

CYO Camp Parent Guide

GREETINGS!

On behalf of our camp staff, we want to take this opportunity to tell you how excited we are that your child will be joining us this summer! Young people of all backgrounds meet at Camp Rancho Framasa to share in the positive experience of values-based programs, faith-filled activities and good clean fun! The CYO Camp Rancho Framasa experience is designed to help kids grow in body, mind and spirit all while having a great time.

To help you and your child get off to a great start we offer this guide filled with information for navigating your preparations for coming to camp. Please read this guide thoroughly. You will find information on checking in and checking out, health care, mail, homesickness and more!

We truly hope you find all of the information provided beneficial to you and your child as you both prepare for this very special experience! If you find that you have questions that are not answered in this guide, please contact Shelle Hertz, Camp Registrar, at 1-888-988-2839, ext. 22. She will be happy to assist you.

Thanks so much! We look forward to meeting you at camp.

Sincerely,

Kevin & Angi Sullivan

Camp Directors

Check-in

Traditional, Traditional Teen, Adventure & Ranch Hands

Check-in is on Sunday between 2 & 3pm Eastern time.

Junior Counselors

Check-in is on Sunday at 11:15am Eastern time.

Sassafras & Sassafras Ranch Hands

Check-in is on Sunday or Wednesday (depends on session choice) between 2 & 3pm Eastern time.

- On check-in day, supervision is not available until 2pm.
- If your child has no forms, medications or payment to turn in at our check-in table, then you may be eligible for our SPEEDY Check-in. Camp staff will greet you in the parking lot upon your arrival. SPEEDY begins at 2pm sharp. No reason to arrive early, no waiting in lines, straight to the cabins.
- For the safety of your child, CYO Camp believes in the necessity of searching ALL luggage as it arrives at CYO Camp. Please help us in this effort by assisting your child as they pack for camp. A list of packing and unpacking tips is included in this guide.
- Please call and leave a message at ext. 22 if you will be arriving after check-in hours. Late check-ins are allowed on registration day until 7:00pm. If you are going to be later than 7:00pm please bring your child at 9:30am the next day. Remember to phone our camp registrar, Shelle Hertz at ext. 22 to make these arrangements.

Check-out

Traditional, Traditional Teen, Adventure, Ranch Hands & Junior Counselors

Check-out is on Friday between 2 & 3 pm Eastern time.

Sassafras & Sassafras Ranch Hands

Check-out is on Tuesday or Friday (depends on session choice) between 2 & 3pm Eastern time.

- To pick up your child early, call Shelle Hertz, our Camp Registrar, at ext. 22 to make the proper arrangements. **It is our policy that early pick ups may only occur after 9:30 am, Monday-Friday and before 7 pm, Monday-Thursday.**
- Camp closes at 3pm on check-out days.
- Parents must do the following before leaving camp:
 - Pick up unused medication
 - Sign out their camper
 - Pick-up a FREE t-shirt
 - Check your child's bags and the lost and found area before leaving camp.
- CYO Camp staff will assist campers with their belongings but it is ultimately the parents responsibility to make sure a child has all of his or her things. Camp staff can assist parents with locating items after camp as well. We cannot guarantee the return of every item. For information about items your child has left behind please phone Angi Sullivan at camp, ext. 25. Pick up for "found" items left at camp can be arranged during normal business hours at the CYO office in Indianapolis or at the camp office. Unclaimed items are donated to a local charity 2 weeks after each session.
- **A color photo of your child's group will be available at www.campranchoframasa.org immediately following their camp session. Photos are posted for a limited time.**

PACKING LISTS

TRADITIONAL, TRADITIONAL TEEN, RANCH HANDS, SASSAFRAS & JUNIOR COUNSELOR

T-Shirts
Shorts
Bedding (twin sheets & blanket/pillow)
Shampoo/soap
Shoes (2 pair minimum)
Sweatshirts
Towels (2 minimum)
Writing supplies/postage
Long Pants or Sweats
Creek stomping shoes
Rain Gear
Washcloths & Soap
Underwear
Water Bottle
Sleep Wear
Toothbrush/Paste
Swimsuit
Flashlight
Camera (optional)
Notebook
Socks
White T-shirt for crafts
Bug Spray/sunscreen
Sleeping Bag (sessions 3, 5,
and 8 only)

