. In advance, we recommend practicing in a pool and also at a local beach (Marina Park) if you feel that your child needs to warm up to past the test and get used to the murky water.
- Squids Day Camp does not require a swim check.
- Swimsuit (for first day swim check and any days following where swim days are designated)
- Recommended daily clothing line up - Wear water clothes coming into NSB that way you don't have to change into your water clothes when the water activities start. Most water clothes are comfortable enough during the morning to wear for the entire day. We recommend on the first day of class which means swim check, have your child wear their swim gear coming to NSB (could be underneath clothing), have another pair of board shorts and shirt for the sailing/boating class, and finally one last change of clothes for the end of day as they will probably get a little wet during the class. After the first day you will typically only need to bring one back up change of clothes that will be used at the end of the day for going home.
- Closed-toed shoes required (water shoes with rubber grip on the bottom with no openings on the top that expose toes or heels; cost ranges between \$10-\$15 a pair – not sold at NSB). Do not wear tennis shoes to aquatic classes; they will be ruined and will not dry well. Sandals or flip-flops are not allowed.
- Life jackets will be provided per child and are required while children are on the docks and in the water or on boats. Participants also have the option of bringing their own life jacket, Type 3, from home.
- Wetsuits and goggles are permitted but not provided.
- Also bring a towel, hat, sunscreen – which should be applied before arriving at NSB.



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Merit Badge Prep Items:

- We recommend that you bring the merit badge handbook for each class; not required though.
- Double check the class description on the registration page for areas of focus and ways to prepare for the class.
- Homework assignments may accompany each class, be sure to check with your child each day on the assignments handed out in class.
- Scouts will also be able to print out their blue cards (merit badge completion) online through your Blackpug registration account. Blue cards online will be available one week after the class is completed. You may also continue to bring blue cards (in-hand) on the last day of class; cards should be signed by your Scoutmaster before attending the class.
- If your child receives a partial for the class, they will receive a partial completion form listing which requirements need to be finished still. Please call the NSB office to set up a time to come in and submit the completed work along with your blue card which will be signed and stamped for merit badge completion. If there is an extensive amount of incomplete work or missed classes, there may be an extra fee to aid in the completion of the merit badge or your child may potentially need to register and take the class again either partially or completely depending on the completion status.

Thank you for your participation at the Newport Sea Base!

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NEWPORTSEABASE.ORG**