

CAMP GUIDE



SUMMER 2012



ADMINISTRATIVE OFFICE (Sept. 1st - May 31st)

715 - 28th Street, South
La Crosse, Wisconsin 54601 USA
1-800-582-2267 • 608-787-8304 • Fax 608-787-8257
Internationally . . .
001-608-787-8304 • Fax 001-608-787-8257

CAMP (June 1st - Aug. 31st)

N8104 Barker Lake Road
Winter, Wisconsin 54896 USA
1-800-582-2267 • 715-266-3263 • Fax 715-266-2267
Internationally . . .
001-715-266-3263 • Fax 001-715-266-2267

Info@WeHaKeeCampforGirls.com

www.WeHaKeeCampforGirls.com

OUR MISSION

Founded in the tradition of the Sinsinawa Dominican Sisters, WeHaKee Camp for Girls is a place of fun and play where a girl's journey strengthens her relationship with God, self, others and nature.

OUR VISION

A WeHaKee girl is inspired to become a woman whose life embraces the values of community, compassion, justice, truth and peace.

OUR VALUES

COMMUNITY: *Relationships built on respect*

COMPASSION: *Relationships that care for each individual*

JUSTICE: *Relationships that recognize the dignity and uniqueness in all God's creatures*

TRUTH: *Relationships that embrace honesty*

PEACE: *Relationships that create an environment Blessed by God*

AT THE HEART OF WEHAKEE . . .

IS RELATIONSHIP

WELCOME TO THE CAMP WEHAKEE COMMUNITY!

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CONTACTING US AT WEHAKEE

Connect with us year-round at
1-800-582-2267 or Info@WeHaKeeCampforGirls.com

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WHAT SHOULD CAMPERS BRING TO CAMP?

IMPORTANT ITEMS!

(A suggested two week supply)

Please label all belongings with camper's name to make it easier for us to reunite lost & misplaced items with their rightful owners!

| | | |
|-------------------------|---|---------------------------------------|
| 5-6 pairs shorts | Sleeping bag | Toiletry bag/tote |
| 2 pair jeans/pants | Blanket & twin sheet set | 2 swimsuits <i>(1-pc preferred**)</i> |
| 8-10 shirts/tanks | Pillow | Sunglasses |
| Long-sleeve shirt | 2 wash clothes | Hat |
| 2 sweatshirts | 2 bath & face towels | Flashlight |
| 10+ pair underwear | 2 beach towels | Sunscreen |
| 10+ pair socks | Laundry bag | Bug repellent |
| 2 pair athletic shoes | Shampoo | Camera |
| 1 pair water shoes* | Soap | Writing materials |
| Hoodie or jacket | Comb/Brush | Envelopes/Stamps |
| Raincoat or rain poncho | Toothbrush/ Toothpaste | Books |
| Sandals or flip-flops | Deodorant | Stuffed animals |
| 2 pair pajamas | Shower shoes <i>(flip-flops work well!)</i> | Extra eye glasses/Contacts |

* Crocs or flip flops do not work well as water shoes as they tend to slip off during water activities

** If you are comfortable with her wearing it in front of a grandparent, it is probably appropriate for camp!

OPTIONAL SPECIALIZED ITEMS

Camp does provide these items, but you may bring your own if you prefer

- * Riding boots or shoes with heels, approved riding helmet *(for those selecting horseback riding)*
 - * Bicycle helmet *(for those selecting biking)*
 - * Tennis racquet *(for those selecting tennis)*

SORRY – PLEASE DO NOT BRING!

Camp WeHaKee retains the right to remove from a camper's possession, any items listed below to ensure a safe, healthy & welcoming camp environment.

- ▶ Personal food, candy, beverages
(due to allergy concerns)
- ▶ Handheld video games, other gaming players or devices
- ▶ Hazardous sports equipment
(archery items, etc.)
- ▶ Pets or animals
- ▶ Personal electronics
*(cell phones, video players, etc.
iPods are permissible on busses to/from camp
as well as on a very limited basis at camp)*

COMMUNICATING WITH YOUR DAUGHTER

BELIEVE IT OR NOT!! CAMPERS LOVE SNAIL MAIL! Email messages are nice, but they are usually read and often discarded. However, the letters and cards our girls receive are some of their most cherished items at camp. They love getting written letters from you, from grandparents & from other relatives and friends. We encourage you to write letters as often as you can! They'll love you even more for it!

- **CAMPER MAIL** – Campers are encouraged to write letters to family & friends while at camp. Stamps & stationary are available for purchase in our Camp Store or she can bring her own supply. Campers can also receive mail as well. To ensure proper delivery, please address letters & packages should in the following manner:

CAMPER NAME

Camp WeHaKee

N8104 Barker Lake Rd.

