



Redwood
Adventure Camp

Parent Handbook

Mission Statement

Redwood Adventure Camp provides opportunities for leadership development, spiritual and personal growth, environmental stewardship, lifelong personal connections, fun, and adventure.

Statement of Philosophy

Redwood Adventure Camp offers outdoor programs to young people ages 10-17, young adults and families. The programs of Redwood Adventure Camp stretch the paradigms of participants through experiential education building self-awareness and offering opportunities for personal growth and challenge. This helps them make a meaningful connection to faith and develops future leaders.

The programs of Redwood Adventure Camp are open to people of all faiths while emphasizing the Christian fellowship and values. We hope to foster in participants an appreciation of the outdoors and recognition of God's creation in people as well as nature. While some aspects of Camp are physically challenging, our staff and administration desire to create a fun experience for participants where their safety and well-being is of utmost concern.

Redwood Adventure Camp is a unique outdoor environment where the beauty of nature is an integral part of the experience. Redwood Adventure Camp provides time away from the routines of life so participants can gain increased personal and spiritual confidence and a better understanding of themselves and Christian values. The atmosphere of Camp allows for depth of personal reflection and interpersonal dialogue as participants develop deep and life-long friendships. The result has been a vibrant and alive Redwood Adventure Camp community. At Camp, everyone contributes to a community where personal responsibility is exercised, consequences mean something, and opportunities for leadership abound.

Goals of Redwood Adventure Camp

1. To make experiential the values and ideals of Christian living.
2. To provide models of Christian morality for our campers through association with our staff.
3. To model a respect for all life and a sense of responsibility for living in harmony with all of God's creation.
4. To provide a wholesome, educational, and rugged outdoor camping experience.
5. To challenge each camper and staff member toward a more full personal growth.
6. To build friendship and a sharing Christian community.

Accreditation and Permits

Redwood Adventure Camp is accredited by the American Camp Association (ACA) and is visited regularly to assure compliance with ACA Standards.

We receive an operating permit from the Mendocino County of Health and are visited every year by their representative for permit renewal.

Staff

Redwood Adventure Camp is overseen by a volunteer Board of Directors. The Board meets monthly throughout the year to ensure we provide the best possible summer camp experience.

Our Board is joined on a seasonal basis by qualified, passionate, and responsible staff to fill important roles such as counselors, activities leaders, and more. Staff members are chosen through a selective application and interview process. All staff backgrounds are checked against the CA Department of Justice and the National Sex Offender registry.

Staff members undergo an extensive and professional training program in preparation for our campers' arrival. We emphasize group dynamics, child development, hands-on teaching methods, outdoor living skills, and safety and health including certification in American Red Cross Lifeguarding, First Aid and CPR.

Redwood Adventure Camp provides equal employment and volunteer opportunities to staff and applicants who are physically and emotionally able to perform the essential functions for the jobs for which they are hired or volunteer, regardless of age, gender, sex, sexual orientation, gender expression or identity, faith, ethnic background, or veteran status - except in limited instances when age considerations are bona fide occupational requirements (for example, group counselors or to meet minimum accreditation age requirements.) Reasonable accommodation is available for those with certain physical or emotional limitations. California law protects individuals from discrimination in employment.

Life at Camp

Camper Groups

All campers will be living in family groups with campers of similar age or grade and gender identity. Groups will live in campsites throughout Central Camp.

It is our belief that each camper will have a significantly better camp experience by **not** requesting a group mate. Our counselors are trained to build group unity and make each camper feel welcome from the moment the session begins. This encourages campers to expand their comfort zone and make new friends while at camp.

Living and Sleeping Arrangements

Campers sleep in an assigned campsite with their group. Each campsite has a firepit where groups are able to enjoy an evening campfire. Hoses are within close proximity, so that fires can be completely extinguished each night. Campsites are furnished with rustic luggage racks made from local wood when possible. Campers store all of their personal belongings on the luggage racks. Groups sleep on the ground (on a ground tarp), under the stars.

All groups will go on an overnight hike away from Central Camp. The distance of the hike and the nights out of Central Camp varies by age and program. Explorer campers experience a one or two night overnight.

