



PARENT HANDBOOK



SUMMER 2023

TABLE OF CONTENTS

03 THE 2023 "TO DO" LIST

04 THE FPC PHILOSOPHY

05 THE CAMP PROBLEM

06 HELPFUL NAMES & FRIENDLY FACES

07 PARENT & CAMPER COMMUNICATION

- Writing to your camper
- Campers writing home
- Phone calls to campers
- Phone calls to camp
- How's my child doing?
- Visiting times

09 THE ONE-PACKAGE POLICY

11 CAMPER HEALTH INFORMATION

- Camper Physical Exam form & Health History Form
- Camper immunization records
- Asthma Action Plan
- Non-Prescription medications
- Camper Health Insurance
- For Safety's Sake

13 2023 COVID MITIGATION PLAN

19 CAMPER CLOTHING & LAUNDRY

- Packing your Camper
- Dress code
- DO NOT BRING
- Laundry service
- Donations to camp

21 ALL THE DIRT ON LAUNDRY

23 CABIN ASSIGNMENTS

- Making cabin assignments
- Cabin mate requests

24 H.E.R.O. PROGRAM CONTRACT

25 TRAVEL TO & FROM CAMP

- Travel by car
- Travel by air
- Early arrivals/late departures
- Departure info

26 MISCELLANEOUS INFORMATION

- Staff tipping policy
- Camp Store
- Cancelling enrollment
- Contacting us
- When you say goodbye
- Sensitive topics for pre-arrival discussion

28 TUITION INSURANCE

29 CONTACT INFO



THE 2023 'TO-DO' LIST

☐ FINAL PAYMENTS - DUE MAY 1ST

For campers who enrolled before May 1st, final payments will be run on credit cards. Families paying by check will need to send the balance to Friendly Pines Camp by May 1st (please include a copy of the invoice we send you). *If enrolling after May 1st, full fees are due, following receipt of statement. Please do not hold up payment waiting for medical forms, travel plans, etc.*

☐ ONLINE HEALTH HISTORY FORM - SEE DUE DATE AT RIGHT

HEALTH HISTORY for each camper should be completed online by May 1 for those already enrolled. *Those who enroll after May 1 should complete Health History immediately.*

☐ PHYSICAL EXAM FORM - SEE DUE DATE AT RIGHT

CAMPER PHYSICAL EXAM FORM must be signed and fully completed. Licensed medical personnel must complete the Physical Exam Form.

☐ ASTHMA ACTION PLAN- SEE DUE DATE AT RIGHT

To be fully completed for any camper who has been treated for ANY asthma or asthma-like symptoms.

☐ IMMUNIZATIONS - SEE DUE DATE AT RIGHT

You will upload a copy of your camper's most recent immunization records online (PDFs preferred)

☐ TRAVEL PLANS - DUE MAY 15

You will receive emailed instructions on how to submit travel plans online. Travel plans will need to be submitted by May 15 or upon enrollment if you enroll after May 15.

☐ PACKING LIST - DUE UPON ARRIVAL AT CAMP

Camper's clothing list must be carefully completed while packing, signed by a parent, and placed at the top inside the child's main piece of luggage.

TWO WEEK CAMPERS: Don't forget to indicate your preference regarding laundry service. If you don't indicate a preference, we will assume you want the laundry sent out.

Please don't mail form ahead. Use separate luggage and clothing lists for each child, please.

☐ ACTIVITY PREFERENCE FORM- DUE BEFORE ARRIVAL AT CAMP

We will email the form and instructions for campers to select their activity preferences 14 days BEFORE arriving at camp.

MEDICAL PAPERWORK & FORMS DUE DATES BY SESSION

SESSION	DUE DATE
ADVENTURE CAMP ADVENTURE TRAILS (May 27 - June 2)	April 27
SESSION 1 PIONEER A & B CILT (June 11 - June 24)	May 11
SESSION 2 EXPLORER A & B CIT A (June 25 - July 8)	May 25
SESSION 3 TRAILSEEKER A & B CIT B (July 9 - July 22)	June 9

THE FPC PHILOSOPHY

No matter which camping program you choose for your child, you'll want to know the organization's guiding philosophy. After more than eight decades of camping, our Friendly Pines Camp remains firmly fixed on a philosophy that embraces the following principles:

- Maintain a safe, caring environment in which a child feels happy, secure, and appreciated as an individual.
- Select staff of outstanding role models, who are worthy of the campers' trust in them.
- Offer a non-competitive program allowing each camper to succeed at their own pace.
- Provide campers with the opportunity to make meaningful choices.
- Teach campers the skills required for living in a group setting.
- Foster a camper's appreciation for the beauty and value of the natural world.
- Create an environment that encourages independence, self-reliance, and a sense of responsibility.
- Show campers how to develop their own creative, wholesome forms of entertainment.
- Help each camper to identify and cherish their unique strengths, talents, and interests, and to seek the best in others.
- Allow campers to learn by doing.
- Offer a low-stress, FUN experience that lets children enjoy all of the wonders of childhood!

