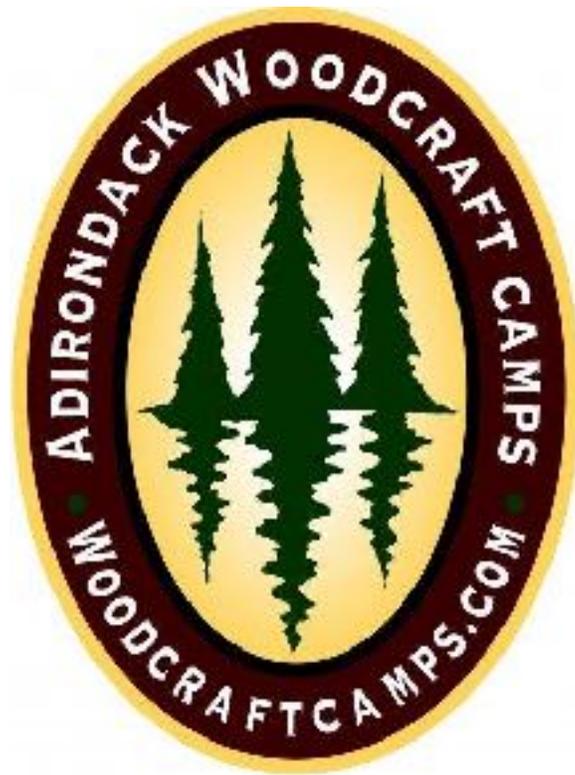

Parent Handbook

Summer 2018



Adirondack Woodcraft Camps

www.woodcraftcamps.com

P.O. Box 219 * 285 Woodcraft Rd. * Old Forge, NY 13420

(315) 369-6031 * Fax (315) 369-6032

About Woodcraft

MISSION: Adirondack Woodcraft Camps' mission is to help young people grow in courage, build resilience, and see the natural world and fellow friends with caring eyes.

K.A.R.E. describes our core values at Woodcraft and stands for: Kindness and Respect for Everyone. Easy to remember, K.A.R.E. provides a simple guide for our actions, decisions, and words at Woodcraft. Living our core values allows us to maximize fun and adventure in a physically and emotionally safe environment. Here's how it works:

Kindness & Respect for others: We grow big hearts at Woodcraft. By showing generosity, patience, consideration and support to others we foster strong friendships and an awesome community to live in. We lift each other up any chance we get. We listen, accept and include. We make a positive difference. We show gratitude.

Kindness & Respect for self: Woodcrafters learn to take care of themselves and be self-compassionate; two different but equally important life skills. Given the opportunity to take on small and big challenges, campers become confident contributors of the community. We learn the value of our own honest, hard work. In addition, we learn to be patient with and speak positively about ourselves at Woodcraft. We let go of self doubt and stay open to possibilities. It's amazing what we can accomplish when this happens!

Kindness & Respect for the environment & wildlife: Woodcraft offers an UNPLUGGED environment where campers disconnect from technology and connect to each other and the natural world around them. Campers become mindful of how their actions impact the environment. We learn about wildlife, respect their habitat and we take care to leave any place we have been better than we found it.



At Adirondack Woodcraft Camps, we value the great opportunity we have to make a positive difference in each other's life. Our mission and core values provide a strong foundation and set a positive expectation and warm environment that allows each camper to thrive and enjoy a safe, fun, inspiring and friendship-filled summer regardless of race, religion, national origin, gender, identity or ability.

Dear Parents,

Thank you for choosing Adirondack Woodcraft Camps! We can't wait to welcome your child to Woodcraft. We are excited to begin this journey with your family and are available to answer questions, provide help, or lend an ear ANY time! Our Parent Handbook will serve as your guide and provide you with quick access to important information. We work hard to create a strong and supportive camp community every summer and we need your help in doing so: Please take time to read through this handbook, become familiar with our values, policies and procedures, reach out to us with questions and be sure to talk to your camper about about what you are learning together. This will help your child feel ready



and comfortable to begin their Woodcraft adventure before they even get here! Thank you for partnering with us to prepare your child for their great adventure at Adirondack Woodcraft Camps. We can't wait to see you up here in the beautiful Adirondacks! And please, always remember to reach out to us with any questions or just to talk camp.

