WOODCREST Retreat

225 Woodcrest Drive, Ephrata, PA 17522
Phone: 717.738.2233 • Fax: 717.738.3128
www.WoodcrestRetreat.org • info@WoodcrestRetreat.org

To: Parents/Guardians of campers registered for Breakaway Basketball Camp, July 2-4 (Monday 9 AM – Wednesday 2 PM)

Thank you for registering your child for Woodcrest's overnight camp! We look forward to providing a fun, faith-filled and enriching summer experience for your camper.

MONDAY MORNING CHECK-IN: 9:00-9:30 AM (No earlier please), at Poplar View Pavilion. The Overnight Camp sign will direct you as you enter the property. Please drive slowly. Parking is in the grassy area beside Poplar View Pavilion

The **boy's lodging** area is adjacent to the parking area for the pavilion. If you are bringing a boy to camp, please leave his luggage in your vehicle until after you check-in. **Girls should bring luggage into the pavilion.**

Please bring to Monday morning Check-in:

1. Final payment (check or cash only, sorry, no credit cards)
2. Health and Release Form (**Indicate date of last Tetanus shot**) *(If registered for multiple programs, only one form is needed for the summer.)*
3. Authorization for Medication Administration Form (if needed) *(Any medications must be in original, labeled container)*
4. Child Pick-Up Authorization Form
5. Camp Memories Order Form (optional)
6. Money for Snack Bar and Gift Shop will be collected at Check-in. (optional)

CAMP ACTIVITIES will include cooking meals over a fire, morning skills drills, afternoon scrimmages, low ropes challenges, singing, hiking, games, and water activities. Weather permitting we will have an opportunity to use Woodcrest's pool and water slide a few days. When picking up your camper ask what they enjoyed the most, you might be surprised by the answer!

PARENTS PROGRAM on **Wednesday, July 4th at 2:00 PM** will include the campers singing a few camp songs and a video of the week. This program will be held at the Poplar View pavilion and will last about thirty minutes.
Campers will be dismissed following this program.

If you have any questions, please call (717) 738-2233. Thank you and may God bless your summer. See you soon!

Adam Fox
Summer Camp Director

Kara Williams
Overnight Camp Director

PACKING LIST

- o Bible (if you have one)
- o sleeping bag, pillow
- o swimsuit (one piece)
- o basketball appropriate sneakers
- o any other personal basketball specific gear
- o towel
- o rain coat
- o jacket/sweatshirt
- o soap/shampoo
- o toothbrush, toothpaste
- o non-aerosol insect repellent
- o sunscreen
- o water bottle
- o flashlight
- o extra closed-toed footwear for general use
- o comfortable clothing for each day

DRESS GUIDELINES:

- We encourage campers to choose modest clothing. Campers may be asked to change if their clothing does not adhere to the dress guidelines as listed on the enclosed Summer Camp Information Sheet.

Please do not bring:

radios, iPods, MP3s, etc.
electronic toys
cell phones, tablets,
pocket knives,
food or candy

WOODCREST RETREAT
CHILD PICK-UP AUTHORIZATION FORM

An authorization form must be completed for each camper attending. Campers attending multiple weeks only need to complete one authorization form. Please give to child's counselor at Monday morning registration

Note: Please be sure to bring identification when picking up a camper.

The following person(s) **ARE AUTHORIZED TO PICK-UP**:_____

(Child's Name)

Please print, and include yourself:

_____ _____

_____ _____

If applicable: The following person is **not** permitted to pick up my child:

Name: _____ Address: _____

Relationship: _____ City, St. Zip _____

If the above named person is the child's parent, we need legal documentation in order to not release the child to this person.

Parent/Guardian Signature _____ **Date:** _____

OVERNIGHT CAMP INFORMATION SHEET 2018

ARRIVAL/DEPARTURES

Check-in and camper drop-off happens between **9:00 to 9:30am** on the first day of camp at Poplar View Pavilion. (Please be prompt)

Each camp week ends with a Parent Program followed by Camper Pick-Up held at Poplar View Pavilion.

For all camps *except* Breakaway Basketball the **Parents Program** is at **6:00 pm on the last day of camp.**

Parent Program and Camper Pick-up for **Breakaway Basketball Camp** happens at **2:00pm on July 4th,** 2018

If you will need arrangements for picking up your camper outside of the typical camp schedule please see the Overnight Camp Director at Check-in to fill out a Special Arrival and Departure Form.

PAYMENT OF CAMP- The remaining payment must be paid on Monday morning at the registration table. All payments must be made by check or cash (sorry no credit cards).

REFUND POLICY - All deposits are non-refundable & non-transferable. No refunds will be given except for medical emergencies. Children that are sent home for inappropriate behavior or homesickness are not eligible for a refund.

CHILD PICK-UP AUTHORIZATION - Campers will only be released to persons listed on the enclosed Child Pick-up Authorization Form. Please make sure to bring photo identification when picking up your camper because it is required that we verify your identity, regardless of your relationship to the camper. This applies to anyone picking up a camper from camp.

