

Lake Geneva
Fresh Air
ASSOCIATION



Since 1887

Providing A Fresh Air Experience To Underserved Youth

Parent and Camper Handbook



*Important information!
Do not discard!*



Table of Contents

Introduction

Letter to Parents and Guardians	3
Camp Dates.....	4

Frequently Asked Questions

How do I register my child for camp?.....	5
What do I need to do to complete my registration?.....	5
How much does it cost for my child to attend camp?.....	5
Why is camp so cheap? How can I help others attend?.....	5
Why do you ask for my families income?.....	5

All About Transportation

Transportation to and from camp.....	6
Dropping off and picking up your camper at camp.....	6
Food on arrival/departure days.....	6
Time requirements.....	6
Authorized Pick Up.....	6
Safety Regulations.....	6

Life At Camp

Packing List!.....	7
Lost and Found.....	7
Where will my child be sleeping?.....	8
What is the daily schedule?.....	8
What programs do you offer the kids?.....	8
All about Water Safety!.....	8
Food Service.....	9
Camper Supervision.....	9
Camp Store.....	9
What if my child has a birthday during camp?.....	9
Laundry at camp.....	9
Who will be successful at camp?.....	10
What if my camper has discipline or behavioral issues?.....	10
What if my camper is sent home from camp?.....	10

Health Care

Health Care Protocols.....	11
Your Campers Health History... ..	11
Medication Procedures.....	11
Basic Health Care.....	11
Health Insurance.....	11
Bedwetting.....	12
Toiletry Kits.....	12
Insect Repellent and Sunscreen.....	12
Emergency Contact.....	12

Camper/Parent Communication

Cell Phones and Electronics at camp.....	13
But I must talk to my child while they're gone!.....	13
Camper Emails.....	13
Letters and Packages.....	13
Homesickness.....	14
I received an "I want to come home letter" from my camper.....	14
Receiving phone calls from camp.....	14
Communication with Camp.....	14
Camp Contact Information.....	14
American Camp Association Accredited Camp.....	15
Questions? Call us!.....	15



Re: Summer Camp

Dear Parents, Guardians and Campers,

Holiday Home Camp is a week long residential summer camp that serves underprivileged, inner-city youth. We were founded in 1887 and remain the oldest accredited camp in America that is still operating in its' original location. We exist to provide educational and recreational programming that helps disadvantaged youth develop the life skills necessary to become self-reliant, productive members of their families, schools and communities.

Our main goal is to provide our campers with fun and safe programming that will help them learn about themselves, their peers and the world around them. For summer camp, we accept campers who are entering 2nd-8th grade. Many children in the past have essentially "grown up" at Holiday Home Camp, attending every summer throughout their school age years. Our children come from diverse backgrounds and we strive to provide an environment where everyone can feel welcomed, recognized and respected.

Our three values at camp are Respect, Responsibility and Relationships. We incorporate our values into everything we do at Holiday Home Camp. Our main activities are hiking, swimming, boating, arts and crafts, archery, skits, games, outdoor education, dance and recreational sports. While participating in these activities campers gain confidence, responsibility, communication skills, positive sportsmanship and respect for self, others and their environment.

Before deciding to send a child to Holiday Home Camp, please carefully consider the *readiness* of your child to be away from home for an extended period of time, live with other children, follow camp rules, and accept the direction of their peers and adults who are not their parents/guardians.

We hope this handbook will answer any questions or concerns you and your child may have about our program. If you have any additional questions, please contact our camp office at 262-245-5161. Additionally, please note that all information regarding your campers week at summer camp will be communicated via the email address you provided during registration. Please check your email frequently, as we send lots of information and reminders about summer camp.

Again, please review this information carefully. When you sign your child's application, you state that you understand and will follow these policies.