'THE CAMP PROBLEM'

BY H GRACY SPRUCE *Note: when this was written the generic pronoun “he” was in use*

30 years I have been actively engaged in arranging for the comfort, safety and pleasure of thousands of children who attend camps each summer. And I have discovered that parents need camp conditioning almost as much as the youngsters. This is especially true of the parents of first-time campers. Far too often they refuse to believe that their children will be happy and safe away from home.

Maybe this advice will help them:

Once you have determined to send your child to camp it will be better for everyone if you then leave it to the experts. This is not easy, I know. But if you take it in your stride both you and the child will benefit. Once you have selected the camp, your major problem for some weeks will be the mental conditioning of yourself and your child for his departure from home. Try as hard as you can to treat the whole matter calmly, even casually. If you accent that “he’s never been away from home before” feeling, you will be re enforcing in his mind that fear of the unknown that all of us have to some extent.

You will make it more difficult for the child to adjust quickly and easily to the new scenes and experiences of camp life. And the actual departure may turn into an unhappy emotional experience for both of you.

As you go about preparing his clothes and camping equipment, making sure that everything is properly tagged and labeled, your attitude should be that this is an adventure which your child will enjoy. Give him a bright picture of the fun he will have at camp and you’ll lessen his natural reluctance to be away from home. Don’t let your own doubts and misgivings over the forthcoming separation put him in conflict over the desirability of going to camp.

This pre-camp period is only your first problem. Once you’ve seen the youngster off, there is still a follow-up job. The simplest way to handle this is not to follow up too hard. Let me explain this by saying that all youngsters blend quickly into the overall pattern of camp life. They do

this more readily if they feel they are just like their fellow campers. If you single your child out as a special case, it is bad for everyone, particularly the one you’re trying to protect. Your best guidance here comes from the rules of the camp which your child attends. In general the rules are these: don’t send elaborate food packages which may not fit into the diet program. Don’t visit the camp except on those days scheduled by the camp. Even long-distance phone calls are not advised.

Most camps recommend that a small sum of money be deposited for the youngster’s use in making minor purchases. Don’t supplement this by sending additional pocket money. Your child won’t need it, and one of camping’s major tasks is to teach the child appreciation of other people without regard to material standards.

Write your child often (never let him think you’ve forgotten him). And don’t anticipate accidents or illness.

If you follow these suggestions, your child will be much more likely to fit into the pattern of camp life and his relationship with the other children will undoubtedly be happier.

If you let him go with no apron strings attached, the youngster will return to you more certain and self-reliant. Besides, his appreciation of home and family will be deeper because he will have had, with your help, an opportunity to make another step forward in the process of growing up.

HELPFUL NAMES & FRIENDLY FACES



Megan May
Camp Director

megan@friendlypines.com



Adam Esposito
Assistant Director

adam@friendlypines.com



Sayaka Pierson
Business Manager

sayaka@friendlypines.com
medical@friendlypines.com



Derek Hassler
Maintenance Director

info@friendlypines.com



Jonah Phung
Ropes Course Director

info@friendlypines.com



Jon Williamson
Equestrian Director

horses@friendlypines.com

MEET THE REST OF OUR STAFF!

<https://friendlypines.com/about/meet-our-staff/>

PARENT & CAMPER COMMUNICATION



WRITING TO YOUR CAMPER

Ideally, campers should receive a little note, card, or email 3 to 5 times (max) a week. We'd suggest not writing every single day, for then an interruption due to mail delays, power outages, server disruptions, etc. might cause anxiety. A nice gesture is to send a note just a few days ahead of the child's arrival at camp, so it will be there for the early days of camp to say, "Welcome to camp!" Though you'll write more often than your youngster does, it means a lot to keep in touch. We'll be contacting you if you forget to write or if a lengthy gap in mail occurs, as neither you nor we wish to have your child feeling concerned or forgotten. Faxes and emails are included in the day's regular mail distribution. (Interestingly, we've found that of letters, faxes, and emails, campers most enjoy and appreciate a stamped letter or card.) Please make sure the camper's first and last name is clearly indicated on the letter, email, and/or fax. You'll be getting your camper's cabin name to add to the address.

