

Camp Kenai Lake 2011 Parent Guide

Dear Camp Fire Families:

We are so glad that your child will be joining us at camp this summer! Please read the following information carefully. It will help your child prepare for a successful adventure at camp, and answer many of your questions. If you visit our website at <http://www.campfireak.org>, you will find much more information about camp program, policies and procedures, camp staff, and frequently asked questions. As always, please feel free to call if you need any assistance, or have any questions.

*Sincerely,
Jennifer Coe "Jay"
Camp Kenai Lake Summer Director*

Payment Information:

Payment is due on the 1st of each month, and is late after the 10th of the month each/child(ren)attending camp. A \$25.00 late fee will be added on the 11th of the month. Failure to receive a statement (delivery delays, etc) does not relieve you of the responsibility of payment. **Registration fee and deposits are non-refundable and non-transferable between programs.** Changes of enrollment including withdrawals are due in writing to the Camp Fire office one week prior to the 1st of the month. There are no refunds or credits for non-attendance.

CAMP FIRE USA ALASKA COUNCIL

161 Klevin Street, Suite 100

Anchorage Alaska 99508

Phone: 907/ 279-3551 Fax: 907/ 278-9829

www.campfireak.org

...building caring, confident youth and future leaders...

Communication

Before Camp

If you have questions about your camper's stay before camp begins, please feel free to contact:

Theresa Serr-Burek, Manager of Outdoor Programs

tserr-burek@campfireak.org

907-257-8825

Jennifer Coe, On-Site Camp Kenai Lake Director

jcoe@campfireak.org

*We are always
happy to talk
about camp!*

During Camp

Telephone communication from camp is made by staff with a satellite or cellular phone. These camp phones are used for daily communication with the Anchorage office, and **for emergencies only.**

The Camp Director or Camp Nurse will call you if there is any need for concern regarding your child's health or well being.



Please note that your child will not have general access to a phone, and non-emergency phone use will not be available. **Campers are not permitted to bring cell phones to camp.**

**If there is an emergency at home,
here's how to reach us:**

During office hours,

Monday- Friday, 8:00 a.m. - 5:00 p.m.:

Camp Fire Office at 279-3551 or 800/478-3550

After office hours, anytime:

Theresa Serr-Burek, Camping Program Director

Home/Cell: 907-863-5310

(emergencies only, please)

Office: 257-8825

**Should either of the above prove unsuccessful,
and in the event of an emergency:**

Call the Alaska State Troopers at 262-4453

Sending Mail

Do send letters to your child while they are at camp, and send pre-addressed and stamped envelopes with them so that they can share their day's adventures with their family back home! Parents should mail letters several days prior to the session starting to make sure a letter arrives while their camper is at camp.

Address mail to your camper like this:

Camper name
Camp Fire USA Alaska Council
Post Office Box 689
Cooper Landing, AK 99572



A great idea is to pre-write letters for your camper and leave them with camp staff on check-in day. Just make sure to write your camper's name on the outside, as well as the day that you would like them delivered. We'll do the rest!

Program Descriptions

Cabins & Camp Program

While at camp, your camper will be assigned to a group of 7 other campers based on age and gender, and will stay in a cabin with their counselor and another group. Each set of two cabins is attached by a large wrap-around porch with open-air gathering areas. Each cabin is equipped with sturdy, wooden bunk beds and mattresses. Your camper will need to bring a pillow and warm bedding from home. The cabins do get cool at night, so please pack warm pajamas and sleeping gear. Ample windows provide light inside the cabins, and a flashlight will help your child navigate semi-dark cabins at night, as well as provide light for those who enjoy reading or writing letters before bed time. Check out the camp web site for pictures of our new cabins!

If your child would like to be assigned to a group with a friend or relation of the same age, you must list this information on the health history form.

Campers must wash their hands after each visit to the latrines and before meals, and are encouraged to brush their teeth and wash their face at least twice a day. There is a shower house with private, hot water showers located in the central part of camp. Campers during a Pathfinder session will have at least one scheduled time at the shower house, and Challenger campers will have two scheduled times at the shower house.

