



Camp Saint Andrews

Episcopal Diocese of California
Camps & Conferences

Dear Camp Member,

I would personally like to welcome you to Camp Saint Andrews and thank you for taking the opportunity to register for our camp season.

Included you will find:

1. **WELCOME LETTER:** this parent/camper/staff general welcome & information letter (4 pages).
2. **INFORMATION PAGE:** dates & times. Please post in your home for easy reference (1 page).
3. **LEADERSHIP APPLICATION FORM:** this form is to be filled out by the staff member & signed, if under the age of 18 must also be signed by parent or legal guardian. (2 pages)
4. **MEDICAL HISTORY RECORD:** this form is to be filled out by self or, if under the age of 18, by a parent or legal guardian (1 page).
5. **HOSPITAL CONSENT AND INSURANCE INFORMATION FORM:** for Sonora Community Hospital (2 pages).
6. **CAMP ACTIVITY & MISC. CONSENT/RELEASE FORM:** authorizations for activities & pickup, and releases for transportation & photographs (1 page).
7. **MEDICATION FORM & MEDICAL UPDATE:** list all medications being taken and any last minute health changes (1 page). Note: bring this form with your medications on the 1st day of camp.
8. **CLOTHING & EQUIPMENT LIST:** things to bring (3 pages).

ADDITIONAL FORMS:

FOR PARENTS OF CAMPERS ONLY:

1. **CAMPER QUESTIONNAIRE FORM:** Parents/Guardians please be frank, all the information on the form is confidential. (2 pages)

FOR STAFF ONLY:

1. **Job Descriptions** (2 pages)
2. **Rules & Policies** (1 page)
3. **Child Abuse Prevention Policy** (1 page)

OPTIONAL FORMS:

FINANCIAL AID FORMS:

1. **Camp Saint Andrews & Diocesan forms** (3 pages)

We urge your care in completing these forms and returning them to the Camp Saint Andrew's Registrar **AT LEAST 3 WEEKS BEFORE CAMP.** These forms must be filled out in their entirety and turned in before you or your child boards the bus.



FINANCIAL INFORMATION: The balance of your camp fee is payable at least 4 weeks before camp.

CANCELLATION: If you cannot go to camp as planned due to illness, please let us know as soon as possible. We have a waiting list of other campers desiring to go. The registration / application fee is **NOT REFUNDABLE**. The balance of the fee will be refunded as outlined in our Registration Terms & Conditions. These Terms & Conditions can be viewed on the camp website, www.campsaintandrews.org, or you may request a copy be sent to you by contacting the Camp Registrar.

CAMPER TRANSPORTATION: Buses will be provided for transportation. Directions to the pick-up site are available online or by sending an email to registrar@campsaintandrews.org or contacting the Registrar. Campers must arrive at their pick up site on the day of departure for loading and roster check. **We will do head-checks for lice, so please arrive with ample time for staff to check.**

HEAD LICE POLICY: Head lice are a highly contagious and an irritating fact of life for children. Please check your children on a regular basis and make sure they are nit-free when camp time arrives. We now do head checks before your child boards the bus. A child with any nits or lice **MAY NOT** get on the bus. You may take your child home, treat them, wash laundry and bring them up to camp within 24 hours. They will be rechecked upon arrival at camp.

CABIN MATES: Cabin assignments will be based on gender, grade in school / age, maturity level and friendship. We do our best to honor requests for friends to be in the same cabin, however all requests for cabin movement are reviewed by the Camp Board. Requests to be moved out of one's age group into another will only be approved just prior to camp and only if there is room in the requested age group.

MEDICATIONS: ALL MEDICATION MUST BE GIVEN TO THE BUS CHECK-IN PERSON PRIOR TO DEPARTURE. PLEASE, CLEARLY INDICATE WHO THE MEDICATION IS FOR, PROPER DOSAGE, AND WHEN IT SHOULD BE TAKEN. FOR LIABILITY REASONS, ALL MEDICATIONS YOU BRING MUST BE ADMINISTERED BY AND KEPT WITH THE CAMP MEDIC. If your child takes any medication for any kind of hyperactivity or Attention Deficit Disorder it is extremely important that you send it so they can take it at camp. Camp is not the appropriate time to determine whether or not your child needs their meds. As there is medical knowledge that the use of aspirin may cause 'Reye Syndrome', unless you state otherwise, we will be substituting Tylenol. If your camper has trouble with car sickness, travel sickness medication should be given prior to leaving for the buses. An extra pill should be included for the trip home. (Any leftover medications will be returned to the bus chaperone or check-out person. Please obtain these as your camper gets off the bus.)

LETTERS FROM HOME: All mail should be addressed to campers as stated on the Information Page. Mail is encouraged and appreciated. In order for mail to arrive at camp, we suggest you start mailing the Thursday prior to camp and continue through the following Tuesday. Mail time is a big event at camp, and if friends receive letters and your child doesn't, spirits sometimes go down. Remember that if he or she reads how much everyone misses them (including the pets), and how lonesome it is, the mind immediately centers on home and that may be the beginning of some unhappy hours. **Please try to concentrate on how much fun they must be having at camp, and how excited you are to hear all their stories when they return.**



GROUND RULES:

- No radios, MP3 Players, I-Pods, I-Pads, game-boys, or other valuables should be brought to camp unless approved by both the Program and Camp Directors. Items of this nature provide for a distraction and are often the source of jealousy. These items will be confiscated and returned upon arrival home. As there are no secure areas for storage of such items, Camp Saint Andrews can not be responsible for the safety of such items whether in camper or staff possession, therefore they are not allowed camp.
- Pocket knives and other potential weapons are not permitted and should not be brought to camp. If knives, scissors, etc., are needed at any time, the program staff will provide them. Any such unauthorized items found in camp will be confiscated and will not be returned unless requested by the parent in writing upon arrival home.
- By law, smoking is illegal under the age of 18. Any participant who is 18 or older must read and abide by the Smoking Policy for Camp Saint Andrews as well as follow any smoking rules and / or policy established by the facility.
- No one is permitted to leave the camp at any time unless it is for a scheduled activity and is authorized by the Camp Director.
- The camp's telephone is for **emergencies only** and the campers are not permitted to use it. Emergency calls will be taken and the camper notified by the Director.
- Except for the first day's lunch, **NO food should** be brought to camp. We request parents, families and friends plan not to visit the campgrounds at arrival, departure, or anytime during our stay at camp. This is primarily to avoid disruptions while building our camp community.

Camp Saint Andrews has a long standing dedication to changing children's lives for the better. As happens occasionally, there are circumstances such that some children do not belong at camp. In order to best serve our kids, we must occasionally send children home before the end of a session. If this happens, it is the parent's responsibility to provide transportation in a timely manner. The camp fee is non-refundable in these circumstances.

VISITORS: Because camp only lasts for 7 days, it is important that each day be used for our regular camp schedule. No visitor's day is scheduled.

GOODIES FROM HOME: Camp serves well-balanced meals, so please DO NOT send with your camper cookies, candy, gum or other food items. Storage of such items in the cabins not only attracts rodents and ants, but also can be a dangerous temptation for bears. Also, please don't send care packages to your child at camp. Aside from the problems with animals that food can cause in the cabins, large packages from home can create jealousy between the campers and make the other campers feel sad and homesick.