CAMP VISITATION - In order to provide a safe environment for all campers visitors are discouraged and must be approved by the administration before visiting. All guests must register at the office before proceeding into camp. If you need to drop off an item for your camper please label it with your camper's name leave it with the office. Camp leadership will pick it up there and give it to your camper.

FIRST AID AND SAFETY - Our summer staff team includes a First Aid Provider who is trained in first aid administration. In addition, a camp administrator lives on-site during the camp program. Furthermore we ambitiously recruit counselors and staff members that possess quality Christian character, obtaining all necessary background checks and clearances.

Loose or dangling jewelry such as hoop earrings are a safety hazard and not permitted. Pocket knives are not allowed at camp.

Closed-toes sneakers or shoes are necessary

POOL - All campers must take a swimming test before entering the pool. The pool is supervised by both counselors and certified lifeguards.

DRESS GUIDELINES- All clothing should be modest and suitable for outdoor activities. Please avoid clothing with images or wording contrary to Christian principles.

SHORTS: Mid-thigh or longer and not form fitting (please no writing on backside).

SHIRTS: Please avoid form fitting or low cut shirts. Midriff must be covered. Any tank tops need wide shoulder straps.

SHOES: Close-toed footwear only. Please bring an extra pair.

SANDALS AND FLIP-FLOPS: These can only be worn when going to and from the pool or showers.

JEWELRY: Jewelry is generally discouraged in the active, outdoor setting of camp. Loose or dangling jewelry such as hoop earrings that pose a safety hazard are not allowed.

SWIMSUIT POLICY

Girls - Modest one-piece swimsuit, or a tankini-only if the fabric overlaps and does not show ANY midriff (no bikinis).

Boys - Swimsuits should be mid-thigh or longer.

GIFT SHOP - Each camper will have the opportunity to visit the Gift Shop during the week. Camper spending money will be collected at Check-in. A variety of adult and children items that range from $0.50 to $23.00 are available. Such items include: sweatshirts, backpacks, American Girl doll clothes, flashlights, water bottles, stuffed animals, toys, jewelry, journals, mugs, candy, ice cream novelties and more.

SNACK BAR - Open in the evening after fireside and during pool hours. Items available at the snack bar include: soft pretzels, hot pockets, popcorn, slushies, root beer floats, ice cream, etc. Items range from $0.50 - $3.00

BEHAVIOR EXPECTATIONS - In the event that a camper's behavior is a hindrance to the rights or the safety of others, or the program, Woodcrest Retreat reserves the right to dismiss the camper upon consultation with the parent.

TSS TSS personnel or other types of behavioral supports are not permitted at overnight camp.

SPECIAL DIETS AT CAMP

Concerning peanut and tree nut products: As a rule we do not use peanut or tree nut products in the meals and snacks we provide. (Although some prepackaged snacks we provide are often labeled as manufactured in facilities that handle peanuts and tree nuts.) However, please note that snacks and candy with peanuts and tree nuts are available for purchase in our Gift Shop and Snack Bar.

All other special diet concerns: We are limited in our ability to accommodate special diets. If your camper needs a special diet while at camp please bring prepared food, labeled by meal, for them to Check-in. We will make sure it is stored properly and is given to them at the appropriate-time.

CAMPER COMMUNICATION

Postal Mail Campers enjoy getting letters from loved ones while at camp. Pre-camp-addressed envelopes are available for you at Check-in to make sending postal letters to your camper easy. Postal mail that arrives for campers is distributed every evening after dinner. Please note that it often takes 2-3 days for postal letters to arrive at camp from most local areas. (Letters for Explorer week campers should be left with the registrar at Check-in due to the shortened camp week.) Campers are encouraged to write letters to friends and family. Outgoing camper mail is collected and mailed each day.

E-Mail You are able to send your camper *one-way* emails from the dashboard of your Campwise account. There is no charge for this service. The Campwise login page can be found on the Woodcrest Retreat website, on the Overnight Camp page, on the right hand side under Resources. Any emails sent though this system by 3:00pm will be distributed that evening at mail call. If you submit an email after 3:00pm it will be given to them at mail call the next evening. While campers are not able to reply to or send emails they are encouraged to write letters to friends and family.

ELECTRONICS AND OTHER ITEMS TO LEAVE AT HOME - Summer camp provides children with a great opportunity to 'unplug' from their daily routine in a fun and exciting way. Woodcrest is also a place where we strive to put relationships with one another and God first. Electronic devices often hinder these goals and increase the likelihood of behavior problems. So, please make sure your camper leaves all electronics such as cell phones, ipods, cd/mp3 players, apple watches and similar devices at home because they are not permitted at camp.

Pocket knives are also not permitted at camp. Staff reserves the right to confiscate any item that compromise the safety, goals and values of camp for the duration of the program until dismissal.

Overnight Camp Memories Order Form

Camp T-Shirt

- New design!
- Available for purchase at Check-in.
- $10

Camp Group Photo

- Photo stock w/ signable back
- Distributed at Closing Program
- $6

DVD

- 10-12 minutes of camp fun and learning
- Unique to each camp week
- Distributed at Closing Program
- $12

Order Form

To order, complete this portion and submit at Check-in.