THE 1-PACKAGE POLICY

WE PREFER THAT PACKAGES NOT BE SENT TO CAMP. Please carefully read the One Package Policy in this handbook. It addresses at length our package policy.

CAMPERS WRITING HOME

Busy, happy children often forget to write! We do ask them to write a postcard once a week and for some even that is a major effort! Please don't be surprised if, at first, you receive wistful or "homesick-sounding" news while your child is settling into a new experience. We keep a very close watch on every youngster through the counselor, and can advise you of his/her progress promptly if you wish to contact our office. You might want to review "addressing an envelope" with your child before camp. Sometimes even older campers are neither confident nor comfortable with the procedure. For the youngest campers, we suggest sending plenty of "pre-addressed and stamped" envelopes. Be sure to use the correct postage.

PHONE CALLS TO CAMPERS

Our long-time policy (based on experience) is that campers don't make or receive phone calls. **Absolutely no cell phones are to be brought to camp!** Please understand that, like many camps, this stance on cell phones is one we take very seriously. As always, you may call the Directors or the Camp Medical Staff whenever you wish. We'll also be most happy to pass along such messages as "Happy Birthday" or "It's a Girl", etc. Rest assured that we would phone you immediately if your child does not arrive as scheduled on opening day, or if there were any topic needing your attention during camp.

PHONE CALLS TO CAMP

In addition to the sorts already mentioned, we often need information from parents which should be directed specifically to our office, such as: travel plans or changes; out-of-town phone numbers and/or mailing addresses, etc. IT IS IMPORTANT THAT YOU ADVISE US DIRECTLY, BY PHONE, FAX, OR EMAIL...DON'T ASK YOUR CAMPER OR THEIR COUNSELOR TO DO SO. ONE (OR ALL) OF THEM MIGHT FORGET!! THIS IS VERY IMPORTANT FOR THE SAFETY OF YOUR CHILD(REN)!!

VISITING TIMES

There are no visiting times while camp is in session. On arrival & departure days, we also ask that you leave your pets at home. Reminders of these dates and times will be included in a future mailing. Remember: Friendly Pines Camp does not take responsibility for supervising other family members or your camper(s) once you've reunited with them.

HOW'S MY CHILD DOING?

With good reason, many parents like to check on their child(ren)'s adjustment to camp periodically in the early days of the session, and especially for first- time campers. For your information as well as our own, our cabin counselors provide us with info on each child's previous day. Counselors submit reports the first three mornings of each session, and then roughly submit a report every other day. As stated in various places, we remind you that you are ALWAYS welcome to speak with one of the directors on any issue regarding your child(ren). Should you ever wish to speak with your child(ren)'s counselor on any matter you need only to ask. Please don't feel obliged to call (most don't!). Rest assured we'll notify you should something significant arise. Specifically, we will call you should your camper need to spend the night in the Infirmary or should he/she need to see our doctor in town.



OUR ONE PACKAGE POLICY



Though we encourage parents to refrain from sending ANY packages, Friendly Pines asks that you send only one package to your camper(s) per session. We have nothing against packages in theory; in fact, we, like most people, love getting a package. We thought this brief letter might help you understand our “one package” policy as well as enlighten you on the basis for our decision.

CONTRABAND

If all anyone ever sent in a package was stationary, some pencils, last week's baseball scores, stickers, or a coloring book, life would be easy. Unfortunately, it's never that simple. We've discovered contraband that was hidden in packages with such contrivance that the Office of Homeland Security would have had a tough time unearthing some of it. We've seen stuffed animals that have been unstuffed and then re-stuffed with Good-n-Plenty. We've flipped through magazines to find gum taped to the inner pages. On one occasion, a book, *The Count of Monte Cristo*, had a hole cut out of the center that was refilled with Jolly Ranchers. Packages like these only tell the campers that there is something wrong with a place that expects you to endure more than a couple of days without Starburst or Whoppers. It pits Friendly Pines against parents and children. We feel as though our policy is a sound one, designed with the benefit and safety of the camper in mind.