CLOTHING: Please do not buy new clothing for camp. This is a good place to wear out the "old stuff." PLEASE MARK ALL CLOTHING AND EQUIPMENT WITH THE CAMPER'S NAME. The clothing should be packed in one duffel bag, plainly marked. Enclosed is a suggested list of things to take to camp. Please be sure to bring a FLASHLIGHT with extra batteries. A watch is also very helpful. As the nights can be very cold, please be sure to bring a heavy jacket, warm pajamas/nightgown and a blanket. Also, as socks are to be worn at all times, except at the pool, please bring at least eight pairs. It will be helpful if your camper helps to pack since he/she will have to do this for the trip home. Also, include the clothes/packing list in the duffel to assist your camper with his/her clothing check prior to leaving for home. Luggage tags will be distributed when you check your camper in on Sunday.

SLEEPING BAG: Nighttime temperatures at higher elevations can drop very low. It is recommended that you use a sleeping bag with a MINIMUM comfort rating of 40 degrees. If your sleeping bag is rated higher than this, please be sure to send along a heavy blanket for added warmth.



Camp Saint Andrews

P.O. Box 1555. Millbrae. CA. 94030

Senior Overnight: If weather and Department of Forestry regulations permit, the “Senior Unit” *may* go on a “Senior Overnight”. If your child is going to be in the Senior Unit please be advised that this activity is *not* optional, **ALL** members of the unit will need to participate due to staffing / supervision. Please be sure to send your camper with a backpack (school size will work,) as each person packs in there own bedding, clothes and personal items. It is also recommended that they have a couple pairs of heavy duty socks, two pairs of shoes or boots (there are streams to cross) and a blanket as it can get colder at night in the open vs. in a cabin. The hike in to the camp site is about 2 miles and the hike out is about 3 ½ miles, with a majority of the trail either being flat or on a down grade.

LIP AND SKIN CARE: The dry mountain air causes lips and skin to become chapped. Each camper needs to have some type of chapstick and body lotion. Also, sunburn is common at higher altitudes so a good sunscreen is important.

SPECIAL DIET INSTRUCTIONS: If there are special dietary concerns or needs, you should note them on your Medical History Form and the Camper information form.

SPENDING MONEY: There will be no additional costs this year, therefore, **NO MONEY** should be brought to camp.

MEALS: You will need a bag lunch for your first day of camp, either Saturday (for staff) or Sunday. The rest of the meals will be provided.

ATTENTION: to parents of campers/staff under 18 years old: On the day camp ends (or the day after) there is often an “after camp overnight” or “camp party” that some or all the campers/staff are invited to attend. Although, to our knowledge, there have not been any problems at these functions, we want you to be aware that they are not officially part of camp and may not have appropriate supervision. It is up to you to investigate the situation, and decide if you want your child to attend.

CHAPEL & CAMP SUNDAY: All campers will attend a daily non-denominational service in the outdoor chapel. We will also hold our traditional Scarf Sunday service on the day after camp. Details as to the time and location will be sent to you in the upcoming months. Everyone is invited and we encourage you/your child to wear the Camp Saint Andrew’s Scarf.

This is going to be a wonderful year for Camp Saint Andrews and we’re glad that you have chosen to enjoy it with us.

See you at camp,

John Swan
Camp Registrar

P.S. We know that some forms have similar information. Most forms are distributed and needed by different staff members therefore we really need your cooperation in filling out each one completely. Thanks for the extra time and effort this takes. Please send all completed FORMS, and any money **due by the dates noted on the INFORMATION PAGE**. *Please remember that **the Medication & Medical Update Form and a Bag Lunch and drink are to be brought with you on your first day of camp.***



Camp Saint Andrews
P.O. Box 1555. Millbrae. CA. 94030

INFORMATION PAGE 2012

Important Dates:

Forms and Moneys due by	July 1st, 2012
Training Session #1(All Staff including PA's)	July 14 th , 2012
Camp Set-Up (All Staff including PA's)	July 21 st , 2012 10:00 AM
Training Session #2 (All Staff including PA's)	July 21 st , 2012 2:00 PM
Bus Pickup (Peninsula)	July 22 nd , 2012 8:00 AM
Week of Camp	July 22 nd – 28 th , 2012
Bus Drop-off	July 28 th , 2012 5:00 PM (approximately)
Scarf Sunday Church Service (At St. Andrews)	July 29 th , 2012 10:00AM

Important Locations:

Bus Pickup / Drop-off
St. Andrew's Episcopal Church
1600 Santa Lucia
San Bruno, CA. 94066
(650) 583-6678

Staff Training (All Staff & PA's)
Session #1 – Location TBD
July 14th, 8:00am – 5:00pm, 2012
Session #2 – Camp Jack Hazard
July 21st, 2012 2:00 PM – 10:00 PM

Camp Set-Up & Week of Camp
Camp Jack Hazard
Highway 108
Dardanelle, CA. 95314
(209) 965-4365

Important Phone Numbers:

Camp Jack Hazard

(209) 965-4365

EMERGENCY CALLS ONLY PLEASE – This line is in the Resident Directors Office, an is not regularly manned during the day – an answering machine will pick up and your message will be delivered as soon as possible but be aware that it may take up to several hours.

Letters From Home / Camp Address:

Letters should be sent allowing 3 days for delivery.

Camper's Name
Camp Saint Andrews
C/O Camp Jack Hazard
Dardanelle, CA. 95314

Contacts:

<u>Title</u>	<u>Name</u>	<u>Phone</u>	<u>E-mail</u>
Camp Director	Mike Siemsen	(925) 899-7252	Director@CampSaintAndrews.org
Asst. Director	Ali Barnes	(415) 601-9109	AsstDirector@CampSaintAndrews.org
Registrar	John Swan	(650) 642-6118	Registrar@CampSaintAndrews.org
Treasurer	Brig Summers	(209) 523-6841	Treasurer@CampSaintAndrews.org
Chaplain	Steve McDonald	(530) 647-2663	Chaplain@CampSaintAndrews.org

Website:

www.campsaintandrews.org – Be sure to take a look at the ever-updated Official Camp Saint Andrews San Bruno website and check the "Info Update" page for all the latest information on Camp 2012.



JOB DESCRIPTIONS

- ALL STAFF MUST PUT CAMPERS' NEEDS FIRST**
- ALL STAFF MUST PARTICIPATE ENTHUSIASTICALLY**
- ALL STAFF MUST BE RESPONSIBLE AND HAVE THE ABILITY TO TAKE POSITIVE ACTION**
- ALL STAFF MUST ATTEND ALL REQUIRED TRAINING SESSIONS**
- ALL STAFF MUST BE ABLE TO WORK WITH YOUNG PEOPLE AND ADULTS**
- ALL STAFF MUST HAVE PRIOR CAMP EXPERIENCE AND/OR EXPERIENCE WORKING WITH CHILDREN**
- ALL STAFF MUST ABIDE BY THE RULES AND POLICIES OF CAMP SAINT ANDREWS**
- ALL STAFF MUST AGREE TO RESPECT THE NEEDS AND PROPERTY OF OTHERS AND NOT PARTICIPATE IN ANY SEXUAL OR VIOLENT BEHAVIOR**

PROGRAM AIDES (P.A.'s)

Qualifications:

1. 14 years old and/or previous experience at Camp Saint Andrews.
2. Must be able to work with campers and staff and assist Program Specialist.
3. Should be able to accept suggestions and directions readily from the adult staff.

