

CAMP CARAWAY

Youth Camp

Leader Information



Thank you

Thank you for partnering with Caraway to reach the youth in your life through our summer camp ministry! Our staff are praying for God to use our fun camp experience to draw your campers near to Him.

Contact:

After reading this document, please feel free to ask any questions to Charlene Willis: cwillis@caraway.org; call or text: 336-521-9214.

Please contact Monica Hines with any payment or registration questions: campregistration@caraway.org or 336-793-2232.

Payment:

Please see our payment policies online here.

*Check our speaker, Brandon Meadows and sample schedule here.

Program

We are intentional to have fun through Growing Faith in Jesus, Developing Relationships, Building Skills, and Serving Others. This camp is for church or Christian school groups of boys and girls who have completed 6th-12th grade (up to 18 years of age) with adult chaperones. There must be one gender specific chaperone (at least age 18 and at least 2 years older than your oldest camper) for every 7 youth. Group leaders will be notified when they can invite camper parents to complete registration, forms, and activity sign ups online in spring. Campers and chaperones will be encouraged to participate and do well in each activity. The level of participation is always the choice of the individual.

Group Leader To Do Before Camp

As the group leader, it is your job to ensure everyone gets the information that they need. Please let us know if you need support. You can view a step-by-step guide on how to navigate our registration system here.

- Be sure that each parent receives a link to the parent information letter and packing list.
- Leaders must login to their leader account and email an invitation code to each camper parent/guardian and chaperones. With this invitation, the parent will finish online registration to complete health information, register medications, complete waivers, and sign up for activities. Confirm that the legal guardian has completed the online forms and activity sign ups 2 weeks before your arrival date. You may send the invite codes at any time, but please note that parents will have to log back in, in April, to sign up for their youth's recreation choices.
- Be sure to carefully select chaperones, complete background checks, and prepare them to serve your campers. See the background check and code of conduct info below. The Code of Conduct will be available through our registration process for chaperones to read and check that they have read when they do the waivers.
- We will be offering an advanced online order form for group tshirt purchases in early spring. We will not be giving away program shirts for free.



Sleeping Arrangements

Our cabins are air conditioned/heated with modern restrooms/showers. Beds are twin sized bunk beds. Groups will share cabin space with other groups when needed unless they pay for all available bed space (cabins sleep 16) in their cabin. Make sure to bring your own linens!

Location and Address

Camp Mundo Vista is located in Randolph County, North Carolina about 8 miles west of Asheboro in the community of Sophia. Camp Mundo Vistas address: 3140 Camp Mundo Vista Trail, Sophia, NC 27350.





Check-In



Upon your arrival you will be greeted and directed to the parking lot in front of Hobbs Hall. You can find our interactive map here (scroll down to the Camp Mundo Vista map!). Our staff will be on hand to provide direction and assistance. The group leader will check in at the designated area. Please remember to bring all camper medications, vitamins, and supplements for check-in, as well as the background check form.

Our medical team will securely store and manage all medications, allowing chaperones to engage with their youth and relax. To streamline the check-in process, please ensure all medications are in their original packaging and placed in a gallon zip bag labeled with the youth's full name, age, and church name.



Medication Check-In

All medications, vitamins and supplements of campers must be turned in to the nurses, no ingestible medication is allowed to be with campers. Chaperone (adult) medications, supplements and vitamins must be locked up either in a lockable bag or inside of a locked backpack while on campus with campers. Chaperone (adult) medications, supplements and vitamins (any ingestible medication) may also be turned into the nurse if the chaperone does not wish to lock up medication themselves. Our first priority is camper safety!



Arrival

Arrive as a group on your start day between 10-11am. Do not arrive before 9:45am and do not arrive after 11:15am. If you cannot make this time, contact us in advance to schedule a more realistic arrival time for your group.

Departure

Camp will finish on Friday after lunch around 1:30 pm. Please communicate to your student's parents about estimated times of arrival, etc.

Chaperones

There must be one adult chaperone for every 7 students, and they must be gender specific. They must be at least 18 years of age and 2 years older than the oldest camper. I encourage you to choose mature Christian adults who are already active in your youth ministry. These adults need to be healthy enough to be able to walk around the rolling hills of our several hundred-acre campus. The chaperones have 4 main roles:

1. To engage with students and set a Christ like example as they care for them throughout the day.
2. Help transitions flow smoothly (such as helping campers wake up on time, attend all functions on time, finding their recreation area, and going to sleep on time, etc.).
3. Help debrief the day with you, the group leader by participating in a group devotion/discussion each evening.
4. Help campers take care of their money, water bottle, and other belongings. Many chaperones bring a small backpack to carry money, and other necessities. Remember that chaperones will have to fill out health history forms and waivers online also.