General Daily Schedule

What's a typical day at camp like? Camp Kenai Lake has a program schedule that provides consistency and structure to the residential experience. **A typical day includes:**

7:30 am	Rise & Shine.. Time to wake-up!
8:00 am	Morning Circle-Up & Breakfast
9:00 am	Kapers & Ready for the day
9:30– 10:30 am	With your cabin group, rotate through group activities– archery, boating, crafts, outdoor living skills, and more!
12:30 pm	Circle-Up & Lunch
1:30 pm	Siesta means rest time!
2:30– 5:30 pm	Afternoons include: rafting float trip with your cabin, Choice Activities, and extended hiking, boating, or swimming
5:30 pm	Clean-up & get ready for dinner
6:00 pm	Circle-Up, Hoppers & Dinner
7:30 pm	Evening Activity– Opening and Closing Campfires, Group Activities
9:00 pm	Head to Cabins & Quite-down
10:00 pm	Lights Out

What's that?

Choice Activities– In the afternoons, our counselors offer special programs that campers can sign up for. Types of programs vary each week.

Circle-Up– Time before each meal where everyone gathers for announcements, sing songs, and play games together!

Hoppers– Help to set the table before each meal

Kapers– Group chores to help keep camp beautiful!

Siesta– Rest time in your cabin

More About Camp

Camp Staff

The Camp Director, with a leadership team, supervises the camp counselors and program. This dedicated team of youth development professionals is on site and has responsibility for the overall operation of the program. The Camp Director can help families with any questions, concerns, comments, or suggestions they may have. Parental input assists with providing a quality program.

Camp counselors are adults (18 years or older) who are hired for their interest, ability, and commitment to working with children in the out of doors. Thorough interviews, reference, and background checks are completed to ensure that potential staff are not only excited about spending their summer with your camper, but are qualified to do so.

Over 60 hours of on-site pre-camp training and orientation prepare our staff to provide your child with a safe, fun, and challenging camp adventure. Staff members, who are responsible for specialized program areas such as aquatics or off camp trips, also have current additional certifications and training pertaining to their activities. All camp staff have current First Aid and CPR certifications. Our staff are not allowed to accept monetary gratuities. “Thank you” are always welcome and appreciated.

Food & Meals

We strive to serve plenty of healthy, kid friendly food in our dining lodge. Campers eat their breakfast, lunch, and dinner together family-style, and a snack is offered mid-afternoon. During the week, your camper will also have the chance to cook a meal/snack outdoors. **If your child has special dietary needs**, please put this information on the health history form. Vegetarian options are available at each meal, and we ask that you please indicate this on your health history, so that we are able to accommodate everyone.



****Please do not send food to camp unless it is for a specific dietary need that you have discussed with the Camp Director.***

Sample Menu: *A typical day's menu might feature:*

- Breakfast: Pancakes, sausage patty, fruit, juice, cereal & milk
- Lunch: Grilled cheese sandwich, carrot sticks, soup, juice & cookie
- Snack: Granola Bar
- Dinner: BBQ chicken, mashed potatoes, warm veggies, juice and brownies

Program Descriptions

Explorers *Dates: Session 1 (June 19-22) or Session 2 (Aug 2-5)*

The Explorer program is designed for campers age 7-13 especially to introduce them to safe and fun outdoor resident camp activities. With a low camper to staff ratio, camp counselors give each child the individual attention needed to make friends, have fun, and to develop new skills. Up to 8 campers are assigned to each counselor, and this “home group” lives together in a dorm style cabin with another home group. Groups eat “family style” meals together, and plan and participate in camp activities as a small group. Opportunities will also be made for campers to make individual activity choices, and leave their home group to explore and meet new camp friends under the careful guidance of camp staff.

Check-in 10 am Departure 11 am

Notes:

- **Session 1** begins on Sunday June 19th, and ends on Wednesday June 22nd
- **Session 2** begins on Tuesday August 2, and ends on Friday August 5th
- **Explorers LOVE mail!** Please consider pre-writing happy notes to leave at check-in to be delivered to your camper!

Pathfinders *Dates: Session 1 (July 3-8) or Session 2 (July 17-22)*

Pathfinder sessions are designed to provide more opportunities for the older school age camper to explore new interests and practice old favorites. Up to 8 campers are assigned to each counselor, and this “home group” lives together in a dorm style cabin with another home group. Groups eat “family style” meals together, and plan and participate in camp activities as a small group. Opportunities will also be made for campers to make individual activity choices, and leave their home group to explore and meet new camp friends under the careful guidance of camp staff.

