

IMPORTANT: The pick up/drop off location for Day Camp this year has changed. Your child will now be dropped off and picked up on Southside also known as Brookside. You can enter through the South Entrance of camp.

Parents, please make sure you print off the last page of the packet, sign it and bring it with you to the drop-off for your camper.

LETTER FROM THE CAMP DIRECTOR

Dear Camp Cavell Families,

I am thrilled to introduce myself as the new Camp Director of Camp Cavell Conservancy and to be joining this amazing community. I look forward to working with all of you to create a summer that your children will never forget.

With over 12 years of experience working in the camp industry, I have a passion for helping children grow and learn through outdoor experiences. My education in Therapeutic Recreation from Grand Valley State University and various experiences have given me a deep understanding of the importance of providing safe, fun, and engaging outdoor activities that help children develop their physical, social, emotional, and cognitive skills.

The summer programming that we have planned for this year is exciting! We will be offering a wide variety of activities, including swimming, technical tree climbing, kayaking, archery, horseback riding, arts and crafts, and more. Thank you for choosing Camp Cavell Conservancy for your child's summer camp experience.

Camp Cavell Conservancy is a truly transformative place and I am committed to working with all of you to make camp the best it can be. I am looking forward to meeting all of you and your children this summer. We are going to have a wonderful time together.

Sincerely,

Jacque Meyer

Camp Director
Camp Cavell Conservancy | Lexington, MI



WHAT TO EXPECT AT CAMP

At Camp Cavell we encourage kids to experience a multitude of different activities that they may normally not get to do. This includes technical tree climbing, kayaking, learning to care for a variety of animals and more! Your kids will have a variety of activities planned from the time they arrive until you pick them up.

CLOTHING

Camp life is dirty and hard on clothes, please prepare your kids to pack comfortable clothes that are not their favorite items. Camp Cavell is well known for its mud hikes, we encourage you to pack an extra set of clothes for after swim time or activities that may be extra muddy.

MEALS AND SNACKS

The campers lunch will be served family style and we will encourage campers to try new things. Your child will also receive a snack in the afternoon. There will be water provided regularly throughout the day and juice provided at meals. We highly recommend sending your child with a water bottle everyday to refill as needed. If your child has any dietary restrictions please let the camp know at least two weeks ahead of time so we can prepare. You can do this via UltraCamp by logging in to your account and clicking on your child's name under "Account Members". Next, you will click on "My Forms", then "Day Camp Health Form" to add dietary needs. *If you need to send your child with snacks for health reasons please reach out to the camp office at (810) 359-2267 prior to your child's arrival. No peanut or tree-nut snacks are permitted on camp.*

WEEKLY SCHEDULE

If your camper is signed up and attends all 5 days of Day Camp for a week they will have the opportunity to participate in all of our activities at camp (*weather permitting*). This includes technical tree climbing, kayaking, archery, and more. If you would like your child to participate in the Equestrian program and they are above the age of 7, you can sign them up for a Horse Lesson at an additional cost of \$40 or sign up for Equestrian Day Camp (*availability permitting*). Parents will know of any field trips or special events in advance. In the case of a field trip, parents will need to sign and return a permission slip.

GROUND RULES

NO SMOKING or VAPING, ALCOHOLIC BEVERAGES, WEAPONS, or DRUGS or illegal substances are permitted at camp. Campers will be sent home for breaking the rules or for behavior that does not foster a positive, caring, safe spirit in the camp community. If a camper is sent home, parents will be responsible for timely transportation home for the day and your camper will not be allowed to return for the remainder of the week. No refunds will be given if your child is sent home due to illness, possession of a contraband item, or for behavioral reasons.

ELECTRONICS

Please leave electronic devices at home. Campers will not need cell phones or tablets while they are with us. Bringing them along to camp may cause them to be lost or broken. Camp has very limited access to internet or cellular connection and it is highly unlikely your child will be able to use their electronics. If your child needs to contact you for any reason, or if you need to contact them, they can use the camp phones in the office. ***(Please note that any cell phones or internet-enabled devices are not permitted at camp and will be kept in the front office until you pick up your child for the day. Camp Cavell is not responsible for any lost, stolen or damaged items.)***



DROP OFF/PICK UP

ATTENTION PARENTS: *The drop off and pick up location has changed from previous years. You will now be dropping your child off at the SOUTH ENTRANCE of Camp known as Brookside. If you have any questions, or will not be attending, please contact the camp office at (810) 359-2267.*

MORNING DROP OFF

8:00am - 8:45am

Our activities begin at 9am each day so please arrive by 8:45am to allow time to check in your child. Please stay in your vehicle and drive to the end of the road. Staff will meet you by the cabins to sign in your child. Once you have dropped off your child you will be directed to turn around and exit the same way you entered.