Winter, WI 54896, USA

- **ONE-WAY CAMPER EMAIL** – For a fee, a camper's family members may send her ONE-WAY email messages, meaning she can receive printed messages, but she cannot reply (via email) to your messages. Emails are \$1 each and email credits can be purchased in blocks of 5 for \$5. To purchase and send email messages for campers, please visit our website (www.WeHaKeeCampforGirls.com) and go to 'Email Your Camper' link on the 'Parents' page.

Here are some tips when choosing to send email messages:

- ♦ *Make the message 'newsy', informative & positive, just like a letter! Avoid the 'one-liner' messages!*
- ♦ *All email messages will be screened for appropriateness.*
- ♦ *Emails will be printed and delivered with the day's mail.*
- ♦ *We're sorry, Please do not include attachments (photos, etc.) as we will not be able to print and deliver them!*

- **CAMPER PHONE USE** – Campers do not have phone access while at camp.
 - Camp is an ideal place for a camper to grow in her self-confidence and practice her independence in a supportive environment. Camp allows your daughter to discover her strengths by succeeding on her own. Phone use at camp significantly discourages this important growth.
 - We know how much you may miss your daughter while she is away - ***You are always welcome to call or email us to see how she is doing.*** We are happy to visit with her, talk with her counselors and get back to you with a full report!
 - Avoid telling your daughter she can call home or that you will call her as we cannot honor this arrangement. This type of plan will likely increase her potential for homesickness!
 - In a family emergency situation, arrangements can be made to connect with your daughter.
 - Camper use of cell phones is not allowed at Camp WeHaKee. Camper cell phones will be stored at the beginning of the session and returned at the end.
- **CAMPER 'CARE' PACKAGES** – Campers do enjoy receiving packages at camp! **WE RESPECTFULLY REQUEST THAT YOU PLEASE DO NOT SEND FOOD OR CANDY!** Here are some suggested 'Care Package' items you might consider instead:
 - *Books & Magazines*
 - *Cabin Party Favors/Decorations*
 - *Dress-up Clothes*
 - *Games & Puzzles*
 - *Markers, Crayons, Pens*
 - *Stuffed Animals*
 - *Posters, Family Photos*
- **Food and candy brought or sent to camp IS PROHIBITED due to the heightened risk to those with food borne allergies and sensitivities. All food items brought or sent to camp will be gathered in the camp office and distributed to a local food shelf.**
- We reserve the right to remove any items from a camper's possession that may compromise the health and safety of our campers and staff at any time or as deemed inappropriate or offensive.
- **INTERNATIONAL CAMPERS** – As international mail can sometimes be delayed, we do allow our international campers to have letters scanned and emailed as PDF's to their family members. This service is only available to campers whose parents reside outside of the United States.

If you have any questions about these guidelines, we would be happy to discuss them with you. Please contact us at anytime!

HEALTH & SAFETY AT CAMP

Camp WeHaKee has a fully equipped Health Center (*the BandAid!*) that is staffed by licensed medical personnel. The majority of our camp staff are certified in First Aid and CPR. We are 30 minutes from clinic and emergency room care in both Hayward and Ladysmith, Wisconsin and we are served by First Responder and ambulance units from nearby Winter, Wisconsin.

If your daughter requires medical attention beyond the care of our health care staff:

- She will be taken to the nearest medical facility.
- Parents will be notified immediately.
- A copy of her family's medical insurance card is required with the Health History form, as all medical costs incurred will be the responsibility of the camper's family.

ALL MEDICATIONS

- "Medication" is any substance a person takes to maintain and/or improve their health. This includes vitamins & natural remedies. All medications must be listed on the *Camp Health History* form.
- **ALL PRESCRIPTION MEDICATIONS MUST BE IN ORIGINAL PHARMACY CONTAINER WITH LABELS** which shows the camper's name and how the medication should be given. **Provide enough of each medication to last the entire time the camper will be at camp.**
- **Please do not send non-prescription medications with your child unless they are needed on a daily basis. If you send non-prescription medication with your child, IT MUST BE IN ITS ORIGINAL CONTAINER WITH LABELS.**
- All medications must be turned in to the Health Director during health screening on arrival day.
- All medications must be current (*expired medications cannot be dispensed*) and in the original container. Medications in non-original packaging or not specifically prescribed to the camper cannot be dispensed.
- ***For the protection of all campers at Camp WeHaKee, all medications must be securely stored in the Health Center.*** The Health Director will dispense medications as directed.

NON-PRESCRIPTION/OVER-THE-COUNTER (NP/OTC) MEDICATIONS

The following NP/OTC medications may be stocked in the Health Center (BandAid) and are used on an as needed basis (PRN) to manage illness and injury.