Sincerely,

Holiday Home Camp Staff

Holiday Home Camp, accredited by the American Camp Association, is owned and operated by Lake Geneva Fresh Air Association, Inc., a nonprofit organization. Contributions are tax deductible.
361 N. Lake Shore Dr. P.O. Box 10 Williams Bay, WI 53191 (262) 245-5161
www.holidayhomecamp.org www.owlsadventureed.com

2020 CAMP DATES

JUNE 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14 Session 1	15 Session 1	16 Session 1	17 Session 1	18 Session 1	19 Session 1	20
21	22 Elites	23 Elites	24 Elites	25 Elites	26 Elites	27
28 Session 3	29 Session 3	30 Session 3				

JULY 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Session 3	2 Session 3	3 Session 3	4
5	6	7 Session 4	8 Session 4	9 Session 4	10 Session 4	11 Session 4
12 Session 4	13	14	15 Session 5	16 Session 5	17 Session 5	18 Session 5
19 Session 5	20 Session 5	21	22	23	24 Session 6	25 Session 6
26 Session 6	27 Session 6	28 Session 6	29 Session 6	30	31	

AUGUST 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2 Session 7	3 Session 7	4 Session 7	5 Session 7	6 Session 7	7 Session 7	8
9	10 Day camp	11 Day camp	12 Day camp	13 Day camp	14 Day camp	15
16	17 Day camp	18 Day camp	19 Day camp	20 Day camp	21 Day camp	22
23	24	25	26	27	28	29
30	31					

Frequently Asked Questions

How do I register my child for camp?

Registration for Summer Camp opens each year in December. You can register online at www.lakegenevafreshair.org or download the application on our website and return it to us via email, mail or fax. Registration is based on a first come, first serve basis. Registration will remain open until all spots are filled for each session.

Please note, your registration is NOT complete and your child's spot at camp is not secured until you fully complete the registration process!! Each child is only allowed to register for one session. If your child is interested in attending a second session, please contact our camp registrar and let her know, she will then get you on the waiting list for a second session. Second sessions are not guaranteed.

What do I need to do to complete my registration?

In order to complete your campers registration, you must complete the following:

- Registration & Health History completed online or via the paper forms
 - Send in a copy of the campers insurance or medical card
 - Send in a copy of the campers updated immunization records
 - Complete the DPI Household Size and Income Verification Form
 - Depending on the scholarship awarded, additional paperwork may be required
 - Pay the agreed upon fee for the camper
-

How much does it cost for my child to attend?

Holiday Home Camp believes that every child deserves a fresh air summer camp experience. Therefore, NO child will be turned away due to the inability to pay! We provide several unique scholarships which your camper may be eligible for. Upon receiving your camper paperwork, the Camp Registrar will align your campers with the proper scholarship.

Registration fees vary based on scholarships, with the maximum out of pocket fee being \$50! Registration fees are non-refundable and are due before your camper attends camp. Again, the campers registration is not complete, and their spot at camp is not secure, until the fee has been paid.

Please do not wait to apply for your child to attend camp due to financial reasons!! Please call us, we are more than happy to work out a payment plan!

Why is camp so cheap?!! How can I help others attend?

Did you know that the **actual cost** of camp is \$1,200?! Your child's camp fee covers a very small portion of this cost. Thanks to our generous supporters and agencies that support our mission and donate to our scholarship fund, we are able to offer summer camp at such a low cost for deserving children!

We also have a handful of families that pay the full fee. This additional funding goes directly to our scholarship fund, and helps other children attend camp! If you and your family are able, join with others in the community by contributing to our scholarship fund. A contribution of any size is welcome—every penny helps!

Why do you ask for my families income?

We require that every family fills out a Household Size and Income Verification form. We use this form for the Summer Food Service Program. This program is similar to the school lunch program and helps us offset the cost of food for children while they are at camp. In order for our program to receive funding, each family is required to complete this form, regardless of income eligibility. This form in no way, shape or form will affect your ability to receive a camp scholarship. Additionally, each child will eat the same three family-style meals and snack each day.

All About Transportation!

Transportation to and from camp!

Holiday Home Camp provides free transportation to and from camp by school bus and/or camp vans. See below for the drop off and pick up times and locations.

