



Everything you as a group leader need to know about your upcoming camp experience!

- Once you arrive, we have assigned one of our camp counselors to your group to help you get to your cabin, settle in, know the property, go over expectations for your camp experience and support you as the group leader throughout the week!
- The group leader and at least one other gender specific chaperone must attend the group leader welcome meeting at 11:30am in the Chaperone break room in the Davis Dining Hall basement on your first day of camp. There must be a male chaperone and a female chaperone at least. Your staff member can be with your children as needed.
- Chaperones are responsible for the location and wellbeing of campers in their group unless care is officially transferred to a Caraway camp counselor (such as at skills class and rec times).
- Help campers & chaperones understand expectations and rules. Chaperones and staff should model and enforce these expectations and rules firmly, fairly, and with kindness. When disciplinary actions are needed don't use corporal punishment or humiliation. Consider reducing privileges or time out to teach the lesson that they need to learn. Rules without relationships lead to rebellion. See rules below:
 - *Listen when someone else is talking*
 - *Treat others the way you wish to be treated with respect*
 - *Respect nature and our property*
 - *Always stay with your group*
 - *Never be alone, rule of 3*
 - *Adults are never alone with children, ever*
 - *No tobacco, alcohol, drugs, vapes, or electronics.*
 - *No food in cabins (except water bottles). If they have a special food need, ask kitchen staff for help.*
- Medication admin will be at meal times at the Nurses table inside the Davis Dining Hall. For night meds enter the RYE upstairs on the big front porch before heading back to your cabin for bed!
- All camper ingestible medication, vitamins or supplements must be turned into the nurse for administration (including any as needed medications like ibuprofen, tylenol, etc.) Emergency as needed meds like epi pens or inhalers must be checked in during check-in, and then will remain with the chaperone that stays with that child. Emergency meds must be transferred to the chaperone or staff that is with the child for each activity time.

- All chaperone ingestible medications, vitamins or supplements may either be turned into the camp nurse for administration during normal camper med admin times or chaperone meds must be stored out of sight from campers and must be LOCKED in a locked bag, lock box, or vehicle.
- Our chaperone breakroom location is under the Davis dining hall and is for adults only. It has wifi, a fridge, and K cup coffee. Your camp counselor will show you where that is.
- Campers and chaperones are encouraged to participate in every activity. The level of participation is always up to the camper.
- If your group is sharing a lodging area with another group:
 - Be mindful and respectful of others while sharing space.
 - Communicate with the chaperones in the other group that you are sharing with and create a plan to make the week go better for everyone!
 - Be cautious of late nights and be respectful going into the cabin at night.
 - A chaperone from your group should always be in the cabin when your campers are present.
 - Only take up one bed per person in your group.
- Please encourage campers to use the restroom and fill water bottles before large group meetings such as worship or mission time to minimize distractions!
- Adults are never alone with campers, ever, for any reason. There must be a minimum of 3 people together, this is the rule of 3 and is for your safety and the camper's!
- Weather permitting, worship on the last day of camp will be in the evening after supper at the Jackson Memorial Outdoor Chapel. Please help us prepare the students to be calm, and respectful when walking down and while at the chapel to create a peaceful time for us to focus on hearing from God. There are no restrooms available, please plan ahead for restrooms and filling water bottles.
- During the last night of camp, after outdoor chapel worship, we have a skit night during our Council Ring fire that we would love for your group to participate in. This skit/song should last 2-3 minutes, be funny, include the theme, be appropriate for young Christ followers, and celebrate the fun and growth you have experienced in the week. Your staff member can help you prepare if requested.
- On the last night of camp, to start off our skit night we light a big fire with torches from each group, throughout the week be on the lookout for a large sturdy dead stick that is about 6'-8' long to represent your group. Mark it and put it behind The Post Game Room and Store to be prepared!
- Bibles and journals may stay in Jackson Hall in your group's designated bins throughout the day.

- Meet in front of The Post Game Room & Store for your recreation and skill class callouts each day!
- Free time activities include but are not limited to, games on the Athletic Field, Post Game Room and Store, four square, tetherball, gagaball, games at Harris Gym and Troutman Pavillion.
- **Dining Hall Procedures-** During meal times, you and your group may enter the dining hall and find your assigned table. If you arrive before the designated meal time, please have your campers remain seated at your table. One of our staff will call your group to get in line. Do not get into line or go to the salad bar until staff say it is your turn. To ensure everyone has the opportunity to eat, please refrain from allowing campers to get seconds until it has been announced that seconds are available. If anyone in your group has dietary restrictions, please let a member of our staff know. We will have separate meals prepared and set aside for those needs. Once your group has finished eating, please clear your table. Take all plates, silverware, and cups to the dish window, place pitchers on the designated cart, pour any remaining liquids from cups into the liquid bucket, and dispose of leftover food and napkins in the trash cans by the dish window. When returning for seconds, please remind your group to use a clean plate. To help prevent spills, we ask that only a chaperone or a Caraway staff member refills drink pitchers as needed.
- We have often seen meaningful Gospel conversations happen in the simple moments of walking from place to place. Because of this, we encourage you and your group to slow down during transitions, take your time, and allow space for God to move in those moments. At the same time, we understand that there may be chaperones or campers who are unable to walk, or situations where weather makes driving necessary. In those cases, we ask that you help us maintain a safe environment by driving under the 15 mph speed limit, staying on marked roads, and parking only in designated areas.