Redwood Adventure Camp follows a “rule of three” which requires staff to not be in a one-on-one situation with campers. When there are situations that require one-on-one interaction (for instance some medical situations), staff and camper must be in auditory or visual range of others.

Meals

Meals are eaten family style in groups. Our kitchen staff works hard to provide a well-balanced, varied meal at every setting. **Special restricted dietary needs should be documented in the camper’s online forms.**

On overnight trips, camper groups will request food from the kitchen for meals. The group will make their meals with the provided food for the duration of their overnight.

Campers will share in the responsibility for post-meal clean-up.

Phone, Mail & Email

Campers will **not** have access to the phone while they are at Camp. We have a landline that we leave open for business and emergencies. There is no cell coverage at Camp.

Mail is checked, delivered, and distributed every weekday during the session. Campers will have time each day to write letters home. We suggest you send your camper with ample stationary and postage.

You are welcome to send your child an email at office@redwoodadventure.org. E-mail is checked daily and your message will be printed and given to your camper at mail call (after

dinner each day). Your child will not be able to respond to you via email. Because of our location internet speeds can be slow. Please **DO NOT** send attachments. In an effort to save on costly materials such as printer ink, please limit your messages to one email a day.

If you intend to send your camper a care package, we recommend you send it early in the session. Due to our location, packages take a little longer than expected and are not delivered on Saturday or Sundays. Please note, food included in care packages will be shared by your camper's group.

Our mailing address: Camper Name
 % Redwood Adventure Camp
 PO Box 237, Leggett, CA 95585

Homesickness

In the case that your child is homesick, the staff will do everything they can to ease your child's troubles. Parents will be contacted if homesickness doesn't fade and interferes unduly with the child's experience. Campers as a general rule are not permitted to talk over the phone. Years of history has proved that the "no phone call" policy reduces homesickness. Telephone conversations between parents and homesick children are a last resort, as they most often worsen homesickness and lead to a child's early return home.

Please **DO NOT** make a deal with your child that "if you don't like it, I will come get you." The first time a child is unhappy, they may hold you to that promise, and you will be left without any options. You can promise that if there are any problems you will be working with the Directors and the counselors to make sure the child is happy.

Packing List

The following is a list of items that are recommended for packing.

The following is a list of items that are recommended for packing. When preparing your camper for their departure, please keep in mind that they will be sleeping and playing outdoors. Most campers find that packing in a duffle bag style bag works well. Please do not hesitate to contact our office should you have any questions regarding what your camper should bring with them. Electronic equipment of any kind is prohibited at camp with the exception of a camera. There is **NO** cell coverage at Camp nor are there available places to charge a phone. A small inexpensive camera is recommended due to the rugged nature of the terrain and the proximity of water. Redwood Adventure Camp is not responsible for any loss or damage to personal equipment brought to camp. Any other

equipment brought to camp besides a camera will be confiscated and returned to the camper at the end of the week.

Please do not feel the need to purchase a backpacking pack for your camper to attend our Camp unless it is a hobby that you foresee your family engaging in for years to come. We have plenty of packs for campers to borrow for their overnight camping trip. If a camper has a backpack for backpacking, they are welcome to bring it!

The use of tobacco, alcohol, vaping or other drugs is strictly forbidden to campers and staff alike. The parent of a camper who brings drugs to camp will be called to pick up their child immediately, and no refund will be issued.

What to pack:

- long pants
- shorts
- short- & long-sleeved shirts
- plenty of socks and underwear
- warm jacket
- swim suit
- towel
- comfortable hiking shoes (please break them in before coming to Camp)
- sandals for hiking in the river (Teva-style is best, not flip-flops)
- sleeping bag
- thin (Thermarest-style) sleeping pad
- sunscreen
- mosquito repellent
- toiletries
- chapstick
- stationery & stamps
- flashlight
- water bottle
- sunglasses
- pocket knife
- recommended but not required: Bible, journal, hiking backpack, playing cards/books/etc. for rest periods, rain jacket, extra flashlight batteries

What not to pack:

- CD's

- Portable game players
- Walkman's
- iPods
- radios
- cell phones
- watches
- candy/gum
- tents
- cots
- magazines
- food (anything brought will be shared amongst the camper's group)
- money (there is nowhere to spend it!)
- guns

Online Camper Photos

In recent years, the posting of camper photographs online has become very popular. We attempt to post photos every day to our secure site. We will also send home photos to the adults connected to a campers registration. Photos of campers that are posted to social media will never have camper names attached and will include campers that permission has been granted on the registration forms.