City	Drop Off For Camp	Pick Up From Camp
Chicago	10:30am Union Station – Inside the Great Hall	10:30am Outside Union Station – Corner of S. Clinton St. and W. Adams St.
Kenosha	12:00pm Vernon School	9:00am Vernon School
Milwaukee	12:00pm Mitchell Park Domes Parking Lot – Corner of S. Layton and Pierce	9:00am Mitchell Park Domes Parking Lot – Corner of S. Layton and Pierce
Madison	11:30am East Towne Mall Parking Lot – Far End by Sears	9:30am East Towne Mall Parking Lot – Far End by Sears
Rockford	12:00pm Walmart on Walton Street	9:00am Walmart on Walton Street

Dropping off and picking up your camper at camp!

If you are dropping your child off at camp on the first day, please arrive promptly at 1:30pm. If you are picking your child up from camp on the last day, pick up time is 8:00 am sharp! **Please note:** no staff will be available or at the drop off destination until 1:30pm. Also, say your goodbyes on the way to camp! We find it much more difficult for the campers to adjust to camp if the parents hang out during drop off time. We understand you may want to comfort your child, but please, let them explore and thrive in their new environment on their own. If you would like to see camp, you are free to schedule a tour at least a week prior to your campers arrival date.

Food on arrival/ departure days

On the first day of camp, please make sure your child eats breakfast/lunch. We will provide a small snack when campers arrive at 1:30pm, but the first meal that is served is dinner. Additionally, no food or drink is allowed on the bus or in the van.

Time requirements

It is important to have your child at the bus stop ON TIME! The bus will leave at the scheduled departure time, there will be no waiting around for late campers, no exceptions. Additionally, on pick up days, be ON TIME to pick up your child! We are charged by the minute for bus/van rentals. Every minute you are late to pick up your camper is costing camp money and taking away from the scholarship fund or program budget. Please be respectful of camp and be at the destination at the scheduled time. If you are more than an hour late picking up your camper, social services may be contacted.

Additional requirements

We will only release a camper to someone who is listed on their authorized pick up list. If you are sending a friend/other family member to pick up your camper, you must notify camp 48 hours before pick up. Additionally, when picking up your camper on the last day of camp, you MUST have a photo ID ready to present to HHC staff that matches the names on the authorized pick up list. For your campers safety, we will not release a camper to anyone that is not authorized or does not provide proof of identification.

Safety Regulations

All bus drivers and busses used to transport children adhere to the safety regulations of the American Camp Association. Additionally, only trained staff members at least 21 years of age, whose driving records have been checked and approved by our insurance company, are allowed to drive camp vans/vehicles.

Life at Camp—PACKING LIST!!

Holiday Home Camp

Below is a list for a 6 day supply of items. We DO NOT do camper's laundry at HHC, so please send the camper with enough items for a week. If you need assistance with items for your camper, call us ahead of time and we'll see how we can help! Clearly label all items in permanent marker with the campers full name, if this is not done, counselors may label campers items upon their arrival. Please do not send new or nice clothes and/or shoes to camp! We will be playing outside in the woods all day, every day! Your camper and their items are bound to get dirty and smelly while they are at camp. Have your camper personally pack for camp! This is a great skill to learn, plus it will really help cut down on campers losing their items.

SEND YOUR CAMPER WITH:

- T-shirts and shorts for one week
- 5+ of underwear
- 5+ pair of socks
- Long sleeve t-shirt/sweatshirt incase of chilly weather
- Pajamas
- Raincoat or poncho
- Swimsuit
- Tennis shoes/close toed shoes
- Bath towel(s)
- Beach towel
- ALL medication

HOLIDAY HOME CAMP WILL PROVIDE:

- Toiletry Kit that includes:
- Sunscreen
- Insect repellent
- Soap
- Shampoo and conditioner
- Deodorant
- Toothbrush
- Toothpaste
- ALL bedding (sheets, blankets, pillow and pillow case)

Suggested Items:

Pre-addressed stationary/envelopes/stamps
 Hat
 Sunglasses
 Water bottle

Fun/crazy clothing and accessories
 Disposable cameras
 Flashlights
 Water shoes

Again, please label ALL of your campers items before they come to camp!! It is YOUR CHILD'S responsibility to look after and take care of their belongings while they are at camp!! One of our core values at camp is Responsibility and we encourage all campers to keep track of their belongings from the very moment they arrive at camp.
Holiday Home Camp will NOT be held responsible for lost, stolen or damaged items.