Job Description:

1. Assist the program staff in the various activities.
2. You must always be available to fulfill any additional duties asked of you by the program Specialists or Program Director.
3. If you encounter any problems working with other staff, you must take your concerns to the P.A. Unit Director or the Program Director.
4. Shall have the privileges of a camper when not given specific assignment.
5. Must give up other programs while assigned to a specific activity as program aide.
6. Be responsible for your own conduct.
7. May be required to work with the Counselor and Counselor-In-Training (C.I.T.) instead of the program staff, as needed.
8. Shall be responsible to the program staff as well as the unit staff. As a P.A., you are in a learning role to assist with activity instruction.

COUNSELOR-IN-TRAINING (C.I.T.) / PROGRAM STAFF-IN-TRAINING (P.S.I.T.)

Qualifications:

1. 16 years old and/or Program Aide (P.A.) experience at Camp Saint Andrews.
2. Must be able to unite your campers and work with them as a team and assist the Counselor/Program Specialist.

Job Description:

1. Assumes responsibility for the welfare of all campers assigned to your program area and/or cabin.
2. Must know where Counselor is at all times and the counselor should know where you are.
3. Always be available to help counselor, even on sessions off.
4. Take over session when Counselor is off (Unit Director will assist you). Also, cover cabin when Counselor has Scarf or an emergency, etc.
5. Attend all camp gatherings and functions with your unit, such as meals, flag, campfire, etc.
6. Remind Counselor of special assignments, such as flag or hopping—he/she needs your help.
7. Help your unit with the skits, songs & yells and the All-Camp Activities.
8. C.I.T.'s and Counselors are to remain with the unit all day on the first day to focus on putting the campers at ease & getting to know them.
9. Assist the counselor/program specialist in planning activities for the campers and assist in the care and teaching of the program.
10. Meet with Counselor and U.D. daily to coordinate activities and discuss any problems with campers or staff.
11. Complete your evaluations and turn them in to the U.D. before the dance on Friday night.

If your role is primarily P.S.I.T., you will help the counselor in the absence of a C.I.T. If your role is primarily C.I.T., but you can teach, you may be asked to help with a program or activity. As a C.I.T./P.S.I.T., you will be in a learning status to train to become a Counselor/Program Specialist in the future years.



COUNSELOR

Qualifications:

1. 18 years old, a senior high school graduate, or Counselor-In-Training (C.I.T) experience.
2. Must be able to unite your cabin staff and work with them as a team.

Job Description:

1. Assumes responsibility for the welfare of all campers assigned to him/her.
2. Must know where campers are and what they are doing at all times.
3. Must be on duty at all times, even if it is your session off.
4. Look out for the proper morale and discipline (refer to the Unit Director (U.D.) as necessary) and care of his/her campers.
5. Attend all camp gatherings and functions with unit, such as meals, flag, fire, etc. unless otherwise assigned or you have the session off.
6. Insist that campers wash and clean up before each meal, shower regularly and sleep in suitable attire.
7. Counselors and C.I.T.'s are to remain with the unit all day on the first day to focus on putting the campers at ease & getting to know them.
8. Responsible to and works with the Unit Director.
9. Meet with U.D. and C.I.T. daily to coordinate activities and discuss any problems with campers or staff.
10. Take opportunities to coach and mentor counselor skills with your C.I.T.'s.
11. Keeps U.D. informed of his/her and the campers' whereabouts at all times.
12. Confirm that the U.D. will cover (or find coverage for) sessions off, Scarf, dance, etc.
13. Complete evaluations and turn them in to the U.D. before the dance on Friday night.
14. Responsible for settling the campers in to bed after the dance, before your UD relieves you for the evening.
15. Perform such other duties as may be assigned by the U.D.

A counselor is a key-person in helping the staff to achieve the goals of Camp Saint Andrews. We are depending on our counselors for the effectiveness of the camp, but we also want this to be a satisfying experience for everyone. If you have any problems, disciplinary or otherwise try to resolve them through and with your Unit Director.

UNIT DIRECTOR

Qualifications:

1. 21 years old, and/or have proven leadership capabilities.
2. Must be able to unite your assigned cabin groups and work with them as a team.

Job Description:

1. In addition to the All-Camp-Activities, the Unit Director (U.D.) must spend at least one session each day with the campers as relief for the counselor's session off (mandatory) and/or the Counselor-In-Training (C.I.T.) session off (if counselor needs assistance).
2. Must always be available to relieve counselors (or find relief) whenever requested for Scarf, emergencies, etc.
3. Must participate with unit at camp gatherings, such as meals, Flag, Chapel, campfire, etc.
4. Assist with the unit's skit, song and yell, etc.
5. Always maintain camp discipline and morale.
6. Must know and enforce the safety procedures of the camp.
7. Give wake up calls to counselor(s) and make sure everyone is up and getting ready.
8. Meet with Counselor(s) and C.I.T.(s) daily to coordinate activities and discuss any problems with campers or staff.
9. Cultivate and encourage the leadership qualities of the counselor(s) and C.I.T.(s).
10. Pass on and confirm any announcements or schedule changes.
11. Insure that campers receive their medications from camp nurse.
12. Make cabin inspections and check on the personal hygiene (and eating habits) of the campers, especially the juniors.
13. On Friday night, the U.D.'s are responsible for covering or arranging cover for the cabins.
14. Be responsible for all evaluations in unit. Encourage counselors and C.I.T.'s to discuss the evaluations with Unit Directors.

PROGRAM STAFF

Qualifications:

1. Must have knowledge and experience in leading your designated program.

Job Description:

1. You are expected to serve as relief for cabin sitting if requested by the Unit Directors (U.D.'s) for Scarf, dance, emergencies, etc.
2. Sets an example by participating and arriving on time for all Camp gatherings, such as Flag, meals, campfire, etc.
3. Must be willing to serve as a judge (if so asked) for skit, song, yells, etc. and when doing so will be fair and positive in your remarks.
4. Always do your part to help maintain camp discipline and morale.
5. Must know and enforce the safety procedures of camp.
6. Reports to and works in cooperation with the Program Director.



LEADERSHIP APPLICATION

PERSONAL INFORMATION

Name: _____

Birth Date: _____

Street Address: _____

Home Phone: _____

City, State & Zip: _____

Cell Phone: _____

Current Employer: _____

Employers Phone: _____

Current School: _____

Drivers License #*: _____

Social Security #: _____

Auto Insurance #*: _____

Adult T-Shirt Size: S M L XL XXL (Select one)

E-Mail Address: _____

Do you wish to apply for Financial Aid: Yes No

Previous Scarf Color: _____

Please Check One: I will download & Print Staff Forms from www.campsaintandrews.org

Please send me Staff Forms via US mail.