If you are dropping your child off past 8:45 am please enter the main entrance of camp and report to the Lodge. We will be able to sign your child in at the office.

AFTERNOON PICK UP

4:30pm - 5:30pm

When you arrive to pick up your child please re-enter camp through the South entrance. Staff will be available to sign out your child. Please have a photo ID ready. Your child will only be released to those on your Authorized Pick-up list. If you would like to add anyone to that list you may do so through UltraCamp or call the office at (810) 359-2267.



VAN TRANSPORTATION

Camp Cavell provides transportation to and from camp with **pick up/drop off points at Marysville and Fort Gratiot Meijers**. Seating is limited and spaces will be filled on a first come/first serve basis. Please make bus arrangements as early as possible. Van service can be reserved on a **weekly or daily** basis on your Camp Account. Transportation will be provided by a Camp Cavell vehicle. In addition to the driver, there will be a Camp Cavell staff member supervising campers.

IMPORTANT VAN NOTES

- **Campers who are not picked up at 5:35pm at the Fort Gratiot Meijer will be transported to the Marysville Meijer. If you are running late, please call the camp office at 810-359-2267.**
- **Campers who are not picked up by 6:05pm at the Marysville Meijer will be charged \$1 per minute as a late fee. If there has been no contact with parents, police will be contacted if campers are not picked up by 6:15pm.**
- Please make sure that camp office and bus staff have your most current contact information so that we can reach you quickly in the event of any transportation changes.
- The van cannot stop anywhere other than designated stops. If you are late, please do not honk or yell in an attempt to stop the van.
- Campers are expected to follow all policies and procedures set in place by Camp Cavell staff and the van driver. Inappropriate or disruptive behavior may result in that child not being permitted to ride the van.
- ***Please supervise your child in the parking lot even after you have signed them in.** They will not become the responsibility of the camp until they are in the van. In the rare event that the van is late, please do not leave the pick up spot until it arrives.
- **Campers will be released only to those adults that are authorized on their Camp Account. Please inform anyone picking up your child that they will be asked to show ID.**
- Van counselors have contact with the camp office at all times while on the van. If an emergency arises while your child is in the van, please call the camp office and we will contact the van counselors.

VAN SCHEDULE

7:15am Van arrives at Marysville Meijer parking lot
(South end of parking lot near the Park & Ride)
Camp Cavell staff will check in campers*

7:30am Van departs Marysville Meijer

7:55am Van arrives at Fort Gratiot Meijer parking lot
(North end of parking lot near Golden Corral)
Camp Cavell staff will check in campers*

8:00am Van departs Fort Gratiot Meijer

8:30am Van arrives at Camp Cavell

5:00pm Van Departs Camp Cavell

5:30pm Van arrives at Fort Gratiot Meijer
(Please have photo ID ready - Camp Cavell staff
will sign out your child)

5:35pm Van departs Fort Gratiot Meijer

6:00pm Van arrives at Marysville Meijer
(Please have photo ID ready - Camp Cavell staff
will sign out your child)



