



# CROSSWAYS

CAMPING MINISTRIES



# 2019 YOUTH CAMP

## PARENT GUIDE

**Crossways Administrative Office**  
912 N. Oneida St.  
Appleton, WI 54911  
p: 920-882-0023  
[info@crosswayscamps.org](mailto:info@crosswayscamps.org)  
[www.crosswayscamps.org](http://www.crosswayscamps.org)

**Imago Dei Village**  
W8160 Cloverleaf Lake Rd  
Clintonville, WI 54929  
p: 715-823-2902

**Pine Lake Camp**  
W5631 Akron Ave  
Waupaca, WI 54981  
p: 715-258-3813

**Waypost Camp**  
210608 Crooked Lake Rd  
Hatley, WI 54440  
p: 715-454-6487

Welcome! We're excited that your child will be joining us this summer! We're eager for you to arrive and are busy preparing to make your child's week at camp enriching, engaging, and transformative. At Crossways, all staff is committed to providing a safe, fun, and memorable experience for each and every camper. This informational guide is your best resource in preparing for camp at Crossways. Included you will find more information about:

- \* Arrival and departure times
- \* Camp Store account deposits
- \* Cancellation policies
- \* Homesickness
- \* Safety at camp
- \* How to email your camper using Bunk1
- \* Packing list
- \* Technology policies
- ...and more!

### Please review this packet and save it for future reference.

If you have any additional questions that are not answered here, please contact us. We are happy to help!

### Arrival Times & Camper Check-In

Campers are asked to **arrive at camp between 3:00-4:30 pm on Sunday afternoon\***. Please do not arrive earlier than 3:00pm. Directions to camp can be found online at [www.crosswayscamps.org/parent-information](http://www.crosswayscamps.org/parent-information). When you arrive, staff will greet you, guide you to parking, and give you further instructions on checking in your camper(s). When your camper checks in at camp they will check in with the staff, check in with the health coordinator, complete a health screen, receive their cabin and cabin leader assignment, visit the camp store, and take a peek around camp. Family members are welcome, but please leave your family pet at home. **Crossways staff will check or confirm the status of any unexplained absentee campers after the close of the check in time.**

We want the camp experience to be as fun as possible, so we will do everything we can to accommodate **ONE** cabin mate request for campers registered in the same program/session (i.e. Pathfinder girl with another Pathfinder girl, etc.). Please note that we cannot guarantee all requests, especially if more than one friend has been listed, or if you request a camper in a different program/session.

In the unlikely event our arrival/drop-off or departure/pick up times would change, you will be contacted by Crossways.

*\*Pioneer B & Pathfinder B campers starting on Wednesday morning: check-in is at 10:00am.*

### Departure/Pick-Up Times & Closing Celebration

Families picking campers up on Friday are invited to **join us for a picnic lunch at 11:30 am**. Families are encouraged to come and worship with us at our **closing celebration that begins at 12:15pm on Friday\*** and lasts about 45 minutes. Parents and families will learn about what has happened at camp and will join in the all-camp closing worship celebration. Campers are dismissed after the closing program. **All campers must sign out with their cabin leaders and will be released only to the persons authorized on the Camper Departure Authorization Form.**

In the unlikely event our departure/pick-up time would change, you would be contacted by Crossways.

*\*Pioneer A & Pathfinder A sessions: closing celebration begins Tuesday at 5:30 pm with dinner followed by worship.*

## Camp Store Information

When campers arrive they will be able to visit the Camp Store (“canteen”) to add money to their account. You can save time at check in by calling our administrative office ahead of time to add money to your camper’s account. **The deadline to add money to camp store accounts by phone or online is up to one week (7 days) before your scheduled session.** Parents should send cash or a check made out to “Crossways Camping Ministries” with their camper to camp if they do not meet this deadline. The Camp Store will be open for purchases of camp gear and souvenirs during drop-off and pick-up times.