The posting of photos is one of the more challenging issues to balance while trying to allow a child space to grow and still provide parents a sense of comfort by seeing their child in a safe and happy environment. Therefore, we make every effort to take photos in an inconspicuous manner. Many times there is no posing. Some children run to the camera and some run away from it. We attempt to get a wide variety of campers and activities, but cannot guarantee every camper will appear in the daily photos.

Camp Forms

Forms with an * are available through our registration portal (<https://redwoodadventure.campintouch.com/v2/login.aspx>). All Forms must be completed and submitted 3 weeks before the session begins or by specified date.

*Health History (required for all): Must be completed or updated by parent/guardian for children or adult participant each year of participation.

*Parent Authorization, Photo Release, and Verification Form (required for all): Must be completed or updated by parent/guardian for children or adult participant each year of participation.

*Information for the Counselor: Must be completed by the parent/guardian for campers participating in all Explorer programs as well as campers in the Advanced and Adventure programs who are new to Redwood Adventure Camp.

*Behavior: This form gives accepted behavior guidelines for the camper. Must be read and signed by both the parent and camper

*Transportation: This form lets Camp know how the camper is getting to and from Camp. Any changes to this information must be given through a phone call to Camp only. We do not want to risk a mix-up through a computer glitch.

*Physician's Exam and Immunizations: These forms should be completed by your family physician. It is required for all new campers (youth and adult) and must be updated for any camper participating for the first time in the Advanced or Adventure programs, and all Graduate program participants. It is required for all CIT or new staff members. Staff members, adults, and Family Camp participants are required to complete physicals every four years.

If there has been a major change in a camper or participant's health from the previous year, failing to recognize and disclose health changes could put your camper or you and others at risk. New medicines, surgery, illness, and changes in disease process are all reasons to ask your provider to reassess the participant's health status and fitness to participate.

Medications and Homeopathic Treatments

Any medications your camper takes, including but not limited to, any maintenance medications; behavioral disorder medications; antibiotics; herbal/homeopathic medicines; vitamins; eye/ear drops; inhalers; epinephrine "epi" pens, etc. must be listed (including dosage) on the Physician's Exam. Any prescribed medication or non-prescription, over-the-counter medication MUST be noted properly in the Physician's Exam. Please send all medications to camp in their original container noting the RX number and physician name.

Medications added or changed after exam: For any medication prescribed or changed for your camper after their exam, you will need to bring the medication in the original pharmacy container noting the RX number and physician name. If this is not possible, you or your health care provider will need to provide us with a prescription.

Over the counter (OTC) medications for the common cold, stomach ailments, headaches, cuts and abrasions are stocked in our Health Center and administered by our Health Center staff according to our camp physician's standing orders. Call the camp office if you need more specific information.

Homeopathic Treatment must come with parental and physician consent in the original container.

All medications and homeopathic treatments are required to be turned in to the Health Center staff at check-in. The only exceptions are inhalers and epi pens which Health Center Staff must be informed of and can be carried by the camper.

Health and Safety at Camp

Our program is designed with camper health and safety in mind. We have a well-equipped Health Center on camp grounds with a licensed medical provider (nurse/EMT) in charge of medications and first aid needs. Health Care is the direct responsibility of the Director and the Health Care Manager in coordination with the camp's physician/nurse consultant, the hospital, and the insurance company. The Health Care Manager is responsible for the day-to-day implementation of Health Care procedures.

Health Care During Camp

The Health Care Manager shall screen campers on the day of arrival for communicable diseases and other health problems as outlined in the Health Care Protocols.

All medications and homeopathic treatments are required to be turned in to the Health Center staff at check-in. The only exceptions are inhalers and epi pens which Health Center Staff must be informed of and can be carried by the camper.