All non-prescription/OTC medications will be administered by the camp in accordance with the camp's physician directed treatment procedures.

- | | |
|---|---|
| • Acetaminophen (Tylenol) | • Ibuprofen (Advil, Motrin) |
| • Phenylephrine decongestant (Sudafed PE) | • Pseudoephedrine decongestant (Sudafed) |
| • Antihistamine/allergy medicine | • Guaifenesin cough syrup (Robitussin) |
| • Diphenhydramine antihistamine/allergy medicine (Benadryl) | • Dextromethorphan cough syrup (Robitussin DM) |
| • Sore throat spray | • Generic cough drops |
| • Lice shampoo or cream (Nix or Elimite) | • Antibiotic cream |
| • Calamine lotion | • Aloe |
| • Laxatives for constipation (Ex-Lax) | • Bismuth subsalicylate for diarrhea (Kaopectate, Pepto-Bismol) |

- If a camper uses NP/OTC medications on a regular basis, WeHaKee may request that a sufficient supply of OTC meds be provided by the camper's family. When it is necessary to send NP/OTC medications, they must be in their original packaging and listed on the *Camper Health History* form and must be stored in the BandAid during the camper's session.
- Medications not in their original packaging cannot be dispensed. Also, expired OTC medications cannot be dispensed.
- All non-prescription/OTC medications will be administered by the camp in accordance with the camp's physician directed treatment procedures.

COMMUNICABLE DISEASE POLICY

To help ensure the health and safety of our participants, we take a proactive stance on all communicable illnesses and ask that our campers arrive in good health and capable of participating fully in the camp community. We ask parents to monitor their daughter's health prior to her camp session, particularly within two weeks of her arrival at camp. If she exhibits any illnesses or other health issues (*such as flu, lice, etc.*) or if she may have been exposed to others with symptoms of contagious illnesses, we ask that you contact us immediately.

Although it is highly unlikely, we may request that your daughter delay her arrival at camp until cleared by a medical professional. WeHaKee Camp for Girls does reserve the right to refuse admission to a child who may have recently been exposed to or exhibits symptoms of a communicable disease or other medical condition.

It is essential that we are open and honest with each other in terms of your child's health! Parents can be held responsible for knowingly sending a child to camp with symptoms of or exposure to a communicable illness or disease. By working together we can create & maintain a healthy community to help ensure that every girl at WeHaKee has a successful, fun and healthy camp experience!

TRANSPORTATION TO & FROM CAMP

ARRIVING & DEPARTING BY CAR

- **OPENING DAY** - Please plan to arrive at camp **between 3:00pm and 4:30pm**.
- **CLOSING DAY** - Please pick up your daughter **between 10:00am and 11:00am**.
- If you are unable to arrive or depart during the times listed, please contact camp immediately. Depending on the time and availability of staff, we may not be able to accommodate all requests.
- When you arrive at camp, WeHaKee staff will greet you and instruct you where to safely park.
- You can find directions to camp on the WeHaKee website (www.WeHaKeeCampforGirls.com) or contact us anytime!

USING THE 'MINNEAPOLIS' BUS **(TO/FROM St. Paul/Minneapolis International Airport - MSP)**

- Bus transportation must be reserved through the WeHaKee Office, prior to departure. Cost is \$125/one-way or \$250/round trip.
- If you would like text updates regarding the progress of Minneapolis bus, please provide your cell number(s) on the Transportation Form.
Your cell provider may assess text fees – please contact your provider for details.

NOT FLYING, BUT RIDING THE 'MINNEAPOLIS' BUS

OPENING DAY (DROP OFF AT AIRPORT)

- Please escort your daughter(s) to **Door #6 on the Baggage Claim Level by 2:00 pm****. WeHaKee staff/volunteers will be there to meet campers. Please do not drop campers off or leave campers unattended. ****This time is subject to change. Camp WeHaKee will contact you within five days of the session start date to confirm the departure time for this bus.**
- We suggest parking in the Short Term lot and walking to Door #6 (baggage claim level).

CLOSING DAY (PICK UP AT AIRPORT)

- Please pick-up your daughter(s) at **Information Desk on the Ticketing Level at 11:00 am**. **This time is subject to change. WeHaKee will contact you within five days of the session start date to confirm the arrival time for this bus.**
- Camp WeHaKee staff/volunteers will remain with all campers until they have been picked up.

If bus travel time occurs during a meal time, campers will receive a meal at no extra charge.

