

# YMCA Camp St. Croix Parent Handbook - Overnight Camp

Thank you for choosing YMCA Camp St. Croix for your child's summer camp adventure!  
Please review this handbook carefully to properly prepare you and your child for a great summer camp experience. Please call camp if you have further question or concerns.

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## ***YMCA Camp St. Croix Mission Statement***

Camp St. Croix builds community and teaches respect for self, others and nature through summer camp, outdoor education and retreats.

Development and learning goals are achieved through quality program of summer resident camp. Summer day camp, environmental education, group retreats, and adventure based training and development.

## ***Camp St. Croix Summer Overnight Camp Goals:***

- Develop understanding and appreciation of ourselves and all other individuals
- Promote healthy lifestyles and interpersonal relationships
- Develop environmental awareness, appreciation and responsibility
- Create an atmosphere that encourages spiritual growth and expression of healthy values
- Broaden international understanding
- Provide a safe supportive, fun and positive community living environment.

**YMCA Camp St. Croix is an accredited camp of the American Camp Association.**



# **1. Getting Organized Checklist**

## ***REGISTER FOR CAMP***

- Registration forms and deposit can be completed either online or sent to:  
YMCA Customer Service Center  
2125 E. Hennepin Ave. Suite 100  
Minneapolis, MN 55413
- Camp will send you a confirmation.
- Received a final and full payment due to camp by May 3, 2010

## ***CHANGES AND/OR CANCELLATION***

- Changes to session enrollment after May 3 will require a \$25.00 service charge.
- ***ANY and ALL changes or cancellations request MUST be submitted in writing*** at least two weeks prior to the scheduled start date of your child's camp program.

## **TWO WEEKS PRIOR TO CAMP**

***SEND THESE FORMS TO CAMP; THEY ARE AVAILABLE ON OUR WEBSITE: [www.campstcroix.org](http://www.campstcroix.org)***

- Health and History Forms
- Parent camper Confidential Information
- Camp Store Form/payment information
- Medication Authorization form (for ALL prescriptions brought to camp)

## ***NEW CAMPER ORIENTATION AT CAMP ST. CROIX***      Sunday May 2 11:00am-3:00pm

This is an opportunity for you and your child to take a tour of camp, meet summer staff ask questions and get a glimpse of what your child will experience at camp! The orientation at camp also includes activities for kids such as our 30' Climbing Tower. Orientations will begin on the hour at noon, 1:00 and 2:00 pm.

Please call the St. Paul Camping offices if you have further questions on 715-386-4380

Registration not needed. Families can also enjoy a cookout meal from 11-2:30pm.

## 2. Transportation To and From Camp

As your camper's parent/guardian, you are responsible for getting your child to and from camp on the date's appropriate to the session they are registered for.

### **2010 Summer Session Dates:**

June 20-June 25:	Session 1
June 20-23:	Summer Sampler A (Sun-Wed.)
June 27-July 2:	Session 2
June 27-June 30:	Summer Sampler B (Sun-Wed.)
July 11- July 23:	Session 3 (2 week session)
July 11-July 16:	Session 3A
July 18-July 23:	Session 3B
July 18-July 21:	Summer Sampler C (Sun-Wed.)
July 25-July 30:	Session 4
July 25-July 28:	Summer Sampler D (Sun-Wed.)
August 1-August 13:	Session 5 (2 week session)
August 1-August 6:	Session 5A
August 8-August 13:	Session 5B
August 8-August 11:	Summer Sampler E (Sun-Wed.)

## 3. Directions to Camp

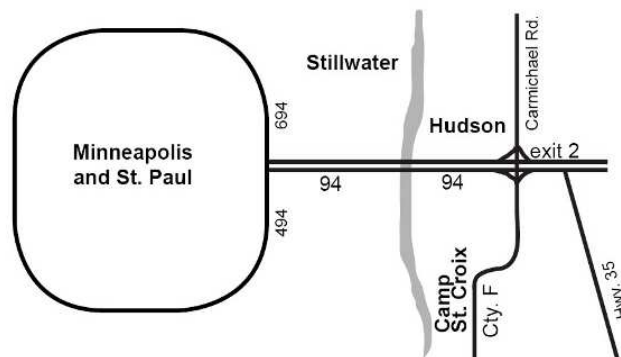
Camp St. Croix is located in Hudson, Wisconsin, just two miles South of Interstate 94 off of Exit #2.  
532 County Road F, Hudson, WI 54016

### **From the West:**

Travel East on I-94 from St. Paul. After crossing the St. Croix River, take Exit #2, Carmichael Road & County Rd F. Turn right (south) on Carmichael Road and follow for 1.5 miles. Camp St. Croix is on the right side shortly after Coulee Road.

