

## Dear Parents,

from the directors

First, let me thank you for entrusting us with the care of your child. It is a trust we work hard to keep. I have been involved in organized camping for 40 years, but the most significant perspective change I experienced was the day I handed over my then 8 year old daughter to her counselor at Girl Scout Camp. The Camp Director was a good friend and the camp had a stellar reputation, but that was MY child. I do my best to remember that feeling every time we welcome new campers. – Tom Hussmann

Camp creates amazing opportunities for children to be a part of a community that encourages and supports them as they “try on” being more independent and self reliant. We encourage children to take on new challenges, try new things and make new friends. Most importantly, we encourage them to think deeply about their faith.

Our staff are trained not only to sail or climb trees, but to be intentional and focused on the physical, mental , social and spiritual needs of your children. From the important physical needs like keeping everyone hydrated and making sure they wear sun screen, to making sure that they feel safe and accepted, our counselors work very hard every day to make Camp Albemarle a safe place for your child.

We also recognize that this is a partnership with you. Following this letter, you will find some forms and information that will help us make camp a great experience for your child. Please take the time to look through and complete the information.

We may contact you during the course of your child’s stay at camp – If we are struggling to help your child overcome homesickness or if we need help understanding a behavior that your child is displaying, and of course, we will contact you immediately regarding any health issue that is beyond the occasional stomach ache or small bump or bruise. Our Healthcare Staff are encouraged to over communicate health issues. We know that getting an unexpected call from camp can be scary, but we also know that your assistance in these matters is vital to helping us make sure that your child has a great experience at camp.

Thank you again for allowing us to serve your child. Please do not hesitate to contact us regarding your thoughts and concerns about camp and your child’s experience. We will be sending out a short survey after your child’s stay with us, and we would be most grateful if you would take a few minutes with your child to let us know how we are doing.

In the meantime, please contact either one of us with any questions or concerns: [tom@campalbemarle.org](mailto:tom@campalbemarle.org) 252-422-4281 or [christine@campalbemarle.org](mailto:christine@campalbemarle.org) 252-726-4848.

We are looking forward to seeing you this summer!  
Sincerely,

Tom Hussmann  
Executive Director

Christine Markham  
Director of Summer Ministries

# What Should I Do Now?

## Before The Start Date of Your Camp Session Arrives

- Carefully review the “Welcome to Camp” materials
- Complete and sign the Health History form online by June 1<sup>st</sup>
- Have a healthcare provider complete and sign the MAR (medical administration record) form if your camper has medications.
- Photocopy both sides of your Health Insurance Card.
- Pay your camp fee balance by June 1<sup>st</sup>. Payments can be made online with credit card or by mailing a check to the camp office.

## On Check-In Day

### Before you leave home, be sure:

- Your camper's clothes are labeled and packed securely. Did you remember to pack rain gear?
- You have the Health Form filled out online, and have paid your balance in full.
- You have the MAR form (if your camper has medications) and your copied Health Insurance Card with you.
- Medications are in the original labeled containers and are readily accessible to turn in once you arrive.

### Check-In is from 3:00pm-4:30pm for camps that start on Sunday and Wednesday.

### Check-In is from 8:30am-9:00am on the first day (Monday) of day camp and 9:00am every other day

- Receive a number and welcome information from staff at the road. This number will determine the order you will go into the Dining Hall to check in your camper.
- Leave your luggage in your car.
- Make your way to the Pavilion to make a name tag, meet some of the staff, play games, and wait until your number is called.
- While you are waiting for your number to be called go over to the camp store and pick up your camper's t-shirt (this was included with your camper's registration). At this time you can also deposit money into your camper's account to use at the camp store.
- Once your number is called go to the Dining Hall to Check-In. At Check-In review the health history and/ or MAR form with the Healthcare Staff, turn in any medications, campers will then receive a health check, learn who their counselors are and where they will stay.
- Walk to your camper's cabin or platform tent and meet the counselors. Inform the counselors of any additional helpful information.
- Get your camper's luggage and help them move in
- Give your camper a hug, say “Goodbye!” and have a safe ride home!