Vetting Chaperones

Your church or group must intentionally vet your adult chaperones using your church or group policies. We must take every measure of precaution to protect our youth. At a minimum, we suggest this process includes a face-to-face interview with a leader, at least 3 references, a background check, participation in child protection and other ministry training, and clear expectations for working with youth.

The below resources are child protection training options from companies I have personally used and trust for you to consider: https://ministrysafe.com/ and https://www.d2l.org/. You can also contact Kendra Joyner who is the Children's Ministry Consultant through The BSCNC for more support with child protection training: mailto:kjoyner@ncbaptist.org.

Chaperones Continued



A group leader video call on May 6th at 7pm is mandatory for atleast one leader/chaperone from each group to attend!

Chaperone Code of Conduct

Below this letter is a Chaperone Code of Conduct. Each adult chaperone must thoroughly read it, understand it, and follow it. The code of conduct will be a part of the online registration process when you complete your waiver and health information. There is no need to print this form since you will complete it online.

Chaperone Cellphone Policy

Students may not have electronics during all worship sessions, missions, and devotions. Students may only use their devices outside of these times with direct permission from their church group leader. Chaperones may have cell phones as long as they do not distract from the program. Their cell phones are to be silenced/muted. If a chaperone needs to use their phone, they need to ensure that they are not being a distraction and that they move to an area away from where campers are enjoying their experience. If a parent needs to be contacted for an emergent or urgent reason, please communicate this with the camp leadership so that we may assist as needed.

All attendees must observe and follow the rule of three! Campers should never be alone and always be in a minuimum group of three. Adults should never be alone with campers unless they are the custodial parent/gaurdian of the child..

Safety and First Aid

Our staff have been trained thoroughly to do their jobs well. Most staff are trained in First Aid and CPR. There are basic first aid kits in most buildings. We will have a Registered Nurse on call if needed. Our trained staff will be responsible for camper medication administration and will be available to assist during injuries or emergencies. We ask that you not give your campers medication. We provide at no cost most common over the counter medications and the Nurse or an administrator will follow our medical protocol about administering medications to campers. If a camper's parent needs to be contacted, we will make sure the leader is informed.

Health and Wellness Continued

Special Food Needs

At Camp Mundo Vista we take food allergies very seriously. Our chef and kitchen staff accommodate and provide alternative meal options as much as possible. We can typically work around most allergies including gluten, dairy, nuts, egg, and corn. It is important to note that our facility is NOT a nut free, dairy free, soy-free, egg-free environment. While our dining team is willing to support those with dietary needs, we cannot guarantee that there is no cross contamination.

If you have any questions or concerns on whether we can accommodate your dietary needs, please call our office during office hours from 9am - 5pm or by email to our Director of Food Service at cpowell@caraway.org. Please make sure to communicate all allergies on your health form and call our office with more details if needed. If we cannot provide your full dietary needs, we invite all of our guests to bring their own supply of snacks and personal meal supplements and offer a small amount of space to store refrigerated items in the Dining Hall area.

Camp Caraway Background Check Policy

To ensure the safety of children, youth, and developmentally challenged adults attending NC Baptist events and camps, background checks are required for all adult volunteers.

Key Requirements

1. Church Responsibility: Each church must complete background checks for all adults chaperoning or participating in activities. Names of cleared individuals must be submitted using the form below on arrival day at check in. Adults not listed will be prohibited from staying on property and participating.
2. Background Check Providers: Churches may use any reputable background check provider. Recommended options include FirstPoint Resources, ProtectMyMinistry, and MinistrySafe. FirstPoint Resources provides a special rate for NC Baptist churches.

Important Notes: Churches are responsible for safeguarding volunteer and attendee information. Thank you for your cooperation and assisting us in the protection of all attendees. If you are not coming with a church or school group please contact Monica Hines at campregistration@caraway.org for assistance.

We will communicate any changes to you. If you need anything, please ask. We are praying for God to use this program, our staff, and your chaperones to create a fun, Kingdom focused camp as we seek Him!

