



SHERWOOD FOREST CAMP

kindle their passion | ignite their potential

Parent and Camper Handbook

-Summer 2010-

*Important information!
Do not discard!*

Parent and Camper Handbook -Summer 2010-

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2010 Summer Camp Dates

Note: Grade refers to the grade your child completed prior to the summer.

Programs for Boys	Programs for Girls
Mini Camp: ages 7-8 (1 st & 2 nd graders) <i>Co-ed</i> One 5-day session ★ August 4 - 8	Mini Camp: ages 7-8 (1 st & 2 nd graders) <i>Co-ed</i> One 5-day session ★ August 4 - 8
Boys' Camp: ages 9-11 (3 rd – 5 th graders) 1 st Session ★ June 5 – June 16 2 nd Session ★ June 19 – June 30	Girls' Camp: ages 9-11 (3 rd – 5 th graders) 1 st Session ★ July 6 – July 17 2 nd Session ★ July 20 – July 31
<p><i>LEADERSHIP PROGRAMS</i></p> <p>Challenge: 12 year-olds (6th graders) One 26-day session ★ June 5 – June 30</p> <p>Trek: 13 year-olds (7th graders) One 26-day session ★ June 5 – June 30</p> <p><i>Note: to participate in Adventure and Journey, campers must have completed the Trek program</i></p> <p>Adventure: 14 year-olds (8th graders) <i>Co-ed</i> One 26-day session ★ July 6 – July 31</p> <p>Journey: 15 year-olds (9th–10th graders) <i>Co-ed</i> Summer-long program ★ June 5 – July 31 <i>Campers will return home between sessions</i></p>	<p><i>LEADERSHIP PROGRAMS</i></p> <p>Challenge: 12 year-olds (6th graders) One 26-day session ★ July 6 – July 31</p> <p>Trek: 13 year-olds (7th graders) One 26-day session ★ July 6 – July 31</p> <p><i>Note: to participate in Adventure and Journey, campers must have completed the Trek program</i></p> <p>Adventure: 14 year-olds (8th graders) <i>Co-ed</i> One 26-day session ★ July 6 – July 31</p> <p>Journey: 15 year-olds (9th–10th graders) <i>Co-ed</i> Summer-long program ★ June 5 – July 31 <i>Campers will return home between sessions</i></p>

Your child will be placed on a waiting list without a completed pre-registration form & deposit!

- ★ If you would like information about camp sent to another family, call our office at 314-644-3322 and speak with the Camp Registrar.
- ★ Spaces in each program are limited, so please don't delay in returning your child's application for the summer of 2010. If you would like your child to attend more than one session, please let us know. We cannot guarantee that spaces will be available in both sessions. Your child will be placed on a waiting list for your second choice.

What is the fee for camp?	<ol style="list-style-type: none"> 1. The fee for one child to attend Sherwood Forest Camp is \$50. 2. Each additional child is \$25 when from the same household.
Do I need to send a deposit?	<p>Yes! For each child you are registering for camp, a non-refundable \$25 deposit MUST be included with the completed application or else he/she will be placed on a waiting list. This \$25 deposit is part of the entire fee. The remainder of your fee(s) is due by April 20, 2010.</p>
Help others attend camp!	<p>Did you know that the actual cost of camp is \$175 per camper per day? Your child's camp fee only covers a small portion of this cost. Please join with others in our community by contributing to our scholarship fund. If you choose to do so, please mark the amount you would like to contribute on the back of the application.</p>
Enrollment Checklist	<p>The following items are needed to reserve a spot for your child at camp:</p> <ul style="list-style-type: none"> <input type="checkbox"/> \$25 non-refundable deposit, which is part of the entire fee. <input type="checkbox"/> Completed application signed by parent/guardian <p>In March, you will receive additional information that will need to be completed and returned to us by April 20th:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Health History Form <input type="checkbox"/> Summer Food Service Program (SFSP) Income Eligibility Form <input type="checkbox"/> Copy of Recent Tax Return or Income Verification <input type="checkbox"/> Copy of Health Insurance Card (front and back) if available
How do I enroll a child for camp?	<ol style="list-style-type: none"> 1. Return the application along with a \$25 deposit for each camper. (If the child was referred by an agency, please make sure the agency information is complete on the application.) 2. We will contact you within two weeks of the receipt of your application to confirm receipt of the application, ask any addition questions, and/or set-up an interview between the camper and a staff member. All campers entering Leadership for the first time, must interview with the Camp Director and have two reference forms completed by an appropriate adult. All campers 12 years of age and older who have not attended Sherwood Forest Camp previously or within the last 2 years, MUST meet with the Camp Director. 3. After additional information is gathered and all interviews are complete, we will confirm your child's placement in a camp program in writing either by email, postcard, or letter. 4. In March you will receive some addition forms to complete. Please return these forms, your income verification, a copy the child's insurance card(s), and any remaining fees to our office by April 20th. 5. About two weeks prior to your child's camp session, we will send a letter with last minute details.