ADVENTURE

T-Shirts
Shorts
Flashlight
Sleeping Bag/pillow
Camera (optional)
Notebook
Shampoo/soap
Rain Gear
Sweatshirts
Swimsuit
Towels (2 minimum)
Writing supplies/postage
Toothbrush/Toothpaste
Long Pants or Sweats
Socks
Sleep Wear
Washcloths & Soap
Underwear
"Sports" Sandals (for canoeing)
Water Bottle
Knee Pads (for caving)
Gloves (for caving - optional)
Old Clothes (for caving - will
get dirty: long pants/long sleeve shirt)
Shoes (2 pair - one for
caving, one for other activities)
Bug Spray/Sunscreen

UNPACKING LIST

PLEASE, DO NOT BRING ANY OF THE FOLLOWING ITEMS:

- LIGHTERS
- CASH
- IPODS
- FOOD
- JEWELRY
- RADIOS
- CELL PHONES
- TOBACCO PRODUCTS
- DRUGS/ALCOHOL
- DVD/CD PLAYERS
- KNIVES
- GAME BOYS
- MATCHES
- CANDY
- VALUABLES
- BLOW DRYERS/CURLING IRONS
- PETS
- ANYTHING OF EMOTIONAL ATTACHMENT

Please note the following:

NONPRESCRIPTION MEDICATIONS - including ointments, sprays, etc. may be brought to camp however, the CYO Camp Health Center maintains a stock of over-the-counter medications for your child to use during their stay with us. It is best not to bring them as **campers bringing non prescription medications will not be eligible for speedy check-in.**

PRESCRIPTION MEDICATIONS - MAY BE brought to camp, but not stored with the camper's personal gear.

Have all medications in hand (not packed in bags) ready to turn into the Health Care Staff upon arrival to camp.

Campers bringing prescription medications will not be eligible for speedy check-in.

All medication must be in it's original container AND for the prescribed person.



FREQUENTLY ASKED QUESTIONS

When will my child find out what cabin they are in and if their friends are in the same group?

- Upon your arrival to camp you will receive your child's cabin and counselor assignments.
- To ensure that campers can be grouped with their friends, groups are not assigned until the day prior to their camp session.
- Requests to be grouped with a friend within 2 years of age will be honored whenever possible. Campers of like age (within 2 years) will make up the remainder of your child's group.
- Large groups (7 or more) who are requesting to be in one cabin group will be divided into separate groups. Efforts will be made to house all campers of a large group into two groups in the same cabin.

Are there any special needs to consider when packing for camp?

- Camp is a good place to wear out old clothes.
- Try to consider ALL possible weather conditions when packing.
- PACKING and UNPACKING lists are provided in this guide.
- Campers will be responsible for providing their own bedding, as well as all toiletries and clothing needs.
- Please do not let your child bring any items or clothing of great value or of emotional attachment. Things can get soiled easily, and in a cabin full of excited campers, personal belongings get mixed up.
- Identification on all items is suggested to help keep your camper's belongings easily distinguished from others.
- Remember that comfortable shoes will make traveling around camp a much more pleasant experience, and participating in High Ropes, Horseback Riding or Caving (for Adventure campers) will require closed toed shoes.
- Shoes and socks may get wet at camp. Sending additional socks and more than one pair of shoes is recommended.

How do I find out how my child is doing while at camp?

- You may call or e-mail camp to check on your child. The best time to contact camp is during regular business hours, so that someone in our office will be available to receive your request. Please phone 888-988-2839, ext. 22 or e-mail registrar@campranchoframasa.org
- Our staff will check on your camper, and call you back to inform you about how he or she is doing. Sometimes this takes time, we field several of these requests each day.
- We will not notify your camper that you have called.

Personal calls & return e-mails are not permitted by campers during their stay at camp.

What if my child is unable to attend the session he/she is registered for?

- Please contact Shelle Hertz at ext. 22 as soon as you can. If your cancellation occurs more than 3 weeks before your child's camp session, then all fees are refundable, less a \$60 fee. If your cancellation occurs less than 3 weeks before your camp session, then all fees are non-refundable.