Warm wishes, Doug & Christina Bartlett

315-369-6031

Contacting Camp

Directors: Doug & Christina Bartlett

Tel: 315-369-6031; Fax: 315-369-6032

email: doug@woodcraftcamps.com; christina@woodcraftcamps.com

Physical Address for Packages & Luggage:

Camper's Name

C/O Adirondack Woodcraft Camps

285 Woodcraft Rd.

Old Forge, NY 13420

Mailing Address for Letters:

Camper's Name

C/O Adirondack Woodcraft Camps

PO Box 219

Old Forge, NY 13420

Mail, Email & Packages

Mail time is an exciting time of the day for campers who receive mail. It can also be disappointing for the camper who does not receive any. Aim to send a letter or two per week. Letters via "snail mail" are the most fun to open! You may also send your child e-mail to info@woodcraftcamps.com; put the camper's name in the subject line and we will print out the letter. **Campers do not have access to send email.** Packages are welcome, but **no food** may be included. We have a healthy bear, squirrel, and raccoon population in the Adirondacks and their only reason to visit camp would be the scent of goodies in cabins!

Phone, Fax & Photos

Please call us ANY time and as often as you would like to speak about your camper! Although we have a **no camper phone call** policy, we will stay connected with you and welcome your questions and follow up throughout the summer. Many of our campers are from overseas and may call home upon arrival at camp as well as fax letters home. We do allow campers to phone home on special occasions such as birthdays. Please consider how your phone call could adversely affect your child while at camp. Phone calls often draw unexpected tears. A camper who is having the best of times and is busy with camp friends can suddenly feel pulled out of their world of adventure and into feeling homesick once they hear their parent's voice. Every child is different; please feel free to discuss your thoughts with us. Camp will upload summer pictures to our safe Slicpic link a few times a week. We will provide a password. While we try our best we do ask for your understanding and patience with technology in the North Country!

Important dates

| | |
|---------------------|--|
| Upon Enrolling | \$750 Deposit due with Application |
| April 15 | Full Tuition Balance due |
| May 15 | All Camper Forms due |
| Saturday, June 16 | All staff arrive for Training Week |
| Sunday, June 24 | First Session begins for 4 & 7 Week Campers and 1st Session Rookies Car arrival time is 10:00am – 12:00p Buffet-style lunch served |
| Sunday, July 8 | 1st Rookie Session ends Pick-up time is 10:00am – 12:00pm or opt to extend your camper rookie session for a couple more awesome weeks of adventure! |
| Saturday, July 21 | 4-week Session ends Parent's Weekend for 7-week campers Pick-up time for both is 10:00am – 12:00pm Early enrollment period begins for summer 2019 |
| Sunday, July 22 | 3 week Session & 2nd Rookie Session begin Car arrival time is 10:00 am – 12:00pm Buffet style lunch served All 7 week campers back in camp before 6:00 pm |
| Sunday, August 5 | 2nd Rookie Session ends Pick-up time is 10:00am – 12:00pm or opt to extend your camper rookie session for another awesome week of adventure! |
| Friday, August 10 | Candlelight Ceremony (campers only) |
| Saturday, August 11 | Last day of camp Pick-up time is 10:00am – 12:00pm No lunch served 2019 Early Enrollment is open! |
| Sunday, August 12 | Staff depart |
| Monday, August 13 | AWC is available to rent for weddings, reunions, and other gatherings during the warm months! |
| December 1 | Early enrollment period ends; 2019 rates apply |
| And all year... | THINK SUMMER!! We can't wait to see you! |

Financial Information

At AWC we truly appreciate when you pay your balance via check. We do also accept all major credit cards as well as wire transfers.

Tuition, Cancellation & Refund Policy

The balance of all tuition is due on or before April 15th. All monies are fully refundable until April 15th. Cancellations made for any reason after April 15th will result in a \$250 processing fee. No reduction in fees will be made for campers arriving late or leaving early. We reserve the right to withdraw, without refund, any camper whose influence or actions are deemed harmful, or who will not live within the rules and policies of our camp.

Medical bills

Parents are responsible for all medical bills and must provide proof of medical insurance coverage.

Transportation Charges

Woodcraft charges a \$100 one way transportation fee your child is being picked up or dropped off by camp van at Hancock International Airport in Syracuse, NY. For all campers arriving by train to Utica, NY there is \$50 one way transportation fee. Transportation fees will be charged prior to each camper's trip.

