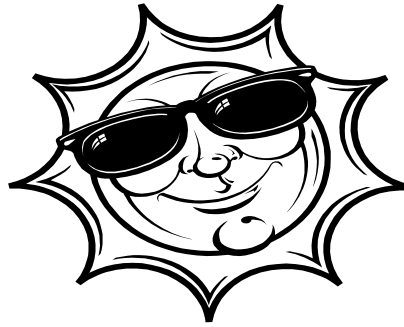




Lutheridge†Lutherock Ministries, Inc.

Camp Lutheridge:
2049 Upper Laurel Drive
Arden, NC 28704
Phone: 828-684-2361
www.llmi.net

Registration Office:
28 Spruce Drive
Arden, NC 28704
Phone: 828-684-2361
Fax: 828-684-5196
Email: info@llmi.org



2010 SUMMERSHINE CAMP INFORMATION AND FORMS

INFORMATIONAL FORMS – Please read the following & keep for your records:

- General Information
- Packing List
- Behavior Guidelines

**REQUIRED HEALTH FORM – Please remove & return by May 1:
If you are registering after May 1st, please send these forms in immediately!**

- Health form & questionnaire/LLMI waiver (4 pgs total)

**THE REQUIRED HEALTH FORM & WAIVER
IS DUE BY MAY 1ST, 2009.**

PLEASE RETURN FORMS TO:

Attn: LLMI Registration Office
28 Spruce Drive
Arden, NC 28704
or fax: 828-684-5196

If you have any questions, please check out the SummerShine page section on our website: www.llmi.net. Or contact us at: Phone: 828-684-2361 ♦ Fax: 828-684-5196

GENERAL INFORMATION

WELCOME to Camp 2010!

We are excited that you will be part of the 2010 SummerShine camp at Lutheridge in Arden, NC. We are gearing up for an awesome season! Please take a moment to familiarize yourself with EVERYTHING in this packet of information, and we also have lots of other helpful information (including Homesickness tips) on our website (www.llmi.net) in the FAQ section.

SUMMER CAMP HOURS

Cabin check-in begins at 3:30pm.
Please arrive by 5:00pm.

Sunday roadside greeter:	2:30 – 5:00pm
SummerShine Nurse:	3:00pm -
Sunday Ridge office:	2:30 – 5:00pm
Sunday Ridge store:	2:00 – 5:00pm
Saturday Ridge store:	9:00am – 12:00pm
Saturday Lutheridge <u>Guest Services</u> :	
Please call for emergencies : 828-606-5684	

SUNDAY CHECK-IN

Check-in begins at 3:30 pm. **We are unable to supervise campers prior to 3:30 pm.** Upon arrival at Lutheridge, please stop to speak with the roadside attendant for check-in information and directions to your area. If you need other information upon arrival at camp, please come to the office at Efird Hall. The SummerShine nurse will be ready to receive camper medications at 3:00 pm in the camper area. (Keep meds in original containers!) Counseling staff will be ready to sign in and supervise campers beginning at 3:30 pm. We can't wait to meet you!

SATURDAY CHECK-OUT

The camp week ends with breakfast on Saturday in the camper area. Campers are available for pickup at the same place you signed them in from 8:30 – 10am. Staff are not scheduled to supervise campers beyond 10am. Campers worry if they are not picked up on time. Please let your camper's counselor or area director know at check-in if you **MUST** be late. Counseling staff begin their weekend time off at 11:00 am. No one will be available to supervise campers beyond 11:00am unless

prior arrangements have been made for late pickup.

FINAL PAYMENT

If full payment was not made upon registration, the final payment is due no later than three weeks prior to the start of your camper's week. **Final payment receipts are sent only upon request.**

CANCELLATIONS

All cancellation requests **must be in writing** by fax, mail or email. If you cancel at least 4 weeks prior to arrival, you may request a full refund minus the deposit. If you cancel with less than 4 weeks, but more than 72 hours notice – you may request 50% of full fee minus the deposit. No refunds will be given for less than 72 hours notice.