The Camp Store is generally open twice daily for campers to purchase a drink, candy, healthy snacks, ice cream, and clothing. Campers are limited in the amount of consumable items purchased at each visit. **Campers may not keep any food items or cash in their cabins.** Balances remaining on your child’s camp store account at the end of the week will be returned to the camper in cash. Campers will also have the choice to donate to the summer mission project.

## Mission Project

Every year Crossways selects an organization to support with our mission project donations. In a world filled with seemingly unceasing violence, innocent families are in desperate need of a safe place; a place where they can find asylum for their children and themselves from the evils that the world produces. Some of these families in need of protection are being taken away because of their faith in God. A faith in God is a faith in the children who know of God’s love and grace. The Lutheran Immigration and Refugee Service in partnership with the Evangelical Lutheran Church in America works for the families in foreign countries safety and peace. This summer, before you bring your camper to Crossways, pray for these people, pray for their safety, pray for their peace, pray for their prayers to be answered with your help. Please visit [www.elca.org/Our-Work/Relief-and-Development/Lutheran-Immigration-and-Refugee-Services](http://www.elca.org/Our-Work/Relief-and-Development/Lutheran-Immigration-and-Refugee-Services) to learn more! All campers will be given the opportunity to learn more about the mission and ministry of Crossways weekly mission project for this summer is to raise money to donate to the cause of bringing foreign families to a safe place where they can go on with or start a new life for themselves and their families.

## Camp Fee Final Payment

A \$100 non-refundable deposit is required at the time of registration. **The final balance is due by May 31st.** If you have an outstanding balance, you may send a check to our Administrative office at the address listed at the top of this guide, call our office to pay by credit card, or visit our website (only if you registered your camper online) to pay securely online. Crossways will send a final statement by request only. To save on administrative cost and postage we ask that you use your canceled check or credit card statement as a receipt for payment(s). **Please do not wait until you come to camp to pay your final balance.**

If your church is paying a portion of your remaining balance, you may deduct that portion to be paid by your church. Please verify this amount with your church office. We suggest you forward the invoice you receive from us to your church. **We are not able to credit your account with an expected payment from your church without payment or direct notification from the church office (phone or written).** If you have questions about the amount your church pays, contact your church office to coordinate this information & payment schedule.

## Cancellation Policy

Please contact our office if a scheduling conflict with your camp session arises. We will likely be able to switch sessions or sites to accommodate your schedule. A camper’s deposit and payments can be transferred to attend another session or site but is non-transferrable to another camper.

In the event that you need to cancel your session at Crossways, please contact our office immediately. A refund less the \$100 non-refundable deposit will be granted based on payments received. If cancellation occurs less than 2 weeks before camping session, no refund will be granted. Your \$100 deposit is non-refundable except for the following reasons:

1. A medical condition or death in the family prevents the camper from participating in the program. A written excuse from the camper’s physician may be requested.
2. Crossways cancels the session and cannot find a suitable alternative. A full refund will be issued based on payments received.

**We will not pro-rate fees for late arrival or for only attending partial weeks.** Departure from the camp program due to homesickness or dismissal for behavior problems is non-refundable. Due to processing fees, all refunds (regardless of payment type) are processed via check within 2-3 weeks of cancellation.

## Safety at Camp

We have always taken the safety and well-being of our campers—your children—very seriously. Our camps have an excellent reputation as a safe and healthy environment. All three camps are accredited by the American Camp Association, which maintains the highest standards for safety and risk management. Each camp follows all Wisconsin State Health Codes and is licensed and inspected annually. We put your children in the care of trustworthy, capable young adults. All staff undergo background checks and participate in two weeks of staff training. Each camp follows clear policies and training regarding emergency management and behavior recognition, and summer staff are supervised by professional full-time staff. Your children are always our first priority.

## **Bullying**

Crossways is committed to providing a safe, positive and nurturing environment for its campers, staff and all participants. Our staff is trained to identify and address bullying immediately and effectively.