WRITING TO YOUR CAMPER

- We encourage you to write to your child while he/she is at camp.
- Postal mail is delivered, as well as sent from camp daily.
- Campers are also able to receive e-mail. This account is printed and delivered ONE time daily. E-mail attachments & e-greeting cards will not be opened/printed.
- Campers CANNOT send e-mail from camp.
- Please include the camper's first and last name and the *cabin/group number on all mail (e-mail and standard mail).
- Please use the following e-address: campermail@campranchoframasa.org. Do not send camper e-mail to other CYO accounts. It will not reach your camper.
- Due to the volume of e-mail we receive, we reserve the right to limit the number of e-mails per camper, per day.
- Parents of Sassafras campers may drop mail into a CYO Camp drop box on the day you check your child into camp.
- E-mail is NOT printed and delivered on the closing day of camp.

MAILING ADDRESS
CYO CAMP RANCHO FRAMASA
C/O CAMPER'S NAME
CABIN/GROUP*

2230 N. CLAY LICK ROAD
NASHVILLE, IN 47448

E-MAIL ADDRESS: campermail@campranchoframasa.org

****Cabin/group are given to you on the 1st day of your camper's session during check-in. Please note that CYO Camp policy prevents any camper from saving a bed for a friend. In our efforts to be fair and inclusive we find saving beds can be counter productive to making new friends and immediately sets children apart rather than building community.***

Thank you for your patience and compliance with this policy!

BRINGING YOUR CHILD TO CAMP

When you bring your child to camp:

- Wear comfortable or hiking shoes. Some of the cabins are a hike from the registration area.
- Be prepared to carry your camper's luggage to his/her cabin. The cabins that are far away from the registration area will have luggage delivered by the camp truck.
- Please do not bring your pets to camp even if it is on a leash. **A staff member will ask you to leave with your pet or to close the pet in your vehicle.** Summer days are hot and this may not be convenient for you and unsafe for your pet. **Pets are not allowed on camp property. If you have a service dog please phone 888-988-2839, x22 to inform us that your dog will be on camp property.**

HOMESICKNESS

It is normal, even healthy, and it happens at some point to 95% of all campers during their stay at camp. Even the staff experience it. Homesickness is very common, but we can do a few things to help campers resolve feelings and support a positive experience at camp.

Will my child be homesick?

Research shows us that some campers can almost "tell us" they will be homesick BEFORE camp. Below are some indicators of homesickness.

1. Camper has a negative attitude about camp before camp.
2. Camper has little or no previous experience at camp or staying away from home.
3. Camper is forced to go to camp.
4. Parents show anxiety or doubt about camp.
5. An anxious event is happening at home—such as a move, a divorce, a relative's illness.
6. Camper has a negative first impression of camp.



What can I do? Parents can use the following strategies to help prevent homesickness.

1. Talk positively about camp to your child as soon as you are considering sending your child to camp.
2. Plan a few overnights for your child before his or her session at camp.
3. Talk with your child before camp to address any fears he or she may have such as bed wetting, homesickness and fear of the dark or storms.
4. Visit CYO Camp Family Tour Day: Saturday, May 1, 2010, 11am-3pm.
5. Provide your child with materials to write home: pens, paper, addressed and stamped envelopes or postcards.
6. Say good-byes and move on. Linger in your child's cabin during check-in may cause your child to hesitate and focus on his or her fears. Allowing your child to move ahead with this experience will create positive first impressions.
7. Realize that emotional ups and downs are common. You may receive an unhappy letter. This does not mean that your child is miserable at camp.
8. There are two ways to keep in touch with your camper. One is through "real time". Real time consists of visits and phone calls. This type of contact can increase feelings of homesickness. The second is "asynchronized time." Contacting a camper through a fax, e-mail, letter or checking in via camp staff can alleviate homesickness by reassuring the camper about home. "Asynchronized" contact is the way to keep in touch with your child while he or she is at CYO Camp. Send positive letters and e-mails to your child. Letters that focus on how much a child is missed or that focus on how much fun is going on at home without him or her may cause stress.

What will the staff at camp do? Camp Staff will use the following strategies to prevent feelings of homesickness in campers:

1. Welcome and orient campers upon arrival.
2. Integrate campers into the camp experience by introducing campers to each other, taking campers on a tour of camp and going over schedules and expectations. This will be done in a fun and non-threatening way.
3. Connect campers with home. Staff will make sure campers receive mail everyday and provide opportunities for writing home.