## When Camp Ends

### Check-Out starts at 2pm for camps then end on Friday, Tuesday, or Wednesday

### Check-Out starts at 4pm for Day Camps

- **For Residential Camps:** Plan to arrive between **1:30pm and 2:00pm** to attend the closing program and pick up your camper
- **For Day Camps:** Plan to arrive **everyday at 4:00pm** to pick up your camper and plan to arrive between **3:30pm and 4:00 pm for the closing program on Friday.**
- Park your car behind the Dining Hall
- Make your way to the Vesper Dell (behind Camp Store).
- Have identification with you to verify that you are one of the approved persons who has permission to pick up the camper.
- Sign your camper out with his or her counselor after the closing program.
- Retrieve any medication turned in during check-in from the healthcare staff.
- Check the lost and found for any misplaced items (in front of Camp Store).
- Check the Camp Store to see if your camper has any money left on his or her account.
- Retrieve your child's luggage from their cabin. Be sure you have everything you came with.
- Listen with interest and ask lots of questions on the way home and afterwards about your camper's experience.

# Helpful Packing Tips

## Pack With Your Camper

Packing with your child is a great opportunity to build excitement about camp and to talk about any anxieties or concerns your camper may have about their upcoming camp experience. Plus, you can make sure they pack everything that they need to bring, and leave at home the stuff that should stay at home

## Use The “What to Pack” Checklist

Use the checklist when you pack. Once you are all packed, tuck the checklist in your campers luggage and instruct them to use it when they pack their stuff up at the end of the week. That way, they have a way to make sure they’ve got everything they came with and are leaving nothing behind.

## What To Pack Your Stuff In

Pack your stuff so that you can carry it a short distance to their cabin or platform tent. Storage space in the cabins and platform tents is limited. Soft-sided luggage, like a duffle bag or back pack, that can be easily stuffed under beds or in small spaces is ideal.

## Label Everything

Put your camper’s first and last name on everything using a permanent marker. Be sure to label your camper’s luggage. If your camper loses something, it may turn up in lost and found. Unclaimed items are disposed of or donated to charity two weeks after your camper’s session ends.

## Pack Appropriate Attire For Camp

Pack clothing that is comfortable in hot weather, suitable for outdoor play, and has the potential to get wet and dirty. Campers should not pack suggestive or revealing outfits nor articles of clothing that promote alcohol, tobacco, drug use, sexual behavior or contains inappropriate language.

## A Note About Swimsuits

We prefer that female camper’s wear modest one-piece or tankini suits while at camp and that male campers wear swim trunks or board shorts. Campers must wear a t-shirt or cover up if wearing swimwear outside the pool or Sound areas.

## If You Are Bringing Medications to Camp

All medications (prescription, non-prescription, and over-the-counter) remain with and are dispensed by our Healthcare Staff. Please pack your medications separately from your luggage in the original labeled containers so that you will be able to easily access them and turn them into the Healthcare Staff during Check-In

## Day Camp

Please pack an extra set of clothes, closed toed shoes, water shoes, bathing suit, towel, sunscreen, and bug spray.

## Preschool Day Camp

Label the following items with your child’s name and send each day with your child to camp:

- Lunch-no peanuts or peanut butter allowed. It is recommended to put ice packs in the lunch box.
- Reusable water bottle
- Sunscreen and bug spray
- Hat
- Water shoes (crocs not allowed)
- An extra set of clothes
- Bathing suit
- towel

# What to Pack For Camp

## Essential Clothing Items

- Raincoat/ Poncho or Rain Gear
- Underwear and socks
- Short sleeved shirts
- Shorts
- Long pants or jeans
- Long sleeved T-shirt
- Sweatshirt or sweater and sweatpants for cool weather
- Pajamas
- Hat
- Swimsuit appropriate for camp (2 if you have them)
- 1 pair of athletic style shoes
- 1 pair of secure fitting shoes that can get wet
- 1 pair of sandals/ flip-flops for wearing in the shower

## Optional Items

- Small daypack or backpack
- Sunglasses
- Inexpensive or disposable camera
- Paper, pen, pencil, stamps, pre-addressed envelopes
- Favorite stuffed animals
- Book to read during rest time
- Guitar or other musical instrument
- Small Fan

## Things To Leave At Home

- Pets
- Food, snacks, or candy
- Alcohol, drugs, tobacco products, firearms, fireworks
- Clothes you wouldn't want to get dirty

- Expensive or sentimental items
- Electronic Items, cell phones, videogames, digital music players, e-readers
- Extra spending money, wallets, purses
- Anything that would result in tremendous unhappiness if it were lost, broken, or got dirty.