## **Weather**

The summer is a busy time for weather in Wisconsin! All three sites have multiple storm shelters and practice emergency response procedures regularly. When severe weather arises at our camps we keep parents and family members informed in the following ways: (1) Facebook: we post regular updates on our pages, so please follow your specific camp - facebook.com/imagodeivillage, facebook.com/pinelakecamp, facebook.com/waypostcamp; (2) Phone: in rare cases phone calls to the parent/guardians listed on our registration forms will be made.

## **Camper Departure Form**

A Camper Departure Form must be filled out and turned in by the parent/guardian on the registration form for every camper. **Camper Departure Forms must be brought to camp with your camper to be handed in at check-in upon your arrival.** Camper Departure Forms are available online at [www.crosswayscamps.org/parent-information](http://www.crosswayscamps.org/parent-information). In the event your family does not have this information ready by the timeframe we request, we will also accept departure forms at check-in upon your campers' arrival at camp.

We discourage parents/guardians from taking campers away from camp during the week. Campers miss fun activities and their absence affects the community that is built between the campers. No camper is allowed to leave the premises during the week with any person not listed on the **Camper Departure Form, filled out and signed by the parent/guardian who registered the camper** (see below). Visits that are absolutely necessary should be scheduled in advance to avoid confusion. **All visitors MUST check-in with our camp offices.**

As a part of the program your child is enrolled in, he/she may leave site with staff for camp activities. At all three camps, campers who have completed 6<sup>th</sup> grade and up might participate in bicycle trips on quiet country/lake community roads, and canoe trips on local rivers if at Imago Dei Village or Waypost Camp. Settlers (at Pine Lake), and Leader-In-Training (LIT) campers will participate in an off-site community service.

## Behavior at Camp

The safety and well-being of our campers and staff is our number one priority. If a camper's behavior is determined to be unsuitable for our program our staff reserve the right to dismiss the camper from the program. The camp director will contact the parent/guardian of the camper if their behavior is beyond the capacity of our staff to manage and is negatively impacting the well-being and camp experience of other campers. If a camper is dismissed from our program early due to behavior it is the parent/guardian's responsibility to arrange for immediate pick-up of the camper from the camp.

## Special Program Elements for Older Campers

All camp programs and activities are designed to enhance the camper experience. We seek to challenge each individual to grow personally and as part of our community. Some of these programs involve giving campers an opportunity to step outside of their comfort zone. It is important for parents/guardians to be aware of certain special adventure activities included with some of our programs for older youth.

### **Archery (Pine Lake only)**

At Pine Lake, older elementary, middle school and high school campers will have the opportunity to participate in archery. Participants will be fitted with an armguard. Our staff are certified in archery, archery equipment is inspected, and campers are educated in safety procedures before participating in the activity. Trained staff are present to instruct and enforce safety protocol.

### **Bike Trips**

Our bike trips take our middle school and high school campers off-site on quiet country and lake community roads. Our bikes are maintained regularly. Before each trip campers are properly fitted with a helmet and are instructed in safety procedures. Two staff trained in leading bike trips participate in every trip. On all trips a staff member carries a first aid kit as well as a cell phone to ensure contact with appropriate authorities in the event of an emergency.

### **Canoe Trips (Imago Dei Village and Waypost only)**

Middle school and high school campers at Imago Dei Village and Waypost are able to participate in canoe trips on a river near camp. For these trips campers are transported to and from camp in camp vehicles. Prior to each trip, campers are taught basic canoe skills. On the trip campers are outfitted properly with paddles and life vests. Campers are accompanied by trained lifeguards and at least two staff who have been trained to lead canoe trips. On all trips a staff member carries a first aid kit as well as a cell phone to ensure contact with appropriate authorities in the event of an emergency.

### **Climbing Wall (Imago Dei Village only)**

At Imago Dei Village, older elementary, middle school, and high school campers will have the opportunity to climb our rock wall. Each camper is fitted with a safety harness and helmet for their climb. Our certified staff instructs all campers in safety procedures before their climb and guide campers safely through each climb from start to finish.