FOR THOSE FLYING

OPENING DAY

- PLEASE SCHEDULE FLIGHTS TO **ARRIVE AT MSP BETWEEN 11:00 AM AND 4:00 PM CDT** ON OPENING DAY. **VERY IMPORTANT!!!** If you are unable secure a flight arrival for your daughter within this timeframe, **please contact the WeHaKee Administrative Office for assistance BEFORE booking the flight.** Failure to notify us prior to booking her flight may result in additional charges (up to \$750 per person) for transportation and supervision from the airport to camp. ALSO, we cannot guarantee escort and transportation services to those scheduled on flights **NOT WITHIN THIS TIMEFRAME**.
- WeHaKee staff/volunteers will meet campers at their gates, provide assistance at baggage claim and escort campers to the bus pick-up point.
- If flights are delayed or cancelled, we will do our best to ensure those campers receive proper supervision and transportation upon their arrival at MSP.

CLOSING DAY

- PLEASE SCHEDULE FLIGHTS TO **DEPART MSP BETWEEN 12:00 PM AND 5:00 PM CDT** ON CLOSING DAY. If you are unable secure a flight departure for your daughter within this timeframe, **please contact the WeHaKee Administrative Office for assistance BEFORE booking the flight.** Failure to notify us prior to booking her flight may result in additional charges (up to \$750 per person) for transportation and supervision from camp to the airport. ALSO, we cannot guarantee escort and transportation services to those scheduled on flights **NOT WITHIN THIS TIMEFRAME**.
- WeHaKee staff will assist campers checking in and escort campers to their gates.
- If flights are delayed or cancelled, we will do our best to ensure those campers receive proper supervision until their flight departs MSP.

USING THE 'CHICAGO' BUS (TO/FROM RIVER FOREST, WINNETKA, MILWAUKEE, MADISON)

- Bus transportation must be reserved through the WeHaKee Office, prior to departure. Cost is \$125/one-way or \$250/round trip.
- If you would like text updates regarding the progress of Minneapolis bus, please provide your cell number on the Transportation Form.
Your cell provider may assess text fees – please contact your provider for details.

OPENING DAY

- Please arrive **at least 30 minutes prior to the *Departure* times** indicated for your bus stop location listed below.
- Please escort your child(ren) to the coach bus when it arrives and wait until they are properly checked in by WeHaKee staff. Please do not drop off campers and/or leave them unattended.

| LOCATION | ADDRESS | DEPARTS AT: |
|--|---|-------------|
| RIVER FOREST ~ St. Luke School | 519 Ashland Ave. | 7:00 AM* |
| WINNETKA ~ Faith, Hope Charity School | 191 Linden St. (<i>Hill Rd & Linden</i>) | 8:30 AM* |
| MILWAUKEE ~ Mitchell Park Domes | 524 S. Layton Blvd. | 10:00 AM* |
| MADISON ~ Shopko parking lot (garden end) | 2201 Zeier Rd. (<i>northeast of East Town Mall</i>) | 11:30 AM* |

** Departure times are best estimates as delays may occur due to traffic congestion, road construction or weather. Please see 'Bus Delays' below for information regarding delays.*

CLOSING DAY

- Please plan to arrive **at least 30 minutes prior to the *Arrival* times** indicated for your bus stop location listed below. We will not leave campers unattended at a bus stop at anytime. Help us keep the bus on schedule by arriving on time!!
- PLEASE confirm your child's departure with THE BUS CHAPERONES before leaving the stop area.

| LOCATION | ADDRESS | ARRIVES AT: |
|--|---|-------------|
| MADISON ~ Shopko parking lot (garden end) | 2201 Zeier Rd. (<i>northeast of East Town Mall</i>) | 12:30 PM* |
| MILWAUKEE ~ Mitchell Park Domes | 524 S. Layton Blvd. | 2:00 PM* |
| WINNETKA ~ Faith, Hope Charity School | 191 Linden St. (<i>Hill Rd & Linden</i>) | 3:30 PM* |
| RIVER FOREST ~ St. Luke School | 519 Ashland Ave. | 5:00 PM* |

** Departure times are best estimates as delays may occur due to traffic congestion, road construction or weather. Please see 'Bus Delays' below for information regarding delays.*

As a part of their bus fee, campers will receive a meal at no extra charge.

SAFETY GUIDELINES FOR BUS PASSENGERS

For each girl's safety, WeHaKee staff will chaperone all bus trips. Bus passengers will receive a Passenger Orientation indicating the following:

- Passengers are to remain seated at all times with hands and arms inside the vehicle.
- Only one person to a seat and use seatbelts if provided.
- Disruptive behavior, excessive noise levels, and/or throwing of objects is prohibited.
- Passengers may only enter or leave the vehicle under the direction of a Camp WeHaKee staff member or driver.

