

# CCA Clue 2010

PARENTS' SURVIVAL GUIDE TO SENDING A CHILD TO CAMP CEDARBROOK™ IN THE ADIRONDACKS

*Thank you for entrusting your daughter to us. Our aim is to make her camp experience an enjoyable and rewarding one. Here are ways you can help us reach this goal.*

## Before Camp

### What to Pack

Have your daughter help you pack her suitcase. She should know what is packed and where to find it. Use the What-to-Bring list as a guide.

Pack "play clothes." New clothes are inappropriate for the active, out-of-doors camp environment.

We recommend labeling clothes with your daughter's full name. Labels help us to return clothing that is left behind. Also label suitcases, sleeping bags, hats, and even pillows with name and telephone number.

To be prepared for the varying weather conditions in the mountains, be sure to pack:

- a warm jacket
- rain gear
- a modest one-piece swimsuit
- more than one pair of shoes—old ones, suitable for woodland paths

Shoes must be worn at all times. If your daughter is going on a backpack trip, pack shoes that are sturdy enough for mountain trails and be sure that they are broken in before she arrives at camp.

We recommend packing a fitted twin sheet, which helps prevent nylon sleeping bags from slipping off bunks.

You might consider packing your child's old or spare pair of eyeglasses.

**Please do not pack radios, headsets, portable music or DVD players, PDAs, pagers, or cellphones.** (Added incentive: radios, pagers, and cellphones can't find a signal in the high mountain terrain.)

### Medications

**All medications sent to camp must be in the original prescription bottle or container and labeled by a physician with explicit instructions** for their administration. No gumball vitamins please. All medications are given to the camp health service supervisor at check-in. She will dispense them as needed. (Exception: The health supervisor will discuss special situations with each camper, such as inhalers for asthmatic conditions or Epi-pens for allergies.)

**FOOD ALLERGIES** If your daughter has food allergies, please help us by providing appropriate food substitutes. Stored in the camp kitchen, the food substitutes will be available to your daughter at mealtimes.

### Health and Safety

We strive to run a safe and healthy camp. Please help us by making sure your daughter is well when she arrives. While your daughter is at camp, we will notify you . . .

- If your daughter sustains an injury that requires treatment beyond basic first aid or is sick and stays for several hours or overnight in the health center.
- If your daughter has a fever of 101° or higher.
- If your daughter needs to visit a doctor or hospital. In an emergency, every effort will be made to contact you. If we cannot reach you, we will seek medical treatment and continue trying to contact you.
- If your daughter is experiencing behavioral problems or severe homesickness.

Please help us by not sending food with her or sending it in the mail. Food in cabins and tents attracts unwelcome forest creatures.

## What's Inside?

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### Return to Registrar before June 1!

- ✓ Camp fees balance due
- ✓ Tuck Shop deposit
- ✓ Letters to Counselor
- ✓ Camper Release Form
- ✓ Health History and Examination Form
- ✓ Work Permit (for Service Crew)

# Forms, Forms, Forms

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**Complete and mail all forms to the Registrar by June 1.**  
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## HEALTH HISTORY AND EXAMINATION FORMS

For your child's protection, all New York State camps are required to have a complete, up-to-date medical history, immunization record, and emergency information for each camper and staff member on file.

**FORM A, Pages 1–3** The **Health History** must be updated every year. **Sign the Standard Over-the-Counter/PRN Medications Authorization and Health Authorization for emergency treatment on page 1.** Every effort will be made to contact you in the event of an emergency. However, if you cannot be reached, your signature on the form will allow us to secure proper treatment. On page 2, be sure to include all yearly immunization records.

Include your insurance company name and policy number on page 1 and attach a copy of both sides of your insurance card. We carry secondary health and accident coverage for campers and staff with insufficient insurance coverage. However, your policy is considered the primary policy. We will submit all bills to your insurance carrier. If you have questions or for billing problems, please do not hesitate to call us.

**FORM B, Pages 1–2** Complete Section 1 of the **Health Examination and Recommendations**. Parents can review the Medical Guidelines Book at camp, which contains a complete list of oral and topical medications we use for routine first aid care (approved annually by our camp doctor).

**Sections 2 and 3 must be completed and signed by licensed medical personnel within 12 months prior to arrival at camp. A new form must be completed every summer.** The physical examination must take place within 12 months of arrival. Careful attention to this form is appreciated, especially the individualized orders for standard and prescription medications on page 2. You need not pack the standard medications listed since we maintain a supply.

**LETTERS TO COUNSELOR** Both the camper and parent letters are held in confidence with counselors, division director, health supervisor, and director. Your insights will assist our staff in giving your daughter a safe and enjoyable stay at camp.

**If your child has special needs or problems**, such as bed-wetting, allergies, or learning disabilities, or has had recent stressful situations, such as family problems, a family death, or abuse, please note it on the parent letter and again on the Health Form. The more we know about your child, the better we can provide for her physical and emotional needs, helping her have a positive camp experience.