## Health & Medical Information

### **Camper Health History Form**

A Crossways Summer Camper Health History Form must be completed each year, signed by a parent/guardian, and **sent in no later than two weeks prior to the start of your child's session/program to the camp your camper will attend.** The Camper Health History form will be emailed to you and is also available online at [www.crosswayscamps.org/parent-information](http://www.crosswayscamps.org/parent-information). **A new health history form must be on file for every camper for EACH session regardless of past participation at camp, including sessions attending during the same summer season.**

### **Medical Services**

Each site has a Wilderness First Aid trained staff member on-site at all times for health needs and medication distribution. Routine first aid will be provided by the health coordinator or a camp staff member certified in First Aid and CPR as needed. Camp will be in immediate contact with you should there be a serious medical concern, illness, or incident. If medical problems occur, the camps of Crossways use local clinics and hospitals to treat medical conditions or accidents. Medical expenses will be billed to you through these clinics. Crossways does not carry medical coverage for campers.

### **Medications**

Please note all your camper's medications on the Camper Health History Form including name of medication, dosage, frequency, and method of administration. Our health coordinator collects **all medications** at check-in and is available to discuss any health related questions that you may have regarding your camper's medication and health while in our care. **Medications must be in the original labeled container.** All medications must be in containers clearly labeled with the name of the camper or staff member, the name of the medication, the dosage, the frequency of administration, and the method of administration. Medications will be dispensed as indicated on the bottle unless documentation is provided by the prescribing doctor.

We stock standard OTC medications for cold symptoms, minor aches and pains, etc. Do not pack these medications for 'just in case' **UNLESS your child uses OTC medications DAILY**. If your child is experiencing symptoms that you expect will last more than a day or so please bring the medications you would like administered along with dosage information. These medications will also need to be turned in to the health coordinator for secure storage and proper distribution management.

### **Food Allergies & Special Medical Needs**

Campers are fed well-balanced meals. Our food service staff are very familiar with dietary needs. If your child has a food allergy or needs special accommodations, please list those needs on their Health History Form. In addition, **please call the camp your child will be attending at least two weeks before your child's week of camp** to discuss their particular needs with our staff. If you have any questions about our ability to work with your child's needs, please don't hesitate to reach out sooner. We would love to assist in the planning for a successful, well-fed week at camp for your child! Please note that while campers may arrange to bring special supplemental food items with them, no food is allowed in camper cabins during the week. All food items will be stored in our kitchens and pantries under the guidance of our staff.

### **Parent Notification of Health Treatment**

Parents/guardians will be notified of health treatment for a camper via a phone call or email from the Camp Director or Health Coordinator under the following situations: Notified when a camper is vomiting or has diarrhea lasting more than 24 hours, the camper has a severely sprained limb and is unable to continue with normal camp activities, a camper has a headache that cannot be controlled within 24 hours, anytime we suspect a communicable disease requiring medical treatment like strep throat or chicken pox, any broken limb, and any emergency situation where an ambulance is called. Not-notified for: minor cuts or wounds requiring a simple cleaning on wound and Band-Aid or minor bruises requiring ice and rest, headache, vomiting, or diarrhea lasting less than 24 hours. Parents will receive a slip upon camper pick-up listing any medical treatment administered to their child during the course of their session.

### **Homesickness: Prepare & Prevent for Camp Success**

Homesickness is a very normal and often temporary response to being away from home. Proper preparation and preventative measures can start long before your arrival at camp. With sensitive handling by you and camp staff most homesickness can be prevented or overcome, leading your camper to feelings of independence, pride, and self-assurance. Talk with your child before they leave for camp to help ease the transition. Speak of how exciting camp will be, how much fun you're sure they will have, and how proud you are of them for trying something new. Let them know you are excited for them to make new friends and try new activities. Further, let your child know that if they are feeling sad, afraid, or lonely, there is always someone they can reach out to, whether it is their cabin leader, a trusted activity leader, the Health Coordinator or even the Camp Director.