Camper Spending

Refer to the Woodcraft Packing list in order to reduce the need for incidentals while at camp. At the Trading Post, camper's have the ability to purchase items like soaps, shampoos, deodorant, flashlights, toothbrushes, batteries for cameras, insect repellent, sunscreen, etc. Additionally, there are camp sweatpants, sweatshirts, and tshirts available for purchase. Campers may purchase items based on a charge system. You may choose to prepay, via check, for your camper's spending allowance. Please call the camp office to set up your child's account.

Gratuities

We prohibit the offerings of gratuities to counselors and staff. All Woodcraft staff members have been made aware of this policy.

To-do Checklist

Help us prepare for your child's arrival by looking over all forms and information. Know that we treat all information confidentially. Do not hesitate to call the camp office if you have any questions or concerns you would feel more comfortable discussing over the phone. Our website (www.woodcraftcamps.com) has all the necessary forms to print and mail, or submit electronically (preferred).

- Complete **Health Form and Medication Sheet** A physician must sign off on Health Form Part II & Part III within 6 months of camp. Parents/guardians complete Part I, the Health Insurance information and Parent Authorization. Include a copy of your camper's insurance card. Please notify camp with any changes in health or medication instructions prior to your child's arrival.
- Complete **Meningococcal Meningitis Vaccination** Response Form as required by the State of New York. This form is to be completed by the parent/guardian.
- Complete **Confidential Questionnaire** Form. This information is a valuable source in helping your child have the best camp experience possible.
- Complete **Travel Form**, even if your child will be driven to camp. We account for each camper's travel plans and must call every camper who has not returned a form. Include any special instructions regarding how your child's luggage (and which pieces) will arrive to and leave camp (train, car, plane, UPS or FedEx). Please call camp if there is a change. Your child will be released only to the person on the form.
- Please send all necessary paperwork together (not separately). Parent/guardians (not campers) should complete and submit all paperwork.
- Perform a **lice check** for your camper **prior to camp** and do not send your child to camp with lice. Once at camp, all campers will be checked for lice within 24 hours. Should a camper have lice, a parent will be asked to pick them up to have them treated. Better to take care of this before camp altogether!

REMINDER: Signed Health Forms, Travel Information, and Permission Forms must be up to date and in the camp office May 15th. All fees must be paid by April 15th to reserve your camper's spot.

Camp Schedule & Camp Life

Program Style: Each morning, the AWC staff publishes a schedule of each age groups' activities for the day. In the afternoon, campers get to choose one elective activity where they want to spend extra time. Activities include instructional swim, kayaking, canoeing, archery, nature & wildlife, arts & crafts, sports, mountain biking, and many more. The combination of structured activities and choice provides the optimal growth experience for our campers; it allows campers to grow in areas they may not have anticipated! Evening activity is often a favorite and is usually reserved for special divisional activities or all-camp activities. It could be fishing, campfire by the lake, capture the flag or a team-building challenge. Campers take part in helping to come up with ideas.



Sample daily schedule

| | |
|----------|--------------------------|
| 7:30 am | Reveille (wake up) |
| 8:00 am | Breakfast |
| 8:45 am | Cabin Clean-up |
| 9:15 am | 1 st Activity |
| 10:25 am | 2 nd Activity |
| 12:00 pm | Lunch |
| 1:00 pm | Rest Hour |
| 2:10 pm | 3 rd Activity |
| 3:10 pm | 4 th Activity |
| 4:10 pm | 5 th Activity |
| 5:10 pm | General Swim/Choice |
| 6:15 pm | Dinner |
| 7:30 pm | Evening Activity |
| 8:30 pm | Call to Quarters |
| 9:00 pm | Taps (lights out) |



Instruction & Skills Building:

With a focus on individual instruction, campers work towards a series of achievement badges throughout their time at AWC. Campers can earn badges in every field from swimming to wilderness skills. Because some achievements take several years to complete, the staff keeps an ongoing record of progress from year to year. Every time a camper earns a new badge an announcement is made in front of the entire camp, giving the camper an unmatched sense of pride and achievement.

Atmosphere: The Woodcraft vibe is non-competitive, warm & fun. Our setting is beautiful and pristine and our staff members are caring and full of positive energy. Woodcraft is small by design; everyone knows each other by the 2nd or 3rd day of camp. Our campers absolutely love the sense of freedom and camaraderie they feel here!

Some of our Traditions:

Trip Day: Each Wednesday morning, campers choose from a selection of day-long trips or hikes that will include a mix of ages and gender. Trips include hiking, mountain biking, fishing, canoeing, and more. When campers return to AWC, they get to participate in a free-choice elective to end the day. This is different from each division planning their one-night or multiple overnight trips that will be scheduled separately.



