

Getting Ready for Summer.....



**Camp
Arrowhead**
FOR BOYS

**INFORMATION
FOR
PARENTS

HANDBOOK**

Dear Parents,

Welcome to Camp Arrowhead! We are all excited to share with each of you this place that we have come to love and treasure, a place that has had an enormous impact on our lives, and a place we all consider “home.” The following information is very important and your attention to the many details will help us to make your child’s camping experience the best it can be. **There are a few new changes so returning families, please be sure to read carefully.** You are providing a wonderful gift for a young man whom you love, and we want to make sure that the very best summer of his life is waiting for him at Arrowhead. Thank you for the trust you have placed in us. We promise that we will work to the best of our abilities to give your child a safe, wholesome, and adventure-filled camping experience this summer.

Mail

Our mailing address is:
Camp Arrowhead
P.O. Box 248
Tuxedo, NC
28784

Our Physical address is:
Camp Arrowhead
1415 Cabin Creek Road
Tuxedo, N
28784

When you send mail, please include your son’s cabin name if you know it. You may also send email to your camper online through our website www.camparrowhead.org . We print emails and distribute them every day at lunch with the regular mail. We do not provide computer access for your camper to respond via email, so he will have to rely on regular U.S. mail service.

We require campers to write a weekly letter home although many campers go above and beyond and write many letters home. If you haven’t received a letter from your camper by the middle of the second week of camp, please contact the camp office. *The Camp Arrowhead staff does not read or screen any mail sent out by campers.*

Telephone

Camp Arrowhead’s phone number is **(828) 692-1123**. Campers do not have access to the telephone except in emergencies or on occasions when we feel a call home is appropriate. Camp Arrowhead has an administrative staff member by the phone 24 hours a day, 7 days a week during the camp session. We assure you we will call if there are any pertinent details that concern your child.

Camp Visits

Parents and friends are welcome to visit after the first week of camp. It very important that campers, especially homesick campers, are given an opportunity to adjust to camp life before parents visit. The suggested visiting time is on Sundays following the completion of church at 11:30. All parents, family, and friends are welcomed, but please remember that everyone visiting camp is required to check in with the office upon arrival. Campers may leave camp with parents, legal guardians, or approved family friends and there is a spot on the camper application for parents to authorize who their child

may leave with. Parents and legal guardians may update this at any time, but all authorization must be in writing. ***Anyone who checks a camper out must provide a government issued photo identification to the camp office.*** This includes parents and relatives. We will expect to have the camper returned to us no later than 7:00 pm in order to participate in our Sunday evening Council Fire. We serve dinner promptly at 6:00 pm, and most of the time we are more than happy to accommodate guests at our meals although advanced notice is always helpful. No campers may leave camp overnight unless accompanied by an Arrowhead staff member, on a Camp Arrowhead sponsored trip.

Camp Arrowhead is a wonderful place, but what about...

Homesickness

Everyone has experienced a pang of homesickness at some time during their lives. There is no guaranteed way to predict if or when it will happen to your son or how severe it will be. It is part of growing up, and rest assured that camp is safe place to deal with homesickness. Our highly trained staff members are equipped to deal with even the most challenging cases. Bouts of homesickness are most common in the first few days of camp and during this time it is not uncommon for campers to write home and express a desire to leave camp. However, by the time this letter reaches you, the camper is usually engaged and adjusted to camp life and has forgotten he was ever homesick! If you do receive one of these letters please contact the camp office. Chances are we

already know about it, and are working our hardest to help your son through it. All of us, parents and staff, need to be sensitive to the fact that this pain is real, but can be dealt with, and it is vital that you work in conjunction with the Camp Arrowhead staff. Your job is to express love and support for the child and the process that is to be worked through to completion. Our job is to create positive, wholesome, and supportive environment, along with exciting and engaging camp programs. Together we can make sure your son will have the most rewarding camp experience possible.

