

FAMILY 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

Info@WeHaKeeCampforGirls.com •

CAMP *(June 1st - Aug. 31st)*

N8104 Barker Lake Road
Winter, Wisconsin 54896 USA

1-800-582-2267 • 715-266-3263 • Fax 715-266-2267

WeHaKeeCampforGirls.com

DEAR WEHAKEE FAMILY,

Thank You and Congratulations - Your family is now registered for WeHaKee Family Camp this summer. Thank you for choosing Camp WeHaKee!

Now is the time to begin the preparations for your WeHaKee experience. This guide is designed to assist you - we hope you find it useful and helpful!

You should have already received an email message with a link to the following forms:

- **HEALTH HISTORY FORM** (Please complete & return one for each participating member of your family group)
 - **PARTICIPANT RELEASE FORM*** (Please complete & return)
- * Please read the entire **WeHaKee Family Camp Guide** and discuss with the members of your family prior to signing. Signing this form signifies you and your family member's informed understanding and acceptance of the policies and expectations of Camp WeHaKee.

Please contact our Administrative Office if you would prefer to have copies of all of the necessary Family Camp forms mailed or faxed to you.

Please return these completed forms and final payment no later than July 15th.

We're thrilled to welcome your family and have great fun on the shores of Hunter Lake! If you have any questions or concerns at anytime, you are always welcome to contact us – we would love to speak with you!

Thank you again and have a wonderful day!

The image shows two handwritten signatures in black ink. The first signature is 'Maggie' in a cursive script. The second signature is 'Bob' in a more stylized, bold cursive script.

Maggie & Bob Braun
WeHaKee Directors

***AT THE HEART OF WEHAKEE . . .
IS RELATIONSHIP***

CONTACTING US AT WEHAKEE

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

(September 1st through May 31st)

**715 28th Street, South • La Crosse WI 54601 USA
608-787-8304 • Fax 608-787-8257**

(June 1st through August 31st)

**N8104 Barker Lake Road • Winter WI 54896 USA
715-266-3263 • Fax 715-266-2267**

WELCOME TO THE WEHAKEE COMMUNITY!

TABLE OF CONTENTS

WHAT SHOULD FAMILIES BRING	6
ARRIVING & DEPARTING	7
COMMUNICATING AT & BEYOND CAMP	7
HEALTH & SAFETY	7
PAYMENT INFORMATION	8
CANCELLATIONS & REFUNDS	8
CANDY & FOOD	8
THE TRADING POST (CAMP STORE)	8
TECHNOLOGY AND CAMP WEHAKEE	9
FAMILY VEHICLES	9
EXPECTATIONS AT CAMP	10
CAMP PAPERWORK GUIDE	11
FAQ'S	11

WHAT SHOULD FAMILIES BRING?

IMPORTANT ITEMS!

(Most items are per participant)

Please label all belongings with participant or family name to make it easier for us to reunite lost & misplaced items with their rightful owners!

Shorts		Sleeping bag OR	Swimsuits
Jeans/Pants		Blanket & twin sheet set	Sunglasses
Shirts/Tanks		Pillow	Hat
Long-sleeve shirt		Towels & wash clothes	Flashlight
Sweatshirts		Beach towels	Sunscreen
Underwear & Socks		Shampoo & Soap	Bug repellent
Athletic Shoes		Comb/Brush	Camera
Water Shoes		Toothbrush & Toothpaste	Books
Hoodie or Jacket		Deodorant	Stuffed animals
Pajamas		Raincoat	Extra eye glasses
Sandals			

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

SORRY – NOT ALLOWED!

We ask that all participants refrain from bringing any items listed below to ensure a safe, healthy & welcoming camp environment.