BUS DELAYS

- **We will never leave any girl unattended at a bus stop for any reason.** Help us avoid unnecessary delays by being at the stop at least 30 minutes prior to the scheduled arrival time. Thanks for your cooperation and understanding! If you would like text updates regarding the progress of Minneapolis bus, please provide your cell number(s) on the Transportation Form. *Your cell provider may assess text fees – please contact your provider for details.*

SCHEDULE/LOCATION CHANGES

If either the bus stop schedule or location needs to be changed, WeHaKee will make reasonable efforts to contact families affected by this change. We will also post this information on the WeHaKee website (www.WeHaKeeCampforGirls.com).

WILL SOMEONE ELSE BE PICKING UP YOUR DAUGHTER?

PLEASE!!! –NOTIFY CAMP WEHAKEE IN WRITING PRIOR TO HER DEPARTURE!

- To allow us to release your daughter to someone other than her parent/guardian, please complete a PICK-UP AUTHORIZATION FORM (*found on our website at www.WeHaKeeCampforGirls.com*).
- Fax it to WeHaKee (715-266-2267) at least 48 hours prior to the pick-up time. We cannot release a child to a person other than a legal parent/guardian without this completed and signed form.
- For safety purposes, **we cannot accept phone messages or notes provided by the pick-up person at the pick-up point.**

HOW TO USE OUR CAMP STORE

WeHaKee Wear and other souvenirs can be purchased at our Camp Store. Prices range from \$1 to \$35. No additional funds are necessary for snack and beverage items as they are available to each camper daily and are included as a part of the tuition fee.

- **OUR CAMP STORE IS CASH-FREE** (*except by families on opening and closing days*).
- Funds should be deposited into your daughter's Camp Store Account prior to her arrival.
- Any unused balance of this deposited money will be refunded to your daughter at the end of her session. Amounts over \$20 (over \$50 for international campers) will be refunded via check after her departure.
- Although optional, we suggest the following amounts for Camp Store Accounts:
 - \$70 for 2-week campers
 - \$125 for 4-week campers (*includes money for off-camp excursions during session break*).
 - \$175 for 6-week campers (*includes money for off-camp excursions during session breaks*).

PAYMENT INFORMATION

- Please - all payments must be made in US dollars (USD) only.
- **DEPOSIT** - Please submit a minimum \$350 deposit per camper with the registration form.
- **BALANCE PAYMENTS** - Please pay the remainder of your balance no later than May 1st. If you are unable to pay the balance in full by this date, please contact our office immediately. Failure to pay or contact us could result in your registration being cancelled or placed on the waiting list.
- **CREDIT CARD PAYMENTS** - VISA, MASTERCARD or DISCOVER may be used for deposit payments up to \$350. Families are encouraged to pay by check, e-check or bank-wire transfer for payments beyond the \$350 deposit. *Help us put your money into our program, not into credit card fees!*
- **ONLINE PAYMENTS** - Payments may be made using our online service. Please contact the Administrative Office for details.
- **BANK WIRE TRANSFERS** - Payments (in USD) can be made in any amount via bank wire transfer. WeHaKee Camp for Girls is not responsible for bank wire fees. Please contact the Administrative Office for details.

CANCELLATIONS & REFUNDS

- **NOTIFICATION** - Please notify the WeHaKee Administrative Offices immediately of any cancellations or reductions in session length. It is the parent/guardian's responsibility to notify the WeHaKee Administrative Office immediately of any cancellations or reductions in session length related to the registration of their child(ren). If the parent/guardian fails to notify WeHaKee, they will be responsible for all fees related to their registration(s). Cancellations are reviewed individually by the directors and determinations are made based primarily on the following policy.
- **NON-REFUNDABLE DEPOSIT** - The deposit (\$350) is not refundable at any time, with the exception of the following:
 - ▶ *If a camper cannot be initially placed in the session of her choice and chooses not to be placed in an available alternate session, WeHaKee will refund all fees paid to date, including the deposit.*
 - ▶ *If registration is contingent upon financial aid, all monies paid, including deposits will be refunded if sufficient financial assistance is not offered or available.*
- **CANCELLATIONS**
 - ▶ **THROUGH MARCH 1st** - *If requested by the parent/guardian, a refund of all fees paid to date (not including the \$350 deposit) will be given.*
 - ▶ **AFTER MARCH 1st** - *WeHaKee maintains the right to retain all fees paid to date.*
 - ▶ **CANCELLATIONS DUE TO ILLNESS/INJURY PRIOR TO CAMPER'S ARRIVAL** - *After being reviewed and approved by the directors, a refund of all fees paid to date (not including the \$350 deposit) may be given. Documentation may be necessary prior to approval of refund.*
- **CAMPER DEPARTURES DURING CAMP SESSIONS**
 - ▶ **BEHAVIORAL & OTHER ISSUES** - *If a camper departs camp early due to homesickness, behavioral, and/or disciplinary issues, WeHaKee will retain all fees paid.*
 - ▶ **PARENT INITIATED DEPARTURES** - *If a camper leaves camp early due to a parent initiated request or action, WeHaKee will retain all fees paid. The directors may review the reasons for the parent initiated request and if they deem it is warranted (i.e. medical emergency or death in family), may refund fees paid on a prorated basis.*
 - ▶ **ILLNESS/INJURY WHILE ATTENDING CAMP** - *If the camper departs due to illness, injury or other circumstances (as approved by the directors), WeHaKee may refund a prorated portion of the fees. If less than 7 days remain in the camper's session, refunds will not be given.*