Check-in 1 pm Departure 2 pm

Notes:

- **Session 1** begins on Sunday July 3rd, and ends on Friday July 8th.
- **Session 2** begins on Sunday July 17, and ends on Friday July 22nd.
- **Pathfinders LOVE mail too!** Please consider pre-writing happy notes to leave at check-in to be delivered to your camper!

Special activities included in the Pathfinder sessions include a 2-hour Kenai River float trip, opportunities for target sports such as riflery and archery, canoeing, day hiking, and special activities and events as planned by the campers and their staff.

Other Pathfinder activities include:

Swimming and sauna, arts and crafts, nature awareness, outdoor living skills, cooperative games, and all camp activities. Pathfinder campers will plan a tent camping overnight in or around camp with their home group. This is a great opportunity for campers to learn minimum impact camping skills; working together as a team to put up and take down their camp site, and to plan and prepare their meals.

A one-hour horse back trail ride plus ground lesson can be added to this program for an additional fee of \$100.

Spaces for horse-back lessons are limited, so sign-up early!



Program Descriptions

Counselors in Training

Dates: June 12–24

Returning for 2011! Looking for a new adventure? Interested in working at Camp Kenai Lake in the future? In the CIT program you will go beyond experiencing camp to learning how to share what you love with younger campers. Experience primitive camping, and outdoor cooking. Practice water skills, arts and crafts, and target shooting. Be challenged by teambuilding and plan your own program for the camp. Practice skills that will help make you a great camp counselor and a leader at school, your job, or in the future.



A first year CIT must be at least 15 years old by June 1st and have successfully completed one year as a camper at Camp (or other acceptable experience). The Counselor in Training I program is an intense two-week experience that prepares teens to become counselors at Camp Kenai Lake in the future.

Check-in 1 pm Departure 2 pm

Notes:

- Campers go home between sessions on Friday June 17th, and return on Sunday June 19th.
- Based on performance and availability, campers may be given the option to return for *an additional two weeks as a volunteer camp aide*.
- Optional Special Equipment: Hiking bag, hiking boots, tent, sleeping mat

Challengers

Dates: Sunday July 24—Tuesday August 2nd

The Challenge: *Challenger activities include:*

- Swimming, Cold-Water Survival and Sauna
- Arts and crafts
- Nature awareness and outdoor living skills
- Cooperative games, and all camp activities.
- During their stay, Challenger campers plan a one or two night camp-out trip with their home group that will include hiking and/or canoeing accompanied by the appropriately certified program staff. Campers must work well as a team while planning their route, preparing their gear, learning minimum impact camping skills, animal awareness, and safety, first aid and general camp craft. All of these experiences are under the guidance of their home group counselor and the trip staff. Providing a safe experience that is challenging and fun is always a Kenai Lake priority.
- All Challenger campers get to participate in a 2-hour Kenai River float trip, canoeing and kayaking, day hikes, and target sports like riflery and archery. **Campers can also stretch their boundaries by adding a horse back trail ride for an additional \$100 fee.**



The Basics:

The Challenger 10-Day Session is packed full of exciting opportunities for middle and high school campers age 10-16. Each group of 8 campers is assigned a counselor based on age and gender, and they stay together in a dorm style cabin with another group. Each home group eats family-style meals together and plans and participates in camp activities together. A low camper to staff ratio allows counselors to work closely with campers in planning the session's activities, setting personal goals, and making sure that all feel that they belong and are important to the group. Daily activities encourage campers to develop their skills, and try new challenges.

“Choice Activities” are also made available to campers to sign-up for based on their own interests and skills. This allows them to form friendships with other campers that have similar interests. These may include longer canoe and off-camp hiking trips, geocaching, creative arts, and target sports.

Check-in 1 pm Departure 2 pm

Themes of

Teamwork
Goal-setting
Community
Service and
Leadership

are all part of what makes the Challenger 10-Day camp a success!

Challengers are encouraged to develop their skills and self-confidence by setting **personal goals** and celebrating their achievements while they help others work towards their own goals.

Notes:

- For the overnight campout, campers may want to bring their own hiking boots, hiking bag for their gear, and a sleeping mat (optional)
- Please do not purchase these items just for camp. We have backpacks available that campers can borrow.