Cabin Assignments

There is always much discussion about cabin assignments. At Camp Arrowhead, our philosophy is that camp is a time of new experiences, and this includes meeting new people. Cabin assignments are not critical to the enjoyment of camp or in preventing homesickness. If you request that your child is placed in a cabin with a particular child we will try to accommodate that request provided that the campers are in the same age range and the other family requests the same consideration. However, all cabin assignments are at the discretion of the director, and his decision will be final. **Most importantly, it is our policy to attempt to make everyone happy.**

Parent Communication

All of us at Camp Arrowhead are actively engaged in becoming partners with you in the parenting process. A part of this includes direct communication from your child's counselor. If your child is arriving at camp via airlines, we will notify parents once he arrives on camp property. Within the first week of the session one of your child's counselors will also be calling you to inform you of your child's status and how he is adjusting to camp life. By the second week, your child's counselor will be writing you a letter that informs you of his activities, special events, cabin life, and hopefully the personal accomplishments of your camper. These letters will continue on a weekly basis throughout your child's summer at Arrowhead.

Please feel free to contact camp office and or the director at any time via the camp phone or the camp email. The director may not be immediately available, but we will have him return your call or email promptly.

What to bring

Please be mindful that camp is a busy place and that these items will not receive gentle treatment. We discourage new, expensive, or designer clothing. We will do laundry, as needed by cabins, and replace linens on Sunday morning. ***It is vital that all articles of clothing and personal belongings are clearly marked with the camper's full name.*** Check out the article on our website detailing packing for camp.

Suggested Packing List for:

(Laundry is done weekly, campers responsibility to turn in laundry at requested time)

1 Pillow, 1 Blanket, 1 Sleeping bag
Windbreaker or Jacket + Rain Gear
2 Swimsuits
1 Pair Tennis Shoes
1 Pair Hiking Boots (with heel for riding)
1 Pair Water Shoes (Teva, Chaco or similar style)
*it ***MUST*** have a heel strap. ***NO FLIP FLOPS***
6-8 Pairs of Socks
6-8 Pairs of Underwear
6-8 Pairs Shorts & Shirts
1 White Collared Shirt & 1 Khaki Shorts (for Chapel)
2 pairs Blue jeans or Pants
2 Pairs Pajamas
2 Sweaters/Sweatshirts
3 Towels, Washcloths
Laundry Bag
A Good Flashlight (headlamp is best)
Toilet Articles: Soap, Toothbrush, Toothpaste,
Comb/brush
Sunscreen
Sleeping Bag with Stuff Sack
Bug Repellent
Overnight Backpack / Day Pack
Water bottle
Personal Equipment (Bike, Kayak, Climbing Harness,
Fishing Rods, Musical Instruments, etc.)
Helmet (Horse, Bike, Kayak, Climb, if you have one,
otherwise we will provide)
Trunk, Footlocker or Duffle
Bible for devotions

Laundry: Included 1x per each session enrolled.

Important...Mark all Articles that you bring to camp with campers name. Mark it with permanent marker or attach labels. We keep NOTHING at the end of each camp. Left items are donated to charity.

Label Everything: Laundry bag, shoes, sleeping bag, toothbrush, backpack, trunks, towels, all clothing, etc. When using permanent markers make sure they are suitable for laundry.

Label Source: www.sterlingtape.com
www.namemaker.com

Please order labels early, as it may take several weeks to have them shipped.

Laundry will be collected from each cabin separately. When laundry is completed it will be returned to the cabin, it is impossible for the counselor to identify laundry unless it is clearly marked.

Be assured that most campers do not know how to claim their own clothing. We hate to see excessive clothing articles end up in lost and found and never claimed. Your assistance in this area will be greatly appreciated.

If your camper is a bed wetter, please advise us on your camper's application and medical form. We will make special arrangements to make sure their linens, sleeping bag, and clothing are cleaned daily. It is our goal to keep this low profile and not embarrass any camper.