Things to Leave at Home

Alcohol, drugs, or controlled substances of any kind
 Weapons of any kind
 Animals
 Personal Sports Equipment
 ALL ELECTRONICS—Cell Phones, Apple Watches, iPads, Digital Cameras, etc.
 Toys
 Food, Candy, Soft Drinks, Snacks

Lost and Found at Camp

We have a designated Lost and Found area in our Dining Hall. It is your campers responsibility to check the lost and found if they have misplaced an item. We also display each item individually on the last day of camp. After each session, we clean out and launder the items left in the lost and found and then place all items in our "Camp Goodwill." Our Goodwill room contains clothes and items for campers who need items when they arrive at camp.

If your camper has lost a beloved item and we have found it in the lost and found, we can ship it to you, at your own expense.

Now for the fun stuff... LIFE AT CAMP!

Where will my child be sleeping?

Holiday Home Camp has two villages, boys village and girls village. Each village has five identical cabins where all campers sleep. Your child will be assigned to a cabin with campers that are similar in age to them. All cabins have electricity, bathroom facilities and hot and cold running water. Each cabin has twelve beds, storage room for camper belongings, two toilets, two private showers and two sinks.

What is the daily schedule?

Our day is structured so campers can work on personal goals and skills in the morning, build their small community (cabin mates) during the afternoon, and then team build with the entire community in the evening. For the morning, campers are allowed to choose three activities or as we call them, "skills." In the afternoon they participate in activities/games with their cabin mates and then after dinner we play a large group game. See below for an outline of what each day looks like.

- 7:00 am—Wake up, Chores, Get Ready
 - 8:20 am—Breakfast Flag
 - 8:30 am—Breakfast
 - 9:15 am -10:05 am —Skill 1
 - 10:15 am —11:05 am—Skill 2
 - 11:20 am —12:10 pm—Skill 3
 - 12:20 pm —Lunch Flag
 - 12:30 pm —Lunch
 - 1:15 —2:00 pm—Rest Period
 - 2:00—3:00 pm—Cabin Activity # 1
 - 3:00—4:00 pm—Cabin Activity # 2
 - 4:00—4:50pm—Cabin Activity # 3
 - 4:50 pm—Dinner Flag
 - 5:00 pm—Dinner
 - 6:00 pm—All Camp Activity
 - 7:30—Shower, Read, Play in Cabin
 - 8:30—Quiet Time In Bed
-

What programs do we offer the kids?

We offer a variety of programs to be sure each camper can find something they love at camp! Our main activities offered are: hiking, swimming, boating, arts and crafts, archery, skits and games, outdoor education, theatre and drama, kayaking, field games, dance, photography, rock climbing wall, high ropes course, giant swing, recreational sports, cooking classes, health classes and SO MUCH MORE!! Some activities (high ropes course, rock climbing wall and giant swing) are only offered to campers that meet age requirements. All of our staff are trained and certified in their areas of expertise and it is our goal to provide the campers with challenging, safe, fun and rewarding activities.

All about Water Safety!

Holiday Home Camp's waterfront is monitored by trained lifeguards who are certified by the American Red Cross. Here at camp, we are lucky enough to be located right along the shores of one of the most beautiful lakes in Wisconsin—Geneva Lake! HHC has its own 50 yard shoreline. We have a lovely beach filled with beach toys, seashells and more. We have an awesome water trampoline with a slide attached as well as a floating dock. We have two piers that enclose our entire swimming area. We require that all campers wear life jackets while in the water. However, if your camper is confident in their swimming abilities and can pass an intensive swimming test, judged by our lifeguards, they may be able to opt out of wearing a life jacket. Anytime a camper is on a boat, tube or kayak, they are required to wear a lifejacket, regardless of swimming abilities.

We are aware that this may be the first time our campers have ever been in a body of natural water, and that can sometimes be scary. We do our best to have plenty of staff at the waterfront, so that we can make your campers experience at the waterfront as comfortable, safe and fun as possible.