Special Sundays: Each Sunday is a change of pace day at Woodcraft. Campers sleep in an hour longer and enjoy free choice activities during the morning. For campers who wish to attend religious services, a camp bus and staff will accompany the campers into Old Forge. After an extended Cabin Clean-Up, Directors conduct cabin inspection. In the afternoon, campers participate in special themed days planned by the AWC staff. These events include inter-camp games like the Wood Cup, Olympics, Halloween, 4th of July, Carnival, special performances, and more.



Camp-wide Campfires:

Every Sunday evening, activities are concluded with an all camp campfire where campers and staff have a chance to share stories, perform skits, and sing songs. (During the week, divisions may host their own campfires as well.)

Candlelight: A very special ceremony to close the summer. The ceremony begins with a breathtaking archery display over the lake while campers proceed down a candle-lit path to join their friends for their final campfire.

Birthdays: When a camper's birthday occurs during camp, he or she receives a special home-made birthday cake. The entire camp sings the Adirondack Woodcraft version of "Happy Birthday" and the birthday camper gets to skip around the dining hall to cheers from campers and staff. Care packages and mail are very welcome on these special days.

Camp Setting: Right outside their cabin doors, campers love the direct access they have to two private unspoiled lakes where they can swim, boat and explore. The Moose River is just a walk through the woods away and offers incredible views, paddling and opportunities for spotting wildlife. With 500 miles of trails bordering our 250 acre property, we can enjoy endless hiking and biking directly from the camp property.



Living: Woodcraft's buildings are rustic and beautiful Adirondack style cabins with a wooden exterior and red tin roofs. The camp dining hall and long house have full log ceilings with post and beam construction and floor to ceiling stone fireplaces. Our youngest campers live in one larger cabin with bathrooms. As campers grow older, they move to divisions with individual cabins for 4-6 campers and one counselor with shared bathhouses next door.

Food

We know the quality of food matters to you and your child. It matters to us too. Camp is meant to be enjoyed, including the food. At every meal, there are generous proportions and plenty of choices to make for a balanced and healthy home-cooked meal. Campers can always find something they like. At breakfast, there is a main course (like eggs, waffles or pancakes) plus a cereal, yogurt and fruit bar. At lunch, main courses include tacos, BLTs, grilled cheese, and chicken patties; plus there is always a large salad bar. Dinners may include pizza, chicken, lasagna, turkey or beef dinner. There is always a vegetarian choice at each meal as well as special choices for dietary restrictions. There is also a selection of whole fresh fruit available for campers anytime throughout the day.



Food Allergies: We do not serve or use nut products in the meals we provide nor do we offer nut products at the Trading Post. Remember to not send or bring any food to camp. Please be aware that while we maintain a very strict policy concerning the above items and we would love to provide a completely nut free environment, it is impossible for us to guarantee that our site is completely nut free since it is

becoming more and more difficult to find products that are not marked “manufactured in a facility that processes nuts.” We handle other food allergies on a case by case basis and ask that you discuss all food allergies with us in person prior to the beginning of camp. Remember to note allergies on all appropriate forms. We will take precautions to prevent contact with all camper allergens, and are vigilant in our efforts, but we cannot guarantee that campers with allergies will not come into contact with these foods while at camp.

What To Bring & Not To Bring

Tips for a successful packing experience at Woodcraft!

- **PLEASE LABEL** your child's clothing and other items with their name!
- List all items brought to camp on a sheet attached to the inside of the trunks.
- Send clothes you don't mind your child getting dirty—it's camp!
- Pack weather appropriate clothing that can be easily layered.
- Send clothing that dries easily and will keep campers warm (synthetic shirts, shorts, pants, and a fleece as well as comfortable, wool hiking socks.)
- A waterproof raincoat is essential.
- Good hiking shoes/boots are a must. Break in your boots before camp!
- Do not bring any electronic devices except for music-only players. Remember we are an unplugged camp. Itouch, I pads, Kindles, Ereaders, etc. will be stored in the camp office if they are brought to camp.
- Leave valuables at home!
- No food of any kind.
- No weapons of any kind

If you feel your child needs a cell phone or other electronics to travel to and from camp, these will be locked in the safe in the main office during the session and returned to the camper for travel home. Any important travel documents, cash, passports or other valuables your son or daughter may need will also be locked in the camp safe.