ALL REFUNDS ARE MADE IN CHECK FORM AND MAY TAKE UP TO 30 DAYS FROM TIME OF APPROVAL TO BE PROCESSED.
QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE WEHAKEE ADMINISTRATIVE OFFICE.

TECHNOLOGY AND WEHAKEE

Consistent with our mission to support a positive community of individuals who share and grow together, WeHaKee Camp for Girls chooses to limit the use of electronic devices and other technology, yet embraces such technology when it engages campers and staff together in community life and enhances the welcoming environment that is WeHaKee.

EMAIL AND INTERNET-BASED COMMUNICATIONS

Use of computers and the internet is possible for camp program enrichment that is guided & supervised by camp program staff. However, unless approved by the Directors, campers do not have access to email, IM services, or other forms of internet based communications while attending WeHaKee.

TELEPHONE & CELL PHONES

Campers are not permitted to have or use cell phones while at camp. Cell phones brought to camp will be securely stored in the camp office and returned upon departure. Unless approved by the Directors, campers do not have access to or use of telephones or cell phones while attending WeHaKee Camp for Girls.

AUDIO & VIDEO PLAYERS AND RELATED EQUIPMENT

The camp provides the use of audio & video players as an enhancement for program activities as determined by the camp program staff. Camper use of these items is to be supervised and specifically a part of program.

Camper use of personal audio players (iPods, mp3 players, etc.) is limited to use on the busses to/from camp unless determined otherwise by WeHaKee staff. Personal video players are prohibited at all times, including on the busses to/from camp.

CAMERAS, VIDEO RECORDERS & OTHER IMAGE CAPTURING DEVICES

The use of a camera is welcomed as a way for each camper to record experiences while attending WeHaKee Camp for Girls. Campers are asked to use them in a positive and respectful manner while at camp or participating in camp related events.

- **CAMERAS, VIDEO RECORDERS, CELL PHONES OR ANY OTHER TYPE OF IMAGE CAPTURING DEVICES ARE STRICTLY PROHIBITED IN RESTROOMS AND/OR SHOWER HOUSES AT ANYTIME** (including the taking of pictures or video from outside these facilities of images within through windows, doors or other openings).
- **PHOTOS, VIDEO, LOGOS OR OTHER IMAGES OF WEHAKEE CAMP FOR GIRLS OR ITS PARTICIPANTS CANNOT BE PLACED ON WEBSITES, SOCIAL NETWORKING SITES** (SUCH AS FACEBOOK.COM, MYSPACE.COM, YOUTUBE.COM, ETC.) OR OTHER BROADCAST ELECTRONIC MEANS.
- **THE USE OF IMAGES OF WEHAKEE CAMP FOR GIRLS PARTICIPANTS THAT ARE USED TO INTENTIONALLY EMBARRASS, THREATEN, OR HARM OTHERS (EMOTIONALLY, PHYSICALLY OR OTHERWISE) IS STRICTLY PROHIBITED.**

Those who choose to disregard these provisions regarding the use of photo and video images at anytime may lose their ability to attend WeHaKee Camp for Girls in the future. The participant may also be liable if local, state, federal or international regulations have been violated as a result of the use of such images.

COMMUNICATIONS AFTER & BEYOND CAMP

WeHaKee recognizes that campers and counselors develop close, trusting relationships with one another at camp and that these relationships are healthy, wholesome and beneficial to campers and staff alike. We also recognize that it is natural for campers to want to keep in touch with their counselors after camp. As an organization, however, WeHaKee Camp for Girls cannot take responsibility for what may occur as the result of such contact.

If a parent or legal guardian does not want their camper to be a part of the exchange of such information with a camp staff member, the parent or legal guardian must indicate this intention by providing a written request expressly indicating their intention to limit or prohibit this exchange of contact information.

RESPONSIBILITIES & EXPECTATIONS

The community of WeHaKee Camp for Girls embraces a respectful, supportive and inclusive environment where each camper can feel safe and grow. Although all participants are encouraged to express themselves openly and honestly with each other, staff and all members of the WeHaKee community, a specific level of conduct is expected. To achieve this, we have set the following expectations.