### **From the East:**

Travel West on I-94 to Exit 2 (County Rd F & Carmichael Road). Turn left on Carmichael Road and follow for 1.5 miles. Camp St. Croix is on the right side shortly after Coulee Road.



## **4. Camp Staff**

We take pride in our qualified, trained and caring staff team. All staff have been chosen because of their ability to relate and work well with children. As well as their maturity, knowledge and love for the environment and their commitment to live by the YMCA's 4 core values: caring, honesty, respect and responsibility.

Staff are at least 18 years of age, and our Jr. Counselors are 17 years of age.

All staff receive training in camp programs, water safety, relating with children, working within ACA standards and how to maintain safe counselor to camper ratios, (Summer Sampler groups 1:5, Cabin Groups 2:10) CPR and basic first aid.

## **5. Camp Life**

### **ARRIVAL/CHECK-IN DAY**

- Please arrive at camp between 1:00-2:00pm. Upon arrival, you will be directed by staff to the River Center.
- Medications; all medications are to be reviewed by the camp Health Staff. Medication authorization form will also be collected at that time.
- Welcome/Opening will begin at 3:00pm
- Camp Store will be open from 12:30 to 2:30pm
- Camp Tours
- Please call 651-270-7031 if you are going to arrive after 3:00pm.
- NO dogs or pets are allowed on camp

### **DEPARTURE/CHECK-OUT DAY**

- A PHOTO I.D. of the authorized person listed on the Health History Form picking up your camper MUST be brought to camp.
- Check out will be between 2:00 and 4:00. Please do not enter camp prior to that time.
- Please proceed directly to the River Center for the proper procedure and for the safety of all of our campers.
- Pick up any medications from the Health Staff in the River Center.
- Camp Store will be open from 2:00 to 4:00
- Please be aware of traffic and road construction, for current conditions call the Minnesota Department of Transportation at 800-657-3774.

### **EARLY DEPARTURES/PICK-UP**

We strongly discourage the removal of your child from camp for any reason, unless it is an emergency. In the event of an emergency, please call the camp office at 715-386-4380 or 651-270-7031

### **Sample Daily Schedule**

- 7:15 Wake up
- 8:00 Breakfast
- 8:45 Flag Rising
- 9:00 Cabin/Tent Clean up
- 9:30 Activity/Program Areas\*
- 10:45 Activity/Program Areas\*
- Noon Lunch then Rest Time
- 2:00 Activity/Program Areas\*
- 3:25 Activity/Program Areas\*

5:00 Shower Hour /Clean up  
 6:00 Dinner  
 7:00 All Camp Activity  
 8:00 Campfire/Evening Activity  
 9:00 Return to Cabins/ Devotions/Bedtime Prep  
 9:30 Bed/Lights out

\*Program Areas: The following activities are the choices that campers may have while at camp. Most activities are done with their 'Cabin Group'.

Swimming	Sports and Games	Hiking	Canoeing	Tennis
Nature Study	Archery	Horseback Riding	Kayaking	Crafts
Skits	Team Building	All Camp Games	Campfires	Music

Please be familiar with the detailed description of your child's camp program for additional activity information.

### **Additional Camp Activities**

*Opening Campfire:* Opening camp fire takes place on the first night of the session. During this time the whole camp gathers as the counselors from each unit put on skits for the camp. The campfire also includes interactive songs. Opening campfire kicks off a week of fun!

*All Camp Games:* Throughout the week, there are times when the whole camp will gather to play games. Some of the favorites are: Capture the Flag, Predator and Prey, Message to Garcia and Pirates of Camp St. Croix. They all quickly become favorites for all ages!

*Unit Activities:* This is a time where all campers of the same unit (Pioneers, Trailblazers, Rock Climbers, etc.) all take part in an activity with their fellow age group at camp that week.