Dress code/Uniforms

While there is no dress code, all clothing must be appropriate for an active outdoor lifestyle and should provide appropriate coverage. The only uniform required at Woodcraft is a camp T-shirt to be worn on parent's weekend, closing day and if your camper chooses to participate in church service in town on Sundays. The T-shirt will be provided to your camper within the first week of their session.

Woodcraft is not responsible for and cannot replace misplaced items.

WOODCRAFT PACKING LIST

The basic equipment is the same for each session length.

Laundry service will be provided every week and returned within a two day time frame.

Special items

1 pair broken in
hiking boots
1 labeled sleeping bag
(synthetic fill) with
stuff sack
1 laundry bag
1 internal (preferred)
or external frame
backpack
headlamp
stationary & stamps

Sleeping

2 heavy twin sized
blankets
1 pillow
2 pillow cases
2 sets of cot sheets
(flannel is very
comfortable)
2 pair pajamas

Swimming

3 bathing suits
Sunscreen

Clothing

10 pairs of underwear
4 pairs of pants
5 pairs of shorts
3 warm shirts
t-shirts

Wet weather

Rain jacket
Rain pants
Hat

Footwear

10 pairs of socks
2-3 pair wool hiking
socks
1-2 pair sneakers
1 pair Keens/Texas/
sandal

Hiking/Tripping

1 sleeping pad (foam
or Therma Rest)
2 labeled water bottles
Insect repellent

Toiletries

2 wash cloths
2 bath towels
2 beach towels
Toiletry carrying case
Comb or brush
Toothbrush
Toothpaste
Soap with case or
body wash
Shampoo and
Conditioner

Optional

Folding camp chair
Books
Guitar
Goggles
Personal equipment
(if you want to bring
your own bike helmet,
racket, mit., etc.)

Travel To & From Woodcraft

(Woohoo! It's time to go to Camp!)

Travel by plane

Please try to arrange all air travel to and from Hancock International Airport in Syracuse, New York. Our camp staff will assist campers and provide transportation to and from the airport on opening and closing days for a **\$100 transfer fee each way**. Flights into Syracuse are limited; try to make airline reservations early! Please reserve flights that arrive at the airport **before 12:00 pm**. Don't forget to email or bring all return tickets to the camp office; we hold all tickets in the office safe until the departure date.

Be sure to check with the airlines about "Unaccompanied Minor" forms (children 14 and under) and to pay all associated fees when you book your tickets, for both arrivals and departures. Attach these forms to the return portion of the tickets, as the airlines do not accept minors without them. Do not assume that the airline does not require a fee because the booking agent does not mention it. Campers have missed flights in the past because parents have failed to pay unaccompanied minor charges. Before booking, you will need the name of the person meeting your minor camper to provide on the unaccompanied minor form, please call for this information as it changes from year to year.

Woodcraft will assume responsibility for your child when a staff member meets them at the Syracuse airport. Travel time from Syracuse to Woodcraft is typically 2-3 hours. The camp office will call you to let you know when your child has arrived at camp.

On closing day, camp staff will supervise transportation to the airport and escort campers onto their flights. They will be on hand at the airport all day in case of delayed or rescheduled flights.

Arriving by Train

Please make all reservations through Penn Station to Utica Station. A staff member will meet campers at Penn Station and chaperone them to Utica and then to camp. Call the main office for final scheduling details. There is a **\$50/one way transfer fee** if your child is arriving or departing by train.

Shipping Luggage

Your camper may send luggage to camp up to two weeks in advance of their session. Mark all duffel bags and trunks clearly with your child's name and Adirondack Woodcraft Camps. Trunks traveling by air should be sent as checked luggage on your child's tickets. As luggage may arrive after your camper, be sure to pack a small carry-on bag with a bathing suit, towel, and toiletries so that they can participate in activities upon their arrival at camp. Luggage will return home with your camper unless specified otherwise on the travel form.

If you need luggage to be mailed back at the end of camp, Woodcraft will ship luggage via FedEx and the shipping costs will be included on your final invoice.

Arriving by car

Please arrive between 10:00am and 2:00pm on opening day. Because of orientation and staff training, it is inconvenient for any campers to arrive before 10:00 am on opening day. Drive slowly in and out of the camp road. We can't wait to see you!

Opening Day of each Session

(Let the fun begin!)

Check-in

Arrival time on opening day is between 10 am and 12 noon. Upon arrival, we will greet you in the Main Area and direct you to the main office with a staff member to check in your camper. At this time, we will verify that we have received all necessary camper forms and tuition. If your child has any money, valuables, electronics, or travel documentation that you need to leave at camp, these will be placed in the camp safe. You may also set up an account for your child to use at the camp Trading Post.