## Other "Must Have" Items

- Bible
- Sleeping bag or bed linens and a blanket for a single bed
- Pillow & pillowcase
- Laundry bag for dirty clothes
- Flashlight and extra batteries
- Sunscreen
- Insect Repellent
- Any medications you are taking (must be turned in to Healthcare Staff)

## Toiletries

- Toothbrush and toothpaste
- Shampoo and conditioner
- Soap in a container
- Something to carry toiletries in.
- Bath towel and washcloth
- Beach towel to use at the pool and waterfront
- Deodorant
- Feminine necessities

## COMMUNICATION WITH YOUR CAMPER WHILE AT CAMP

### Should I write to my camper?

**YES!!** Nothing makes a camper's day like receiving a letter from home. Parents are encouraged to write their camper regularly while he or she is at camp. To help you save on postage, you can "pre-write" your message and drop them off with us on Check-In day. We will deliver mail collected at Check-In throughout the week. Mail is distributed daily at lunch. To mail your camper a letter use the following address:

Camp Albemarle **For Example:** Camp Albemarle

Camper Name, Camp Name, Cabin, & Dates John Smith, Junior 1, Orange Pelican, 6/7 -6/12

156 Albemarle Drive 156 Albemarle Drive

Newport, NC 28570 Newport, NC 28570

### Can I send email to my camper?

**YES.** We encourage you to email you child daily. We provide a "One-Way Email" Service at no cost. Instructions for using this service will be handed out to you at Check-In. The email service will be active the day your camper arrives at camp and you can invite others (such as grandparents or family friends) to email you camper as well. Email is delivered everyday at lunch. We find that the best email messages are ones where you tell your camper how proud of them you are and how you are looking forward to hearing about their time at camp. Refrain from telling your camper how much you miss them, or other phrases that might make them homesick. It's always good to close with "See you on Friday!" (or whatever day your camper's session ends). Remember, campers do not have access to computers at camp and won't respond to your email (unless they write a letter home)

### Can I send my camper a care package?

Care packages that do not contain candy or food are great, because of limited space to store package we cannot accept a package larger than 12" x 15" x ¾". We ask that you do not bring or mail food or candy to camp. Campers are served delicious and nutritious meals and snacks throughout the day while at camp. Including food or candy in care packages only encourage insect and critters to find their way into cabins and platform tents where they do not belong. Care package containing food or candy can also create challenging situations especially if other campers have specific food allergies and it also can upset the sense of community which counselors work hard to build among their groups of campers. If you do choose to send a package containing food or candy, your camper will be give the choice of sharing with the rest of his or her group at a time determined by the counselor, or having the items held until the end of the camp session when he or she departs.

### What are the camp policies related to telephone calls and campers having cell phones?

During camp, we work hard to build a sense of community among campers. We design the program, activities, and experiences for campers so that they can "get away" from the distractions and "busy-ness" of the everyday world, be in a place that they can connect with the Holy Spirit in nature. Camp is also a time of self-discovery and testing out one's independence. Experience has shown us that allowing campers to have telephone contact with friends or family in the "real world" detracts from the camp experience, is counter-productive to our mission goals, and disrupts our ability to build community at camp. For these reasons we do not permit campers to carry cell phones or make or receive phone calls (unless accompanied by a staff member after consultation with the assistant director).

Know that if a situation involving your child arises that warrants parental involvement, be it severe homesickness, a behavior issue, or a healthcare concern, we will contact you as soon as possible. If you have an emergency and you need to contact your camper, please call the camp office at 252-726-4848

### Can I visit my child at camp?

For many of the same reasons outline above related to our policy on telephone calls, we strongly discourage visitors to camp during our camp sessions. Parents and visitors are welcome and encouraged to tour Camp Albemarle on Check-In day and after picking up your camper at the end of camp.

# An Overview of Small Group Camping

## **Small Group Camping**

At Camp Albemarle we focus on building community and the give and take that goes along with it. To that end, the small group is at the core of our program. Upon arriving at camper, children are placed in “family groups” that typically comprised of 7-8 boys and 7-8 girls, one male and one female counselor. This group remains together for the duration of the camper’s time at camp, traveling to and from and participating in activities together. We find this model allows campers to form meaningful friendships and for the counselors to really get to know their campers. A genuine sense of close-knit community forms along the way among the members of the group. Within the group, each person has the opportunity to find his or her role, and contribute to the well being of others. Campers learn to recognize and appreciate the uniqueness and value of each individual in the group.