Please enter quantity desired: ____ Photo ____ DVD

Camper Name:_____

Week of Camp:_____

Office Use Only

Camp Shirt Total:_____
Camp Photo Total:_____
Camp DVD Total:_____
Total:_____

Paid at Check-in:_____
Due at camp end:_____
Paid at camp end:_____

Woodcrest Retreat - Health and Release Form

Participant Name:	Age:	Date of Birth:	Sex: ❒M ❒F
Name of Parent/Guardian (if under 18)			
Address:		1st Phone:	
City, St, Zip:		2nd Phone:	
Emergency contact:		Relationship:	
Phone:	2nd Phone:		
Name of Family Doctor or Practice		Phone:	
Medical insurance? ❒ Yes ❒ No	Policy or Group #:		
Insurance Co. Name:		Phone:	

IMPORTANT!! PLEASE COMPLETE!! Tetanus (Date of Shot or Last Booster) ___/____/____
A current 10 year booster will be accepted.

I grant permission to Woodcrest Retreat to administer these over the counter medications to my child as needed.
☐Ibuprofen ☐Benadryl ☐Cough drops ☐ Antacid ☐Antibiotic ointment ☐Sunscreen ☐Acetaminophen

Please list any known allergies. (Medication, food, etc.)

List any restrictions on physical activity, major illnesses, or injuries; and list and explain any other problems we should be aware of: (Attach additional paper if needed)

Camping Program Authorization and Release

- To my knowledge the above information I have provided is correct and the named participant ("Camper") has permission and is authorized to participate in the camping program of Woodcrest Retreat ("Camping Program") except as noted.
- I understand and agree that as part of the Camping Program, the Camper may be transported in motor vehicles both on and off of the grounds of Woodcrest Retreat for camp approved transportation and activities.
- I grant permission for the Camper to be included in camp photo's, audio, and/or video which may be used for promotional purposes.
- I acknowledge and understand that the Camping Program involves a wide variety of formal and informal indoor and outdoor recreational and learning activities and that participation in the Camping Program could result in personal injury or illness to the Camper. With full knowledge of the risks associated with the Camper participation in the Camping Program, I hereby absolve, release and forever discharge and hold harmless Woodcrest Retreat, its officers, directors, members, employees and agents, and any individual directly or indirectly involved with the Camping Program from any and all liability, for injury or illness suffered by the Camper while participating in or as a result of the Camping Program.
- In the event the Camper should suffer an injury or illness while participating in or as a result of the Camping Program, I hereby authorize and consent to any and all medical treatment which may be determined by a physician, other qualified medical personnel or the officials of the Camping Program to be necessary or desirable for the Camper and hereby authorize the officials of the Camping Program to use their discretion to have the Camper transported to a medical facility for such treatment.
- I understand that if during the Camping Program the Camper has a sickness or injury requiring offsite medical attention it will be the Camper or Parent/Guardians responsibility to pay any and all charges.
- By signing below, the Camper, and if applicable the parent/guardian, acknowledge they have read and understood this Camping Program Authorization and Release.

Signature of Participant (or #1 Parent/Guardian if participant is under 18 years of age):

_____ Print Name: _____ Date_____

#2 Parent/Guardian signature if participant is under 18 years of age:

_____ Print Name: _____ Date_____

Form should be signed by ALL persons with legal responsibility for this Camper, including parent(s) and/or guardian(s).

CAMPER MEDICATION PRESCRIBER/PARENT AUTHORIZATION

If a camper must receive medication during his/her time at camp, please bring this completed form, along with the medication to camp registration. Present this completed form and medication to the Health Care Staff member at registration. Medication must be in the original, unopened, sealed container and be properly labeled with the campers name, prescriber's name, date of prescription, name of medication, dosage, strength, time interval, route of administration and the date of drug expiration when appropriate.

CAMPER INFORMATION

Campers Name _____ **Todays Date:** _____

MEDICATION #1

Name of Medication _____ **Reason for Taking** _____

Time of Day: _____:_____am / pm **Dosage:** _____ **Notes:** _____

_____:_____am /pm **Dosage:** _____ **Notes:** _____

_____:_____am /pm **Dosage:** _____ **Notes:** _____

Does medication require refrigeration? Yes ☐ No ☐

MEDICATION #2

Name of Medication _____ **Reason for Taking** _____

Time of Day: _____:_____am / pm **Dosage:** _____ **Notes:** _____

_____:_____am /pm **Dosage:** _____ **Notes:** _____

_____:_____am /pm **Dosage:** _____ **Notes:** _____

Does medication require refrigeration? Yes ☐ No ☐

MEDICATION #3

Name of Medication _____ **Reason for Taking** _____

Time of Day: _____:_____am / pm **Dosage:** _____ **Notes:** _____

_____:_____am /pm **Dosage:** _____ **Notes:** _____

_____:_____am /pm **Dosage:** _____ **Notes:** _____

Does medication require refrigeration? Yes ☐ No ☐

PARENT AUTHORIZATION

I authorize the Summer Camp Health Director of Woodcrest Retreat the task of assisting my child in taking the above medication(s).

_____ _____ _____ _____

Signature of Parent **Date** **Phone** **Cell**