If your camper has any medication, your next stop will be the Health Center. Here you will turn in any medication for your camper. All medication must be in the original container with your camper's name on the label. (PLEASE INDICATE all medication needs on your child's health form to be returned to us by May 15th.)

After checking in, your camper's counselor will accompany you to their cabin to help your camper settle in.

A buffet lunch is available for campers and families from 12:00 PM to 1:00 PM and provides an easy transition for your departure. After lunch, campers and parents will say their good-byes. Be mindful to make this a fun and exciting transition; do not linger in camp too long. The good-bye process can be difficult for new and old campers alike! From experience we know it is best to keep it short and sweet with encouraging words, hugs and high fives.

As soon as all parents have left, campers meet back at their cabins for fun team building activities with their cabin mates. They will also take a tour of camp and take their swim and canoe tip-tests. Later that evening, they will later enjoy a wonderful opening campfire.

Parent's Weekend & Closing Day

Parents Weekend

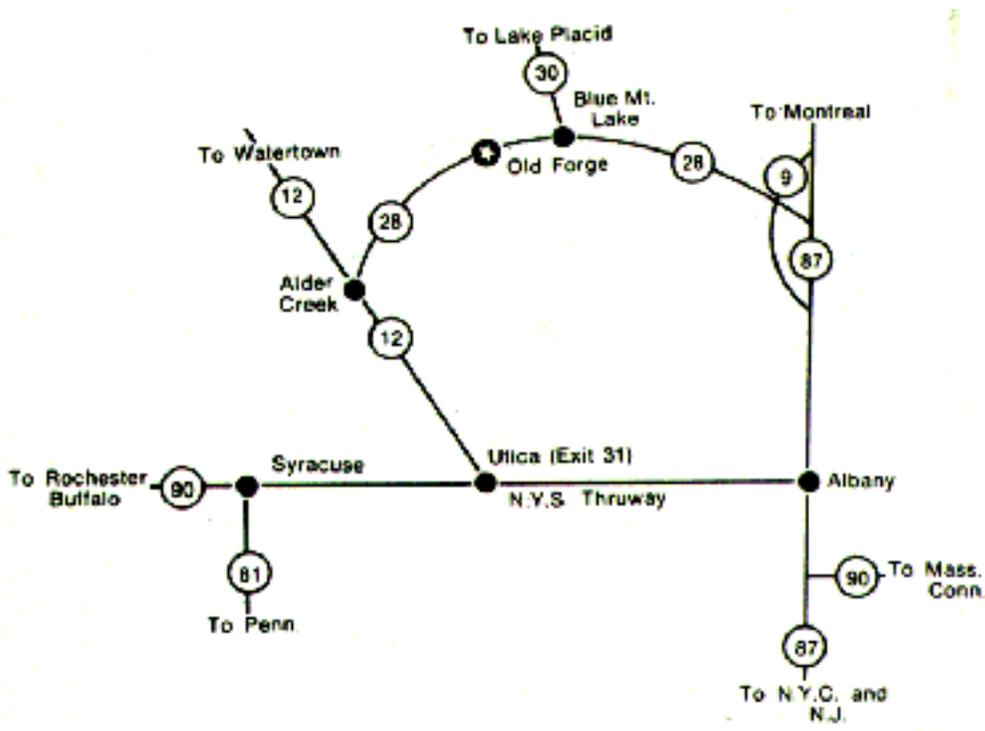
We look forward to your visit! Pick up time is between 10:00 and 12:00 noon. Please note that this is a very busy weekend in Old Forge as there are a number of area camps that will also be having Parent's Weekend. We suggest reserving your hotel room well in advance. All visitors are required to check-in with the office upon arrival and must sign the camper out for the afternoon or evening. Parents are invited to tour camp with their camper and are allowed to take their camper out of camp for the afternoon or overnight. All campers are to be back at camp before 6:00 pm on Sunday. Please drive slowly in and out of the camp road, thank you!

Closing Day

Pickup for campers traveling by car is between 10:00am and 12:00pm on closing day. Thank you for understanding that there is no parent/camper lunch provided on closing day. If you arrive in the Old Forge area prior to closing day, please do not visit camp. The last few days are very special camp community times and a parent's visit disrupts the camp atmosphere (See Visitation Policy). Do feel free to spend time touring camp with your camper on closing day. And thanks again for driving carefully and slowly on the camp access road!