Food Service

Each camper will receive three healthy and balanced meals and a snack each day. All meals adhere to the Summer Food Service Program requirements. The SFSP requires that at each meal, we serve milk, fresh fruits and vegetables, grains and additionally, a serving of meat at lunch and dinner. All meals are served family-style in our camp dining hall. We also have a cereal and salad bar available at most meals.

Food Allergies: We are a completely peanut free campus. If your child has any food allergies, please notify us ahead of time by listing it on the campers Health History form. Our kitchen staff are able to accommodate to most special dietary needs, if notified in advance. There are many choices offered at each meal and although we are not able to accommodate to food preferences, we are happy to accommodate to food allergies.

Camper Supervision

Here at HHC, campers are carefully supervised by our caring staff. Campers are never left unattended or unsupervised. We train and require our staff to always adhere to the “four eyes” rule. The “four eyes” rule means that there are always four eyes on each camper.

All staff must be two years of age older than the campers they are working with. As an American Camp Association accredited camp, we comply with the following supervision ratios:

- Campers 6-8 years of age require 1 staff member per 6 campers.
- Campers 9-14 years of age require 1 staff member per 8 campers.
- Campers 15-18 years of age require 1 staff member per 10 campers.

*The two exceptions to this rule are on the bus or after lights out when a 1 to 12 ratio is maintained for all ages, but 1 to 6 is preferred whenever possible.

Camp Store

Holiday Home Camp has its very own camp store called Holiday Home Depot! The camp store is filled with a variety of camp souvenirs such as: lanyards, t-shirts, sunglasses, hats, flashlights, school supplies, Frisbees, water bottles, etc. The price of items ranges from \$1-\$10. Every child is given the opportunity to shop at the store, but purchasing items is completely optional. Camp store money will be collected for safekeeping by camp staff at drop off. We recommend that you send between \$5 and \$20 with your camper. Please note that all left over camp store balances will be generously donated to support our camper scholarship fund.

What if my child has a birthday during camp?

Having a birthday at camp is super special! We have a signature song that we sing to all campers on their birthday during a meal service. We end their birthday night looking at stars at the waterfront with a special treat! (Shh, don't tell them our secrets!!!)

If you would like to send your camper a birthday gift or card, please mail it to us in advance to make sure it arrives at camp before your child's birthday. Please make sure to write “Birthday Card/Package. Deliver to CAMPER on (date).” We will hold this mail in the office to ensure it is delivered appropriately. **Do not send food or snacks as a birthday gift.** Food brings bugs and rodents and no one wants those in their cabins! If you send food or snacks, we will show the camper and then keep the package in the office until departure day.

Laundry at camp

Camp is dirty. We literally play outside 24/7. Please pack clothes for your child that you do not mind getting dirty. No laundry will be done while at camp, so please pack enough clothes and towels for the week and be prepared for your campers to return with dirty laundry. If a camper happens to soil their sheets, we will wash their pajamas and sheets.

We do our best to help our campers remain responsible for their personal items, however, kids are kids and things get lost. We have a lost and found which campers visit regularly each day. Holiday Home Camp is not responsible for lost or stolen items.

Who will be successful at Holiday Home Camp?

Campers who attend Holiday Home Camp **must want** to come to camp! Most children make a smooth and successful adjustment to camp life. We have found that children who *want* to come to camp are very successful while they are at camp. **Please discuss camp thoroughly with your child.**

- They should be able to live and get along with other children.
- They should be able to take direction from young adults who are not their guardian.
- They should be able to take responsibility for their actions, as well as deal with the appropriate consequences given for their actions.
- They should be able to function in a group and not require one-on-one guidance.
- They should be able to be successful in a structured environment.

If you have any concerns regarding your child's ability to be successful at camp, please give us a call. We try our best to accommodate to every camper in order for them to have a successful week!

What if my camper has discipline or behavioral issues?

We believe that all campers have the right to a safe, fun and memorable summer camp experience. We expect all campers to act respectful, responsible, cooperative and to actively work on building positive relationships. We work with each camper to promote their success at camp. However, any camper whose behavior is deemed unruly, may be given consequences or be sent home from camp.