MAIL & COMMUNICATION

Campers LOVE getting mail! The Lutheridge mailing address can be found at the top of the first page of this information packet. Please include the camper's first and last name and SUMMERSHINE on the envelope to help with delivery to your camper. Please make contents cheerful and "newsy", but not too exciting. Post mail on MONDAY or TUESDAY to ensure that it arrives in time to be delivered.

More information will be provided at a later date regarding possible email communication with your camper.

PHONE CALLS

Regarding phone calls, please understand that your camper will NOT be able to call you. We have hundreds of children on camp each week, and access to phones is just not possible. Cell phones are also not allowed, as they are very disruptive for a cabin group and completely take away from the true camp experience for ALL campers. If it is important for you to speak with your camper for some reason, please call the main camp number at Lutheridge and ask to speak to the Program Director to arrange this.

VEHICLE SAFETY

SummerShine Kids and Adults will be riding in an LLMI vehicle to go on an outing into a nearby National Forest. The driver of the vehicle is trained and will have safety/emergency equipment with them at all times. As per the guidelines established by the American Camping Association (ACA), we are providing you with the vehicle safety rules, listed below. **Please go over these rules with your camper prior to their camp week. Thank you.**

Before campers are permitted to travel in these vehicles, we will cover the following **safety guidelines** with them:

1. Everyone traveling in an LLMI vehicle (except buses) must wear a seat belt,
2. All passengers must have a seat. Vehicles will not contain more than the manufacturer's suggested seating capacity,
3. No screaming, horseplay or moving around while vehicle is moving. (Singing is encouraged!)
4. Do not stick arms, heads or legs outside window while vehicle is in motion.

LOST & FOUND

Lutheridge + Lutherock Ministries is not responsible for lost personal items. Our counselors try hard to ensure that all camper belongings are properly cared for. Please read the guidelines in the Packing List. Do not bring clothing or items that are expensive or irreplaceable. However, if you find something missing, please feel free to call us to give any details that will help us locate the missing items. Understand that items may be misplaced and go home with other campers, which makes them impossible for us to find. Any items left at camp unclaimed by September 1 will be given to local charities.

MEDICAL CARE

It is the goal of Lutheridge+Lutherock to provide all of our campers with a very happy and healthy summer camp experience. All Lutheridge staff receive training in risk management and basic first aid.

A licensed nurse or EMT is in residence at Lutheridge during the summer. A second nurse is assigned specifically for the SummerShine

program. A camper requiring a medical examination and/or treatment beyond what our nurses can provide will be taken to the Urgent Care clinic just outside Lutheridge back entrance, or if necessary to the hospital emergency room. The parent/guardian will be notified as soon as possible. A parent/guardian must sign the Health History and Examination form in order that emergency medical treatment can be provided as necessary. Please make sure that the emergency contact listed on the health form is reachable throughout the camp week in case of an emergency.

In the event of a medical emergency that cannot be treated on camp premises, the health care staff will see that your camper is treated at an off-site medical facility. In the event that off-site treatment is given and/or prescribed, you will be contacted as soon as reasonably possible. In the event of a minor illness, our health care staff might find that a camper needs to be separated from the rest of their group, in the infirmary, while recuperating. If the camper's condition persists or worsens, the parent/guardian will be contacted to let them know the camper's status.

Please feel free to contact us with any questions or concerns you may have about your camper.

HEALTH FORM

This four-page document must be received in our office **no later than May 1, 2010!** (If you register after May 1, please send it in RIGHT AWAY!) Per guidelines of the American Camping Association, this form will be reviewed by our health care staff prior to your camper arriving on camp. **No camper will be admitted to camp without a 2010 health form on file.** It is required that each camper has a physical exam within the last 24 months of his or her camp week. The bottom of page two of the camper health form provides the necessary information for the physician to sign and complete. A copy of a physical exam completed by a physician within the last two years may be attached to this health form instead, provided the same questions are addressed. We are unable to access physical exams sent to us from previous years.