*Theme Meals:* A specific meal is given a theme and everyone dresses up, the dining hall is decorated and more fun begins!

*Devotions:* A very special time at the end of each day. Each cabin group will reflect on their day, with questions and discussions lead by their counselors that challenge campers to think about their experiences at camp.

*Closing Campfire:* A truly special and traditional ending to a week at camp. Each cabin will perform a skit for the rest of the camp and the campers are given a chance to reflect on their week.

### **Cabins/Lodging**

Camp consists of a variety of lodging facilities, from our rustic camper cabins, villages, platform tent and tent campsites. Campers are assigned to each facility based on their age and program content. Each camper will have their own bed and space for their gear. All cabin groups regardless of age will be assigned two counselors for a group of 4-10 campers. Some age groups and programs will get to experience our historic Breakfast Point, a rustic tripping outpost on camp property, and only a 12 minute hike. This is most often used for our older campers and is often looked at as a pivotal Camp St. Croix experience and a rite of passage to be able to stay in this historic area on camp.

### **Camp Store**

The Camp Store will be open Sundays and Fridays. Campers will have only one opportunity to visit the camp store during their week at camp. Some of the items available for purchase are: T-shirts, sweatshirts, stuffed animals, water bottles, mugs and camp memorabilia. Suggested spending money is \$20.00. We suggest that you do most of your shopping during check-in and check-out days. All campers wishing to purchase items during their time at camp MUST set up a Camp Store Account at check-in, or prior to arriving at camp. No cash will be accepted during camper activity times.

### **Phone Calls/Cell Phones**

Camper cell phones are NOT ALLOWED at camp. If a camper brings their cell phone to camp, we will store it in the office and return it to them on check-out day.

We prefer that campers do not call home. Homesickness may cause a child to want to call home, and we will help the camper work through those feelings. It is our experience that phone calls home prolong the campers' homesickness. Therefore, we encourage them to write letters and for you to send letters even before they leave for camp. Part of the overnight camp experience is adjusting to new situations and people. Some children make the transition quickly, others more slowly. If homesickness continues, we will call parents to discuss the situation. **Do not promise your child that they may call home.** In the event of an emergency, call the camp office at 715-386-4380 and they will assist in contacting your camper. Our after-hours emergency number is 651-270-7031.

### **Mail, Care Packages and Candy**

Animals are attracted into the cabins and tents by food, we ask parents NOT to send snack food to camp, either with their campers or in care packages. There is also the risk of peanut allergies with other campers on camp. Campers are provided three full meals each day, along with an afternoon and evening snacks. If you want to send a package, please consider non-edibles including; cards, games, books, magazines and photos from home. We are asking that all families consider the health and safety of all campers. If you are concerned about a specific dietary need, please contact the camp staff upon check-in.

### **Mailing Letters to Campers**

Campers love to get mail. Write to your children several times while he/she is at camp. To assist delivery write your child's housing location on their mail (Housing information is available from Camp Staff upon check-in)

**Receiving Mail from your Camper:** Campers will be encouraged to write one or two letters home each week, but please do not be alarmed if letters are brief and irregular as the campers become absorbed in camp life. Remember that "no news is good news" If you should receive a letter that concerns you, please call camp to follow up with your concern.

**Counselor's Letter and Parent Evaluations:** Following camp, parents will be sent a personal letter from your child's counselor. This letter will reflect your child's attitude, growth, enthusiasm new skills learned and other information to provide you with a review of your child's adventures at camp.

In addition, you will receive a Parent Evaluation Form. Your comments and feedback will assist us in our continual goal of providing the best possible experience for each child who attends Camp St. Croix. Your sincere compliments and concerns are requested and appreciated.

## **6. Buddy Requests**

Requests to place campers of the same age, gender and unit will be accommodated to the best of our ability. All requests must be made on the registration form. We cannot give registration information regarding other enrolled campers. We request that you communicate directly with their parents. Both campers must make a request for it to be honored. Only one buddy request should be listed on each registration form.

## **7. Special Needs and Dietary Concerns**

The YMCA of Greater Saint Paul and Camp St. Croix intends to provide quality camping program experiences for individuals regardless of disability or impairment within available resources. To assist Camp St. Croix in accomplishing this goal, we ask that all applicants inform us of any disabilities or specialized needs they may have. This information is required for the YMCA to determine its ability to appropriately accommodate each individual. A space is provided on all forms for identification of special needs. If further consultation with a YMCA Director is needed, a meeting or phone call will be scheduled.