WHAT TO BRING

What to Bring	What NOT to Bring	Extra Info
<ul style="list-style-type: none"> ● 1 Modest Bathing Suit (<i>Campers may be asked to wear a t-shirt/shorts if deemed necessary by camp staff.</i>) ● 1 Pair Swim Shoes ● 1 Beach Towel ● Change of Clothes ● Close Toed Well Fitting Shoes ● Waterbottle ● Sun-Block and Bug Spray - Non Aerosol sprays* ● Backpack or other bag to keep their items together <p>Please label all items your children bring to camp. Camp is not responsible for any lost, stolen, or broke items. Please make sure your child leaves anything of value in your car before your departure at drop off.</p> <p><i>*Please apply sunscreen or bug-spray prior to arriving at camp. We will provide opportunities and reminders for your child to reapply their sunscreen and bugspray but we cannot provide these for your children.</i></p>	<ul style="list-style-type: none"> ● Cell phones or other electronic devices that connect to the internet.** ● Pets ● Matches/Lighters ● Weapons ● Drugs or illegal substances <p>Our commitment is to keep camp safe. Camp Cavell reserves the right to send campers home as needed for being in possession of any items listed above, for not following camp guidelines, or otherwise endangering the safety of themselves or others.</p> <p><i>**If your camper brings a cellphone or other wifi-enabled electronic device it will be kept in the office until you return to pick up your child.</i></p>	<ul style="list-style-type: none"> ● Label all clothing & equipment! Camp is not responsible for lost articles. ● Water shoes or an old pair of shoes that stay on the feet in waves are important! (There are lots of rocks in the water.) ● Kids will get their feet wet; it's inevitable at camp. Packing extra socks and shoes for the day may be helpful for your child! ● Mud hikes are famous at camp! Your child may decide to go on one when you never thought they would. <i>Bring old clothes and old shoes that tie.</i> ● Weather at camp can range from very hot to cold. Be ready for the unexpected!

LOST & FOUND

Lost and found items will be kept for one week following your campers departure on Friday. If you would like to pick up your item they will be stored in the Main Office. If you need your item shipped to you there will be a base fee of \$10 plus the cost of shipping. Please call the camp office at (810) 359-2267 if you have any questions regarding your child's lost items.



MORE INFORMATION

CAMP STORE

During the week your camper will have the opportunity to visit the Trading Post (our camp store). We sell various items such as t-shirts, water-bottles, stuffed animals, stickers, and more! Items in the camp store range from \$1 for a Pencil to \$30 for a Sweatshirt. We recommend sending your child with between \$15 and \$35. You can add this money to their account via UltraCamp or if you prefer to use a check or cash please stop by the office on Monday (or your child's first day at camp that week) to ensure it goes to the correct account. *Please do not send your child with cash on their own, Camp Cavell will not be responsible for any lost items including money.*

Any money your child does not spend at the camp store will be refunded to you via UltraCamp. If you would like cash returned to you please stop by the office on Friday when you pick up your child so we can refund you then.

REFUNDS

Deposit is nonrefundable, 50% of other fees refunded if notice is received 24 hours prior to program. All refund requests must be made in writing to the Camp Cavell Office. Should your child be required to leave a session or trip for medical or behavioral reasons, there will be no refund of fees and parents are responsible for the child's timely transportation home. If you have any questions please call the camp office at (810) 359-2267.

CELLPHONES

Please be aware that your child cannot have their cellphone while at camp to contact you. There is limited connection to the internet as is and it is unlikely that their phone would work well enough to contact you. If a child is found to have a cell phone it will be kept in the front office of the camp until you return to pick up your child. Please make sure before your departure at drop-off that you have your child's cell phone and other electronic devices. If your child needs to call home for an emergency we have phones in the office they can use.

POSITIVE DISCIPLINARY POLICY

Camp Cavell believes that responsible behavior develops most readily in an environment of encouragement, acceptance, understanding, and consistency. To structure such an environment, we can apply certain management principles, particularly those of consequential thinking and positive discipline.

Behavior issues will be handled initially by the counselor and will be addressed by the director as necessary. Parents/Guardians are notified of major issues and we appreciate their cooperation in helping to keep our camp safe and enjoyable for all. Among the tools we use to help campers develop responsible and appropriate patterns of behavior are time-outs, contracts, creative writing, discussion, and service projects. In some situations, parents/guardians may be called to pick up a camper immediately, or a camper may be asked to remain at home for a day or two as a punitive and reflective measure. Certain situations call for the permanent withdrawal of a camper from the program. These may include: actual, threatened, intended, or implied physical violence towards campers, staff, or animals, grossly inappropriate gestures or actions, theft, vandalism, destruction of property, and the use or carrying of prohibited substances or items. **There are no refunds issued in these situations.**



HEALTH INFORMATION

Please make sure you fill out the Health Form in UltraCamp or print it out and bring it with you to camp at check-in for the beginning of the week. Please make sure you list any allergies. Food related allergies should be made known to camp at least 2 weeks before your child's arrival to ensure we have substantial food to accommodate.