Personal Items

1. Do not send food from home. Food packages received at camp will be kept in the kitchen to avoid problems with pests, digestion and cabin morale. Please note that camp provides baked from scratch birthday cakes on all our camper's birthdays.

2. Please do not send electronic devices to camp. This includes: Cell phones, TVs, DVD players, radios, CD players, IPODs, MP3 Players, digital cameras (both photo and video) and electronic game systems. If brought to camp (for travel and/or entertainment reasons), these items will be kept in a safe area and returned on the closing day of camp. Items must be labeled.

Our experience suggests that these electronic devices distract from the camping experience that is so special here at Camp Arrowhead. A general rule of thumb is; if it operates on batteries and isn't a flashlight, it doesn't belong at camp. Camp Arrowhead cannot be responsible for any lost or damaged electronic devices, which are not turned into the camp office on opening day.

Please Note: To ensure the integrity of the camp, staff members reserve the right to check all bags brought on the Camp Arrowhead Property.

3. Fireworks are illegal in North Carolina and are not allowed at camp. Water guns (pistols, rifles, cannons) and water balloons may not be brought to camp. These items will be stored in the office and will be returned at the end of camp.

Health Forms

Health forms, which are enclosed, should be completed by your doctor and returned to us before your child's arrival at camp. **IF YOUR CHILD IS EXPOSED TO ANY COMMUNICABLE DISEASE THREE WEEKS PRIOR TO OPENING DAY, THE CAMP DIRECTOR MUST BE NOTIFIED IMMEDIATELY IN ORDER TO PROTECT THE HEALTH OF THE OTHER CAMPERS.** Check with your doctor about recent preventative inoculations such as tetanus, polio, measles, and mumps. Any special instructions or information regarding health matters must be listed on, or accompany, the health form for office, infirmary and counselor files. *It is imperative that you read and sign the parent authorization for treatment on the application.*

A note from our Medical Director...

1. Please fill out the health form, and especially note any allergies and the immunization status of your child. The tetanus information is of utmost importance.
2. Any medication sent with the camper should be accompanied by very explicit instructions, either on the bottle or written by the doctor, to ensure proper dosage and administration. All medication will be kept in the infirmary.
3. Any camper who wears glasses should bring an extra pair to camp. We suggest campers wear glasses rather than contact lenses while at camp, although we leave this decision up to you and your camper.

4. No rifles, crossbows or ammunition should be brought to camp without prior arrangement being made. **Please do not send knives to camp** as campers have absolutely no use for them and knives at camp end up carving on cabins, bunks, living trees, and fingers.

5. All campers will need one white collard shirt and one pair khaki shorts for Sunday mornings. Roman Catholic campers will have an opportunity to go into town for Mass each Sunday, and will wear their "whites." All campers will wear their "whites" to attend the Arrowhead chapel and devotional services.

6. Campers should bring their own sleeping bag. We do have a limited number to loan, but on cabin nights when the whole camp is out, there may not be enough to go around.

7. All horseback and mountain bike riders must wear lace-up hard-soled shoes (with a heel, for Horse Back Riding) and approved helmets. We do have some available to loan, but campers are encouraged to bring their own.

8. All clothing and personal items should be clearly marked with the campers **FULL NAME**. It is nearly impossible to return unmarked items.

Baggage: *All shipped baggage must be prepaid unless prior arrangements are made.*

1. We suggest a small footlocker, trunk, or duffel for clothing and other bulky items.
2. If traveling to and from camp by airlines, please be sure to follow specific baggage requirements. Most airlines limit checked baggage to 50 Lbs, and less than 62 inches in length. Families may want to consider shipping camper's trunks, at least a week in advance, via UPS or Fed Ex.
3. Parents are responsible to make sure all return shipping label(s) are faxed, emailed or sent with camper and delivered to Arrowhead Office Staff. Parents are also to confirm when using UPS or Fedex if a scheduled pick up is required. Please allow up to two days from campers last day for pick up, allowing Arrowhead Staff time to properly package and label luggage being shipped, unless special arrangements have been made in advance.
4. Campers who fly should travel with a carry-on bag containing two changes of clothes, swimsuit, a lightweight jacket and toilet articles.
5. On Travel form select method luggage will arrive to camp