Parents will be contacted if a child develops a high fever or any other sickness that may require outside medical attention, or if a child sustains an injury that requires hospital care. Parents are generally not notified in the case of mild coughs or colds, minor twists or strains, scratches, bug bites, unless the illness or injury will require further care upon the camper's return home. Parents will be notified immediately if their camper's ailment is interfering with their child's camp experience.

Adventist Health Memorial Hospital is 45 minutes away from camp and utilized for emergency services. It offers 24 hour care and consultation. Transportation to and from the hospital is provided by our camp staff for non-emergency trips. Ambulance service is provided by Leggett Valley Fire Department EMS for emergencies. A staff member will be with your camper at all times during their transport and throughout a hospital visit.

Should your child need off site care, your insurance company will be billed directly by the hospital or clinic.

Ticks, Mosquitos, and Poison Oak

Ticks, mosquitoes, and poison oak are all present at Redwood Adventure Camp. Our staff is trained to identify and avoid these common outdoor hazards as much as possible and are instructed on proper treatment if needed.

Ticks and mosquitoes are a common outdoor concern. Please make sure to send your camper with bug repellent. We encourage our staff to remind campers to apply repellent multiple times throughout the day. We also recommend campers conduct tick checks with a buddy at the end of each day.

Sun Protection

Campers spend their days outside with prolonged exposure to the sun. Please make sure to send your camper with sunscreen and help your camper understand when and how to apply their own sunscreen. Staff will remind campers to reapply sunscreen throughout the day. Staying hydrated is also very important. Be sure to send your camper with a water bottle labeled with their name.

Emergency Procedures

The likelihood of anything cataclysmic occurring while your child is at Camp is minimal. But rest assured, we are ready for any potential situation.

The most critical element is communication. For day to day communication, we will utilize a mass email to the adults connected to a campers application. This will also be our primary source for communicating in an emergency situation as we can get a message out to many people at one time.

FIRE & SMOKE

In recent years, fire has become a more regular occurrence in Northern California. The local CAL Fire unit comes to Camp at the beginning of each summer and walks the property assessing fire risk. Most years, they will issue us a permit which allows us to have campfires in group campsites as well as at our main campfire pit. In extreme drought years, we have been issued permits solely for our main campfire pit. It has been over 10 years since fire permits have been issued for use on our overnight camping trips.

In case of wildfire in the surrounding area, we have worked with CAL Fire to establish a multi-phase plan in case of evacuation. We are confident that we would be able to safely and calmly evacuate all campers to a safer location if needed.

We have occasionally experienced high smoke levels in our area due to smoke from fires quite far from our location. Typically, due to our proximity to the coast, smoke does not linger more than a day. Because smoke conditions change so rapidly, we do not envision closing due to smoke in the area unless ordered to do so by a government agency.

Financials **Payment Policy**

Redwood Adventure Camp utilizes an online program through CampMinder for registration and payment processing. The system is user-friendly and takes you through a step by step process. Your information will be protected during the registration process using such things as 128-bit SSL web encryption (the same level used by many banks for online banking) as well as storing your data on secure web servers. Your registration information will never be sold or used for any other purpose than the event that you are registering for. CampMinder has been in the business of software support for Camps for many years and your privacy and security are the highest priority at CampMinder.

Applicants may choose to pay in full or simply pay the deposit to complete their registration. Households with a balance due will receive regular statements. Payments toward your balance can be made through your CampMinder parent portal at any time or sent to us through Paypal (office@redwoodadventure.org) or paid by check to: Redwood Adventure Camp, PO Box 385, Burson, CA 95225.

Camp program fees must be paid in full by June 15. If you need to set up an extended payment plan that continues beyond the end of the Camp season, you can do so by contacting our office: email office@redwoodadventure.org or phone (707) 984-6877.

Payment Plans

Participating in a payment plan extends the time for you to make all outstanding payments towards your balance to December 31 following your Camp program. If you'd like to enroll in a payment plan for this summer, contact our office.

Discounts

Sibling Discount

(not applicable to Family Camp)

The first camper is the oldest camper within a family and will be charged full price. Thereafter, siblings registered for camp will receive the following discount(s):

- 20% off for Second Camper registered in Family
- 50% off for Third or More Camper(s) in Family

Referral Discount*

Receive \$50 off when you “Bring A Friend to Camp” or refer a camper/family to one of our summer camp programs. Refer enough friends and your week at camp could be free! In order to receive the referral discount of \$50, the camper/family who is referred should indicate the referral source on their online application.