It is a state law that all medications (including over the counter ones) be kept by the health officer. This includes things like Tylenol, medicated creams, medicated throat lozenges, etc. All medications are **required** to be brought to camp in their original container. They must be labeled with the camper's name, listed in the camper health history, placed in a plastic zip lock bag, and not expired. If not in an appropriate container, you will be asked to take the medicines home with you. The Health Officer does keep limited over-the-counter medicine in stock, please make sure any medicines that should not be given to your child are clearly marked on the Health Form.

Camp may trigger allergies. Even if your child has not had a problem recently, it is important to send any inhalers, breathing treatment machines, etc. they may need. Once checked in with the health officer, inhalers and injectors can be carried by your child's counselor, if necessary.

We will call you if your child has a health issue that requires a doctor's visit, is injured beyond everyday bumps and bruises, or we need your input to solve a problem.

PRESCRIPTION MEDICATIONS

Prescription medications must be current, in the original container and prescribed for the camper. If you want a child to have a different dose or take it at a different time than the label indicates, you must sign a note indicating the change. If a child needs someone to give an injection, please notify the camp ahead of time.

Please ensure all medications are handed directly to a staff member at check in. If you need your child's medication returned at the end of the day please let us know and a staff member will return it to you at pick up. Children are not allowed to carry their medication at camp. If they have a rescue device such as an inhaler or epi-pen, their counselor will carry the rescue device. Please let the staff at check-in know if your child has a rescue medication on them at the beginning of the day.

ILLNESS/INJURY

The Health Officer reserves the right to send home any child displaying any symptom of illness or injury including, but not limited to: Fever, vomiting, diarrhea, lice, ringworm, pink eye, rashes, sores, sore throat, swelling, shortness of breath, etc. If your child is sent home for any reason it will be your responsibility to pick up your child in a timely manner and your child will not be able to return until their symptoms are cleared. The Health Officer will be responsible for contacting you about any injury or illness while your child is at camp.



AUTHORIZATIONS

Parent or Guardian Must Sign & Return!

- My child has permission to engage in all prescribed camp activities, except as noted by me or an examining physician. In case of serious injury or illness, parents or the emergency contact person will be called immediately for their decision on medical treatment. If parents or emergency contact persons are not available, we will use our best judgment as to what course of action to pursue and will continue to attempt contact. Camp Cavell Conservancy will not be responsible for any costs incurred as a result of illness or injury. If your child becomes ill or has a minor injury, we will treat them at camp and contact you if care to a greater extent or more information is needed.
- If your child is sent home due to illness or behavior, it is the parent's responsibility to transport them in a timely manner. I understand that no refunds will be given for any of the fees associated with camp if my child is sent home.
- Parents should notify camp if their child is exposed to any communicable disease during the three weeks prior to camp attendance. Additionally, we will inform you if your child has been directly exposed to a communicable disease at camp.
- I also give my permission for my child to be photographed or videotaped, and allow Camp Cavell to release said pictures for publicity purposes using good judgment.
- I understand that my child may travel off camp in camp-designated vehicles for off site trips. Camp policies and procedures will be in effect on any trip and a minimum of 2 adult staff members will accompany the group. An adult with first aid and CPR training will be present at all times. Staff will have an emergency phone.
- I understand that camp is not responsible for campers' personal belongings and they may be searched by an administrative staff member with the camper present when the well-being or safety of the camper or others requires it. If my camper brought a cellphone or other wifi-enabled electronic device, I understand that this will be stored in the camp office until the end of camp for the day. Please make sure you have your child's devices prior to your departure of camp or the bus pick-up location for drop-off.
- I understand that my camper may have the opportunity to receive an introductory lesson in technical tree climbing, kayaking, horseback riding or other adventure activities that have inherent risks. They would participate only after the evaluation of the readiness of each camper, with the proper safety equipment and trained staff. Introductory lessons would include safety orientation and limit the campers to a safe height or distance appropriate for their age and abilities. Campers are responsible to follow the safety rules and directions of the staff.

I understand the information stated here and agree to all items unless I have noted otherwise here:

Child's Name: _____

Parent Signature: _____ Date: _____