WE EXPECT THAT ALL MEMBERS OF THE CAMP WEHAKEE COMMUNITY ACCEPT THE RESPONSIBILITY TO...

- **Treat their peers, WeHaKee Camp for Girls campers, staff, volunteers, and camp guests with respect at all times, including the display of respect for another's feelings and privacy.**
- **Not use obscene or offensive language or gestures at anytime, nor engage in bullying or any other threatening type of behavior towards others at anytime.**
- **Share disagreements calmly and privately with the person or persons with whom they disagree, seeking assistance from WeHaKee staff when needed.**

If a participant is challenged in meeting the above listed responsibilities of WeHaKee Camp for Girls, a step-based, respectful approach will be used to help the participant make appropriate choices. If problems continue, the parent/guardian of the participant will be notified and asked for additional assistance in helping the participant make positive choices. If exhaustive efforts do not succeed, the participant may be removed from camp. The parent/guardian of the participant will be expected to transport the participant from camp at their own expense. For more information, please contact WeHaKee Camp for Girls. Corporal punishment is never used under any circumstances.

IN ADDITION – IT IS EACH CAMPER'S RESPONSIBILITY TO UNDERSTAND AND WILLINGLY ACCEPT THE POLICIES RELATED TO TECHNOLOGY (see previous page in this guide for policy details). AND IT IS EXPECTED THAT THEY WILL ABIDE BY THESE POLICIES AS IT RELATES TO THEIR PARTICIPATION AS A WEHAKEE CAMP FOR GIRLS CAMPER.

THE FOLLOWING CHOICES (BELOW) ARE CONSIDERED EXTREMELY DETRIMENTAL AND ARE GROUNDS FOR THE IMMEDIATE REMOVAL OF THE INDIVIDUAL FROM CAMP:

- Possession and/or use of alcoholic beverages, tobacco products, narcotics, illicit drugs, drug-related paraphernalia, and all other controlled substances.
- Possession and/or use of any type of weapon including, but not limited to guns, knives, and martial arts type weapons, etc.
- Leaving an assigned area, designated program area, or camp property without the direct supervision and/or permission of supervising staff members.
- Any behavior that seriously compromises the safety and/or well being of any camper, camp staff, volunteer, or guest.

SETTING HER UP FOR SUCCESS!

It is common and natural for new and returning campers to experience some feelings of missing home while attending camp. And it is not unusual for parents to miss their daughter while she is attending camp. Please remember, this camp experience is about her growth and development!! To reduce potential for homesickness, WeHaKee staff work intentionally to help each camper feel welcome and experience a sense of belonging the moment they arrive (*or step on the bus!*)

If your child shares a concern about missing home, let her know that those feelings are natural and okay, but try not to dwell too long on those concerns. Here are some other ideas to help reduce potential homesickness and ensure her success:

- *Talk enthusiastically with her about camp activities and experiences*
- *Let her know you will miss her, but can't wait to hear all about camp!*
- *Have her bring a 'comfort' item from home (stuffed toy, book, picture, etc)*
- *Encourage her to write home (pack stationery, envelopes, stamps)*
- *Let her know you will be sending letters*
- *Share positive camp & 'away from home' experiences you had as a child*

Parents are always welcome to call or email the camp directors at any time to check on their child's well being. So, if you miss your daughter or just want to know how she is doing, feel free to get in touch with us! We will be happy to talk with you! However, despite best intentions, direct phone contact with campers nearly always escalates or intensifies homesickness and is generally discouraged.

CAMP PAPERWORK GUIDE

Yes, there is a bit of paperwork to complete prior to your daughter's arrival at camp. But it is all important information that enables us to be prepared for your daughter's experience and to ensure a healthy camp community! Please be assured that the information gathered on these forms is for our use only and is never shared with anyone beyond WeHaKee.

For assistance as you complete these forms, please contact us at anytime!

ACTIVITY CARD

PLEASE RETURN THE COMPLETED ACTIVITY CARD AS SOON AS POSSIBLE AS ACTIVITIES ARE ASSIGNED IN THE ORDER THE ACTIVITY CARDS ARE RECEIVED! *Your daughter may complete this on her own or you may choose to complete it with her. We do ask that she select 15 activities and ranks them (1-15) in order of preference. Every effort will be made to place her in her top choices, but due to scheduling complexities, it cannot be guaranteed.*

TRANSPORTATION FORM

FOR THEIR SAFETY, EVERY CAMPER MUST HAVE A TRANSPORTATION FORM ON FILE PRIOR TO THEIR ARRIVAL AT CAMP! *This form provides us the critical information needed to ensure your daughter's safe transportation between home and camp. Please let us know how your daughter will travel to & from camp. If your daughter will be flying, please provide all specifics of her flights. All of this information is kept confidential.*