*These discounts will not be applied during the online registration process. Upon receiving your deposit and online registration as well as the deposit and online registration of the camper you referred, our Administrative staff will make the necessary adjustments in your account to reflect the above discounts towards your outstanding balance if applicable. Your discount will be included on all future statements.

If you have questions related to discounts & billing, please email office@redwoodadventure.org or call (707) 984-6877.

Refunds

All deposits for all camp programs are required before enrollment is complete. In cases of homesickness, dismissal, or voluntary withdrawal during the registered camp session, there is no refund of camper fees. Unless Cancellation Insurance has been purchased, any cancellation before March 1st will result in a refund of 100% of the camper fees. Cancellations after March 1st but before May 15th will result in a refund of 100% of the camper fees less the deposit. If the cancellation occurs after May 15th but before June 15th, a refund of 50% less the deposit will be issued. After June 15th, no refunds will be given unless Cancellation Insurance has been purchased.

If Cancellation Insurance has been purchased, a full refund of the camper fees less the deposit will be issued if the cancellation notice is given up to 3 days prior to the start of the registered session. If the cancellation is within the 3 days prior to the start of the registered session, no refund will be given.

Camperships

For over 50 years Redwood Adventure Camp has provided a very unique opportunity for personal and spiritual growth, leadership development, environmental stewardship, lifelong personal connections, fun and adventure. We have consistently held true to our belief that all children should experience this opportunity regardless of their financial circumstances. To help accomplish this goal we offer financial assistance in the form of camperships. We also offer a wide range of financial options including partial camperships, payment plans and various combinations of the two.

To apply for financial aid, register your child(ren) in their preferred session and click on the appropriate questions in the "Financial Needs" section of the camper application. When you check out, choose the Deposit Only payment option. All registrations, regardless of the need for financial assistance, require a deposit (\$100). This deposit will be refunded to you in the event that you do not receive the amount of financial aid you require. Applications are reviewed and financial assistance is awarded on a first come, first served basis. We will contact you when we have processed your application.

Please note, only applicants who are in good standing with Camp and do not owe a balance from previous seasons will be considered for financial aid.

Transportation

Transportation to and from Camp is provided by van or chartered bus. Parents are responsible for the timely arrival of the camper to pick-up locations. Pick up locations and times can be found on our website under the Transportation tab on the Parents page.

Please plan to arrive at your bus location at least 15 minutes early. Please note, no camper will be allowed on the bus without his/her parent(s) in attendance. If a parent will not be present, prior arrangements MUST have been made with the Camp administrator. In the event that a camper is not present at the arranged pick up location, Camp staff will call the phone number provided on the camper's application. The bus will wait no more than 15 minutes past the predetermined time.

Your camper may bring snacks for the ride; however, please do not bring gum. For their safety, campers are expected to act with respect toward others and to obey the directions of the staff member and bus driver. Parents are responsible for supervising their camper until they board the vehicle after checking in with the staff person. Parents are to remain at the stop until all campers and luggage are loaded and the bus has departed.

If you chose to drive your camper to Camp, please arrive as close to 3:30pm as possible. Drop off location will be at Rounder's Field. As we are busy preparing for campers, parents will not be permitted to enter Central Camp.

Directions to Camp:

Redwood Adventure Camp is located approximately 120 miles (2 hours) north of Santa Rosa in Leggett, California.

From the South:

Take Hwy 101 north through Laytonville. Take the Hwy 271 exit (approximately 16 miles north of Laytonville). Turn left onto Hwy 271 and continue on for 1.5 miles. Turn left onto a dirt road at mile marker 1.43 (there will be a sign for the "Hermitage" on the left). Continue down the dirt road to the bottom of the hill. Turn left before you reach the group of houses and follow the signs to the dirt bridge that crosses Rattlesnake creek. Continue on the main road over the Eel River and turn left at the first dirt road into Rounders Field.

From the North:

Take Hwy 101 south towards Leggett. Take the Hwy 271 exit (approximately 5 miles past the So. Leggett exit). Turn right onto 271 and follow the directions above.