**CAMPER RELEASE FORM** This form is **required** for final check-out on departure day. **Please notify us of any changes prior to your daughter's arrival at camp.** Feel free to call us with any questions.

**Custody Concerns** In families with strained relationships, be certain to specify on the Parent Questionnaire if we need to be particularly vigilant in supervising your child's release.

## Cabin and Tent Assignments

On the camp registration form, each camper has the option to request one friend with whom she wants to be housed. **That friend must be in the same age-group division at camp.** Acknowledging the developmental skills of each age, we group campers by grade.

Please notify us if your daughter should not be housed with a particular child (a twin, a cousin, a child from your church, and so on).

Camp is a great place to make new friends. While we make great efforts to honor your housing requests, you can enhance your child's camping experience by speaking about what a wonderful time it will be, emphasizing the fun of meeting new people and making new friends.

## Living in a Christian Community

We base our experience together as a Christian community on the following Biblical guidelines. Please prepare your daughter for camp by sharing these verses and discussing how these guidelines might be applied to daily life.

- **Love one another** | John 4:7–8
- **Accept one another** | Romans 15:7
- **Serve one another** | Galatians 5:13
- **Be kind to one another** | Ephesians 4:32
- **Forgive one another** | Ephesians 4:32
- **Encourage and build up one another** | 1 Thessalonians 5:11
- **Pray for one another** | James 5:16
- **Be patient with one another** | Ephesians 4:2
- **Speak the truth with love** | Ephesians 4:15
- **Do not lie to one another** | Colossians 3:9
- **Submit to one another** | Ephesians 5:21
- **Respect those who are over you in the Lord** | 1 Thessalonians 5:12
- **Don't speak evil against one another** | James 4:11
- **Don't grumble against one another** | James 5:9
- **Don't provoke or envy one another** | Galatians 5:26
- **Live in peace with one another** | 1 Thessalonians 5:13

# At Camp

## Arrival Day

All camp weeks begin on Sunday.

**Camper registration: 12 NOON–2:00 PM**

**REGISTRATION** Campers and their families check in at the Activity Building. First, staff will give each camper a quick health check and receive medications. The camp health supervisor will discuss special situations with individual campers and parents as needed. Then campers will be directed to stations to make final financial arrangements. Finally, they will meet with their division directors for cabin or tent assignments. A picnic lunch is provided for campers. Families may join the picnic for a donation of \$3 per person. **The camper program begins at 2:00 PM.**

**PARENT ORIENTATION: 1:30 PM in the Dining Hall**

After parting from your child, join the camp director for a brief discussion for parents only. Feel free to ask questions, to voice concerns, or to share words of encouragement.

## Money

To speed registration at camp, send Tuck Shop (camp store) money to the Registrar with your final payment by June 1. Don't send Tuck money midweek. Tuck Record Sheets that detail each camper's daily expenditures are available for review. The balance is returned at the end of each stay. We attempt to prevent overdrawn accounts. However, in the event that a camper spends more than she deposited, her family is responsible for the difference. **There is a \$30 fee for any check returned by your bank unpaid (NSF).**

## Activities

Your daughter will choose her activities for the week on Sunday afternoon after settling into her cabin. A variety of activities are offered based on age group needs, developmental characteristics, and interests. Our activities are designed for fun as well as skill learning and safety. **Registration and payment for special activities**, such as horsemanship and out-of-camp trips, must be made in advance.

See the What-to-Bring list for specialized clothing required for Horsemanship, Fun with Horses, and Adventure Trips. We cannot permit campers without proper equipment to participate.

## Snacks

Well-balanced meals and occasional nutritious snacks are served. Campers may purchase up to three food items each day at Tuck Shop. All food packages sent to campers will be returned to the sender; food brought by campers will not be kept overnight.

## Visiting Camp

Your child is expected to stay at camp for the entire period for which she registered. Notify the camp director in the event of an emergency or other situation that may necessitate a change in plans. Visiting days are limited to Saturdays, 10:00 AM–1:00 PM to maintain camp continuity. Notify the camp director if you want to visit on another day.

**ON-LINE** Visit camp on-line to view weekly photos for a small fee. At our web site [www.campcedarbrook.net](http://www.campcedarbrook.net), click on the **Bunk1 E-Mail Camper button** to register. (Service begins 24 hours after registration.)

## Homesickness

*For more information about homesickness for parents and campers, visit [www.campspirit.com](http://www.campspirit.com)*

**PREPARING FOR CAMP** It is normal for children away from home, especially those away for the first time, to experience homesickness. You can help your daughter to prepare for camp by talking to her about:

- how excited you are for her to have this wonderful opportunity.
- how much you want her to have a good time at camp.
- all the wonderful things that she will be doing at camp, such as making new friends, learning new skills, eating s'mores around a campfire, and so on.

With this preventative medicine, your camper will be expecting a special week.

**HOMESICKNESS AT PARTING** If your child becomes teary at the actual moment of parting, give her a hug, then turn and walk away. Lingering only makes the situation worse. A camper may exhibit homesickness if she feels that her family needs her. Your child is more likely to bounce back if she thinks you expect it. Separations are part of growing up and part of allowing your child to grow up.