HEALTH HISTORY FORM

*This form, completed by the parent, is necessary so that we will have her medical details to adequately prepare for her participation. It is also important information in the unlikely event your daughter will need medical care at a clinic outside of camp. Please be as detailed as you can as you complete all sections. Please submit ALL THREE PAGES and remember to also **INCLUDE A COPY OF YOUR MEDICAL INSURANCE CARD.***

LET'S GET ACQUAINTED FORM

This form allows us to gather interesting details about your daughter that we can share with her counselors so they can be better prepared to help her have a terrific time at camp. Knowing something about her will help us make her feel a part of the WeHaKee community the moment she arrives!

ACCEPTANCE AND RELEASE FORM

*Please take a moment to read through this **WeHaKee Camp Guide** and discuss this information with your daughter. In addition to sharing our policies and procedures, it also details how your daughter can be a positive WeHaKee community member and have a great experience! The release portion allows us to obtain your permission with regard to several important issues and opportunities at camp. This helps us ensure your daughter has a fulfilling, stimulating and fun growth experience at WeHaKee!*

FAQ's

WHERE WILL MY DAUGHTER STAY AT WEHAKEE?

If we say so ourselves, we have some of the nicest cabins found at any camp! They have each been remodeled inside and out. They are well lit, well ventilated and even have a ceiling fan! The main area contains four bunk beds, room for up to eight girls along with the adjacent CP (counselor area) where your daughter's two counselors will live.

WHAT ABOUT BATHROOM & SHOWER FACILITIES AT WEHAKEE?

We have four newly built shower houses within a few steps of each cabin. Showers are private and each shower stall has a private individual changing area and are professionally cleaned daily. We recommend each camper bring a pair of showers shoes – flip-flops work well for this!

WHAT IS THE WEATHER LIKE AT WEHAKEE?

It is exceptionally pleasant and comfortable throughout our summer season. Highs generally are in the low 80's (26 C) and evenings may cool into the low 60's or upper 50's (14-16 C). We may see a few days in the 90's (30+ C) as well as a night or two in the 40's (10 C). June through August is generally dry and sunny, but an occasional shower or storm may occur during your daughter's stay at camp.

WHAT IF THERE IS SEVERE WEATHER AT WEHAKEE?

When storms are anticipated, multiple weather websites are monitored to allow us to have plenty of time to prepare & react. Weather radios are placed in several locations throughout camp. The Sawyer County Sheriff's Department also includes us in their automated calling service alerting camp when severe weather may be approaching the county. WeHaKee is equipped with several below-ground storm shelters which can easily & safely shelter all of our community when necessary.

WHAT ABOUT BUGS AT WEHAKEE?

Yes, we are in the north woods of Wisconsin so mosquitoes, flies and other annoying insects can appear. However, camp's location is kept well-groomed, reducing the areas for insects to thrive. In addition, we are located on a ridge allowing us to experience frequent breezes, keeping the bugs away! None the less, we do recommend that your daughter pack a good repellent spray or lotion for occasional use in the evening.

WHAT IF MY DAUGHTER IS NOT FEELING WELL?

She can receive plenty of TLC at our BandAid! Often times, a bit of extra rest is all that is needed and we have several private bedrooms in the BandAid just for this purpose. If her illness (or injury) is more serious, our medical professionals will contact you right away to explain options for her care.

CAN I TALK WITH MY DAUGHTER ON THE PHONE?

It is important to remember that camp is an ideal place for your daughter to increase her self-confidence and independence. Phone conversations can significantly impede this growth and development. Parents are always welcome to call or email the camp directors at any time to check on their child's well being. So, if you miss your daughter or just want to know how she is doing, feel free to get in touch with us! However, despite best intentions, direct phone contact with campers nearly always escalates or intensifies homesickness and is generally discouraged.

WHAT CAN WE SEND TO OUR DAUGHTER AT CAMP?

DUE TO INCREASED FOOD BORNE ALLERGIES & SENSITIVITIES, WE CANNOT ALLOW FOOD ITEMS TO BE BROUGHT OR SENT TO CAMP. Candy and other snacks may seem like fun items to have at camp, but their presence creates challenges in maintaining a healthy and safe environment for all of our campers. With food sensitivities and serious allergies, many snacks can pose a significant hazard to many of our campers. These items can also be very attractive to insects and other pests – we really do not want uninvited 'guests' in the cabins! Each camper has access to snacks and beverages each afternoon at the Snack Window at the Trading Post (at no extra charge).

We suggest you consider 'Care Packages' that include items such as books & magazines, games & puzzles, poster, family photos, cabin decorations, dress-up clothes, markers & pens or stuffed animals!