Camp Staff will use the following strategies to guide campers through homesickness:

1. Let campers know that it is OK to be homesick. Campers will be encouraged to be open about their feelings and to discuss their feelings.
2. Help campers cope with their feelings by helping each adjust to the things they can't change, such as the actual length of their camp stay, and help them change what they can, such as choosing to participate in activities or not.
3. If a camper does not work through his or her feelings of homesickness the Summer Program Director (SPD) will phone you to let you know that your child is homesick. It is almost always in the best interest of the child to remain at camp. In some rare cases, campers and his or her parents may speak on the phone if that suits the situation. Phone conversations (real time contact) have the potential to worsen a camper's homesick feelings. The parent and the SPD will discuss this and make the best choice for the child.
4. Most campers work through homesickness and enjoy their camp session. Many return to camp. Homesickness is its own cure. Working through it inoculates for the future.

CAMPER EXPECTATIONS

CYO CAMP HOPES THAT ALL CAMPERS WILL ARRIVE READY TO JOIN IN AND HAVE FUN. IT IS EXPECTED THAT CAMPERS WILL BE COOPERATIVE AND ATTENTIVE TO STAFF AT ALL TIMES. CYO CAMP RESERVES THE RIGHT TO REMOVE ANY CAMPER FROM THE PROGRAM, WITHOUT REFUND, IF THE CAMPER USES DRUGS OR ALCOHOL, ENDANGERS THE LIVES OF OTHERS OR SELF, OR CONSISTENTLY DISREGARDS STAFF INSTRUCTIONS.

PLEASE NOTE: Refunds are not available for campers who leave camp due to homesickness, behavior or health reasons.

WHAT IF MY CHILD NEEDS ME?

- Camp staff will contact you if your child needs you.
- You MAY contact camp by phone or e-mail if you are concerned about your child. Camp staff will check on your camper, and return your call or e-mail. Please phone 888-988-2839, ext. 22 or e-mail registrar@campranchoframasa.org.
- Phones are not readily available to campers. Sometimes, when a camper believes he/she has permission to call home, he/she may focus on calling home instead of getting involved in camp activities.

Please, do NOT give your child permission to call home.

Camp Staff will CALL YOU in the following situations:

Health Related

- A camper is admitted to the Health Center and requires extended attention, treatment or observation by the camp health staff.
- A camper requires a visit to the doctor or hospital.
- A camper is involved in a medical emergency.
- A camper has declined or refused to take his or her prescription medication.
- A camper is seen more than 2 times for the same health concern.
- A camper vomits or has diarrhea.
- A camper has a temperature of 100 degrees or higher.
- A female camper has her first menstrual cycle.
- A camper experiences a physical change such as excessive bug bites, rash or sunburn.
- The health staff has a medical/health related concern about a camper for which they need parental guidance or clarification.

Health staff will also discuss any health related concerns with parent(s) during checkout.

Behavior Related

- A camper brings and or uses drugs or alcohol.
- A camper endangers the lives of others.
- A camper consistently disregards staff instructions or breaks a camp rule.
- A camper is homesick and does not respond to continued participation or discussion.
- A camper is involved in a verbal or physical altercation with another camper.
- A camper needs additional staff support.



HEALTH CARE GUIDELINES

- Campers **MUST** have a Health History Form completed prior to attending camp. If you registered online this has already been completed. If you registered on paper the form is included with these guidelines. Please complete it and return by May 1. **A doctor's physical is not required.**
- ALL medications **MUST** be turned in to the Health Center upon arrival to camp. This includes:
 - Prescription Drugs (including ointments, creams, eye or ear drops)
 - Homeopathic Remedies
 - Vitamins
 - Inhalers and Epi-pens (can be carried by your child's counselor)
- ALL medications **MUST** be in their original containers (including vitamins).
- **NONPRESCRIPTION MEDICATIONS** should be left at home during your camper's stay. The Health Care Center keeps a wide variety of over-the-counter medications in stock for your camper to use while he/she is at camp.
- If you have questions regarding our over-the-counter medications, please call ext. 23 before your camp session.