MEDICATION ADMINISTERING POLICY

Campers may NOT possess any medications, including over the counter medication, while at camp. If your camper must bring medication to camp, please leave it in the original container and furnish specific, written instructions for its administration using the medicine distribution form provided. PLEASE KEEP THIS FORM WITH THE MEDICATION and BRING IT WITH YOU. DO NOT SEND IT WITH OTHER FORMS. Medication forms and all medications will be given to the SummerShine nurse. The SummerShine nurse directs the dispensing of all medications, including over the counter medicines. Documentation of any medications administered will be shared with the person picking up the camper at the end of the camp week. If you need a copy of this documentation, please let us know that in advance so that we can have one ready for you at pick up time.

DIRECTIONS TO LUTHERIDGE

From I-40, Eastern North Carolina (Greensboro, Hickory) and I-40, Tennessee (Knoxville)

- Take I-40 West to Exit #51 (Hwy 25A/Sweeten Creek Rd)
- Take Sweeten Creek Road South (left at the end of the ramp)
- Go approximately 5 miles to Hwy 25/Hendersonville Rd (major intersection with Walgreens on corner across the street)
- Turn left onto Hendersonville Rd
- Lutheridge's entrance is just a very short distance on the right

From I-26, South Carolina (Spartanburg, Columbia)

- Take I-26 West to exit 40 (the Asheville Airport Exit)
- Take a right at the end of the exit onto Airport Rd
- Travel approximately 2 miles to US-25 (Hendersonville Rd)
- Turn right onto US-25
- Lutheridge is just a very short distance on the right

EXPECTATIONS

Please spend some time talking with your camper about the fun they will have at camp. Let them know that they will be in a group with two or three other campers and one counselor that will belong to his/her cabin group for the whole week. The counselor will be with the campers almost all the time and will work hard to make sure the week is safe and fun for everyone. It is important that campers understand that they must stay with their cabin group at all times. That is how counselors make sure they are safe!

If your camper is worried about something, reassure him/her that camp will be FUN! Please use the health form to let us know any concerns or special needs that your camper may have during the week. Having that information really helps us assign the counselor that will be best for your camper. Please do NOT tell your camper that you will come get him/her if the week is not going well. That sets the camper up for failure and very often becomes a self-filling prophecy. Instead, let the camper know that you have confidence in him/her and that the counselor will help in every way possible.

PACKING LIST

WHAT TO BRING

Please do not over pack! Storage space in camper housing is limited. Placing labels on all articles of clothing, towels, etc. will make it easier for us to return to the correct owner. Often items go home in the wrong suitcase. If the item is not labeled, there is little chance it will be returned to the right owner! Information regarding lost and found is located in the General Information section of the packet.

You need to pack the following:

- Sleeping bag & pillow
- 2-3 towels & washcloths
- Linens are provided for Hilltop Only!**
- Soap, shampoo, brush, comb
- Toothpaste & toothbrush, small cup
- Additional toiletries needed
- Light jacket/sweatshirt (evenings)
- Rain coat or poncho (& head cover)
- 2 prs of shoes (old tennis shoes, no flip flops)*
- Shower shoes (can be flip flops)
- Sturdy clothes that can get dirty or wet
- Swimsuit(s)
- Cards, book, etc. for rest times
- Bible, notebook, pen or pencil (if the camper reads/writes)
- Flashlight
- Camera/film (optional)
- Insect repellent & sun block
- Large plastic bag (for wet/damp clothing, towels)
- Water bottle for hikes (refillable)

*Shoes should NOT be new; sneakers with good tread work best.

**Please make certain clothes are in good taste. Shorts should not be too short, & tee shirts should not contain inappropriate language or advertise alcohol, etc. Swimsuits must be modest. Campers may be asked to change/cover up if clothing is deemed inappropriate.

***SummerShine campers are also encouraged to bring a small item from home that they will enjoy telling others about for "Show & Tell".