**HOMESICKNESS AND MAIL** If you receive a "homesick" letter, don't panic! By the time the letter reaches you, your daughter will probably be having a great time. Our staff is trained to deal with homesick campers in a loving and supportive way, and we encourage campers to work through the situation.

You can encourage your homesick daughter by sending daily letters and e-mails. Inquire about the new and exciting things she is doing. Remind her that you are home doing regular routine and "boring" things.

- Please do not suggest to your daughter that you will phone her midweek.
- Please do not ask your daughter to phone home. (Campers are allowed to phone home only if they are extremely homesick and other interventions have not solved the problem.)
- Please do not tell your daughter that you will come get her. (We know that you are willing to make the trip, but by making the suggestion, you reduce your daughter's interest in staying at camp.)

## Staying in Touch

**LETTERS VIA U.S. MAIL** Remind your daughter that she is special to you by writing letters and mailing them early. We encourage all campers to write home within the first two days of camp. Mail may take three to four days to reach you, so don't panic if you don't hear from your daughter right away! Her mailing address will be:

(Camper's Name)  
Camp Cedarbrook in the Adirondacks  
59 Davignon Road  
Corinth, NY 12822

**MESSAGES VIA E-MAIL** You may correspond with your daughter via basic e-mail for a small fee. At our web site [www.campcedarbrook.net](http://www.campcedarbrook.net), click on the **Bunk1 E-Mail Camper button** to register. (Service begins 24 hours after registration.) Your e-mail will be delivered once a day. E-mail containing inappropriate language will not be delivered. Campers receive printed copies only and cannot reply via e-mail. Campers can respond to your e-mails using **Bunk Reply Stationery** you supply through your Bunk1 account.

**TELEPHONES** Telephones are not available for campers. The camp director or camp nurse will call you in case of emergency. If your family has an emergency, telephone the director to reach your camper.

## Departure Day

Depart on Saturday between 10:00 AM and 11:00 AM. After breakfast, campers meet in their divisions for a good-bye circle and to receive awards. Then campers are dismissed. (**Week 6 Mini-Camp departure:** Wednesday after lunch, 2:00–3:00 PM; **Week 6 Friday performances:** Equestrian 10:00 AM; Performing Arts 1:00 PM. **Week 6 Friday departures:** after lunch, between 2:00–3:00 PM.) If it is necessary to pick up your daughter before the departure time, please notify the camp office. Feel free to join the good-bye circle and stay to visit with your daughter's counselor. Tuck Shop is open for sales by cash or check—no credit cards.

**CAMPER RELEASE** Please sign out with our staff person who will have your Camper Release Form to complete as you leave camp with your daughter.

## Contacts

**Camp Winter Address until June 15**  
Camp Cedarbrook in the Adirondacks  
Nadine Jascor  
11 Lake Shore Drive – 2D  
Watervliet, NY 12189  
TELEPHONE: (518) 608-6800  
E-MAIL: [office@campcedarbrook.net](mailto:office@campcedarbrook.net)

**Camp Summer Address after June 15**  
Camp Cedarbrook in the Adirondacks  
59 Davignon Road  
Corinth, NY 12822  
TELEPHONE: (518) 654-6262  
FAX: (518) 654-7560  
E-MAIL: [office@campcedarbrook.net](mailto:office@campcedarbrook.net)

**Camper E-mail**  
Go to [www.campcedarbrook.net](http://www.campcedarbrook.net) and click on **Bunk1 E-Mail Camper** (Registration required)  
**Camp Director** Nancy Halliday  
E-MAIL: [director@campcedarbrook.net](mailto:director@campcedarbrook.net)  
**Camp Administrator** Dianne Liddy  
E-MAIL: [dliddy@campcedarbrook.net](mailto:dliddy@campcedarbrook.net)

## After Camp

### Homecoming

Do something special! . . . a favorite meal, banner, or note. Expect that your child will need extra rest and sleep. It has been a full week. Listen as your daughter shares her experiences. It has been a significant week in her life. Share in it! Ask leading questions, such as "Tell me about your favorite person/activity."

### Lost and Found

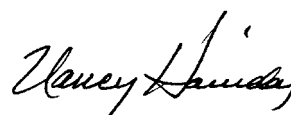
Please contact camp as soon as you know an item is missing. It may take some time to locate, box, and mail the found item back to you. Lost and Found items are returned via U.S. Mail. Please mail us a check to cover the postage expense. Camp Cedarbrook is not responsible for items that are lost while at camp. Unclaimed items will be held for two weeks, then donated to a local charity.

### Camp Evaluation

We will send a parent evaluation home with your daughter at the end of her stay at camp. Please help us to evaluate and improve our camp program by completing the evaluation and returning it to the address shown on the form.

If you have any questions before June 15, please call the registrar at (518) 608-6800; after June 15 call the camp office at (518) 654-6262.

We look forward to a good summer at Camp Cedarbrook, and I am glad that your daughter will be a part of it.



Nancy Halliday, Camp Director