ACCIDENT INSURANCE

CYO camp provides excess accidental medical expense coverage. This insurance pays for expenses remaining after a claim has been made on any existing coverage that is being carried on your child. Only in cases where there is an absence of coverage will this policy pay claims first. Normally, any remaining deductible and co-pay are paid under this policy. The policy is on file at the CYO office 317-632-9311.

FREQUENTLY ASKED HEALTH CARE QUESTIONS:

Does my child need to see the doctor for a physical to be able to attend camp?

- No, we no longer require a doctor's physical for camp attendance.

Do I have to check in with the Health Care Staff if my child does not bring any medications to camp?

- No, but one of the camp staff will do a brief health screening with your child during the check-in process. Our accrediting body, the American Camp Association, requires this.

If I registered on paper and have a Health Form to turn in can I bring it with me when my child arrives at camp, instead of mailing it in advance?

- Due to the time it takes our Health Care Staff to sort through and read health forms we ask that you mail both your health form and final payment in by the May 1 deadline. If you registered online you have already completed and submitted the health form and do not need to bring any additional paperwork to camp.

Can my child keep an inhaler with him/her at camp?

- An inhaler for emergency use can be kept **with your child's counselor** in a first aid fanny pack. This will need to be checked in with the Health Care Staff upon arrival so that our staff can be aware and familiar with your child's medical needs while at camp. Your child's counselor will carry the fanny pack during your child's stay at camp and allow your child to use his or her inhaler when needed.

What do I do if my child uses a Nebulizer?

- The camp health center has a Nebulizer available for your camper to use during their stay with us. Adventure campers should bring their own Nebulizer to camp for use when away from camp.



DIRECTIONS TO CAMP

NORTH (Indianapolis and surrounding communities):

Take I-65 South to 2nd Columbus Exit (#68) which is SR 46. Turn right (west) for 14 miles to Old SR 46 (across from the north entrance to Brown County State Park) and turn right. Go 1/2 mile and veer to the right, the road becomes Clay Lick Road. Camp is 2 miles from this point.

SOUTH (Southern Indiana):

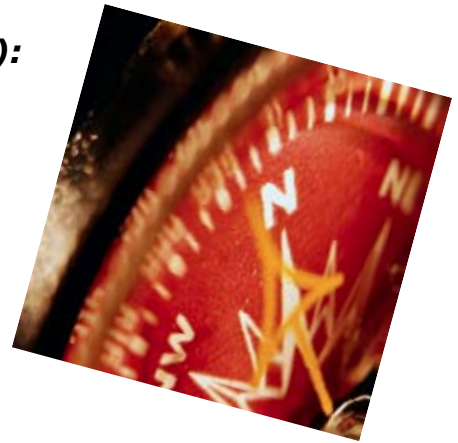
Take I-65 North to 1st Columbus Exit (#68) which is SR 46. Turn left (west) for 14 miles to Old SR 46 (directly across from the north entrance to Brown County State Park) and turn right. Go 1/2 mile and veer to the right, the road becomes Clay Lick Road. Camp is 2 miles from this point.

EAST (Columbus and surrounding communities):

Take SR 46 to 14 miles west of the I-65 interchange to Old SR 46 (directly across from the north entrance to Brown County State Park) and turn right. Go 1/2 mile and veer to the right, the road becomes Clay Lick Road. Camp is 2 miles from this point.

WEST (Bloomington and surrounding communities):

Take SR 46 East through Nashville (watch for right turn at stoplight) to Old SR 46 (directly across from the north entrance to Brown County State Park) and turn left. Go 1/2 mile and veer to the right, the road becomes Clay Lick Road. Camp is 2 miles from this point.



OPEN HOUSE

Come see CYO Camp Rancho Framasa for yourself!

Saturday, May 1, 2010
11am-3pm

- Take a tour of camp
- Meet the camp administration
- Meet camp staff

No need to RSVP, just show up and we will show you around!

Unable to visit camp during the open house? Phone Shelle Hertz, Camp Registrar at 888-988-2839, x22 to schedule a staff-guided tour.

THE TRADING POST/CAMP STORE

Camp souvenirs will be available during check-in & check-out.

T-shirts: \$12.00
Hoodie Sweatshirt: \$20.00
Baseball Hat: \$12.00
Bandana: \$5.00
Blanket: \$20.00
AND MORE!