WHAT NOT TO BRING

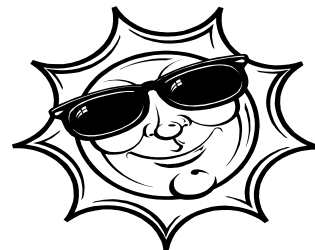
Alcoholic beverages and drugs not prescribed by a physician are NOT permitted at camp! Violation of this policy results in immediate dismissal. Transportation home will be at the expense of the parent/guardian. If the SummerShine camper is an

adult, please note on the health form regarding tobacco use. Tobacco will not be allowed for SummerShine kids, and will only be sparingly allowed for SummerShine adults & hilltop campers with health form permission. Do not bring CELL PHONES, food (snacks, gum, candy, drinks), knives, firecrackers or similar items to camp. Leave hair dryers, curling irons, radios, tape and/or CD players & Gameboys at home also. Weapons of any kind are not allowed! **Do not bring new or expensive clothing, jewelry or other such items; LLMI is not responsible for their loss or damage.**

SPENDING MONEY

The registration fee includes the cost of lodging, meals, study materials, craft supplies, snacks and program costs. However, there are additional opportunities to spend money:

The snack bar is open to campers once during the week (milk shakes, banana splits, sundaes, etc) \$4.00 is adequate). **The Lutheridge Store** stocks items such as t-shirts, jackets, basic toiletries, souvenirs, local crafts, postcards, postage stamps, etc. Campers will visit the store once during the week. Most items range in price from \$1.00-50.00. SummerShine counselors will keep campers' money in separate envelopes throughout the week. Parents/Drivers are welcome to visit the store during weekend hours listed in the general information section.



We look forward to welcoming your camper to SUMMERSHINE at LUTHERIDGE!
Please look for more information ~including frequently asked questions about SummerShine ~ at www.lutheridge.com.

Behavioral Guidelines: Lutheridge SummerShine Program

- Any camper who exhibits repeated* physical aggression toward self, other campers or guests or Lutheridge Staff will be sent home. (Physical aggression includes hitting, slapping, biting, scratching, kicking, or other similar behaviors OR the threat of such behaviors as judged likely by Lutheridge Staff)
- Any camper who exhibits repeated inappropriate sexual behavior toward self or others will be sent home.
- Any camper who repeatedly leaves the group without permission of Lutheridge Staff will be sent home.
- Any camper who repeatedly exhibits noncompliant behavior to a degree that it interferes with the camp program in a way that penalizes other campers will be sent home.
- Any camper who has had to be sent home during one summer should not attend camp sessions the following summer unless significant behavioral progress has been documented. Please talk with the Program Director before registering the camper.
- Any camper who cannot care for his/her own self-care and personal hygiene on a regular basis should not attend Lutheridge camp sessions. (Self-care includes feeding and dressing self with limited supervision. Personal hygiene includes showering, brushing teeth, urinating and having bowel movements in a sanitary manner including cleaning self afterwards, and caring for self in a sanitary manner during menstrual period.)
- Campers with mobility issues should register for Hilltop SummerShine only. Those whose lack of mobility requires more attention than a 1:3 counselor to camper ratio will not find any Lutheridge camp session to fit his/her needs.

***Repeated** is defined as three incidents, except in the case of physical aggression or sexual behavior or unless the degree of behavior is such that Lutheridge Staff deem it necessary to immediately and permanently remove the camper from the group. In all other cases, a warning shall be given the first time a behavior occurs and an appropriate action taught. The second time a behavior occurs the guardian shall be notified. The third time a behavior occurs, the camper will be removed from the group and the guardian will be called to come and get the camper. (In cases of physical aggression or inappropriate sexual behavior, the guardian will be called immediately following the first incident and together, Lutheridge Staff and the guardian will decide if the camper should go home or have another chance. If a second incident occurs, the camper will be sent home.)

**Please be in contact with Pastor Mary Canniff-Kuhn (Lutheridge Program Director)
if you have questions or concerns about these guidelines.**