- ▶ Personal boats, jet skis, power boats & watercraft
- ▶ Hazardous sports equipment (such as archery items, etc.)
- ▶ Pets, animals

FOR THE SAFETY OF EVERYONE AT WEHAKEE:

Please understand that the USE, POSSESSION or KNOWLEDGE of the following items on camp or while participating in camp related events, activities or trips will be grounds for immediate removal from camp (at participant's expense):

- ▶ **ANY TOBACCO PRODUCTS** (There is No Smoking on Camp)
- ▶ **ILLEGAL DRUGS, NARCOTICS OR HALLUCINOGENIC ITEMS**
- ▶ **DRUG PARAPHERNALIA**
- ▶ **GUNS, KNIVES OR OTHER WEAPONS** (including hunting & pocket knives)
- ▶ **OTHER ITEMS THAT MAY SIGNIFICANTLY THREATEN THE COMMUNITY'S SAFETY**

ARRIVING & DEPARTING

ARRIVAL DAY- MONDAY, AUGUST 6TH

- Please plan to arrive at camp **between 4:00pm and 5:00pm.**
- Please contact Camp WeHaKee immediately if you are unable to arrive during this time.
- Upon arrival, our staff will greet you and instruct you where to safely park & unload.

DEPARTURE DAY – FRIDAY, AUGUST 10TH

- Please plan to depart after our breakfast together **between 9:30am and 11:00am.**

You can find directions to camp on our website (www.WeHaKeeCampforGirls.com) or contact us anytime!

COMMUNICATING AT & BEYOND CAMP

- **INCOMING MAIL** - Please address letters & packages in the following manner:

NAME

*Camp WeHaKee Family Camp
N8104 Barker Lake Rd.
Winter, WI 54896, USA*

- **WEHAKEE PHONE USE** – Without the permission of the camp directors, WeHaKee is unable to provide phone access for participants while at camp.
- **FAMILY CAMP PARTICIPANT CELL PHONE USE** – Cell phones are allowed at Family Camp. We are very intentional in creating a community environment during Family Camp and cell phone use tends to diminish the community feel. With that in mind, we ask that cell phones not be taken to or used at meals, activities or other camp community events & gatherings. We also ask that cell phones be used in private areas such as your cabin. It is important to note that cell phone coverage in our area is spotty to non-existent, depending on your provider.

HEALTH & SAFETY

WeHaKee has a fully equipped Health Center (*the BandAid!*). Virtually all 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 any member of your family requires medical attention beyond the care available at WeHaKee, our staff can provide guidance, assistance and directions to the nearest medical facility & services.

MEDICATIONS

- Prescription, over-the-counter/non-prescription and homeopathic meds must be listed on the appropriate participant's *Camp Health History* form.
- All medications must be stored safely and securely within your cabin or vehicle and out of the reach of children.

IMPORTANT

If you or any member of your family has been exposed to a communicable disease or other medical condition within two weeks of arrival at Family Camp, please notify WeHaKee in writing immediately. As much as we want you all to attend camp, for the protection of all members of the camp community, WeHaKee does reserve the right to refuse admission to anyone who may have recently been exposed to or exhibits symptoms of a communicable disease or other medical condition.

PAYMENT INFORMATION

- Please - all payments must be made in US dollars (USD) only.
- **DEPOSIT** - Please submit a minimum \$200 deposit per family with the Family Camp registration form.
- **BALANCE PAYMENTS** - PLEASE PAY THE REMAINDER OF YOUR BALANCE NO LATER THAN JULY 15TH.
- **ONLINE PAYMENTS** - Payments may be made using our online service using VISA or MASTERCARD. Please contact the Administrative Office for details.
- **BANK WIRE TRANSFERS** - Payments (in USD) can be made in any amount via bank wire transfer. Please contact the Administrative Office for details.