Directions to Woodcraft

(This time it's all about the destination, not the journey!)



From Old Forge:

Travel approximately 5 miles north on Rt. 28. Turn left onto Rondaxe Rd. Travel approximately 2 miles. Turn left onto Woodcraft Rd. Travel approximately a half-mile into the Main Area.

From Inlet, NY:

Travel approximately 6.5 miles south on Rt. 28. Turn right onto Rondaxe Rd. Travel approximately 2 miles. Turn left onto Woodcraft Rd. Travel approximately a half mile into the Main Area.

Camp Policies and Procedures

Please read the camp policies carefully and share relevant information with family and friends. We rely on your support of these policies that are designed to maintain a positive camp community. As part of a community, it is critical for each individual to adhere to the policies. Parents, family, and friends must comply with these policies as a condition of enrollment. Talking to your camper about K.A.R.E. (Kindness and Respect for Everyone—see more in the “About Woodcraft” section of the parent handbook) before they arrive will be a great help!

VISITING YOUR CAMPER

We welcome your visit during opening and closing days as well as our on Parent’s Weekend in the middle of the summer! It is our goal at Woodcraft to foster a close camp community which is why we do not have an open visitation policy. In addition, those who do not have visitors often feel left out when their cabin mates have visitors throughout the session. As more families and friends vacation in the Old Forge area, we get asked more frequently to visit campers while camp is in session. We appreciate your understanding in this matter.

Most parents come to camp on opening day and Parent’s Weekend (between the first four-week and the last three-week sessions). If your camper is a seven-week camper, you can take your child off campus for a meal but must report to the directors before departing the camp.

We understand that 4 and 3 weeks can be a long time away from your children. If you do want to come for a brief visit please be sure to call before hand to ensure that your camper isn’t out on a trip.

CABIN REQUESTS

Even though every attempt will be made to house friends together or separately, depending on the desire of the parents, we cannot promise that every friend combination will be possible. Often it is better for friends not to be in the same cabin so that each camper can make new friends and create their own camp experience. There is always opportunity to sign up for choice activities together as well as participate in divisional programs. Final cabin placement is subject to the discretion of the camp directors.

EARLY DEPARTURE/LATE ARRIVALS

For individual campers and for the camp community as a whole, it is important for campers to arrive on opening day and depart on closing day. Late arrivals to camp are disruptive for cabin groups and impede the adjustment to camp life for the individual and the group. Early departures from camp are a “let down” for the individual and for the cabin group who benefit from the closure provided by the candlelight ceremony and the activities of the last few days of each session. In order to keep a sense of community and to be fair to all the campers, it is our policy not to allow late arrivals or early departures of campers unless extreme circumstances arise.

CAMPER HEALTH

Please help us by making sure your camper is in all around good health before traveling to camp. In terms of the nitty-gritty (pun intended!) the single most effective way to keep lice out of camp is to perform a head check a few days before your child’s trip to camp. Please **DO NOT SEND YOUR CHILD TO CAMP WITH HEAD LICE!** Thank you kindly for helping us in this way. All campers are checked within 24 hours of their arrival. If your child does come to camp with lice, we may choose to send a camper home rather than provide lice removal services. There will be no refunds for being sent home for lice.

A full-time health center director (EMT, RN, or LPN) is always on site and a doctor and dentist are a call away at the Old Forge Professional Office Building just seven miles down the road. There are three hospitals in Utica, NY, about 1 hour away. Our health center director will always notify you by telephone should your son or daughter spend the night in the infirmary or in case of injury or illness that requires medical attention. For the safety of everyone in camp, both prescription and over-the-counter medications are turned in on opening day and stored in the infirmary. Any medication, whether prescribed or over the counter, must be administered by our health center staff or under their specific instruction.

Be sure all medications are clearly labeled and in their original pharmacy container with the physician’s name, camper’s name, type of drug, date and dosage instructions on the bottle. Please provide only the amount of medication needed for the session (First Session: 28 days, Second Session: 21 days, and Full Session: 49 days.) No extra medications will be

returned to the campers, **parents must retrieve medications from the infirmary at the end of the session.**

No medication will be given to a camper unless labeled with their name, dosage directions, and accompanied by the prescribing physician's name and telephone number. A medication chart will be kept for each camper taking medication.