Health & Safety

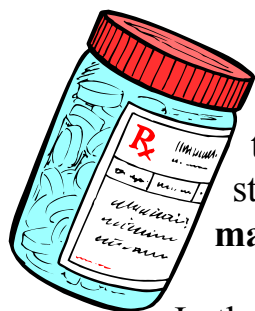
Health Care & Emergencies

The Camp Nurse (a RN, LPN or EMT) lives on site, managing the health care center and overseeing the camp health care plan. The health care plan is prescribed and reviewed annually by a participating physician. This includes a standard set of treatments and over-the-counter medications to treat a variety of childhood complaints and simple illnesses. These medications include: acetaminophen, ibuprofen, cough syrup, anti-diarrheal, antacid, decongestant, antihistamine tablets and lotions, anti-fungal powder, antibacterial ointment, sunscreen, rubbing alcohol, hydrogen peroxide, witch hazel, burn ointment, and Epsom salts. **If you do not wish your child to be given any of these medications, please include a note to the Camp Director listing the medications not to be administered.**

If your child does not feel well, or if a medical need arises, the Camp Director or Camp Nurse will notify you immediately. Emergency medical care is available in Cooper Landing, and the nearest hospital is located in Soldotna.

Health Screening will be completed at camp!

Previous to your camper's first day of camp, the Camp Nurse will review your child's health history and will call if there are any questions or concerns he or she may have in keeping your child safe and healthy while at camp. Any medications (over the counter and prescribed) that you are sending with your child will be collected by the camp staff prior to your child boarding the bus from Anchorage or Girdwood. During the first day of camp, the Camp Nurse will complete a health screening of your child, including a check for head lice, and any recent injuries or illnesses will be noted. If there is evidence of a communicable disease, the Nurse will call you to discuss treatment options and/or to pickup your child.



All medications (prescription and over-the-counter) that you send with your child, including vitamins, cough drops, etc. - **must** be in original or prescription containers with instructions for administration. Medications will be stored in the Health Cabin. **Put all medication bottles in a zip lock bag and mark with camper's name.**

In the unlikely event that a camp evacuation is necessary due to natural or other emergency occurrences, water and/or land transport of all campers and staff is provided through local businesses via vans and boats.

Health & Safety

Guidance, Discipline & Rules

Camp Fire USA Alaska Council seeks to provide an environment where individuals respect one another, cooperate, and work together. Camp staff seeks children's input regarding ways to create a safe community recognizing individual needs. It is the child's responsibility to follow the established rules. Staff will help children to understand the rules and reasons for the rules and will reinforce positive behaviors and redirect inappropriate behaviors. Positive discipline focuses on the needs of the child and contributes positively to the child's overall development. Staff members teach children conflict resolution techniques and support them as they become responsible for resolving conflicts among themselves.

Note: Camp staff do not use corporal punishment under any circumstance. In the event of a child harming themselves, another child, or an adult, staff may physically restrain the child.

Inappropriate behavior

- Camp Fire does not tolerate aggressive, violent, abusive, harmful, destructive behavior or inappropriate sexual behavior. Should a child display these behaviors, the Camp Director will contact the registering parent/adult for a conference or to pick their child up from camp. *No refund will be given for a child who leaves camp early due to these behaviors.*
- If the child's behavior is out of control and/or harmful the Camp Director may request immediate pick up. *No refund will be given for a child who leaves camp early due to these behaviors.*

Open communication and full cooperation is required from the registering parent/adult when conducting a plan of action. ***Please help us to make your child's stay at camp successful!***



No-tolerance Policy

Camp Fire has a **no-tolerance policy** for physical violence, use of cigarettes, alcohol, controlled substances, sexual activity, and firearms that places self, other children, or staff at risk. At no time is any person permitted to carry any type of firearm, ammunition, and/or weapons in Camp Fire programs for any reason unless:

- They are participating in a Camp Fire USA Alaska Council target sports program under the direct supervision and guidance of camp staff, or
- Law enforcement officers required to carry these weapons as part of their uniform/job and disclose this information to the Camp Director and program staff. Violation of this policy will result in immediate dismissal from the program.

As a general rule, Camp Fire USA Alaska Council will follow the Anchorage School District guidelines when a child violates no-tolerance rules. Immediate suspension and/or dismissal from camp may occur. Camp Fire will act as expediently as possible in responding to any claims of no-tolerance behaviors. Suspension may occur even while an incident is being investigated.