## **The Day-To-Day Schedule and Small Group Camping**

In Camp Albemarle’s small group camping model all groups will have their own schedule of all the things they will get to do during the week. An element of this small group model that is sometimes frustrating for campers is that each camper will not get to “have their way” all the time! (for example, a camper may not want to go to archery when some of the other members are excited to go) With the guidance of their counselors, campers learn to consider the needs, desires, and perspectives of all members of the group. Through check-ins with the group, team building challenges and other group building activities, counselors and campers learn to work together towards compromise, reaching agreements and creating win-win situations they encounter where differing opinions and personal priorities are in play. Campers are encouraged to participate enthusiastically and to the best of their ability in all aspects of camp life, even if the activity or decision made by the group “is not their favorite”. Ultimately, while we do require campers to remain with their group at all times, no camper will be forced to participate in any activity they are not comfortable with. We call this “Challenge by Choice”.

### **Sample Junior's Schedule**

7:30am Rise and Shine!  
8:00am Breakfast  
8:45am Cabin Cleanup  
9:00am Morning Watch & Energizers  
10:00am Team Building  
11:00am Sailing  
12:00pm Lunch  
1:00pm Bible Study  
2:00pm H-Hour (rest time)  
3:00pm Canteen  
4:00pm Swimming  
5:00pm Small Group Activities  
6:00pm Dinner  
6:45pm Evening Worship  
7:30pm All Camp Activity-  
9:00pm Devotions, Check-In, Shower  
9:30pm Lights Out!

### **Sample Middler's Schedule**

7:30am Rise and Shine!  
8:00am Breakfast  
8:45am Cabin Cleanup  
9:00am Morning Watch & Energizers  
10:00am Alpine Tower  
12:00pm Lunch  
1:00pm Bible Study  
2:00pm H-Hour (rest time)  
3:00pm Canteen  
4:00pm PAINT WAR!  
5:00pm Stand-Up Paddle Boarding & Kayaking  
6:00pm Dinner  
6:45pm Evening Worship  
7:30pm All Camp Activity/ Snack  
8:30pm Night Game- Counselor Hunt!  
9:30pm Devotions, Check-In, Shower  
10:00pm Lights Out

## **5 Things You Can Do to Help Your Camper Succeed At Camp**

### **1. Discuss the camp's policies with your camper beforehand**

Make sure your camper understands what the policies are and that he or she has to honor them.

### **2. Talk with your camper about his or her concerns and what he or she is looking forward to**

Acknowledge your camper's concerns positively. Let them know that you understand that he or she is anxious, unsure, or nervous and that it is okay to feel that way. Resist the temptations to "rescue" your child from homesickness. Acknowledge in a positive way that you will miss your camper and you are confident that he or she will be able to complete the camp session.

### **3. Pack together with your camper**

Pack things with your camper that they will be comfortable wearing. Pack a flashlight with lots of extra batteries. Pack a favorite stuffed animal or storybook for bedtime. Use the packing list included in the Welcome to Camp materials.

### **4. Let your camper know that the camp staff is there to help them**

Make sure they understand that if they have a problem, they should let their counselor know.

### **5. Prepare your camper for spending time away from home at camp.**

Visit the website with your camper and look at pictures. Encourage your camper to ask question about camp. Practice being away from home overnight. Have a sleep out in the backyard or at friend's house.

## **Avoid Doing These 5 Things That Set Your Camper Up For Failure**

### **1. Avoid making deals or bribes**

For example, avoid saying, "If you don't like it, Mommy will come and pick you up" or "If you stay at camp, Daddy will get you a new bike when you come home.

### **2. Avoid statements or actions that conflict with camp policies**

Avoid saying things like "If you get homesick, you can call me", when camp has a policy that does not permit campers to call home, or allowing your child to pack a digital music player, e-reader, or cell phone when the packing list says leave it at home

### **3. Avoid sending your camper to camp during a disruptive home situation**

For example, in situations where a Grandparent died last week or parents just got a divorce, it's best to give your camper time to adjust. Check with us to see if it's possible to switch to a session later in the summer.

### **4. Avoid keeping helpful information from camp staff about your camper**

For example, not letting staff know your camper is prone to bedwetting is counterproductive. By providing our staff with as much information as possible, you help us help your camper. Having information ahead of time saves us from having to "troubleshoot" a puzzling situation in search of a solution. Instead, we can be pro-active.

### **5. Avoid taking you camper off of prescription medications for their week at camp**

Camp is a less structured environment than your child may be use to at school. Children are more active and stay up later at camp. If your camper requires medication while at home under normal circumstances, it is beneficial for him or her to remain on those medications and continue a routine the body's metabolism is familiar with.