CANCELLATIONS & REFUNDS

- **NOTIFICATION** - Please notify the WeHaKee Administrative Offices immediately of any cancellations.
- **FULL REFUND** - WeHaKee will immediately refund the full amount if a family cannot be placed in the Family Camp program.
- **CANCELLATIONS PRIOR TO July 1ST** - A refund minus the deposit will be given. ***ALL REFUNDS ARE MADE IN CHECK FORM AT THE END OF THE SUMMER SEASON.***
- **AFTER July 1ST** - WeHaKee retains the right to withhold all fees.
- **BEHAVIORAL & OTHER ISSUES** - WeHaKee will not refund fees if a participant or family arrives late or leaves camp early due to family request or behavioral/disciplinary issues.
- **ILLNESS/INJURY BEFORE ARRIVAL** - WeHaKee will refund the balance of fees paid if participant does not attend camp due to illness, injury or other circumstances approved by the Directors.
- **ILLNESS/INJURY WHILE ATTENDING CAMP** - WeHaKee will refund a prorated portion of the fees paid (not including the \$200 deposit) if the participant departs due to illness, injury or other circumstances approved by the Directors.

CANDY & FOOD

Bringing candy, beverages and/or other food items is not necessary as all participants will, in addition to their regular daily meals, have access to beverages and snacks at our Trading Post. We do discourage keeping edible items in your cabin as they may become an attraction to insects and other pests. There is no refrigerated storage available in the cabins.

THE TRADING POST (CAMP STORE)

Items such as t-shirts, sweatshirts, stuffed animals, and other souvenirs can be purchased at our Camp Store. Prices range from \$1 to \$35. Snack and beverage items are also available. **CASH OR CHECKS WILL BE ACCEPTED AT OUR CAMP STORE DURING FAMILY CAMP.**

TECHNOLOGY AND WeHaKee FAMILY CAMP

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

EMAIL AND INTERNET-BASED COMMUNICATIONS

- *Although we discourage frequent use of internet access at WeHaKee, we do recognize that it can be challenging to be away from electronic communications for an extended period. To ensure a high quality community experience at WeHaKee, we ask that internet access be limited to critical or emergency use and when accessed, done so discretely, either within your cabin or in the dining lodge area. The remainder of camp is considered an 'Electronics Free Zone'. WiFi is available in limited areas of camp. Please contact the directors for details.*

TELEPHONE & CELL PHONES

- *The WeHaKee staff are very intentional in creating a community environment at WeHaKee. Cell phone usage can tend to diminish the community feel and is strongly discouraged. If cell phone usage is necessary, participants are asked to conduct cell phone calls in private areas such as in cabins. Please do not use cell phones at meals, during activities, during camp events or gatherings. Cell phone coverage is limited to non-existent in the Camp WeHaKee area (dependent on the cell provider).*
- *Unless approved by the Directors, participants do not have access to or use of camp phones while attending WeHaKee Family Camp.*

AUDIO & VIDEO PLAYERS AND RELATED EQUIPMENT

- *Again, in our intentional approach to creating community at WeHaKee we ask that participant use of personal audio & video players (ipods, mp3 players, etc.) be limited to use in private areas (such as cabins).*

CAMERAS, VIDEO RECORDERS & OTHER IMAGE CAPTURING DEVICES

- *The use of cameras is welcomed as a way for each participant to record experiences while attending WeHaKee Family Camp. Participants 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 or other images of WeHaKee or its participants cannot be placed on websites, social networking sites (such as Facebook.com, MySpace.com, YouTube.com, etc.) etc. **THE USE OF IMAGES OF WEHAKEE PARTICIPANTS THAT ARE USED TO INTENTIONALLY EMBARRASS, THREATEN, OR HARM OTHERS (EMOTIONALLY, PHYSICALLY OR OTHERWISE) IS STRICTLY PROHIBITED.***

FAMILY VEHICLES

- WeHaKee staff will greet you upon your arrival at camp and show you where you can safely park & unload your vehicle.
- For the safety of all of our participants, personal vehicles are not to be driven in camp, parked near cabins, showerhouses or pool.
- If a participant has mobility concerns and needs assistance moving about camp, please contact the directors to make appropriate arrangements.
- Only WeHaKee authorized personnel are allowed to drive WeHaKee vehicles, including golf carts and utility vehicles.