For special dietary concerns or needs, please indicate these on the Health History Form.

## **8. Health and Safety**

### **Camper Health Information**

If your child has not had a physical exam within two years prior to August 15<sup>th</sup> of this year, we recommend they receive a physical completed before coming to camp. A physician signature must be on or attached to the camper health form verifying a physical date.

Record all medical information on the Health History Form and return it to camp two weeks prior to your child's camp session. NOTE: All immunizations and tetanus shots must be current.

It is necessary that the Health History Form is signed by an appropriate parent or guardian; your child will not be allowed to stay if not properly completed and signed.

### **Communicable Diseases**

Notify the camp office if your child has been exposed to any communicable disease within the weeks prior to camp. If your child is exposed while at camp, you will be notified immediately.

### **Injuries or Illness**

The Camp Health Staff is available to treat injury and illness while your child is at camp. If your child becomes ill or injured while on the trail, the counselors are trained in First Aid and CPR and will make decisions with the health and safety of your child in mind. Parents/Guardians will be informed of injuries or illnesses that hinder their ability to participate in camp activities.

### **Emergency treatment**

If injuries or illness require emergency treatment, the camper will be transported by emergency medical services to Hudson Medical Center, 3 minutes from camp. If your child is on an off-site trip, proper care will be secured at the nearest hospital or medical center. In all cases, parents will be notified as soon as possible. Staff will carry cell phones on trail and are trained in CPR and First Aid by American Red Cross.

## Medications

**ALL medications must be identified on the Medication Authorization Form.** Do not pack any medications (including over the counter) in your child's luggage. All medications must be submitted to the Camp Health Staff at check-in. Prescription drugs must be in the original container with a licensed physician's instructions. Please place your packaged medications in a clearly labeled sack (zip-lock bags work well, with masking tape for a label) with camper's name, dosage and directions for administering. All medications are administered by the Camp Health Staff under the written orders of a doctor or parent. Unused medications will be returned to you during the check-out procedures.

## Health and Accident Insurance

You, as the parent or guardian, are responsible for any medical costs incurred as a result of injury or illness while your child is at camp. Be sure to provide accurate information (carrier and policy number) regarding your health insurance on the Health History Form.

## Lyme Disease

Lyme disease is common in the upper Midwest. Please discuss protective measures with your child prior to them attending camp.

Use personal protection measures: If you are going to be in areas that are tick infested, wear light-colored clothing so that ticks can be spotted more easily and removed before becoming attached. Wearing long-sleeved shirts and tucking pants into socks or boot tops can help keep ticks from reaching your skin. Ticks are usually located close to the ground, so wearing high rubber boots may provide additional protection. The risk of tick attachment can also be reduced by applying insect repellents to clothes and exposed skin. DEET can be used safely on children and adults but should be applied according to the Environmental Protection Agency (EPA) guideline to reduce the possibility of toxicity.

**Perform a tick check and remove attached ticks:** The transmission of bacteria that causes Lyme disease from an infected tick is unlikely to occur before 36 hours of tick attachment. For this reason, daily checks are done for ticks and promptly removing any attached tick that you find will help prevent infection. Embedded ticks should be removed using a fine-tipped tweezers. DO NOT use petroleum jelly, a hot match, nail polish or other products. Grasp the tick firmly and as closely to the skin as possible. With a steady motion, pull the tick's body away from the skin. The tick's mouthparts may remain in the skin, but do not be alarmed. The bacterium that causes Lyme disease is contained in the tick's mid-gut or salivary glands. Cleanse the area with an antiseptic.

## 9. Behavioral Expectations of Campers

Purpose: By adhering to Camp St. Croix behavior guidelines, each camper will help provide a safe, positive environment for all campers and staff to enjoy our high quality camping programs. **Please review this with your child before arriving at Camp St. Croix.**

### Behavior Guidelines

Campers take **Responsibility** for their actions.

Campers **Respect** themselves, each other, camp equipment and the environment.

**Honesty** will be the basis for all relationships and interactions.

Campers need to be **Caring** in their relationships with others.

