



CAMP LUTHER

PARENT INFORMATION

PACKET

Welcome to Camp Luther! We are so excited your child will be joining us this summer and want to do everything possible to make their camp experience a great one.

We recognize that you may have many questions as you prepare to come to camp this summer. We will be openly communicating with you as we head towards the summer so that nothing during your time at camp takes you by surprise, and you can focus on the fun and joy of the camp experience.

Please take the time to carefully read through all the information contained here. Even if you have been to camp before, there is new information for this summer.

If you have any additional questions that are not answered here, please contact us. We are happy to help! Our website (campluther.com/parents) is also a great resource. See you this summer!

Camp Luther

1889 Koubenec Road
Three Lakes, WI 54562
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office@campluther.com
campluther.com

In Christ,
The Camp Luther Staff



In this Packet

Pages 2-3 ----- Camper Check-In Information

Page 4 ----- Pick-Up Procedures

Page 4 ----- Canteen

Pages 4-5 ----- Health & Medical Information

Page 6 ----- Packing List

Page 6 ----- Homesickness & Camper Mail

Page 7 ----- Electronics at Camp

Page 7 ----- Lost and Found

Pages 7-8 ----- Camper Expectations

Page 8----- Cancellation Policy & Lick-a-Dee Splitz Information

ARRIVAL TIMES & CAMPER CHECK IN

Campers are asked to arrive at camp between **2:00-3:30 pm** CST on Sunday. Arrival times are assigned by camper last name:

2:00-2:30 Last name A-H

2:30-3:00 Last name I-P

3:00-3:30 Last name Q-Z

If you are checking in campers in multiple check in groups, come in between the check-in times (ex. if you have campers with last names starting with A and P, come around 2:30pm).

- IMPACT and Kindercamp check-in is 4:00-5:00pm on Friday. You may come anytime during that hour; we will begin orientation at 5:00pm. The Kindercamp weekend concludes with Sunday lunch at 11:30am.
- Explorer July 3-5 check-in is 2:30-3:30pm on Wednesday, July 3.

Please do not plan to arrive at Camp Luther before your specified check-in window. If your family arrives in the Three Lakes area early, you can stretch your legs at Don Burnside Park or Cy Williams Park (both have playgrounds and public restrooms).

Starting at your specified check-in time, as you drive into camp, staff will greet you at the stop sign, and give you further instructions on checking in your camper(s).

Pro Tip: Please stop and use the bathroom BEFORE arriving at camp. Bathrooms are not available until your camper's check in process is complete.

CHECK-IN PROCESS

Check-in is a walk through process. You will be able to park and then walk through all check in stations in the courtyard.

During check-in you will turn in any medications, complete a health screening, and find out who your camper's counselor is.

Here is what you can do to help the check-in process go as smoothly as possible:

- **PAY NOW:** Remember that your registration balance is due May 1st.
- **ADD CANTEEN MONEY:** You are able to add money to your camper's **canteen account** prior to check-in through the **Camp Store** payment section of your online account. (\$30-40 is the recommended amount.)
- **ADD MEDICATIONS:** If your camper is bringing any medications with them to camp, please add those medications to your online account prior to arriving at camp.

How to add medications to your online account:

1. [Log into your online account.](#)
 2. Select [**update info**] for the child who will be attending camp this week.
 3. Click on the [**Medical**] button on the main page.
 4. Click the [**Add Medications**] button to add your child's medications to their account.
 5. Enter the number of different medications your child is bringing to camp in the [**Enter Qty**] box.
 6. Click the [**Add/Edit Medications**] button to begin adding your medication information.
- **BRING MEDICATIONS:** You will turn in **ALL MEDICATIONS** to the Healthcare Coordinator. **All prescription medication MUST be in its original container with the prescription label and dosage instructions.**

Pro Tip: Standard OTC medication such as Tylenol is available to campers. You don't need to bring OTC medications unless your camper uses it daily.

DROPPING OFF YOUR CAMPER

As part of the check-in process, you will either drop off your camper's luggage in the garage (village campers) or their Retreat Center room. The last step of the check-in process is dropping off your camper with their counselor.

We start fun games and get-to-know-you activities right away in our groups as campers are arriving. Your camper has started their week at camp, and you are free to leave!

DEPARTURE/PICK-UP TIMES

Campers should be picked up between **11:15am-11:45am** on the Friday of your camp week (or Tuesday for Explorer June 30-July 2 and August 2-4). You are welcome to attend our Closing Program at 10:30am in the courtyard.

After the Closing Program, you will need to check out your camper with their counselor. You will receive back any medications, be able to cash out or donate any leftover canteen money, and pick up their luggage. **You will need to sign your camper out before leaving.** Campers will be released only to people authorized on the Check-Out Form. You will let us know who is authorized to pick up your child during the check-in process.