**Please send, with this leadership information form, a copy of your current Driver's License & Insurance Card OR High School I.D. Card (If under 18 and you do not have a driver's license or State I.D. Card).*

EXPERIENCE: (additional paper may be used if necessary)

Please explain any experience you have with children: _____

List any leadership training you have had: _____

List any camp experience, including any special camps (i.e.: Camps for the Blind, etc.): _____

What are your hobbies or special interests? _____

List any other skills or experiences you feel might help at camp: _____

Experience working with youth in other organizations: _____

CERTIFICATION

Do you have any of the following? If yes, please indicate the expiration date:

Red Cross First Aid Certificate Yes Exp: _____ Red Cross Life Saving Certificate Yes Exp: _____

Red Cross CPR Certificate Yes Exp: _____ Swimming Instructor's Certificate Yes Exp: _____

Please rank the positions you are applying for in order of your preference 1 to 3. (Please do not mark any positions that you are unwilling to accept):

Program Aide Counselor-In-Training (C.I.T.) Counselor Unit Director (U.D.)

Program Specialist (Area _____) Other (Specify: _____)

With which age group would you prefer to work? _____

Please all areas in which you are **NOT** willing to assist:

Archery Arts & Crafts Campfire Chapel Hiking / Nature

Overnight Quiet Games Rappelling Rock Climbing Ropes Course

Scarf Society Singing Skits Sports Swimming



REFERENCES

Please include references familiar with your character as it relates to working with youth: (Include social worker if you have one.)

Name: _____ Relationship: _____ Phone: (_____) _____
 Name: _____ Relationship: _____ Phone: (_____) _____
 Name: _____ Relationship: _____ Phone: (_____) _____

* Have you ever been convicted of a misdemeanor? YES NO
 * Has your driver's license ever been suspended or revoked? YES NO
 * Have you ever been charged with child abuse or child neglect? YES NO
 * Is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, and care of young people? YES NO
 If you answered "YES" to **ANY** of the above * questions, please explain: _____

LEADERSHIP REQUIREMENTS

As an applicant, you must possess the moral, educational and emotional qualities that Camp Saint Andrews deems necessary to afford positive leadership to youth. In addition you must pass all background checks required and attend all required training sessions.

Drivers Agreement:

I will be driving to camp. I am able and willing to carry ____ passengers. I certify that I am of legal age to carry passengers, my vehicle is in good working condition, and comes equipped with a seat belt for each passenger that will ride with me. I, also, certify that I have a valid driver's license without restrictions, and that I am insured for at least the minimum amount of auto insurance required by the state of California. I further agree not to consume any alcoholic beverages, narcotics, or prescription medications that may impair my driving ability, prior to or during the drive to and from the pick up locations and/or the training and camp facilities. _____ (Initial)

Agreement:

I understand that the information provided may be verified by contacting persons or organizations named in this application or by contacting any person or organization that may have information concerning me. Camp St. Andrews reserves the right to conduct background, Criminal and DMV Checks and I hereby release and agree to hold harmless from liability any person or organization that provides information. I also agree to hold harmless Camp Saint Andrews, The Episcopal Diocese of California, & officers, employees, & volunteers thereof. **"In signing this application I have read the enclosed information and apply for a volunteer position with Camp Saint Andrews. I agree to comply with the Bylaws, rules, policies and guidelines of Camp Saint Andrews. I affirm that the information I have given on this form is true and correct."** _____ (Initial)

I have read the bottom of this form and agree to all conditions of application:

Signature of Applicant: _____

Date: _____

Signature of Parent/Guardian: _____

Date: _____

(If applicant is under 18 years of age)

Conditions of Application: [1] I am applying for a staff position for myself / my child for the Camp Saint Andrews session. [2] Payment of a refundable application fee. [3] Failure to pay application fee within 7 days may result in an increase in application fee. [4] Payment of a refundable camp fee no later than the fees deadline as posted in the current year's registration forms. [5] That upon written cancellation of participation fees will be refunded as outlined on the camp website or in the registration forms. [6] To CSA charging interest in the amount of 1.5% monthly for any outstanding fee balance not paid in full by fee deadline. [7] For the health, safety and welfare of all campers, the staff member must agree to abide by the rules of camp. [8] The camp reserves the right to dismiss any staff member whose conduct is unacceptable. This includes, but is not limited to: possession / use of drugs or alcohol, possession of knives or other weapons, fighting or leaving the camp grounds without permission. [9] Participants / Parents should understand that camp activities may include the risk of injury. Participants / Parents hereby release Camp Saint Andrews and its staff of any claims, expense or damages arising out of participation in camp activities. [10] While participating in Camp Saint Andrews, photographs and / or video of campers / staff may be taken. Camp Saint Andrews reserves the right to use those images in order to promote the camp without financial compensation to participant, staff, family or others.

**** Camp Saint Andrews' staff use only ****

We are unaware of any information contrary to the information on this application. This applicant meets the leadership standards of Camp Saint Andrews.

Signature of Interview Committee Chair: _____

Date: _____

Signature of Camp Director: _____

Date: _____

Notes: _____



MEDICAL HISTORY RECORD

TO BE COMPLETED BY SELF or if under the age of 18 by PARENT, or LEGAL GUARDIAN:

Name: _____ Age: _____ Birthdate: _____ Gender: _____

Address: _____ City: _____ State: _____ Zip: _____

School: _____ Grade: _____ Home Phone: _____

Religion: _____ Cell Phone: _____

Mother's Name: _____ Home Phone: _____

Mother's Email: _____ Work Phone: _____

Occupation: _____ Cell Phone: _____

Father's Name: _____ Home Phone: _____

Father's Email: _____ Work Phone: _____

Occupation: _____ Cell Phone: _____

PERSON(S) TO CONTACT IN CASE OF EMERGENCY

Name: _____ Phone: _____ Relationship: _____
Name: _____ Phone: _____ Relationship: _____

IMMUNIZATION & COMMUNICABLE DISEASE HISTORY

	<u>DATES</u>		<u>DATES</u>		<u>DATES</u>
SMALLPOX	_____	PNEUMONIA	_____	DIPHTHERIA	_____
MEASLES	_____	WHOOPING COUGH	_____	HERMAN MEASLES	_____
TETANUS BASIC	_____	SCARLET FEVER	_____	MUMPS	_____
TETANUS BOOSTER	_____	POLIO	_____	CHICKEN POX	_____
HEPATITIS	_____				

GENERAL HEALTH

ANY HISTORY OF THE FOLLOWING: (Please select YES or NO)

ASTHMA, HAY FEVER	YES	NO	HEART TROUBLE	YES	NO	FAINTING	YES	NO
FREQUENT HEADACHES	YES	NO	CHRONIC COUGH	YES	NO	CONSTIPATION	YES	NO
TROUBLE WITH EYES	YES	NO	SHORTNESS OF BREATH	YES	NO	NAUSEA	YES	NO
CONVULSIONS	YES	NO	FREQUENT COLDS	YES	NO	FREQUENT EAR INFECTIONS	YES	NO
HIVES	YES	NO	OPERATIONS	YES	NO	DIARRHEA	YES	NO
EATING DISORDERS	YES	NO	BLEEDING DISORDERS	YES	NO	BEHAVIORAL PROBLEMS	YES	NO
EMOTIONAL DISORDERS	YES	NO						

PLEASE ANSWER YES OR NO TO THE FOLLOWING ADDITIONAL QUESTIONS AND EXPLAIN AS NECESSARY IN COMMENTS AREA!