Parent/Guardian Information

Sherwood Forest is a residential summer camp committed to providing the highest quality camp experiences for children and adolescents from diverse racial, ethnic, socio-economic, and religious backgrounds. The diversity of our campers and staff help make Sherwood Forest a place where all children can feel welcomed, recognized, and respected.

Swimming, canoeing, performing and creative arts, caving, hiking, climbing our tango tower, cooking and camping out are just a few of the exciting activities campers get to do while they are at camp. Campers are encouraged to accept responsibility for themselves, consider others' perspectives, and take part in decision-making. To help you prepare for your child's time at camp, please read the following information carefully.

Before deciding to send a child to Sherwood Forest Camp, parents/guardians should carefully consider the readiness of their child to be away from home for an extended period of time, to live with other children, follow camp rules, and accept the direction of adults who are not their parents/guardians. The following information is provided to help adults & children understand more about our camp and, based on that information, to determine readiness for a residential summer camp experience.

Campsite

Our camp is located 100 miles south of St. Louis on 487 acres of wooded and rugged hills and valleys. There are three villages at camp. Mini campers and the youngest Boys and Girls campers live in a village with cabins that have bathrooms in them. Older Girls and Boys campers and Leadership campers live in villages with central washhouse facilities. All cabins have electricity; bathroom facilities have electricity, hot and cold running water, and flush toilets. While some cabins for younger campers are accessible for persons with limited mobility, our site is not. The terrain is hilly and rugged; we walk everywhere we go in camp, on wooded trails or dirt roads.

Who will be successful at camp?

Campers who attend Sherwood Forest **should want** to go to camp. Most children make a rapid and easy adjustment to camp life. If a child is sent to camp against his/her will, or with unrealistic expectations of what camp will be like, the adjustment will take much longer, be more difficult, or, in some cases, never take place. **Please discuss camp thoroughly with your child.**

- ★ They should be able to live and get along with other children.
- ★ They should be able to take direction from young adults.
- ★ They should be able to be responsible for their own actions.

All campers 12 years of age and older who have not attended Sherwood Forest Camp previously or within the last 2 years, MUST meet with the Camp Director. If you have any questions or concerns regarding this policy, you should contact the Camp Director for clarification before your child goes to camp.

Camper Conduct

We believe that your child and all the other campers have the right to a pleasant camping experience. We expect campers to be respectful, responsible, and cooperative. In order for this experience to be positive for your child, it is important that both you and he/she understand Sherwood Forest Camp's rules of conduct for its campers, and what is expected of them in terms of their behavior while at camp.

- ★ You AND your child MUST read, discuss and sign the *Camper Conduct Policy Agreement* in the application packet.
- ★ Consequences, such as time out, loss of privileges, or being sent home for not following the *Camper Conduct Policy Agreement* will be enforced.
- ★ We will send a child home who, despite the best efforts of the camp staff and the parent/guardian, demonstrates unwillingness to comply with camp rules. *Sherwood Forest Camp will not refund fees if your child is sent home for behavior issues.*

Transportation

We provide transportation to and from camp by school bus and/or camp vans. Once at camp, campers may be transported to or from camp activities off the site, or to the camp doctor. Trained staff members at least 21 years of age, whose driving records have been checked and approved by our insurance company, drive camp vehicles.

The camper pick-up/return points are shown below:

Pick-up on opening day:

- | | |
|--|------------|
| ★ Holman Middle School, St. Ann | 8:00 a.m. |
| ★ Kingshighway Entrance at Tower Grove Park | 8:15 a.m. |
| ★ Wal-Mart parking lot, 3270 Telegraph Road | 9:00 a.m. |
| ★ If parent/guardian is driving the camper to camp,
the camper needs to be at camp by | 11:30 a.m. |

Please have your child at the bus stop 10 – 15 minutes early so that the buses can leave promptly. If you have any questions, please contact the Camp Registrar at 314-644-3322. Also, make sure your child eats breakfast and uses the restroom before boarding the bus, since food and drink are not allowed on the bus, and the ride to camp is approximately 2 ½ hours. Return time depends on when the buses leave the camp facility at the end of each session.

A reminder letter will be sent about two week before the session begins, and a reminder postcard will be sent telling you what time to pick up your child on the last day of camp.