EXPECTATIONS AT CAMP

The community of WeHaKee embraces a respectful, supportive and inclusive environment where each participant 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.

ALL MEMBERS OF THE WEHAKEE COMMUNITY ARE EXPECTED TO...

- **Treat their peers, WeHaKee 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 expectations of WeHaKee, the parent/guardian of the participant will be notified and asked for additional assistance in helping the participant make positive choices. In addition, a step-based, respectful approach may also be used to help the participant make appropriate choices. If exhaustive efforts do not succeed, the participant may be asked to depart from camp.

IN ADDITION - WITH REGARDS TO STILL AND VIDEO IMAGES OF CAMP WEHAKEE AND ITS PARTICIPANTS - ALL MEMBERS OF THE CAMP WEHAKEE COMMUNITY WILL...

- **Take only respectful and appropriate photos and videos of WeHaKee and its participants during their participation at WeHaKee (including off camp activities and transportation to and from camp).**
- **Understand that photo and video images taken of WeHaKee and its participants are for personal use only. These photos and videos are NOT TO BE POSTED on websites, social networking sites, or other broadcast electronic means at any time.**
- **Understand that the use of images of WeHaKee 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 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.

The following choices (below) are considered extremely serious and are grounds for the immediate removal of the individual from camp:

- Possession and/or use of 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.
- Any behavior that seriously compromises the safety and/or well being of any camper, camp staff, volunteer, or guest.

CAMP PAPERWORK GUIDE

Yes, there is a bit of paperwork to complete prior to your family's arrival at camp. But it is all important information that enables us to be prepared for your 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 Camp WeHaKee.

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

HEALTH HISTORY FORM

- *A Health History Form should be completed for each & every participant in your group. This form (completed by the parent, if participant is a minor), is necessary so that we will have medical details to adequately prepare for each participant's participation. It is also important information in the unlikely event a participant 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.***

ACCEPTANCE & RELEASE FORM

- *Each family needs to complete a Acceptance & Release Form in order to participate in WeHaKee Family Camp. All adults (those 18 years of age and older) must sign this form indicating their informed consent to release camp from liability.*
- *Participants who are under the age of 18 and who attend Family Camp with adults who are not their parent or legal guardian, must have a Acceptance & Release Form completed and signed by their respective parent or legal guardian to participate in WeHaKee Family Camp. It is the responsibility of the supervising adult to ensure this documentation is completed and provided to Camp WeHaKee prior to participation at WeHaKee Family Camp.*
- *Please take a moment to read through this **WeHaKee Family Camp Guide** and discuss this information with each participant. In addition to sharing our policies and procedures, it also details how each participant can be a positive WeHaKee community member and have a great experience! The release portion allows us to obtain permission with regard to several important issues and opportunities at camp. This helps us ensure each participant has a fulfilling, stimulating and fun growth experience at Camp WeHaKee!*



WHERE WILL OUR FAMILY STAY AT WEHAKEE?

Each family will be assigned to one of our cabins during their stay. 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 twin-size bunk beds, room for up to eight participants along with the adjacent CP (counselor area) with two additional twin beds – a little privacy for parents perhaps!

WHAT ABOUT BATHROOM & SHOWER FACILITIES AT WEHAKEE?

We have four newly built or remodeled shower houses within a few steps of each cabin. Showers are private and each shower stall has a private individual changing area. Shower houses will be labeled for females and males.

WHAT IS THE WEATHER LIKE AT WEHAKEE?

It is exceptionally pleasant and comfortable throughout our summer season. In August, 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 could see a day or two in the 90's (30+ C) as well as a night or two in the 40's (10 C). August is generally dry and sunny, but an occasional shower or storm may occur during your 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. Camp WeHaKee is also 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! And the insect population drops off significantly in late July and August. None-the-less, we do recommend that you pack a good repellent spray or lotion for occasional use in the evening.