- Please know that consequences will be enforced if your camper is not following camp conduct. These consequences can include but are not limited to: taking time out of an activity or losing privileges. Campers are expected to own up to their choices and behaviors and learn to grow from them.

If you think your child may have issues with following camp rules and dealing with discipline issues, please have a discussion with the camp director and your child prior to their arrival at camp. Again, we find that campers who **want** to come to camp are the most successful. We often see negative behaviors in campers that are forced or pushed to come to camp. There will be more about this in the Health section, however, if your child is typically on medication during the school year—send it with them to camp! Camp is a lot like school with the daily structure and we often find that children who are taken off of their medication in the summer have a very hard time being successful at camp. Set your children up for success!

What if my camper is sent home from camp?

We are all about growth and second chances here at HHC. Children are given every possible opportunity to succeed while at camp. However, we do not allow negative behaviors to effect the rest of the campers safety and/or their week spent here at camp. Any camper that is violent with staff or other campers will be sent home immediately. If your camper is consistently having discipline issues, they may also be sent home based on the judgement of the camp directors. There is a slim occurrence that camp is not the right fit for your child.

- If your campers behavior has resulted in them being sent home, guardians will be immediately notified. With that being said, please be available and open to communication the entire week your child is at camp. If the guardian is not available or answering phone calls, arrangements with the campers emergency contact will be made.
- **NOTE: It is the parents/guardians responsibility to pick their camper up from camp property within 4 hours of notification.** For safety concerns, we cannot transport your child home if they are dismissed from camp due to behavior reasons, you must have your own arrangements to personally pick up your child.. **Failure to do so could lead to the child being turned over to protective or social services.**

Health Care

Health Care Protocols

Holiday Home Camp has a fully functioning health center equipped with multiple beds, an examination room, bathroom, office, a sensory room and a medical closet. We have a full-time Health Care Coordinator that acts as the primary resource for all health care needs. A Registered Nurse is on site daily to ensure the safety and well-being of campers. In addition, we have a licensed physician on call 24/7 and we have a Wilderness First Responder living on site. The nearest hospital is 2.5 miles away from camp and Walworth County ambulances readily available in the event of an emergency.

Your Campers Health History

All campers are required to fill out a health history form as part of their application to attend summer camp. Please answer all questions fully and honestly. All information must be accurate and up-to-date to ensure we are giving your camper the best possible care.

In addition to the health history form, we must have a copy of each campers updated immunization record each year. **We can not pull your child's immunization records from last year, you must send a new copy in each year.** Hint: contact your child's school and request a copy of the records, they also require an updated record each year.

Medication Procedures

All medication **must** be sent to camp in the original container(s) showing your child's full name and dosage information. Please write explicit dosage and dispensary instructions on the campers Health History Form. If your child has over-the-counter medication (daily vitamins, creams or herbal supplements) they must also be in the original containers with explicit instructions on the Health History Form. Please do not send Tylenol, Advil, Midol, etc. as we have these basic items stocked in the health center.

If your child's medical status or medications changes prior to their arrival at camp, please send a **written update** along with their medication so we can best serve your child.

Please be sure to put ALL medications in a Ziploc bag and clearly label the bag with the child's full name in permanent marker. During check-in procedures when you drop your camper off at the bus stop or at camp, you can give the medication to a camp staff. Upon arrival at camp, all medications are stored in the medical closet in the Health Center. Our Camp Nurse dispenses medications daily according to prescription or procedures for health care written by a licensed physician. Exceptions are made for items such as inhalers, epi-pens and prescribed ointments, which will be logged by the camp nurse and then returned to the campers to use as needed.

Important Reminder: Camp is a structured environment. If your child takes medication during the school year, *please* send that medication to camp.

Basic Health Care

Your child's safety and well-being is our primary concern. Insect bites, minor sunburn, headaches, minor poison ivy, upset stomachs, cuts and scrapes, etc. are considered basic routine health care. **It is our policy to notify parents only if a child experiences illness or injury that requires more than basic routine health care. Please be sure to provide accurate contact information and an additional emergency contact who will be available while your child is at camp.** If you have any questions or concerns regarding your child's health while at camp, please contact the Camp Director or the Camp Nurse.