Transportation

Checking-In on the First Day

On your first day of camp, you will need to check your child in with camp staff. If your child will be traveling to camp on the camp bus, you will need to bring them to the Camp Fire office in Anchorage to complete the check-in procedure. If you are providing your own transportation to camp, you will need to check in with the camp staff upon arrival at camp. **Transportation is also available to and from Girdwood. Please call for more information about Girdwood transportation.

Please plan on arriving 30-60 minutes before departure time to check in your camper(s). Arriving early with any remaining paperwork or information at the ready will ensure a timely departure to camp.

- Make sure that each piece of your camper's luggage is labeled, and there are no loose items (pillows, blankets, books should be packed in a bag).
- Bring the luggage to the camp trailer, which will be parked in front of the check-in area.
- After ensuring that your camper's luggage is on the trailer, come inside the office and a camp staff will pull and review your child's file, confirm transportation arrangements, and collect medication. **Please do not pack medications, vitamins, or food in your camper's luggage.**
- If you need to turn in any camp forms, please do so at this point.
- Health screening will be completed at camp by the camp nurse, and includes a review of the health history form, a check for head lice, and any injuries and recent illnesses will be noted.
- When all of the campers have been checked in, the camp staff will check the children onto the bus. You must remain with and be responsible for your child until they have been checked onto the bus.

Gear & Packing for Camp

A list of what each camper should bring to camp is attached. **Please label** all of your camper's belongings and let your child help pack so they know what is in their bags. Campers carry their own luggage (with help) to their cabins, so packing lightly is a plus!



Campers who choose to bring personal belongings, sports equipment and supplies will do so at their own risk! Storage and safe-keeping of personal equipment is the responsibility of the owner of the equipment. All personal equipment used within the program must meet the program standards and requirements for safety and condition. **Please see the packing list for items that your camper may not bring to camp.**

Lost and Found

Lost and Found items are brought to the Camp Fire office after each camp session. Parents can come to the office to identify any items that their child may have left behind at camp. All Lost & Found items will be **held two weeks after the session ends**. Items not picked up by that date will be donated to a charitable organization.

Transportation

Private Transportation to Camp

If you have indicated on your registration form that you are going to travel to camp on your own (not on the Camp Fire bus), we will not expect you at the bus stop. You should plan to arrive at camp about 2.5 – 3 hours after the bus is scheduled to leave the Camp Fire office on your first day. For example, if the bus is scheduled to leave the office at 2 pm, please plan to arrive at camp no earlier than **4:30 pm**. On the last day of the session, plan to pick up your camper between **2– 2:30 pm**. A map to camp is enclosed.

Any child remaining at camp past 2:30 p.m. may be placed on the bus! Please contact the Camp Fire office if you will be delayed in picking your child up from camp.

Campers providing their own transportation to and from camp will not be allowed to use their vehicle after they have been checked into camp until they are checked out of camp at the end of the session.

No personal vehicles are allowed in main camp. Please park vehicles in the parking lot adjacent to the camp entrance.

Leaving Camp Early & Visiting Camp

If you need to leave camp early for any reason, arrangements need to be made with the Camp Fire office or Camp Director at camp in advance.

If you would like to visit camp with your child before their time at camp, please contact our main office in Anchorage to make an appointment. Any visitor to camp must check in with the Camp Director upon arrival.

For the safety of our campers and staff, **Camp Kenai Lake is a closed campus**, and all visits during sessions must be scheduled and approved by the Camp Director in advance.

Checking-Out on the Last Day

On returning day, parent/guardian should plan to arrive at the Camp Fire Office by 5:00 pm to collect luggage before the bus arrives. All reasonable attempts are made to keep the transportation to and from camp timely. If the bus will be delayed due to traffic or other unforeseen events, the anticipated arrival time will be posted at the Camp Fire office in Anchorage.