EXCESS

Before the implementation of our policy, packages too often turned into a showy exercise in excess. Each package had to outdo the last. Before they knew it, families trapped themselves in a cycle of upmanship from which they couldn't gracefully escape. The truth is that the plastic whirly-gigs and do-dads that come in packages do little to enhance the camper's enjoyment of camp. It's the personal gestures that campers treasure most. We've seen boys and girls sitting on their cabin porches or under the shade of a tree reading and re-reading a simple hand-written note from home while the slinky toy that accompanied it had been lost and forgotten on some rock at Toby's Hole. Our advice: make life easy, and keep it simple!

EXCLUSION

In bygone years, because of personal family decisions or as a result of our pleas, most children never received any packages. Others, however, had gotten a package almost daily. This disparity created an unnecessary (and potentially hurtful) distraction from the ultimate goals of camp. Place yourself in that situation, and you can probably see what we mean. Even though we adults know that Spiderman yo-yo or a mood ring is no measure of a parent's love, it's sometimes hard to explain that to the camper who watches her fellow campers unloading boxes of dime store booty each day at 4:30 PM.

We endeavor to make camp a refuge from these kinds of pressures. Camp should be a place where expensive clothes, and jewelry, electronic games, and other material trinkets are irrelevant. Camp offers a world of friendship, activity, entertainment, and discovery. Please let the campers enjoy it all without distraction.

Perhaps all of this makes us sound a little old-fashioned. Truth be told, we are a little old-fashioned, and we feel it's one of our strengths. We kind of like it that way. We think you will too.

As has always been our practice, we will inspect the packages for their appropriateness. (We also inspect letters if their texture, thickness, or odor suggest that the contents are questionable.) Edibles will be confiscated and donated to a local charity. Crude or vulgar items will be disposed of. Other unacceptable items will be kept in our office and distributed on departure day. If you are not sure what constitutes "unacceptable items", please refer to your brochure, clothing list, our website, etc. Remember! Understanding and following this policy doesn't mean you must send a package. Most parents don't and, frankly, we prefer that you don't either.

Of course, we will always make exceptions for emergency items. These might include extra meds, a few more pairs of underwear, a forgotten stuffed animal, some extra fabric for sewing, or any essential item forgotten while packing. All we ask is that you call us beforehand so that we can be looking for this extra package and distribute it immediately.

SO WHAT IS A PACKAGE?

Let's keep it simple. **FIRST:** A package is any mailing that requires more than the current U.S. postage for 2 ounces. **SECOND:** Any package you send must not be larger than a 12"x18"x10" box. If your package won't fit within these dimensions, then it's too big. Please don't send it. All oversized packages will be held until departure day.

SO WHAT IS NOT A PACKAGE?

Letters in regular or business size envelopes are not considered packages. You can even send something in a 9 x 12 envelope that weighs 2 ounces or less. This will not be categorized as a package and will not require a label. Sometimes parents overnight a letter. These usually arrive in those cardboard holders and cost significantly more than the postage for a 2 ounce parcel; however, they're still okay, as long as the content is a simple letter.

We hope you understand our rationale for our "one-package policy". As with everything we do, the policy is an effort to keep the value and safety of your camper's stay on the highest level. If you have questions, please don't hesitate to contact us. Thank you again for your friendship and your support.



CAMPER HEALTH INFORMATION



CAMPER PHYSICAL EXAM FORM

The [Camper Physical Exam Form](#) must be completed and signed by a certified medical personnel. For the protection of all, and to meet our required health standards, we ask that the physical exam be completed in a timely manner. See the dates we ask you to have the information submitted.

CAMPER IMMUNIZATION RECORDS

Friendly Pines Camp will need up-to-date Immunization information. You will need to upload a copy of your camper's immunization records. PDFs are preferred; Please read [Submitting Immunization Records 2023](#). You'll find it helpful.

2023 COVID PROTOCOLS

You can find the common-sense COVID protocols we intend to employ for 2023 within this manual.

ASTHMA ACTION PLAN

The [Asthma Action Plan](#) must be completed if the camper has ever been treated for asthma or experienced asthma-like symptoms. This form will instruct us in the best way to treat your child should they experience problems at camp.