Travel

1. **By Car:** Parents driving their child to camp may arrive any time ***after 9:00 am***, and are encouraged to be at camp ***no later than 12:00 pm*** on opening day. We invite you to take your time looking over the camp, and meeting your child's counselors.
2. **By Air:** Children flying to camp should have a round-trip ticket since return seats may not be available at the end of the season. We will safeguard your child's return ticket in the camp safe along with the passports of campers traveling internationally. Reserve flights that arrive before 12:00 noon so campers can arrive early to enjoy opening day and activities.
3. Please find a travel form enclosed and fill out this form stating exactly which mode of transportation your child will use and the flight details if air transportation is used and if luggage is being shipped. It is absolutely necessary to send a completed form to the camp office by **April 30th**. Please return the form even if you are driving since we must account for all campers.
4. Please check with your airline or travel agent concerning unaccompanied minors and other policies before booking tickets. Most airlines require that all children under the age of 15 fly as an Unaccompanied Minor.

We ask that parents pay for airline baggage and unaccompanied minor fees for both arrival and departure from camp in advance. Please attach a copy of the receipt for any fees to your son's travel form.

5. **Airports:** We will have staff members assisting campers at **Asheville (AVL)** and **Greenville / Spartanburg (GSP)** airports to and from camp on opening and closing day at no charge. If flying to another airport special arrangements must be made with camp.

6. If you have special travel needs, please give us a call as we are more than happy to attempt to accommodate your needs.

7. Campers flying home will be sent with a sack lunch. Make sure to mark on travel form amount of cash camper is to travel home with. (to be paid in advance to Arrowhead)

Note: Make sure you son knows how to contact you if an issues arises at any time during the trip. We ask that you than contact the camp office.

Early arrival and late departure

Our staff is very busy both before and after camp and it is difficult to accommodate campers who arrive early or depart late. If this is absolutely necessary, please make arrangements well in advance. **There will be a charge of \$100 per day for each extra day.**

Money and Fees

1. Please make checks payable to Camp Arrowhead. It is not necessary to make separate checks for camp fees and spending money, but please itemize the distribution of amounts as desired.

2. Campers should not have money in their possession. We request that all spending money is turned over to the office for credit to the camper's canteen account, or for use during return travel. Camp Arrowhead cannot be responsible for such a loss and will not search for lost money.

3. We recommend spending money of \$20- \$40 per week for each camper's Canteen account. If your child intends to buy sweatshirts, T-shirts, crazy creek chair, etc., he will need more. The Camp Arrowhead Canteen does not accept cash except on opening and closing days. All other purchases must be made via the camper's Canteen account. Campers cannot spend more money than they have in their canteen account.

We wait with eager anticipation the beginning of a new camping season. We hope to give your child one of the happiest summers of his life and we will keep you regularly informed concerning his progress and development. To this end, we ask your cooperation in camp regulations. Please know that your child will always be a very important, loved and respected member of the Arrowhead family. As always, if you have any additional questions or concerns, please feel free to contact the camp office.

Paperwork Checklist

Please return all paperwork on or before the following dates:

_____ Application completed, signed and returned to camp by **April 15th**

_____ **All camp fees paid by April 30th**

_____ Travel form completed and mailed in by **April 30th**

_____ Health forms filled out by doctor, signed by parent, and mailed in by **April 15th**.

_____ Parent Goals for their camper by **April 15th**.

_____ Paintball Waiver signed on both sides **April 15th**.

_____ Keowee Waiver signed by **April 15th**.

_____ Your Son's letter to his Counselor by **April 15th**.

_____ Any special instructions for office written out and sent to camp.

_____ Any special instructions for nurse written out and sent to camp.

_____ Any special instructions for child's counselor written out and sent to camp