**Please do not tell your child they can call home or can be picked up early, this often makes homesickness worse, and lead to campers having trouble fully investing in the experience.** We agree to contact you in the case that your child is experiencing a more difficult than average adjustment to camp. We will call you to inform you and ask for your input. Our staff is excellent in handling these situations. We know that campers are most likely to feel a longing for home during mealtimes and just before bed. Our staff takes intentional measures to keep campers well occupied at these times. We've found it much more successful to work with your child to acknowledge that their feelings are normal and to provide support for them as they participate in the healthy Christian community.

### **Connecting with your Camper**

#### **Phone Contact**

Campers are not able to call home during the week (see **Homesickness & Cell Phone Policy**.) Parents/guardians may contact the camp by calling the camp office listed below. Keep in mind that during the summer our on-site staff are busy caring for campers and aren't always available to take your call. Please leave a message and they will return your call as soon as possible. You may also contact our Appleton Office at 920-882-0023 during office hours: Monday - Friday, 9:00am – 4:00pm.

In the event of an emergency or problem at camp, a Crossways representative will contact you as soon as possible. For severe weather, or in the unlikely event of a camp-wide emergency, we will also utilize our Remind.com message service. All parents will receive a Remind.com access code via email for their child's specific session. Sign up with your cell phone or email address for important updates and alerts. If you have an emergency that requires you to speak with camp staff or share information with

your camper, please call the camp phone number. In the event no one answers, please leave a message and we'll return your call as soon as we are able.

You can maintain non-emergency communication with your child by a letter or subscribing to the Bunk1 e-mail service. At camp, youth have time set aside each day where they have the opportunity to rest, read, or write letters home. You can encourage your child to write letters and share their daily experiences with you.

## Mail

There is nothing better than a letter from home when you are away at camp. Please use the following addresses for postal mail. If mailing packages, please do not use the USPS. UPS or FedEx are preferred. Please make sure your camper's mail is postmarked by Tuesday if your camper is attending a full week of camp. Parents are also encouraged to bring letters or a small care package to be given to staff at check in, whom in turn will give to your camper throughout the week. Campers can mail letters or postcards out daily from camp so feel free to send pre-addressed, stamped envelopes along to encourage their letter writing home to you, family, and friends.

**(Camper Name)**  
**Imago Dei Village**  
W8160 Cloverleaf Lake Rd  
Clintonville, WI 54929  
715-823-2902

**(Camper Name)**  
**Pine Lake Camp**  
W5631 Akron Ave  
Waupaca, WI 54981  
715-258-3813

**(Camper Name)**  
**Waypost Camp**  
210608 Crooked Lake Rd  
Hatley, WI 54440  
715-454-6487

## Email Your Camper

Bunk1.com provides a secure one-way email service to send messages to your camper during their time at camp. Please note, campers are NOT able to send a return email. **Bunk note credits can be purchased with a credit card by using the registration codes to the right.**

**We will make our best effort to see that your camper receives their Bunk notes in a timely fashion. Due to camp programming, we cannot guarantee emails to be delivered the same day they are sent.**

Email your camper at  
**Bunk1.com**

Registration Codes for 2019 will be:

Imago Dei Village - IMAGODEI2019  
Pine Lake Camp – PINELAKE2019  
Waypost Camp – WAYPOST2019

## Cell Phone Policy

**Campers are not allowed to bring cell phones to camp.** We understand that cell phones provide parents and children with security and comfort of unimpeded contact anytime, anywhere. We have always taken the safety and well-being of our campers—your children—very seriously. Besides the fact that cell phones are expensive and can get lost, stolen, or broken, cell phones are a distraction to campers. The success of your child's camp experience is largely built on the fact that individuals come to camp, away from the demands and distractions of the outside world, to build an intentional Christian community. The use of cell phones and texting features prove to be a distraction, and often campers do not focus their energy and attention on building community. When found, camp staff will confiscate these items for the remainder of the session. Phones and other tech devices will be returned at the close of the session.

The groundwork for building the camp community starts at home. Talking with your child before they leave for camp will help to ease the transition away from cell phones and other electronics. Speak of how exciting camp will be. Recount your own stories from camp and adventures away from home, well before cell phones were invented. Let your child know that if they are feeling sad, afraid, or lonely, there is always someone they can reach out to at camp, whether it is their cabin leader, a trusted activity leader, the Health Coordinator, or even the Camp Director.