WEAR GLASSES OR CONTACTS? YES NO HAVE ANY SPECIAL DIETARY NEEDS? _____

VEGETARIAN? YES NO IF YES, FISH? YES NO POULTRY? YES NO DAIRY? YES NO EGGS? YES NO

ANY DRUG OR FOOD ALLERGIES? YES NO IF YES, NAME DRUG(S) OR FOOD(S): _____

ANY SENSITIVITY TO INSECT STINGS? YES NO IF YES, WHAT INSECTS(S): _____

FOR PARENTS OF GIRL CAMPERS ONLY: HAS YOUR CHILD MENSTRUATED? YES NO

IF NOT, HAS SHE BEEN TOLD ABOUT IT? YES NO IF SO, IS HER MENSTRUAL HISTORY NORMAL? YES NO

COMMENTS ON ANY ABOVE NOTED ITEMS: Continue on the back of this sheet if needed. If continued on back, please check here

DATE _____

SIGNATURE of SELF, PARENT, or LEGAL GUARDIAN



Sonora Regional Medical Center
1000 Greenley Road
Sonora, CA. 95370

CONSENT OF PARENT OR LEGAL GUARDIAN OR OTHER PERSON WHO HAS PRIMARY RESPONSIBILITY FOR THE CARE OF THE PARTICIPANT.

TO BE COMPLETED BY SELF, OR IF UNDER THE AGE OF 18, BY PARENT OR LEGAL GUARDIAN:

NAME OF PATIENT _____ AGE _____ DATE OF BIRTH _____

I / WE, _____ give consent to Sonora Regional Medical Center or any other medical facility deemed necessary to arrange for or provide the following health care services for this child

1. Health care including medical examination, routine laboratory studies / X-ray procedures, skin tests, and immunization.
2. Emergency health care for accidents or illness.
3. Transportation of the child to and / or from another health facility for the services as medically necessary.

I hereby consent for all of the above instructions _____

AUTHORIZING SIGNATURE

INSURANCE INFORMATION

PRIMARY INSURANCE _____		
ID# _____	GROUP _____	PLAN _____
SUBSCRIBER NAME _____		RELATIONSHIP _____
SUBSCRIBER'S EMPLOYER _____		
INSURER BILLING ADDRESS _____		
INSURER PHONE _____		
PRESCRIPTION PLAN _____	POLICY # _____	

DOES PATIENT HAVE ANY DRUG ALLERGIES? _____

IS PATIENT TAKING ANY MEDICATION? YES _____ NO _____

IF YES, PLEASE LIST _____

ANY MEDICATION TO BE TAKEN AT CAMP? (PLEASE INDICATE WHAT MEDICINE AND DOSAGE)

DATE OF LAST PHYSICAL EXAM _____



MEDICAL RELEASE

NAME _____ ADDRESS _____

PHONE _____ hereby authorizes Camp Saint Andrew's, Camp Jack Hazard, and their delegated adult leaders and directors to consent to any medical and hospital care to be rendered to said minor upon the advice of a licensed physician. This authorization is given pursuant to the provisions of Section 25.8 of the Civil Code of California. It is understood that if time and circumstances reasonably permit, Camp Saint Andrew's and Camp Jack Hazard will endeavor, but is not required, to communicate with me prior to such treatment. The undersigned further agrees that Camp Saint Andrew's, Camp Jack Hazard, and their delegated leaders and directors are not legally or financially liable for any claim arising from any consent given in good faith in connection with such diagnosis or advised treatment. This authorization and consent to treatment of minor is given to Camp Saint Andrew's and Camp Jack Hazard in conjunction with any authorized Camp Saint Andrew's or Camp Jack Hazard function or event.

DATE _____ **AUTHORIZED SIGNATURE** _____

CONSENT FOR MEDICATIONS

TO BE COMPLETED BY SELF, OR IF UNDER THE AGE OF 18, BY PARENT OR LEGAL GUARDIAN:

PARTICIPANT'S NAME _____ Camp Session CSA

I hereby authorize that person named above may be given non-prescription medications as circumstances call for with the exception of the following:

PLEASE SELECT YES OR NO FOR THE ADMINISTRATION OF THE FOLLOWING OVER THE COUNTER MEDICATIONS:

ASPIRIN	YES	NO	THROAT LOZENGES	YES	NO
TYLENOL (Acetaminophen)	YES	NO	ALLEREST COLD TABLETS	YES	NO
MOTRIN (Ibuprofen)	YES	NO	CLARITIN (Allergy Relief)	YES	NO
LAXATIVE	YES	NO	CALADRYL	YES	NO
ANTI-DIARRHEA AGENT	YES	NO	BENADRYL	YES	NO
TETANUS-BOOSTER	YES	NO	NEOSPORIN	YES	NO
TUMS	YES	NO	SUDAFED	YES	NO

PLEASE LIST ANY OTHER OVER THE COUNTER MEDICATIONS YOUR CHILD IS **NOT** TO RECEIVE:

I understand that the administration of medication will be done under the supervision and authorization of the camp health person/nurse in charge at the time. I also agree that any first aid treatment may be given as needed with the exception of the following restrictions.

RESTRICTIONS: _____

AUTHORIZED SIGNATURE: _____

ADDRESS: _____

RELATIONSHIP: _____

DATE: _____



CAMP SAINT ANDREWS CONSENT FOR CAMP ACTIVITY

TO BE COMPLETED BY SELF, OR IF UNDER THE AGE OF 18, BY PARENT OR LEGAL GUARDIAN:

PARTICIPANT'S NAME: _____

CONSENT FOR SPECIAL ACTIVITIES

I understand that like many active sports, some camp activities such as horseback riding, rappelling, climbing, backpacking, and overnight camp outs entail some risk to the participant. Camp Saint Andrews, the Camp Board, and the Camp Staff take all precautions to reduce these risks and provide safe, healthy, enjoyable experiences. (Studies indicate that camp is safer, in general, than school or home). With this understanding, I shall not hold Camp Saint Andrew's, or its staff liable for any damages which are not normally covered by my own family health / medical insurance policy or by applicable Camp Jack Hazard and the Episcopal Diocesan Camp Insurance Coverage. Therefore, I deem myself / child of appropriate age and skill level to participate fully in all activities as supervised by the camp staff except as restricted below.

RESTRICTIONS (IF ANY): _____

DATE _____ **AUTHORIZED SIGNATURE** _____

PRINTED NAME OF SIGNER _____

PICKUP AUTHORIZATION

I understand that Camp Saint Andrews discourages parents from delivering or picking up their children directly to or from camp. However, if due to unusual circumstances it becomes necessary to pick up my child from camp, I authorize Camp Saint Andrews and its designees to release my child to only the following individuals. (please include at least one family friend).

