



2017 Highland Summer Camps Parent Information Sheet

Thank you so much for trusting Highland Summer Camps with your child's camping experience. We work hard to provide a safe place where young people can experience physical recreation, crafts, outdoor living skills, worship, Bible instruction, and God's creation all while being nurtured by Christian staff.

This sheet is intended to answer some of the most commonly asked questions and provide good communication between you (the parent or guardian) and the Highland Summer Camp staff. Please take the time to look over this sheet carefully. If you have any questions, call the Highland Youth Office at 540-705-0512.

Thanks again!
Dean Williams, Program Director

We must receive the following items at least three weeks before camp:

- **Payment** of any outstanding balance on your account
- A completed **Medical Information Form**
- A completed **Behavioral Expectations and Management Form**

You may complete these tasks online, or send checks and paper forms by mail.

KEEPING IN TOUCH

Overnight campers enjoy receiving mail. You may send cards or letters, or send a one-way email to your child. Campers will not be able to send email, but will be able to mail letters and postcards.

To address a letter to your child at camp:

Camper's Name
Highland Retreat
14783 Upper Highland Drive
Bergton, VA 22811

Highland is exploring some new options for parent communication. We definitely plan to provide parents with newsletter-type updates during camp, a place to see pictures of their campers in action, and a way to send one-way emails, but chances are these services will be provided through a different platform than we've used in the past. We will keep you informed as decisions are reached, so stay tuned for updates.

"CAMPER CHECKS" DURING CAMP

While we do not encourage direct camper-to-parent phone calls, if you wish to know how your child is doing, call us. We will check in with your child's counselor and give you an update. Visits are discouraged and should be limited to emergencies only.

HEALTH CARE AT CAMP

Bring medications in the original packaging or bottle. In an effort to reduce the number of medications that a child needs to bring, the camp nurse stocks many common over-the-counter medications (Tylenol, Benadryl, cough & cold remedies, etc.). The camp nurse will collect **ALL** medications (over-the-counter, nonprescription, or prescription) at check-in. Keep them separate from your gear.

MEDICAL INFORMATION FORM

Please go online to your child's account and make sure all medical information is updated. You can also download a form to complete and mail to us (look for Forms on the Summer Camp webpage). If you do not have internet capability, contact us and we can mail the form to you. **Forms must be completed online or returned to us at least three weeks prior to camp.**

ACCIDENT INSURANCE

The camp carries limited accident insurance. If your child needs treatment and you have insurance, your coverage will be applied first. If your policy does not cover the full bill or you have no insurance, you should inform us. Our coverage has a limit to the maximum applied per camper per incident.

ACCOUNT STATEMENT

Your statement shows all charges and credits that are applied to your child's account. **If there is a balance due, please pay the remaining balance at least three weeks prior to camp.** Payments can be made online with a credit card, or with a check by mail.

Please use your statement to confirm the name and dates of the session for which your child is registered, and any **cabin mate requests**. If something is not correct on your statement, please let us know immediately.

NEED TO LEAVE CAMP EARLY

We strongly discourage removing campers from any part of the program. However, if it becomes necessary to leave early, we require written notice from the custodial parent at check-in, specifying the time and the name of the person authorized to pick them up. Please call the Program Director prior to the camp week to make arrangements if you will not be with your child at check-in.

CHRISTIAN SPIRITUAL NURTURE

Highland Retreat has been and continues to be missional in nature, providing opportunities for campers to accept Jesus Christ or recommit their lives to Him. With this in mind, we sense the continued need for presenting the Gospel of Jesus Christ to all campers at their level of understanding, with gentleness and respect (1 Peter 3:15). This will be done through daily Bible study, worship services, and interaction with staff members who are dedicated to demonstrating their commitment to Jesus Christ in word and deed.