**Please refer to our “Safety at Camp” and “Connecting with your Camper” sections for information on emergency communication.** Remember, you can maintain non-emergency communication with your child using cards and letters or our Bunk1.com email service!

## Miscellaneous Information

### **Pets**

Except for guide service animals, guests are not allowed to bring pets onto camp facilities.

### **Alcohol & Tobacco**

All camp facilities have been declared alcohol and tobacco free environments for our guests during summer programming.

### **Tips & Gratuities**

The services we provide are part of our ministry. Please do not offer tips or gratuities to our staff. (As an alternative, consider a donation to Crossways in honor of a staff member.)

## Our Core Values and Program Goals

At Crossways we uplift the following core values in all of our programs: **Faith, Care of Creation, Community, Hospitality, and Discovery**. Our programs are designed with these values in mind and it is our goal that every camper's experience will include engagement and activity in each of these areas. Our goals, based on our values, are:

**FAITH:** Campers will experience and encounter God in new ways, through Bible study, worship, nature exploration, community life, adventure, conversations, and more.

**CARE OF CREATION:** Campers will grow in their understanding of and appreciation for God's creation and will engage in activities to help them learn how to be good stewards of creation.

**COMMUNITY:** Campers will be welcomed and included as a valuable member of the camp community and will be asked to extend welcome to fellow campers and staff as they take part in creating our camp community during each session.

**HOSPITALITY:** Campers will not only be served by our staff but will also be invited to serve others and will grow in their understanding of how to be good neighbors who care for each other despite our differences.

**DISCOVERY:** Campers will be challenged to try new things and engage in new activities that may push them beyond their typical comfort zone in order to spark their curiosity and instill or nurture a desire to learn new things.

## Our Summer Theme: “Transformed Community”

*“Do not be conformed to this world, but be transformed by the renewing of your minds, so that you may discern what is the will of God – what is good and acceptable and perfect.”*

Romans 12:2

This summer, we will watch communities be Transformed! Each day, our campers will engage in activities and conversations that take components of our Christian faith and use them to make real changes in the communities where we belong. Imagine what change we could bring with Inclusion, Compassion, Justice, Forgiveness, and Generosity. Campers will leave with new tools or big reminders of how they can be the change that Transforms Community.

## Packing List:

- Bible
- Money for the Camp Store & Mission Project Offering
- Notebook & pen/pencil
- Fitted twin sheet & sheets, pillows (sleeping bag for campouts)
- Towels (Bath, Washcloth & Beach)
- Personal Toiletries (soap, shampoo, deodorant, toothbrush, etc)
- Tennis shoes (2 pairs suggested)
- Swimsuit
- Water shoes (or sandals w/ backs) for walking to waterfront - **flip flops are NOT allowed unless for use as shower sandals; all sandals must have backs and be securely attached to the whole foot**
- Shower sandals (**may be flip flops for this purpose only**)
- Long jeans/pants and sweatshirts
- T-shirts and shorts (no bare mid-riffs)
- Pajamas
- Hat or cap
- Jacket
- Underwear, socks
- Rain gear
- Sunscreen
- Medications in original containers
- Non-Aerosol bug spray
- Water Bottle (labeled with name)
- Clothes that can get dirty

## Optional Items:

- Camera (no camera phones)
- Stationary, stamps, envelopes
- Sunglasses
- Flashlight
- Your Fun Mug (for returning campers at Imago Dei Village)

## DO NOT bring:

- Cell phones
- Personal electronic devices – MP3 players, video games, computers, eReaders
- Personal sports equipment
- Alcohol, Drugs or Tobacco
- Weapons of any kind, including pocket knives
- Fireworks
- Pets
- Curling irons or excessive toiletries
- Gum, Candy or snacks (we try to prevent woodsy critters from joining the cabin groups!)
- Vehicles (campers with a driver's license must make prior arrangements with camp director)

*Crossways is not liable for the damage or loss of any personal property.*