Please let us know if there is anyway we can assist you prior to your arrival!

Charlene Willis
Children's Program Manager
336-521-9214; cwillis@caraway.org

Caraway Background Check Form

Before heading to camp please have a church administrator fill out the link below certifying that all of your chaperones and drivers have completed and passed a background check. Any person who is found to have criminal convictions related to sexual offenses shall in no case be permitted to serve in any capacity at BSCNC events.

The form must be filled out before your arrival to camp, without a completed form, your group will not be permitted to stay to ensure the safety of our campers

BACKGROUND CHECK FORM

Caraway Chaperone Code of Conduct Form

All chaperones will uphold the highest standards of ethical, professional behavior, above reproach in the sight of God and man. To that end, all chaperones will dedicate themselves to carrying out the mission of Baptist State Convention of North Carolina ("BSCNC") (and the churches and ministries it serves) with honesty, loyalty, trustworthiness, integrity, impartiality, love and respect for others.

Therefore, each chaperone agrees to comply with the following, including but not limited to:

- I will conduct myself in such a way that does not dishonor Jesus Christ, the Scriptures or His mission of the Great Commission. *Philemon 2:1-8; Romans 12:1-2; Colossians 1:9-14; 1 John 2:6; Ephesians 5:1-2*
- I will obey the laws of both the United States and, when BSCNC has international involvement, the laws of the respective countries, in a manner consistent with Romans 13. *Romans 13:1-5; Titus 3:1-2; 1 Peter 2:13-14*
- I will respect the structure and responsibilities of BSCNC's governing Board and uphold and implement policies adopted by the governing Board and Management. *Romans 13:1-5; Titus 3:1-2; Hebrews 13:17*
- I will demonstrate the highest standards of personal integrity, truthfulness, and honesty in all activities in order to inspire confidence and trust in such activities. *Proverbs 12:17; 11:1; 12:22; 19:1; Colossians 3:9; Matthew 5:37*
- I will respect and protect any privileged and confidential information to which I have access in the course of their chaperone duties, with the exception of any mandatory reporting I must make pursuant to Paragraph 10 below. *Proverbs 11:13; 12:23*
- I will not commit any acts that adversely affect the safety of one's self or other persons, including violating an established safety rule or generally accepted safe practice. *Philemon 2:3; 1 Corinthians 12:25; Ephesians 4:32*
- I will not practice or participate in gossip, talking maliciously about (whether rumor or fact) another BSCNC participant. *Proverbs 20:19; 25:9; Romans 14:13; 1 Timothy 5:13; James 4:11*

- I will not practice sabotage, i.e. undermining the efforts of BSCNC or jeopardizing the health and safety of any BSCNC participant. 1 Peter 2:1
- I will not practice any form of discrimination or harassment. Romans 12:17-21; 1 Peter 3:8-9; Ephesians 4:29; James 1:26. Harassment includes any act or omission that directly or indirectly creates an intimidating, hostile, or offensive environment.
- I will not practice or participate in sexual harassment. Proverbs 11:9; Romans 12:10; Ephesians 4:29; 5:3-4. Sexual harassment includes any unwanted or unwelcome physical or verbal conduct that directly or indirectly creates an intimidating, hostile, or offensive environment. All chaperones are subject to mandatory reporting laws in North Carolina. Any chaperone that witnesses any form of discrimination or harassment must report it immediately to their church group leader. Chaperones will avoid any type of inappropriate conduct, which can include inappropriate or suggestive comments, gestures, or physical contact, written or social media communication.
- I will treat all persons with respect and compassion, regardless of race, religion, gender, maternity, marital or family status, disability, sex, age or national origin. John 13:34; Galatians 3:28; 5:14; Ephesians 2:14; 4:32. I will not allow any type of bullying, and if I observe harassment or bullying of any kind, I will intervene in an appropriate way and immediately notify my church group leader.

If any chaperone is found to be in violation of the Chaperone Code of Conduct, BSCNC reserves the right to take whatever personnel and disciplinary actions it deems appropriate up to and including removal, and BSCNC reserves the right to do so in its sole and absolute discretion. BSCNC also reserves the right to reject volunteer chaperone status based upon sexual misconduct.

I have read and understood the Chaperone Code of Conduct:

Print Name: _____

Signature: _____ Date: _____