Camper Supervision

At Sherwood Forest, campers are carefully supervised. They live in groups of 6-10 campers who are approximately the same age and grade in school. Some groups have two leaders; in the youngest campers' groups one of the leaders may be a high school student in a junior staff role. At least one group leader will live in the cabin with the campers. At the beginning of each activity period instructors take attendance. Program instructors teach most of the activities and provide additional supervision for campers. Most of the time, campers are in the immediate proximity of one or more staff members. However, there are brief periods of time during the day and evening activities when staff members in the general vicinity supervise campers. At those times, campers are within hearing distance of staff. Additional staff members may be assigned to the group to maintain the necessary supervision ratios set forth by the camp when staff are on their time off. 16-year-old Leadership Journey campers, participating in the camp's "Counselor-in-Training" program, may observe groups and group leaders, and assist in leading groups and in teaching activities.

Health Care

Sherwood Forest has a Health Center, and a nurse is on staff while children are at camp. During some sessions a student nurse may also be in residence. Our camp nurse consults with a licensed physician. The nearest trauma facility is in Arcadia Valley, about 30 minutes from camp. Reynolds County, where the camp is located, provides ambulance service, and the camp is a member of Air Evac Lifeteam. Health information will be updated prior to your child's departure for camp, and campers have a health screening at the beginning of the session and/or prior to getting on the bus.

If your child takes medication, please make sure it is sent to camp in the original container with enough doses for the entire session. **Place medication in your child's luggage.** The staff will collect medication once campers have made it to their cabins, and give it to the camp nurse. Medications are kept in the health center and dispensed according to prescription or written health care procedures. **NOTE: Camp is a structured environment. If your child takes medication during the school year, please send that medication to camp.**

Such things as insect bites, headaches, minor poison ivy, upset stomachs, cuts and scrapes, etc., are considered routine medical care. It is our policy to contact parents only if a child experiences illness or injury requiring more than routine medical care. Please remember that your child is our first concern. First, we will seek the necessary treatment; then, we will follow-up with you. Please feel free to contact the Camp Director or Camp Nurse to ask any questions about your child. **Please be sure you have provided accurate contact information and an emergency contact that will be available while your child is at camp.**

Health Insurance Please provide a copy of your health insurance card. Sherwood Forest's medical insurance is a Secondary Coverage; if a camper requires medical treatment, and has medical insurance, the parent will be billed as having Primary Coverage.

Food Service Campers receive three healthy, balanced meals and a snack each day. Fresh fruit is available throughout the day. Meals are served "family style" in our dining hall. Vegetarian alternatives are available for campers and staff. Our kitchen staff is able to accommodate most children's special dietary needs, especially as it relates to food allergies.

Letters Your child will be looking forward to letters from home. From St. Louis, mail takes approximately 3 – 4 days to arrive at camp. Please send a cheerful letter or postcard at least once during the session to:

Sherwood Forest Camp
[Your Child's Name]
P.O. Box 210
Lesterville, MO 63654

Camp Store Your child may want to bring home something to remember camp. We sell a variety of souvenirs such as t-shirts, hats, pens, and carabineers, ranging in price from 50¢ to \$22. Purchasing something from the store is optional, so you should not feel obligated to send your child to camp with Camp Store money.

Campers Helping Others We would like to give your child the opportunity to make a contribution that can help another. At the end of camp if your child has any money left and would like to donate it to a charity chosen by the Leadership campers, he/she can designate a part of their remaining account for that purpose. This is entirely voluntary, and children do not have to give if they do not want to or if you, as parent/guardian, object. Even though they may not have much money in their account, they have big hearts. Giving children a chance to contribute a little of what they have helps them to know that they can make a difference in the life of another child. Perhaps you feel the same way. Please let our Camp Director know if you do **not** want your child to participate in this project.

Homesickness Our staff is trained to work with children and be sensitive to their needs. It is common for children to experience a bit of homesickness as they adjust to camp life. They may even write and ask you to come get them. If this happens, do not be alarmed. Homesickness usually doesn't last long. Please call 573-637-2476 and our Camp Director, Michael Castulik, will be happy to speak to you about your concerns.

Telephoning Camp Because many children need a period of time to adjust to camp, we've found that phone calls and visits from parents during the brief time that children are at camp tend to make that adjustment **more** difficult. Again, please feel free to call Camp Director Michael Castulik at 573-637-2476 at any time to discuss your child's experience while he/she is at camp.

Receiving Phone Calls from Camp While your child is at camp, please accept unidentified calls in case we are trying to reach you. Please ask the person you've identified as the emergency contact to also accept unidentified calls. Cell phones are **not** permitted for any camper, regardless of age.