LATE DROP-OFF AND EARLY PICK-UP

While we firmly believe that your camper will get the most out of their camp experience by being there for the whole time, we also recognize that sometimes life gets in the way. If you need to drop off your camper or pick them up outside of our usual times, please let us know ahead of time by calling our office. When picking up or dropping off a camper, you should park at the Welcome Center to be checked in.

We highly encourage campers to NOT leave camp temporarily during the week for an off-site event (such as a baseball game).

CANTEEN

The Canteen is our camp store that offers a variety of snacks, clothing items, souvenirs, and more. Campers visit the store twice a day and use pre-paid Canteen Cards to purchase items. At each Canteen time they are allowed to purchase 3 items. All items are around \$1.50.

You are able to put money into your camper's account by logging in to your online account and making a payment to the "Camp Store". You can also add money during check-in, but we highly recommend adding canteen money ahead of time to help streamline the check-in process. We recommend depositing no more than **\$30-40**.

During pick-up, you will be given the option to donate any unused canteen money or receive the money back. All canteen money donated this summer will go towards F.O.R.K. (Feed Our Rural Kids), which provides nutritional support to children from food insecure homes within the communities around Camp Luther.

HEALTH & MEDICAL INFORMATION

Medical Team

Our on-site medical team includes the Healthcare Program Coordinator and a Guest Medic (nurse, doctor, EMT, etc). This team is onsite at all times and provides routine first aid care and distributes medication to campers. The medical team is available during check-in to discuss all health concerns and questions that you may have regarding your camper's medication and health while in our care.

Parent Notification of Health Treatment

If your camper ever experiences a serious medical concern, illness, or incident requiring outside treatment, we will immediately contact you. We will also notify you if a camper experiences an injury that leaves them unable to continue with normal camp activities.

Special Needs

We strive to provide a positive and memorable experience for all campers. If your child has a special need, please contact our office so that we can get to know a little bit more about your child and provide you with the information you need to decide if Camp Luther will be a good fit for your camper.

KEEPING CAMP HEALTHY

You play a large role in helping keep all campers and staff healthy. Please read [“A Healthy Camp Begins and Ends at Home”](#) before your camper’s session. We encourage your camper to be up to date on all vaccinations. In addition, please keep your camper home if they are sick with any illness or have worsening symptoms in the days leading up to camp

We know how disappointing it would be to miss camp. It is important to recognize that your actions affect the greater camp community – not just you and your camper. We ask that you do the right thing and keep them home if they are sick. If your camper must cancel because of sickness, we’ll do our very best to fit you into a later session.

During Camp

If your camper experiences any of the following symptoms they will be given rest, water/food, and monitored:

- Nausea or vomiting
- Diarrhea
- Flu-like symptoms (chills/muscle aches/fatigue)
- Fever
- Headache
- Cough/sore throat/upper respiratory symptoms

If symptoms do not improve or get worse, you will be contacted and asked to pick up your camper. If any symptoms are severe or we believe it would be best for your camper to go home, we will call you right away.

Please make sure there is someone available to pick up your camper if required during their week at camp.

FOOD ALLERGIES/DIETARY RESTRICTIONS

If your child has a food allergy, please make sure to notify us by including this information on your camper’s Medical Form.

Camp Luther can accommodate most common allergies and dietary restrictions but if you have very specific dietary requirements, please contact Basil, our Food Service Manager at kitchen@campluther.com. If you want to know more specifics of how we handle food allergies and dietary restrictions, you can read our [Special Diets & Allergies Plan](#).

PACKING LIST

Our complete youth camp summer packing list is available [here](#). IMPACT and High School week may receive additional packing suggestions closer to their session dates.

HOMESICKNESS: PREPARE AND PREVENT FOR CAMP SUCCESS

Homesickness is a very normal and often temporary response to being away from home. With sensitive handling by you and our 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. 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 counselor, another staff member, the Healthcare Coordinator, or even the Camp Director.

Please do not tell your child they can call home or be picked up early, as this often makes homesickness worse, and leads to campers having trouble fully investing in the experience. If your camper 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 well-trained in handling these situations. We know that campers are most likely to feel a longing for home during "down" times, such as mealtimes and just before bed. Our staff takes intentional measures to keep campers well occupied during these times. We will work with your child to acknowledge that their feelings are normal and to provide support for them as they participate in our Christian camp community.

CONTACTING YOUR CAMPER

Phone:

Campers are not able to call home during the week. If there is ever a significant issue or concern with your camper, we will contact you as soon as possible.

Email:

You may contact your child during their time at camp through the use of our camper email system. Go to <https://camppluther.com/send-a-message> to send a message. Messages will be delivered Monday through Thursday at 2:30pm. Messages received after 2:30pm Thursday will not be delivered.