NAME	PHONE #	RELATIONSHIP
_____	_____	_____
_____	_____	_____
_____	_____	_____

And I request that my child not be released to the following individuals for any reason:

Authorizing Signature _____ Date _____

PHOTOGRAPH RELEASE

Permission is granted for photographs and or films taken during participation in Camp Saint Andrews activities to be used for purposes that include publicity and the Camp Photo. Further, I give permission for these photographs and or films to be used without any compensation to myself, my child, or any parties acting on our behalf.

Authorizing Signature _____ Date _____

TRANSPORTATION RELEASE

I hereby consent that the Camp Saint Andrews may provide transportation for myself / child to and from camp or camp related activities.

Authorizing Signature _____ Date _____

TIE-DYING RELEASE

Arts & Crafts may do tie-dying. If this activity interests your child, please send T-shirts, pillowcases, or appropriate items each labeled specifically for "Tie-Dying". I hereby authorize the above named participant to tie-dye items they own/bring.

Authorizing Signature _____ Date _____



MEDICATION AND MEDICAL UPDATE FORM

Name: _____

Remember that this form should accompany ANY medication (including aspirin, Tylenol, and vitamins). **Please bring this form and the medications in a labeled bag** (each individual's medications must be packaged separately) **and give them to the check in person on departure day.** All items must be listed below. For Non-prescription items, "as-needed" may be used for dosage description.

Medications:

Name: _____ Dosage: _____ Times: _____

Name: _____ Dosage: _____ Times: _____

Name: _____ Dosage: _____ Times: _____

Name: _____ Dosage: _____ Times: _____

Name: _____ Dosage: _____ Times: _____

Name: _____ Dosage: _____ Times: _____

Name: _____ Dosage: _____ Times: _____

Name: _____ Dosage: _____ Times: _____

Name: _____ Dosage: _____ Times: _____

(As your original medical history and authorizations were to be returned with the registration forms, please note any changes below:)

Medical Information:

CAMP SAINT ANDREWS RULES & POLICIES

SCOPE:

The following rules and policies apply to ALL staff members from the time of departure from and return to their homes.

RULES:

It is necessary to establish rules to ensure the safety and well being of each individual at camp. To increase your understanding of the camp's rules, they have been outlined as follows:

- Possession or use of alcoholic beverage, illegal drugs, and/or weapons is prohibited.
- All possible dangerous equipment, tools, and supplies will be registered with the Camp Director prior to the start of camp.
- Physical punishment or mental abuse of campers and/or other staff members is prohibited.
- To prevent unauthorized use or access by campers, all prescription drugs, over-the-counter drugs and medical supplies shall be held and dispensed by the camp's medical staff or designee. All exceptions must be pre-approved by BOTH the Medical Director and the Camp Director.
- All persons must remain on camp premises unless given prior specific permission by the Camp Director or his designee. The Program Director may give permission for supervised groups to leave camp premises in connection with scheduled activities.
- No food should be brought to camp. We are in the mountains and there are animals in the area. The camp will provide adequate food to meet our needs. If there are special dietary concerns, place all details on your medical history and/or medical update forms.
- All persons must agree to respect the needs and property of others and not participate in any inappropriate sexual or violent behavior.

POLICIES:

Policies are necessary to maintain a well-run camp, providing safety and a positive experience for all involved. The basic policies of Camp Saint Andrews are:

- Use of tobacco products is discouraged, as it is a poor example to the campers and younger staff. If the director has granted permission, use will be in designated areas and out of sight of the campers. In no case should any staff member under the legal age use tobacco products.
- Radios, MP3 players, I-Pods, game-boys, etc. are not allowed at Camp Saint Andrews. They are disruptive to others and their use detracts from the overall camp experience. In addition, the conditions at camp are not conducive to their proper operating environment.
- Transportation to and from camp is on your own. You are required however to inform the Camp Director by what means you will be getting to / from camp and if driving any passengers you will be providing a ride to.
- For the sake of modesty and privacy, a segregated living arrangement is maintained. Males are not allowed in the female living areas and vice versa.
- U.D.'s, Counselors, and C-I-T's are expected to participate in all planned activities with their unit. The location and activities of all staff is limited to scheduled activities and their assigned duties, from the time of departure from St. Elizabeth's/Church of the Resurrection, until their return.
- To ensure sufficient rest and proper supervision of the camper, a time for lights out and all campers in bed will be set and adhered to.
- Daily free time for counselors and C-I-T's should be scheduled with their U.D. Free time for the U.D. should be scheduled with the Program or Camp Director. People on free time shall remain on camp premises and be ready to supervise or help if the need arises.
- Behavioral problems are expected to be dealt with promptly at the lowest level. Counselor's should seek help from their U.D. and the U.D. should seek help from the Camp Director if necessary, to prevent the spread of problems.

VIOLATIONS:

All of the camp's staff is responsible for and expected to follow the rules and policies of Camp Saint Andrews. A violation of the rules and/or policies will reduce privileges and may result in the prompt return of the offender to his/her home at his/her own expense. The Camp Director will administer the Tribunal's final resolution of any dispute over any action resulting from a violation of a rule and/or policy. The Tribunal consists of members of the Camp Community as designated in the Camp By-laws. All of camp's staff is expected to act in a responsible manner. All staff members are expected to use relatively good judgment in determining what actions and activities may result in injury to others or work to the detriment of camp.

AGREEMENT:

I, _____, have read the above **RULES AND POLICIES for Camp Saint Andrews**. I understand them and agree to abide by them as stated while at Camp Saint Andrews. I also agree to accept any disciplinary actions resulting from violations to any camp rule or policy stated above or otherwise implied.

Signature: _____ **Date:** _____

Camp Saint Andrews

Child Abuse Prevention Policy

1. All new and returning adult staff members with a supervisory or disciplinary relationship with minors will be screened for criminal history by submitting their fingerprints and/or palm prints to the Department of Justice. All staff members working at or visiting a facility where minors are present are considered to have a supervisory or disciplinary relationship over minors. Adult staff members will be re-checked at least every four years.
2. All staff members are prohibited from inappropriate relationships and/or inappropriate contact, one-on-one, both during and outside of camp, with any camper, under age participant, and any other staff member of Camp Saint Andrews. This includes any and all situations that could be interpreted and/or misconstrued, to be threatening or abusive, both mentally and/or physically, whether actual or implied. This especially applies to any adult staff member with any under aged participant of Camp Saint Andrews. Any staff member having contact with campers, under aged participants, or any other staff member of Camp Saint Andrews, whereby the contact could lead to or be interpreted as an inappropriate relationship, must be accompanied by at least one other adult during the duration of the contact. It is understood that many friendships formed at camp carry over outside of camp. Likewise many friendships started outside of camp are carried over into our program. While it is not our intention to discourage or preclude friends at camp from contact with each other outside camp, which either by prior relationship or daily circumstances (i.e. school), may violate this policy, it is our intention to make clear that we expect all of our staff members to act appropriately and responsibly both in and out of camp. Acting appropriately and responsibly includes acting in accordance with both legal statutes and accepted moral and ethical guidelines of a Christian based faith, especially within the teachings and practices of the Episcopal Diocese. Since the rules and policies of Camp Saint Andrews have been carefully designed to reflect what is both legal and just, and morally acceptable, especially in regards to relationships with others, it is safe to say that if a relationship is not appropriate at camp, then it is not appropriate outside of camp, regardless of the participant's ages.
3. All staff will be informed about Camp Saint Andrews child abuse policy including basic child abuse prevention, recognition and reporting training. New staff will receive an orientation and child abuse prevention training prior to entering into supervisory or disciplinary roles. All new and returning staff will receive a child abuse information sheet and training at least every two years.
4. All staff will be considered mandated child abuse reporters. Information on mandatory reporting will be issued to all staff.
5. Child abuse reports will be handled initially with "witness" reporting (verbally or in writing) to a member of the Camp Saint Andrews Tribunal (Camp Director, Asst. Camp Director, Program Director, Medic, and Spiritual Advisor). Tribunal member or designee will contact Child Protective Services (CPS) at earliest convenience.
6. All staff will be required to inform a Tribunal member if they learn that a fellow staff member has a prior history of sexual and/or child abuse charges.
7. All staff members are required to read the child abuse prevention policies and the incident reporting policies information sheet(s).