In the Event of a Crisis In our ever-changing world, crises can occur with or without warning. For many years, Sherwood Forest Camp has had plans to respond to natural disasters such as severe thunderstorms, tornadoes, and floods. When any crisis occurs, parents' first thoughts are of their children's safety and well-being. We are committed to helping our campers respond to difficult situations. Our emergency plan also includes responses in case of a national crisis. Here are the key areas covered in our emergency plan to respond to a national crisis:

- ★ Steps to provide extended care (supervision, food, healthcare, and shelter) for all those at camp in case transportation is delayed for short or long periods of time.
- ★ Communication between camp and St. Louis to notify families on the status of their child and camp.
- ★ Providing an extended camp experience that is fun and reassuring.
- ★ Working with the American Red Cross and other Disaster Preparedness Programs.

The threat of a national crisis that directly affects your child's stay at camp is very small. However, we feel it is better to be prepared and to let you know what our plans are, just in case.

American Camp Association Accreditation Sherwood Forest Camp is accredited by the American Camp Association and meets or exceeds standards that address site and facilities, food service, transportation, health and wellness, human resources, operational management and programs.

Need Additional Information? If you have any questions about the programs and services of Sherwood Forest Camp, you may speak with the Camp Director. If you have any questions about the actual registration process, please contact our Registrar. Both may be reached at 314-644-3322. Office hours are 8:30 AM – 4:30 PM Monday through Friday. We would also be happy to arrange a tour if you would like to see the camp.

Camp Contact Information**St. Louis Office**

Sherwood Forest Camp
2708 Sutton Boulevard
St. Louis, Missouri 63143

314-644-3322
314-644-3330 fax
www.sherwoodforestcamp.com

Camp Office

Sherwood Forest Camp
P.O. Box 210
Lesterville, MO 63654

573-637-2476
573-637-2478 fax
office@sherwoodforestcamp.com

Typical Daily Schedule

7:30 a.m.	Wake Up
8:20 a.m.	Flags
8:30 a.m.	Breakfast and Cabin Clean up
9:30 a.m.	First Activity Period
11:00 a.m.	Second Activity Period
12:45 p.m.	Lunch, Cabin Meetings, and Siesta/Free Time
2:30 p.m.	Third Activity Period
4:00 p.m.	Fourth Activity Period
5:50 p.m.	Flags
6:00 p.m.	Dinner, Announcements, and Activity Selection
7:30 p.m.	Evening Program
8:30 p.m.	Campfire
9:00 p.m.	Bedtime

Program Activities

Each of our camp programs is geared to campers' abilities, interests, needs, and skill development. Sherwood Forest Camp offers a wide range of activities, including:

- | | | |
|----------------|--------------------|--------------|
| ★ Tango Tower | ★ Funyaks | ★ Pottery |
| ★ Ropes Course | ★ Outdoor Cooking | ★ Drawing |
| ★ Archery | ★ Hikes | ★ Painting |
| ★ Field Games | ★ Cave Exploring | ★ Tie Dye |
| ★ Backpacking | ★ Orienteering | ★ Music |
| ★ Swimming | ★ Nature Studies | ★ Dance |
| ★ Canoeing | ★ Campcraft Skills | ★ Nature Art |
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PACKING LIST

This list will give you an idea of items necessary for time spent at camp, as well as the number of clothing articles that would be a comfortable amount to bring. During the session, the campers will have an opportunity to wash their clothes, and extra clothing is available for use while at camp. Since the children are outdoors all day, their clothing will tend to get dirty and sometimes muddy. Therefore, please **DO NOT SEND NEW CLOTHES TO CAMP.**

2 pairs of shoes 7 pairs of socks 7 pairs of underwear 7 shorts 3 jeans/long pants 7 shirts/blouses 1 pair of pajamas 1 sweater/jacket 1 raincoat/poncho 1 swimsuit/trunks	1 laundry bag 3 towels 2 washcloths 1 pillow/pillowcase 1 water bottle 1 flashlight/batteries 1 disposable camera <i>(not mandatory but comes in handy)</i>	shampoo soap deodorant 1 comb/brush 1 toothbrush/toothpaste 1 bug repellent – gel or cream with 30% DEET Medication and other personal items
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Please mark ALL of your child's belongings with his/her initials in permanent marker. Laundry is done by cabin group and village, which means that your child's clothing could get mixed in with any one of other 48 campers' clothing. **★ IT IS YOUR CHILD'S RESPONSIBILITY TO CARE FOR HIS/HER BELONGINGS WHILE AT CAMP. ★** Sherwood Forest Camp will NOT be held responsible for lost or damaged items.

Campers may want to bring 1-2 WHITE t-shirts for a tie-dyeing craft project.

All bedding is furnished by the camp **EXCEPT** pillows.

Items that **SHOULD NOT** come to camp include: any type of **electronics** (cell phones, iPods, game systems, CD players, radios, laptops, mini DVD players, etc.); **snack food** of any kind; and weapons (including hunting knives and pocket knives – unless approved by the Camp Director for wilderness trips).

★ Do not forget to mark your child's belongings with a permanent marker! ★



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