Health Insurance

Each camper is required to submit a copy of their medical or insurance card that is clearly labeled with their name and birth date. If a camper requires medical treatment, the insurance card on file will be used and the guardian will be billed as having primary coverage on the camper.

Bedwetting

Bedwetting is a very personal issue, but if your child struggles with this issue at all, please be sure to let us know on their Health History Form so we can best serve your child. We have a tedious procedure to check for wet beds each morning and we do our diligence to ensure that no other campers in the cabin know when another cabin mate has wet the bed. We take all soiled linens and clothes and wash them as well as scrub down and remake their bed, so when they return to their cabin, they have a fresh bed and clothes. We also provide Goodnight pull-ups in our bathrooms that campers can use at their leisure.

If your child has bedwetting issues, please have a chat with them before camp about our procedures to ensure their privacy.

Toiletry Kits

Thanks to a very generous family who donates their time and talents, Holiday Home Camp provides each camper with a toiletry kit upon their arrival to camp. The toiletry kit contains but is not limited to: shampoo, body wash, toothbrush, toothpaste, sunscreen, insect repellent and deodorant. Therefore, it is not necessary to purchase these items for your camper.

Insect Repellent and Sunscreen

We provide sunscreen and insect repellent for your child to use while they are at camp. We constantly remind campers to wear and reapply sunscreen and bug spray, however, we are not able to individually monitor each camper to ensure they are reapplying as needed. This is summer camp! Your child will be playing outside the majority of the day and will be exposed to insects and the sun. We are persistent about bug spray and sunscreen, but please have a chat with your camper about the importance of reapplying sunscreen often. Holiday Home Camp is not responsible for campers who return home with bug bites and/or sunburn and as stated in the protocols section, these are considered basic, routine health care procedures and parents will not be notified of these minor situations.

Emergency Contact

On the Holiday Home Camp application, guardians are required to list an emergency contact. This person should be someone other than the parent or guardian *who will be available* while your child is at camp. In the event of an emergency, the primary contact on the child's account will be contacted. If the primary contact is unavailable, the emergency contact will be notified and it is then their responsibility to take care of the child should they need to return home or have any health care concerns.

Camper/Parent Communication

Cell Phones and Electronics at Camp

Cell phones and all electronics are strictly prohibited at Holiday Home Camp. We ask that you please take your child's cell phone before they even get on the bus for camp. Counselors will unpack with campers and confiscate all phones and electronics and will not return them to the campers until they leave camp. We do not allow electronics because they are expensive and could get broken, lost or stolen at camp. However, the most important reason is because THIS IS CAMP! One of our main values here at camp is Relationships. We promote face-to-face conversations, we encourage campers to face challenges independently and lastly, we encourage them to instill trust in their adult mentors while at camp. We have found that cell phones and social media are counter productive in achieving these goals for our campers.

We need your help! Please let your child know about our "no cell phone/electronic" policy before they come to camp. Let your child know that there will simply be no time for cell phones and that they will be so busy playing, learning and growing every day, that they won't even miss having their cell phone. And please, take their cell phones from them before their arrival!

But I must talk to my child while they're gone!

We've done this summer camp thing for over 130 years and one thing we've learned is that having a camper gone at camp for an entire week is sometimes (usually) much harder for the parents than it is for the kids. If you *must* have updates about your camper, you can speak to one of our camp staff regarding the status of your camper. With that being said, you will not be allowed to talk to your camper directly while they are at camp unless there is a family emergency. (Sometimes we let birthdays slide, too!)

We have found that it is much easier for campers to embrace and adjust to camp life when they are not in contact with home. Trust us and enjoy your break! We promise we are taking good care of your camper and you'll be so thrilled to hear them tell stories for weeks after they return.

Camper Emails

While registering your camper for camp, you are given the option to purchase emails to send to your camper while they are here at camp. Typically, the cost is \$5 for 5 emails, which means you can send your camper 5 emails throughout their week at camp. Please note, your camper **will not email you back**. Instead, when a camper receives an email, we encourage them to write letters back, and then our camp registrar sends the camper responses in the mail.