Mail:

You are welcome to send mail to your camper, please make sure that it is sent early enough so that it will arrive before Thursday afternoon. Send your camper's mail to the following address:

(Camper's Name)
Camp Luther
1889 Koubenec Road
Three Lakes, WI 54562

CELL PHONE POLICY

Campers are NOT allowed to bring cell phones to camp. At camp we believe strongly in the value of showing campers how to build close relationships and live in community. Providing an atmosphere free from cell phones helps create this community. If found, staff will confiscate the cell phone for the remainder of the session. **Please do NOT pack a cell phone for your camper.** If you are concerned about needing to get in touch with your camper during the week, please call our office so that we can make a plan together.

Talking with your child before they leave for camp will help to ease the transition away from cell phones and other electronics. 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 counselor, another staff member, the Healthcare Coordinator, or even the Camp Director.

CAMP PICTURES AND VIDEOS

We love getting to share your camper's experience with you! We are excited to announce that we will be using Waldo to share pictures taken throughout the week. We will upload pictures to a Waldo gallery which you'll be able to access by texting "CAMPLUTHER23" to 735-343. More information will be posted at camper check-in.

We also post pictures, videos, updates and more to our Facebook and Instagram pages. Follow us @camplutherwi.

LOST ITEMS

Items left at Camp Luther after your child's time at Camp will be sorted. Items with names on them will be kept and an attempt will be made to contact the owner and return them. Items such as water bottles and under garments will be thrown away. All other items will be kept at Camp for two weeks. After two weeks, items in good condition will be donated. If items are returned to the owner, the owner is responsible for paying postage

You can help avoid lost items by:

- Labeling all clothing and items brought to camp. A sharpie is your best friend!
- Encouraging your camper to keep up with their clothing and personal items at camp.
- Check the lost and found as part of camper pick-up.

CAMPER BEHAVIOR EXPECTATIONS

Campers are expected to behave in a way that shows Christ's love and aligns with our mission of "building up all people." Respect for staff, Junior Counselors, other campers, themselves, property, and creation should be exhibited.

Because camp is a place where kids get to experience the life-impacting love and forgiveness of Jesus Christ, we want to do everything possible to keep kids at camp, while also caring for the safety and well-being of all campers involved.

The following are some examples of “tearing down” rather than “building up” behavior that could result in a camper being asked to leave camp:

- Physical altercation between campers, campers and JCs, or campers and staff
- Derogatory slurs directed at another camper, JC, or staff member
- Use of racial slurs or racially charged language
- Behavior or language that could be interpreted as sexual harassment or abuse
- Camper attempts to run away or leave the group

If a camper’s behavior is continually negatively impacting their group or another camper(s), camp staff will work with the camper’s counselors to identify causes of behavior and put in place a management plan with the goal of reducing problem behaviors. When possible, Camp Luther follows a progressive discipline process to work with campers to modify their behavior and be successful in their camp experience.

Progressive discipline process:

Step One: 1-on-1 conversation with counselors setting clear expectations. Depending on the situation and the severity, this step may be repeated multiple times.

Step Two: 1-on-1 conversation with Full-Time staff setting clear expectations. Depending on the situation and the severity, this step may be repeated multiple times, and the parents of the camper involved may be contacted and informed of the situation at this point.

Step Three: Final conversation with Full-Time staff setting clear expectations. Giving the camper a final chance to make good decisions that will enable them to remain at camp. At this stage, the parents of the camper involved will always be contacted and informed of the situation.

CANCELLATION POLICY

Once you have received confirmation of registration, your deposit is non-refundable. No refunds will be granted within 30 days of your camper session except in cases of illness or injury (with doctor’s note), and family emergencies. A prorated portion of the registration fee less your deposit will be refunded if a camper is sent home due to illness or injury. Refunds will not be made for a remaining period of two days or less. If a camper leaves early due to homesickness, disciplinary reasons, or parent request, no refund will be given. All refund requests must be made in writing.

Lick-a-Dee Splitz Ice Cream Shop

During your campers time at camp their camper group may ride bikes to a local ice cream shop in Three Lakes. We recommend giving your child \$5 cash to keep with them incase they go get ice cream. This is not a guaranteed activity, just a possibility. Your camper can also use their canteen card money for Lick-a-Dee Splitz as well.

You made it to the end!!

We will continue to communicate with you leading up to the summer if we make any updates in our policies or requirements for this summer.

Get excited for your camper's time at camp-it's going to be a tremendous experience of making new friends, growing in their faith, and having a ridiculous amount of fun.

Please don't hesitate to contact us with any questions, concerns, or thoughts.

See you soon!

In Christ,

The Camp Luther Staff
office@campluther.com
715-546-3647