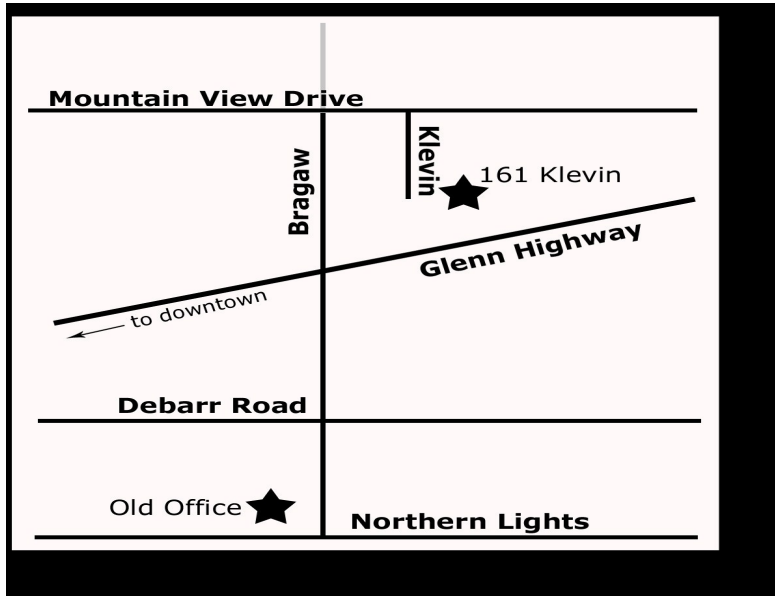
Whoever will be picking up the camper will need to have a photo ID card with them. Anyone other than the parent or guardian picking up a camper **MUST** have **WRITTEN** permission from parent/guardian and will be asked to show a photo ID.

A late charge of \$10.00 per 15 minutes (per child) will be charged to parent/guardian whose children have not been picked 30 minutes after bus arrival.