I have received a copy of the Camp Saint Andrews Child Abuse Prevention Policy. I have read the Camp Saint Andrews Child Abuse Prevention Policy and understand that I am responsible for knowing and complying with the procedures and requirements provided in these policies with regards to my tenure with Camp Saint Andrews. I will abide by the Camp Saint Andrews policies and procedures at all times during my tenure including the provisions outlined in the Child Abuse Prevention Policy. This policy does not constitute a contract. I understand that my tenure is at-will, and that either Camp Saint Andrews or I can terminate my tenure at any time with or without cause.

Print Name: _____

Signature: _____ **Date:** _____



Camp Saint Andrews Child Abuse Information Sheet

This document defines child abuse, explains relevant laws, suggests how to prevent incidents, and establishes guidelines for handling cases. Camp Saint Andrews is required to distribute copies of this policy statement to all staff, and to retain a signed acknowledgment by each staff person of the receipt and understanding of this policy.

1. Definition of Child Abuse

Child abuse includes such acts as sexually molesting a child; willfully causing or permitting a child to suffer, inflicting on a child unjustifiable physical pain or mental suffering; and, with respect to persons having care of custody of the child, willfully causing or permitting the health of a child to be injured, or willfully causing or permitting the child to be placed in a situation that is such that the person or health of the child is endangered.

State law allows no physical punishment by child care providers and limits methods of discipline.

California Administrative Code, Title 22, Section 31240 (d). "Constructive methods must be used for maintaining group control and handling individual behavior ... corporal punishment and other humiliation or frightening techniques are prohibited... punishment must not be associated with food, rest, isolation for illness or toilet training." California Administrative Code, Title 22, Section 86033 (1) and 86037 (a) (4): "Discipline shall be fair, reasonable, consistent and related to the offense... no child... shall be subjected to physical or unusual punishment, humiliation mental abuse, or punitive interference with daily functions of living, such as eating, sleeping or elimination."

2. The Reporting Law

Child abuse is considered a reportable offense and can be either a felony or misdemeanor. The California Penal Code, Section 11161.5 states that if persons in certain child-contacting professions, such as teaching, medicine, social work, etc. suspect a child, 18 years or younger, has received physical injuries or injuries which appear to have been inflicted upon him or her by other than accidental means by any person, or that he or she has been sexually abused, such fact shall be reported by the observer by telephone and in writing within 36 hours to the police department in the city of incident. Some prominent phone numbers are listed in the following section 8.

Failure to report includes penalties up to \$500.00 or 6 months in jail.

3. Preventing Child Abuse

Camp Saint Andrews is committed to the prevention of child abuse. Camp Saint Andrews is helping prevent child abuse by screening all staff that have or could have a supervisory or disciplinary relationship over minors. All staff members will be fingerprinted and/or palm printed and their criminal records checked through the Department of Justice

California law requires that any person who is to work in a child care center must first submit to a criminal record check (Health & Safety Code, Section 1522).

Under the law, the child care programs have an on-going obligation to submit finger and/or palm prints for criminal records on new & existing @ members.



4. Education of Staff

All staff members will receive a copy of the child abuse prevention policy, the child abuse information sheet and the mandated child abuse reporter information prior to starting in a supervisory or disciplinary role. All staff members will attend the child abuse training seminar. Staff will learn how to avoid possible misinterpretations in how they work, including always dealing with children openly, leaving doors open when dealing with one child, etc.

5. Handling an Incident / The Childs Needs

If a child reports abuse, you should give him or her emotional support while obtaining information about the incident. Use the following procedure as a guide:

- Believe the child; don't deny the problem.
- Stay calm, listen, and under react if possible. Do not blame, punish, or embarrass the child.

Reassure the child that he or she is not to blame and that it was right to tell about the incident. Let the child know that he or she is safe and that no harm will come for reporting information. Let the child ask questions, and answer them 'm understandable terms.

Get details about the events leading to the act of abuse. If a stranger was involved, get a description. Do not lead with questions or make suggestions or comments about the incident.

6. Handling an Incident / Staff and Parents

When talking with the parents of the child or with other concerned parents, be factual and honest. Explain Camp Saint Andrews policies for preventing and handling child abuse. Parents should know that Camp Saint Andrews has taken steps to ensure every child's protection.

You must respect the privacy rights of all concerned. All accusations of abuse a-re highly confidential and information should be given out on a need to know basis only. (Remember too, that often incidents and occurrences can be interpreted in more than one way.)

7. Handling an Incident / Reporting

Follow the procedures listed in Section 2.

8. Contact Numbers

San Francisco Police	415-553-0123
San Rafael Police	415-485-3000
Child Care Protective Services, S.F.	415-558-2650
Child Care Protective Services, Marin	415-499-7153
Child Care Protective Services, San Mateo	650-573-2866
San Carlos Police	650-592-8014
Foster City Police	650-573-3333
San Mateo Police	650-574-6830
San Bruno Police	650-877-8965



What To Bring

Please remember that Camp Saint Andrews at Camp Jack Hazard is about getting back to basics. Be practical and only bring the absolute necessities. You may be helping to carry your own gear so please keep it light. This includes the size of sleeping bags. Parents, please do not give your young one a sleeping bag to carry that is half their size. At camp everything gets dirty so don't bring anything too nice. Be sure to mark **EVERYTHING** with your full name. We try to keep careful track of lost and found, but things inevitably get lost or mixed up. Please keep this in mind when packing.

We recommend putting your child's gear in a strong duffel bag (good cheap one will work). We do not recommend foot lockers, trunks, or suitcases. They are more likely to get broken in the luggage loading and unloading process, and they take up excess space.

Use this sheet as a checklist. Please take the recommendations on it seriously. Over 40 years of experience at camp have gone into its making.