DRUGS, ALCOHOL & SMOKING

Possession or use of illegal drugs, alcohol, and cigarettes is grounds for immediate dismissal from camp. All prescription and nonprescription medication must be checked into the camp infirmary on opening day and dispensed to campers by the nurse.

LOST & FOUND

Unfortunately, each year we have many items that end up in our lost and found. Each Sunday and closing Saturday we will put the lost items that we have out for parents and campers to go through. To help us get clothing back to your child and to help you recognize their clothing, we highly recommend that you put your child's name in everything he/she brings to camp. Although we cannot be responsible for lost items at camp, we will hold on to the unclaimed items for 2 weeks after the session has ended. After that time, all remaining items will be donated to charity. Woodcraft will work hard to get these items back to their owner, but we don't have the resources to deliver items to the owner after camp nor are we able to have items shipped. We will make every effort to have your item available for UPS, FedEx or any other carrier to pick up.

Camper Care & Homesickness

We will of course contact you immediately if there is an issue concerning your child. Remember to always to contact us with any questions or concerns. We welcome your calls at anytime, even for just a brief check-in! Parent's Weekend is also an ideal time to meet with counselors and administrators to discuss your child's summer. In addition, before the end of each camp session you will receive a letter from your child's counselor summarizing activities, awards and the trips taken by your child.

Adjusting to Camp

While camp offers a whole new world of wonderful opportunities for fun, new friends, growth in self-confidence, and greater self-esteem, the anticipation of leaving home can fill some campers and parents with anxiety. The experience of homesickness does not have to be a negative one. Often, homesickness is an opportunity for great growth in independence, and parents can help to prepare the way for this to be a positive experience for both themselves and their children. By the end of the first week, most all homesickness has passed. In the rare case that your camper is truly struggling, we will certainly call you. And if you find yourself child-sick at home, we can help you too! Just give us a call.

What we do at Woodcraft to help campers feel at home:

We schedule the first few days to keep the campers especially active and engaged. Campers are involved in games that help them to get to know their new friends right away and the counselors are well prepared to help with this adjustment period. Our counselors are great at showing compassion AND knowing just how to help redirect the energy of the campers to shift their focus away from homesickness toward the activity at hand. We provide structure and a comfortable routine along with exciting and special traditions for campers to look forward to.

Ways you can help your child have a successful experience:

- **Be positive!** Help your child to focus on the excitement, activities and new friends at Woodcraft.
- **Reassure** them that you are excited about the opportunities for fun that they will have at camp.
- **Believe in them!** Let them know they may experience feelings of homesickness (and that it's a completely "normal" feeling) and express your confidence in them that they will totally adjust and have a fantastic time.
- **Prepare them!** Cover all you have learned from the parent handbook and please explain to your child that they can feel comfortable sharing any concerns with their counselors and camp directors at any time. We're a big family here, we take care of each other.
- **Be honest!** Please do not make false promises or tell your child they can come home if they don't like camp. We know from experience that a camper who comes to camp believing they will be picked up the moment they feel a touch of discomfort or unhappiness is a camper who has a much harder time adjusting to camp. It's human nature to want to take the out when given one! Instead, believe in your child's ability to take on this exciting challenge and inspire courage. It's a great opportunity for sharing your own stories of success in this way!
- **But not TOO honest!** If you yourself feel anxious about camp, please try not to share that with your son or daughter. Call us! We can help you through it. If your child knows that you feel anxious about them leaving, they may feel guilty about going away to camp or it may cause them to double their own feelings of apprehension.
- **Write upbeat letters!** It is great to keep your camper in touch with what is going on at home, however don't make it sound as though they are missing out on all kinds of fun. Believe in your camper and reassure them that he or she can succeed. No matter how much you miss your child, don't overemphasize those feelings. Focus on the experiences at camp and how proud you are!

- **Don't overreact to an unhappy letter!** Don't be shocked if you get a letter home that talks about homesickness or unhappy feelings. Letters are often written during quieter times when such thoughts can settle in. Take comfort in knowing that the problem was probably solved before you got the letter and call the office to check in with us so we can be aware and help your child and you right away.
- **How should you respond to a letter like that?** Please call us with your concern. When responding to your child, write them how confident you are in their ability to deal with the situation. An email or letter can be a real encouragement to a homesick camper. Children need parents to show that they understand their feelings and predicament, and who also help them feel like they can do something about their own situation. Although perhaps well intended, statements like: "the house sure is empty without you" or "if you stay one more week, we'll come get you before the session ends" are a hinderance to a camper's success. Instead, show your love and support through strength and courage.