Campers should talk to a counselor or any camp staff member if they are uncomfortable with any experiences or need assistance while at camp.

## **Discipline Procedures**

When a camper does not follow the behavior guidelines, we will take the following action/steps as behavior problems progress.

1. Staff will take time to redirect the camper to more appropriate behavior. If inappropriate behavior continues, the camper will be reminded of behavior guidelines and camp rules and the camper will be asked to decide on action steps to correct his/her behavior.
2. If a child's behavior is not able to meet these expectations, and is affecting the experience of other campers, he/she will be referred to the Youth Advocate.
3. The Youth Advocate and the Camp Director may also be called upon to work with cabin groups who need additional support and behavior guidance.
4. If inappropriate behavior continues after enacting the Behavior Policy, as a final action step, the camper may be dismissed from camp

## **Examples of Unacceptable Behavior**

- Refusing to follow behavior guidelines or camp rules
- Using profanity, vulgarity or obscenity
- Stealing or damaging property (personal or camp property)
- Refusal to participate in activities or cooperate with staff
- Disrupting a program
- Leaving a program without permission
- Endangering the health and safety of children and/or staff
- Use of illicit drugs, alcohol or tobacco or sexual conduct of any kind
- Teasing, making fun or bullying of other campers or staff
- Fighting of any kind

Camper fees are non-refundable if a camper is sent home for disciplinary reasons. **Physical violence or bullying toward another camper or staff member will result in immediate dismissal from the camp program.**

## **10. Packing Lists**

Here is a suggested list of things to bring to camp for a week of traditional camp. Increase quantities if your child is coming to Camp for a two-week stay. Please pack items in luggage, packs or duffle bags; please do not use plastic bags. Please do not send your child with their best or newest clothing to camp. **Clearly mark all items with your FULL NAME.**

- Sleeping bag and a sheet
- Pillow
- Pajamas
- Shoes; (2 pair) Tennis shoes for daily wear, older tennis shoes to wear in the water. Flip flops or Crocs should not be substituted for a pair of shoes.
- Sturdy boots for horseback riding.
- 4 pair of shorts
- 2 pair of long pants
- 4-5 shirts (2 with long sleeves)
- 5 t-shirts

- 5 underwear
- 5 pair of socks
- Light jacket or windbreaker
- 1-2 sweaters or sweatshirts
- Swimming suit (Trunk style for boys; 1 piece suit for girls)
- Rain coat, rain suit or poncho (A MUST BRING item!)
- 2 Towels and washcloths
- Beach Towel
- Bandanas
- Hat or visor, as well as sunglasses
- Personal Toiletries: Soap, shampoo, toothbrush & tooth paste, brush & comb
- Flash light (Include batteries, if needed)
- Camera (Include film and batteries, if needed)
- Insect Repellent
- Sunscreen
- Journal or note pad, pencil, paper, envelopes and stamps for letters
- Book
- Water bottle
- Hangers
- Medications: These must be turned into the Camp Health Staff upon check-in day with the Medication Authorization Form

Additional items for trail units:

- Sturdy boots with a heel (Horses)
- Long pants (Horses)
- High top tennis shoes or leather boots for ankle support (these shoes will get wet)
- Rain suit (tops and pants)
- Sturdy hiking boots (Backpacking)
- Frame backpack (Backpacking)
- A compact sleeping bag for conserving space
- Windbreaker (Sailing)
- Raincoat, not a poncho (Sailing)
- Wool/synthetic shirt (Sailing/other trails)
- Warm jacket (Sailing)
- Deck shoes or light colored soled tennis shoes (Sailing; for keelboats)
- Gloves (Sailing; racquet or golf gloves suitable)

**PLEASE DO NOT BRING:** MP3 players, iPods, etc., video games, cell phones, camping knife, food, soft drinks, candy, fireworks, firearms, alcohol or drugs, tobacco products, personal sports equipment, animals weapons of any kind or valuable possessions. Possession of these items will lead to confiscation and possible disciplinary actions.

**LOST AND FOUND:** Mark all personal possessions clearly with the camper's full name. If your child loses something at camp, please call within two weeks after your child returns home. Any lost items not claimed by September will be donated to local clothing charities. Camp St. Croix is not responsible for any lost or stolen items.