Important Equipment to Bring

_____	Sleeping Bag	The Sierra nights can be chilly so a lightweight blanket or liner can be rolled up with the bag.
_____	Ground Cloth	or 6' x 9' piece of plastic (if there is an over night or for sleeping under the stars)
_____	Raingear	AN ABSOLUTE MUST!!!! Preferably a hooded poncho of some kind.
_____	Sweater/Jacket	ANOTHER MUST!!! Camp's mile-high evenings can be quite chilly.
_____	Boots or Shoes	Comfortable hiking boots and sneakers or two pair of sneakers (The extra pair is a necessity because one pair is 98% bound to get dirty or wet. Camp is probably not the place for that brand new \$100 pair of Air Jordans) Shoes should fit well and have good ankle support. Water shoes are an additional option.
_____	Clothes	Enough for your one week. Kid's have a way of getting dirty at camp. A good way to remember this while packing for your child is to chant over and over "Camp is dirt, dirt is camp." while picking out your child's clothes for the week (Actually they do shower as often as possible, but the results do not seem to last very long). Please include: jeans, sweater or sweatshirt, shirts, shorts, t-shirts, socks, underwear, and a set of "grubbies" for "dirty work".
_____	Hats	for mountain sun and rain (overheating can be a problem so this is important)
_____	Towels	One large towel and one hand towel are recommended.
_____	Bathing Suit	Modest is better.
_____	Toiletries	Washcloth, toothbrush, toothpaste, soap in a plastic box, shampoo, combs/ brush.
_____	Skin Care	CHAPSTICK, SUNSCREEN, AND MOSQUITO REPELLENT (IMPORTANT!!! Campers sunburn easily at 6000' and depending on the season, mosquitoes can be pesky).
_____	Flashlight	(Extra batteries required)
_____	Water bottle	(about one quart size is sufficient) ABSOLUTELY NECESSARY!! Any plastic NON-LEAKING bottle that holds one quart (32oz).

**DON'T FORGET TO PACK A LUNCH FOR THE FIRST DAY.
(NO GLASS CONTAINERS OR PERISHABLES PLEASE!)**



Optional Equipment Camp does NOT take responsibility for lost, broken, or stolen items!

- _____ SMALL PILLOW
- _____ CAMERA (don't send nice cameras, disposable cameras work the best, please put the names on cameras).
- _____ BOOKS AND WRITING MATERIALS (remember stamps for letters home)
- _____ SUNGLASSES
- _____ BINOCULARS
- _____ COSTUMES (watch the camp website – www.campsaintandrews.org – for information on this year's camp theme)
- _____ SLEEPING PAD (for overnight)

Things to Leave at Home!!! (Items will be confiscated and held by the counselor until the end of the session)

- ANY KNIFE, HATCHET OR BLADE OF ANY TYPE
- COMIC BOOKS
- RADIOS / MP3 PLAYERS / WALKMAN / 8-TRACK PLAYER / CD PLAYERS / I-PODS / I-PADS
- ANY ELECTRICAL APPLIANCES (especially hair dryers due to power limitations)
- FOOD OF ANY KIND (STRICTLY ENFORCED TO KEEP ANIMALS OUT OF THE CABINS)
- PETS
- MUSIC WITH INNAPROPRIATE LYRICS
- CAMPERS MAY NOT BE IN POSSESSION OF ANY DRUGS, PRESCRIPTION OR OTHERWISE. ALL DRUGS AND VITAMINS MUST BE ADMINISTERED BY THE CAMP'S HEALTH SPECIALIST.
- WORRIES

Important Info about Overnights and Backpacking

1. As we have two pristine wilderness areas near camp, if we have experienced Camp Saint Andrews & Camp Jack Hazard Staff, we may have a "Senior" overnight for the Senior Unit.
2. Temperatures at the higher altitudes (campers over 12 can expect to camp at altitudes as high as 8,000 feet) can get chilly, and a warm, light weight sleeping bag is recommended. Please pay attention to the temperature rating of the bag and add at least 10 degrees to that.
3. Include a waterproof ground cloth. We supply tarps to build shelters if it rains, but ground cover will keep the camper's sleeping bag from getting damp during the night. Often a sheet of plastic, an old army poncho (NOT THEIR RAINGEAR), or a shower curtain can serve this purpose.
4. Please give special attention to comfortable, durable shoes, and thick, warm socks. The back country is hard on footwear.

Above all, please be assured that while the overnight is an experience in roughing it without many of the material comforts of the modern world, we try to provide a safe, comfortable environment in the woods for your child to enjoy their camp experience. This includes balanced, well planned backpacking meals, extensive training for our staff in backpacking and wilderness counseling (including trip organization, shelter building, meal planning, and responding to emergencies), and well maintained equipment. We have received numerous praises from the Forest Service and local emergency officials on the training and competence of our staff in the wilderness. An overnight may be part of the program. Hopefully we will be able to provide this program.

SEE ACCOMPANYING CLOTHES/PACKING LIST: include this list in the duffle bag.



CLOTHES / PACKING LIST

Please indicate on the line provided the number of each item you send. This will help your child to check prior to returning home.

- | | |
|-----------------------------------------|-----------------------------------------|
| _____ Underwear (at least 6 pair) | _____ Sleeping Bag with blanket(s) |
| _____ Socks (at least 6 pair) | _____ Blanket(s) (in sleeping bag) |
| _____ Sweater/Sweatshirt | _____ Flashlight (with extra batteries) |
| _____ Long Sleeved Shirts | _____ Laundry Bag (Plastic) |
| _____ Jeans/Long Pants (at least 2) | _____ Shoelaces (extra) |
| _____ Shorts/Cut-Offs | _____ Postcards/Stamped and Addressed |
| _____ Short Sleeved Shirts | _____ Camp Saint Andrews Scarf |
| _____ Warm Pajamas/Nightgown | _____ (Prior Campers) |
| _____ Handkerchief/Tissues | _____ Bathing Suit |
| _____ 2 pair shoes (Boots/Tennis Shoes) | _____ Heavy Jacket |
| _____ Bath Towel | _____ Washcloth |
| _____ Beach Towel | _____ Hand Towel |
| _____ Water bottle/Canteen | _____ Hat |

TOILETRIES (in plastic bag or case):

- | | |
|------------------------------|--------------------------------|
| _____ Nail Clippers and File | _____ Drinking Cup |
| _____ Chapstick | _____ Insect Repellent |
| _____ Suncream/screen | _____ Shampoo |
| _____ Skincream/Lotion | _____ Soap (in a bag or box) |
| _____ Toothbrush/Toothpaste | _____ Antiperspirant/Deodorant |
| _____ Brush/Comb | |

FOR MATURE BOYS ONLY:

- _____ Shaving Supplies

FOR MATURE GIRLS ONLY:

- _____ Sanitary Supplies
_____ Shaving Supplies

OPTIONAL:

- | | |
|---------------------------------------------------|-----------------------------|
| _____ Small Pillow and Pillowcase | _____ Notebook & Pencil/Pen |
| _____ Paperback Book (For Quiet Times) | _____ Bible |
| _____ Camera/Film (one-use cameras are suggested) | _____ Musical Instrument |

- Notes: 1. Sandals are not suitable footwear for camp and are not allowed.
2. No pocketknives will be allowed for campers.
3. No radios / I-Pods / CD players are allowed in camp.
4. Socks are to be worn at all times, except while at pool.
5. Signed permission must be given on Authorization Form for your child to bring a musical instrument or camera.