Letters and Packages

You can write your camper letters or send them packages while they are away at camp. If you plan on doing so, we encourage you to send them *before* the camper leaves for camp to ensure they receive it while they are here. If you send a package, please do not send food, candy or snacks. Food brings bugs and rodents and no one wants those in their cabins! If you send food or snacks, we will keep the food in the office until departure day. Here's how to send something directly to your camper:

Campers Name
Holiday Home Camp
P.O. Box 10
Williams Bay, WI 53191

We encourage our campers to write home but do not require it. If you would like to receive a letter back from your camper, we encourage you to send them with self-addressed and stamped envelopes/postcards.

Please do not relay disturbing news to your child while they are at camp. Please contact camp first and together we can discuss how to best handle the situation.

Camper/Parent Communication

Homesickness

Being away from home for an entire week is scary! Especially for our younger campers who are away at camp for the first time. Our staff are extensively trained in how to accommodate to homesickness and be sensitive to the child's needs.

Together, we can address homesickness before your camper even arrives at camp.

Have a chat with your child before their departure. Reassure them that feelings of homesickness are totally normal. Make sure your child knows how much fun they will be having throughout their week. Make sure your children know they are **unable to call home** while they are at camp. Please do not say things like "If you are homesick or want to come home, I will come and get you."

Encourage your child's growth and success by saying things like:

- "You're going to LOVE camp and make so many memories!"

- "I can't wait to hear about all of the fun, new things you're going to experience."

- "Focus on making new friends and learning new things!"

- "If you're feeling homesick, let your camp counselor know and they will help you"

Rest assured that homesickness is usually very short-lived and typically campers adjust to camp quickly and smoothly!

I received an "I want to come home" letter from my camper

We typically see campers experience homesickness on the first night of camp and we encourage the campers to write letters home at this time. Don't fret! Your camper probably wrote the letter at least 3-4 days ago and is more than likely adjusting perfectly fine by now. If we have campers with extreme homesickness, we will absolutely call you and let you know about the situation and discuss how we can solve the issue together.

Receiving Phone Calls from Camp

While your child is at camp, please be available and answer all unidentified calls in case we are trying to reach you. Typically, we will be calling you from our camp phone, however, at times we are out and about on camp property and may call you on a cell phone. Most likely, if we are calling you while your child is at camp, it is an important issue, so please be available and open to having phone calls during this week. If you do not answer your phone, the emergency/alternate contacts listed for the camper will be contacted.

Communication with Camp

Before your camp session, we will send you several email reminders regarding your campers status! **Check your emails regularly!** All correspondence regarding application status, transportation information, specific session information and times are sent via email. If you have changed your email, give our office a call at 262-245-5161 and we can update it for you. It is crucial that parents check emails as all correspondence regarding camp will be sent via email!!

Camp Contact Information

Camp Phone Number: (262) 245-5161 **Camp Fax Number:** (262) 245-6518

Website: www.lakegenevafreshair.org

Camp's Physical Address:

571 Outing Street

Williams Bay, WI 53191

Camp's Mailing Address:

P.O. Box 10

Williams Bay, WI 53191

If you have any questions regarding camp, give our office a call!

We hope to see you at camp soon!

American Camp Association Accredited Camp

Holiday Home Camp remains the oldest summer camp still operating in it's original location IN THE USA!! We are accredited by the American Camp Association and all activities, including food service and transportation, meet or exceed all of the 300+ American Camp Association standards. Holiday Home Camp is proud to say we have received 100% on ALL American Camp Association evaluations since 2014. For more information on standards or summer camp in general, check out their website at:

Questions? Call us!

If you have ANY questions at all about anything pertaining camp, please call us! We are more than happy to help! Our phone number is 262-245-5161. During the non-summer months, we are typically in the office Monday—Friday from 8am-4pm. If you would like to come and see camp, we love showing people around, so feel free to call us if you'd like to set up a camp tour with your camper.

Keep calm and camp on! We hope to see you this summer!



Providing A Fresh Air Experience To Underserved Youth