



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 Discovery Day Camp

WELCOME! Thank you for registering your child for Woodcrest Retreat's day camp. We look forward to providing a fun, faith-filled and enriching summer experience for your camper. Please read all information carefully as it will enable your child to prepare for this fun camping experience.

RETURNING CAMPERS: If your camper is signed up for multiple weeks of day camp you may receive this information packet more than once, but you only need to resubmit forms if the information changes. However, you do need to stop at the Health table at Check-in each week even if you have already submitted a health form.

FIRST MORNING CHECK-IN: 8:00-8:45 AM at the Indian Rock Center (the first building on the left as you enter camp). Look for the Day Camp sign. **Please be prompt!** Woodcrest Retreat T-shirts and camp photos will be available for purchase.

- PLEASE BRING:**
1. Final payment - cash or check or credit
 2. Authorization for Medication Administration Form (if needed)
(Any Medications must be in original, labeled container)

PLEASE MAKE SURE YOU COMPLETE IF NOT ALREADY COMPLETED

1. Online Medical Form (found in Campwise - your online registration)
2. People Authorized to pick up camper (on camper profile form in Campwise - your online registration)

DROP OFF: Tuesday through Friday: Campers should arrive between 8:50 - 9:00 AM.

PICK-UP:

- Children should be picked up between 3:50 and 4:00 PM each day, campers will not be dismissed before 3:50
- Parents and guardians need to bring and present photo identification to sign out their camper.
- Additional parking is available in the campsites above and below the parking lot.
- **Please use the walkway on the playground side of the parking lot as much as possible.**

ACTIVITIES: A variety of activities throughout the week include singing, crafts, Bible, nature activities, playground time, games, waterslide, and swimming. Lunch is provided. We close each day with a snack. Your child is encouraged to dress up on Thursdays to match the theme!

PACKING FOR CAMP: Your camper should wear modest, casual clothing suitable for outdoor play and doing crafts. Campers may be asked to change if their clothing does not adhere to the Dress Guidelines as indicated on the enclosed Summer Camp Information Sheet. Campers should also wear shoes appropriate for running and hiking. Campers do not need to pack Bibles, they are provided at the daily Bible lesson.

In a bag or backpack, please **label** and send the following items with your camper each day:

Water bottle, Sunscreen, Rain gear (weather dependent) **Swimsuit** (see Dress Guidelines), **Towel**

If you have any questions please call the office at 717-738-2233. We look forward to seeing you this summer!

***NEW SUMMER 2024* All early pickups, late drop-offs, and other office related matters will be addressed in the Summer Camp Office in lower IRC, rather than the Main Office.**

Adam Fox Braden Buckwalter
Program Director Daycamp Director

Joel Wayde
Asst. Program Director Asst. Daycamp Director

DISCOVERY DAY CAMP FAQs

When do I drop off my camper?

Monday **Check-in** is 8:00 - 8:45am

Monday **Check-in for campers enrolled in Before Care** is 7:00 - 8:45am.

Drop-off on Tuesday through Friday is 8:50 - 9:00am

Drop-off for campers enrolled in Before Care Tuesday through Friday is 7:00 - 9:00am

When do I pick my camper up?

Pick-up on Monday through Friday is 3:50 - 4:00pm

Pick-up for campers enrolled in After Care is Monday through Friday 4:10 - 5:30pm

Please use the walkway on the playground side of the parking lot as much as possible during Pick-up and Drop-off, do not walk in the middle of the drive.

What if I need to pick up my camper early?

Please let us know if your child will be absent any days during their camp week(s). If your child needs to leave early during the week please see the Assistant Daycamp Director at Check-in or Drop-off to sign the early dismissal form.

Can I pay my balance when I arrive?

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.

What is Woodcrest's 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.

How do I get to Woodcrest?

You can find detailed driving directions on our website. Navigate to our day camp page and look under the resources tab for "Day Camp Check-in Map and Directions". If using a GPS, please enter address as "225 Woodcrest Rd. Ephrata PA 17522".

What do I need to bring at Monday check-in?

Please complete the attached Authorization for Medication Form only if needed. If you have not completed the health form online, please see the link in this email.

What do I need to bring at pick-up?

Campers will only be released to persons listed as authorized to pick up. If you need to update this information you can do so on Campwise under the camper profile form or call the office. 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.

If I forgot an item for my camper, can I drop it off?

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 and leave it with the office. Camp leadership will pick it up there and give it to your camper.

What safety measures does Woodcrest pursue?

FIRST AID AND SAFETY - Our summer staff team includes a Health Care Provider who is trained in first aid administration. In addition, a camp administrator lives on-site during the camp program. We ambitiously recruit counselors and staff members that possess quality Christian character, obtaining all necessary background checks and clearances. We also ensure all staff are CPR certified.

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

What should I do if my camper has special dietary needs?

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. Make sure all allergies are noted on the camper medical form.

What if my camper has a BHT?

BHT support for your camper is allowed in the Discovery Day Camp program but must be arranged in advance. If your child has BHT services and you have not already spoken with us about them coming to camp please contact the office as soon as possible.

Should I bring spending money?

GIFT SHOP - Each camper will have the opportunity to visit the Mobile Gift Shop at Monday Registration. It is also open for parents and campers Tuesday, Thursday, and Friday after camp from 3:50-4:15. A variety of adult and children items that range from \$0.50 to \$23.00 are available.

SNACK BAR - Open during most 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

Is there a dress code?

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 or sturdy sandals only.

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.

Boys - Swimsuits should be mid-thigh or longer.

In what scenario would Woodcrest send my camper home early?

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.

What items are not allowed at camp?

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.

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

Camper's Name _____ Today's 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).

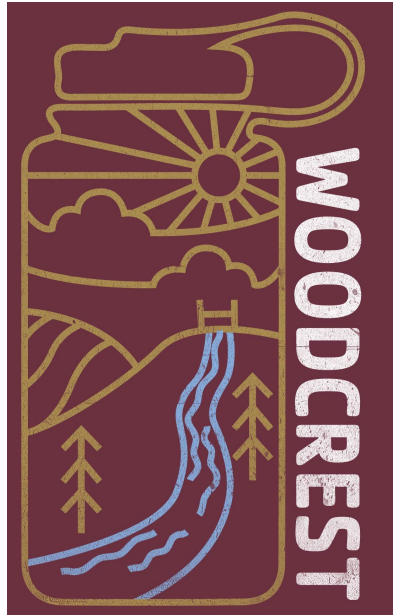
Signature of Parent _____ Date _____ Phone _____ Cell _____

Day Camp Memories

Available for purchase at Check-in

Camp T-Shirt

- New design!
- \$10



Camp Group Photo

- Photo stock
- Distributed on Friday afternoon
- \$7
- **MUST** be purchased at Monday Morning Registration