WHAT TO BRING

For all overnight camps:

- Pillow
- Sleeping bag
- Change of clothes for five days
- Sleeping clothes
- 2 Towels
- Swimsuit (one piece or tankini)
- Toiletries (soap, shampoo, toothpaste, etc.)
- Shower shoes (optional)
- Sturdy sneakers
- Old sneakers/creek shoes for stream
- Plenty of extra socks
- Sandals with heel strap (optional)
- Flashlight and batteries
- Water bottle
- Sun & bug protection
- Poncho & rainwear
- Jacket & warm clothing
- Long pants
- Bible (if you have one)
- Stamped postcards or envelopes (optional)

- A backpack or day pack (The Edge camps only)*

For VBS Day Camp: (bring daily in a backpack)

- Water bottle
- Sun & bug protection
- Swimsuit (one piece or tankini)
- Towel for swimming
- Sturdy sneakers
- Old sneakers/creek shoes for stream
- Extra dry socks
- Sandals with heel strap (optional)
- Poncho & rainwear
- Jacket & warm clothing
- Change of clothes
- Bible (if you have one)

For optional Thursday sleepover: (details on next page)

- Water bottle
- Pillow
- Sleeping bag
- Towel
- Change of clothes
- Flashlight and batteries
- Toiletries (soap, shampoo, toothbrush, toothpaste, etc.)
- Long pants
- Sleeping clothes
- Evening medications

Clothing should be comfortable, loose fitting, and appropriate for being in the outdoors while maintaining a high standard of modesty. **No immodest clothing will be allowed (too short shorts, spaghetti strap tops, midriff-baring tops).** While bikini swimsuits are not permitted, tankinis that cover the midriff are acceptable. When packing for your child, we encourage you to write their name on their items to help minimize lost possessions.

Campers will not need any spending money while camp is in session. However, t-shirts, postcards and small gift items are sold during check-in and departure times.

DO NOT BRING

- Gaming electronics, listening devices, or viewing devices
- Cell phone or pager
- Fireworks
- Pocket knives or firearms
- Drug/Tobacco/Alcohol products
- Flip-flops

- Dangle or hooped earrings
- Candy or snacks
- Pets
- Books not in keeping with Christian values
- Ideas or items for pranks

For directions to the camp please visit our website at www.highlandretreat.org or give us a call at 540-705-0512.

For OVERNIGHT Camps

CHECK-IN and DEPARTURE

Check-in for overnight camps will be on **Sunday at 4:00pm.**

Our staff will greet you as you come in Lower Highland Drive, give you a handout that will help you with check-in, and help you get parked. Report directly to the kitchen deck for check-in, where cabin assignments will be given and the camp nurse will collect medications. T-shirts may be purchased at this time.

Departure time is 4:00pm on Friday (or Tuesday for the **Lookout**). **Parents are invited to attend a closing ceremony from 3:00 – 3:45pm, prior to departure.**

Pets are not permitted at camp. If you must bring a pet during check-in or departure time, the pet must remain in your vehicle.

CABIN MATES

We are committed to working with parents to find the best arrangement for cabin mates. It is our desire to both accommodate cabin mate requests (up to three people) *and* still allow for new friendships to grow. Cabin mates' ages must be within a year of each other. Requests should be mutual. The last day for cabin mate requests is the Wednesday before the session starts.

For VBS DAY CAMP

CHECK-IN and DEPARTURE

Daily drop-off time: Monday to Friday: 8:00 – 9:00am

Daily pick-up time: Monday to Friday: 5:00pm

Parents are invited to attend our closing ceremony at the Tabernacle on Lower Highland Drive on Friday from 3:30 to 4:15pm before departure.

Pets are not permitted at camp. If you must bring a pet during check-in or departure time, the pet must remain in your vehicle.

CAMPER GROUPS

Because VBS Day Camp serves a wide age range, **campers will be grouped by similar ages** for daily activities and the optional sleepover. In order to avoid disappointment or confusion, please inform your child that he or she will be grouped with other campers by age.

OPTIONAL SLEEPOVER

There will be an **optional sleepover** Thursday evening for campers **ages 7-12**. Campers may sign up for the sleepover at the time of registration or until noon on Tuesday. There is a \$20 fee for the sleepover. Please have your camper bring the additional sleepover items (listed on the previous page) on Thursday morning.

TRANSPORTATION (optional)

Limited bus transportation is available for a **fee of \$16.00**, which includes 5 days, round trip, from the locations listed below. Due to space limitations, bus transportation is on a first come, first reserved basis. You can reserve your spot either online or by calling the camp at 540-705-0512.

Designated locations and times:

Broadway & Fulks Run

Broadway Emergency Squad (rear parking lot) – 525 S. Main Street, Broadway VA

Pick-up: 8:00am

Drop-off: 5:50pm

Mt. Carmel United Brethren Church – Fulks Run VA

Pick-up: 8:40am

Drop-off: 5:20pm