Directions



Camp Fire USA Alaska Office– 161 Klevin Street

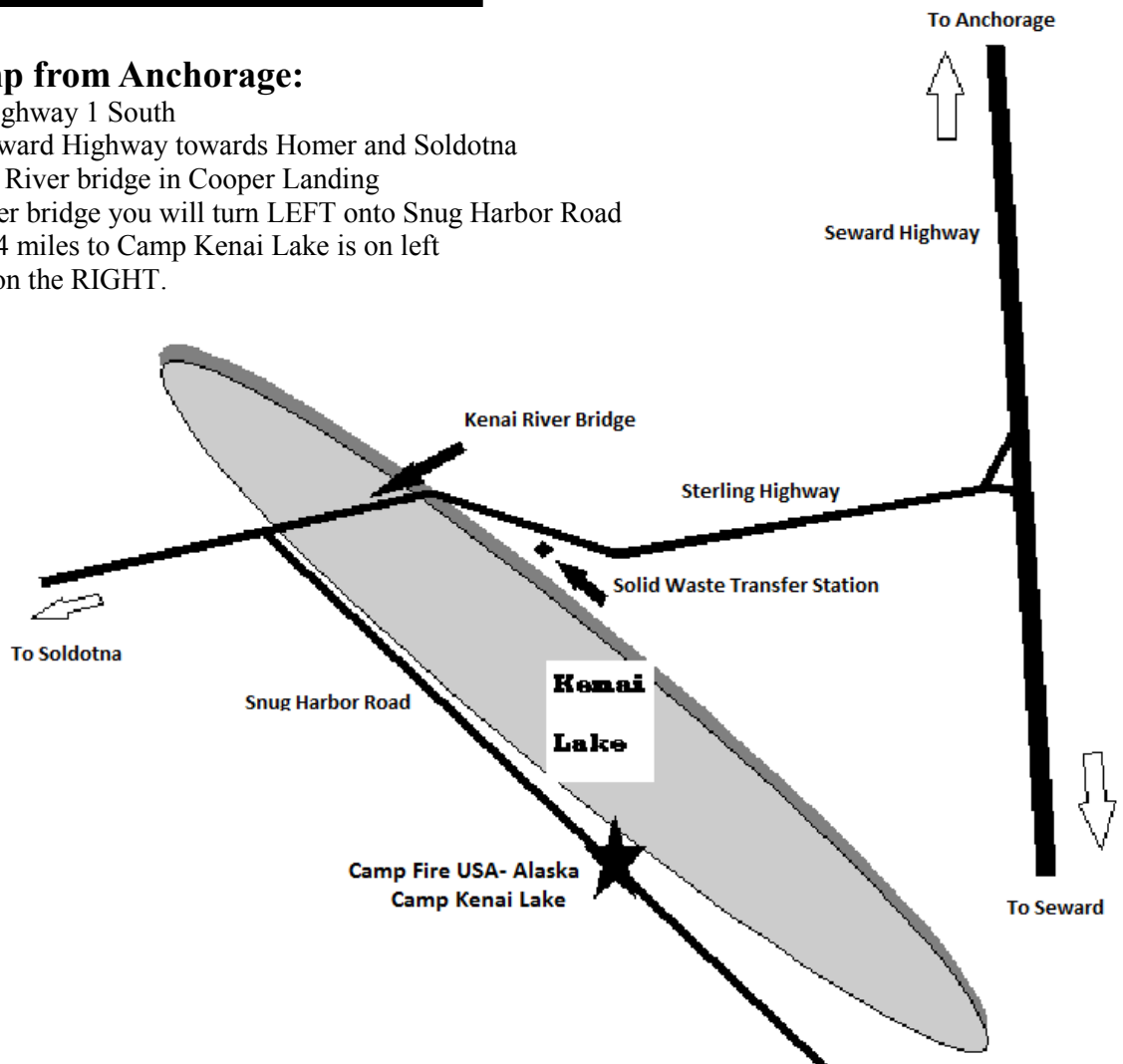


Please review the following behavior expectations for the bus trip with your child:

- Remain seated at all times with hands, arms and legs inside the vehicle.
- Keep noise at a minimum so as not to distract the driver—use indoor voices.
- No airborne objects or other disruptive behavior.
- Passengers should enter and leave the vehicle under the direction of a staff member.
- If the vehicle makes an emergency stop, passengers should follow directions of staff member and use the buddy system if leaving the vehicle.

Directions to Camp from Anchorage:

Take Seward Highway 1 South
 RIGHT onto Seward Highway towards Homer and Soldotna
 Cross the Kenai River bridge in Cooper Landing
 Immediately after bridge you will turn LEFT onto Snug Harbor Road
 Approximately 4 miles to Camp Kenai Lake is on left
 Parking area is on the RIGHT.



Packing List

Label

CAMP KENAI LAKE
CAMP FIRE USA ALASKA COUNCIL

~~~~Please remember to mark everything with your name!~~~~

# everything

**All medications (prescription & over-the counter) including vitamins, cough drops, etc. - must be in original container with instructions for administration. Medications will stored in the health cabin while you are at camp. Put all of your medication containers in a zip lock bag and mark with camper name.**

## CLOTHING:

- 1 pr. of water shoes or old tennis shoes for beach activities
- 2 pairs shoes: tennis/sturdy, No sandals
- Socks: 2 pair for each day
- Underwear: 1 for each day
- Warm pajamas, sweat pants, or long underwear
- Jeans or long pants (1 pr. for each 2 days)
- 1-2 pair shorts (depends on weather & length of stay)
- Shirts (1 for each 2 days)
- Fleece jacket, sweater or wool shirt
- Slippers for cabins
- An item for tie dying, such as a white t-shirt or pillow case

## BEDDING AND LINENS:

- Warm Sleeping Bag
- Pillow with case
- Extra Blanket
- Bath towels (1 for swimming, 1 for shower)
- Wash cloth for showering
- Laundry Bag - A large, sturdy one with your name on it

**NEW THIS YEAR!**  
Campers will be able to  
tie-dye their camp t-shirt!

## PERSONAL ARTICLES:

- Water bottle, 1 liter
- Soap in soap container
- Toothbrush/toothpaste
- Comb/brush, shampoo
- Flashlight
- Lip protection
- Sunglasses, sunscreen and sun hat

## Additional Important Gear

- WARM JACKET
- Rain jacket, rain pants and rain boots
- Swim Suit (don't forget water shoes)
- Day pack to carry daily items around camp
- Pens, pencils, stationery, envelopes, stamps
- Backpack for overnights (optional)
- Camera, case (optional)
- Binoculars (optional)

## DO NOT BRING:

Money, pets, blow dryers, curling irons, cell phones, electronic games, matches, lighters, weapons, fireworks, alcohol, cigarettes, illegal drugs or negative attitudes.

If illegal materials or weapons are suspected or found, parents will be notified and the items will be seized and held until parent's arrival.

**Please use this form to check off items as you pack. Bring it with you to use when packing to go home.**