ONLINE CAMPER HEALTH HISTORY

You must complete the Camper Health History online for each camper. The Camper Health History is different from the Physical Exam Form. To complete the Camper Health History you will go to our website and log in to your account. We should have already emailed you a set of instructions for completing this critical bit of record-keeping (See [Completing Camper Health History 2023](#)). In order to do our best job tending to your child(rens) health, we need your information to be as complete as possible. If you have any trouble with the online Camper Health History, please contact us right away and we'll walk you through it. Be aware of the dates medical information is due.

NON- PRESCRIPTION MEDS

Note (again) that WE DISPENSE ALL MEDICATIONS THROUGH THE CAMP INFIRMARY, BY [PRESCRIPTION ONLY](#). NO MEDICINE IS KEPT IN CABINS, INCLUDING VITAMINS. We serve three nourishing meals and two healthy snacks daily; if your doctor still feels the child needs vitamins, he or she must issue a prescription for them. ALL medicines arriving at camp without a prescription will remain unused. That includes inhalers. (See [Non-Prescription Meds and Supplements](#).)

CAMPER HEALTH INSURANCE

Camp provides basic health/accident coverage on all campers. Unless the generous limits are exceeded, no medical bills should be sent to you (please send them to us, if such an error should occur!). You, as parents, must carry major coverage. Should a child need medication or treatment for a pre-existing condition, the doctor's office and/or our Friendly Pines Office will bill you directly.

FOR SAFETY'S SAKE

Please help us avoid foot and toe injuries by sending adequate, suitable footwear to camp. Riding boots or a tie-on shoe (with smooth sole and heel of between .5" and 1.5") will meet the safety standard in horseback riding. We do have loaner boots. Going barefoot or wearing open-toed footwear isn't permitted. "Water shoes" (see clothing list) are fine for showers or swimming pool ONLY, but please no open-toed sandals/flip-flops. As you know, camp provides safety helmets for all riding activities. We're proud of our remarkable safety record and, with your help, hope to maintain it! Our Camp Med Staff will be happy to discuss any health matters with you and will contact you, should any significant occasion arise concerning your child.



HEAD LICE INFORMATION

NO NEED TO FREAK, JUST EDUCATING YOU!

Just like schools and day care centers, Friendly Pines Camp is always on the look out for head lice. We don't want to create more anxiety than is reasonable, but we wanted to pass on some information to parents so that they can be a bit more proactive about checking for head lice before sending children to camp. On average we only get a case or two of head lice per session, which isn't much when you consider we have about 275 people at camp; nevertheless, the discovery of head lice not only creates a lot of work for our already busy medical staff, but it also creates anxiety among campers and staff.

Here is what we do at camp now to prevent the spread of head lice. When campers arrive, our nurses do a health check on each camper within the first 12 hours of their arrival. This health check includes checking for head lice. If a camper arrives with head lice, our nurses will proceed as follows:

disco

- Nurses will contact the infected camper's parent(s) to notify them of the discovered head lice.
- If the head lice infestation is fairly robust or the camper's hair is such that it will require an inordinate amount of time to remove the lice, we may ask that the child return home and come back to camp once the head lice has been eradicated. This can take 24 to 36 hours. Sometimes for very bad cases, a doctor prescribed treatment may be necessary.
- If we treat the camper on site, the parents will be charged \$50. We use over the counter products.
- We will recheck the infected camper after a day or so and keep parents informed of process.
- Depending on situation, we often find it prudent to notify parents of other campers in cabin. We may also wash camper's pillows and bedding, particularly those who sleep in close proximity of infected camper.
- Nurses will do a check of infected camper and cabin mates after a few days of discovering head lice in cabin. This often reassures campers and counselor that all is okay.

We really urge you to check your camper a week or so before camp and then just before the first day of camp. It is easy to do, and you can find lots of resources online that will tell you how to search for head lice if you've never had the pleasure.

We have attached some information from articles provided by the CDC that you might find helpful. Please let us know if you have any questions.

WHAT ARE THE SIGNS AND SYMPTOMS OF HEAD LICE INFESTATION?

- Tickling feeling of something moving in the hair
- Itching, caused by an allergic reaction to the bites of the head louse
- Irritability and difficulty sleeping; head lice are most active in the dark
- Sores on the head caused by scratching. These sores can sometimes become infected with bacteria found on the person's skin

WHERE ARE HEAD LICE MOST COMMONLY FOUND?

Head lice and head lice nits are found almost exclusively on the scalp, particularly around and behind the ears and near the neckline at the back of the head. Head lice or head lice nits sometimes are found on the eyelashes or eyebrows but this is uncommon. Head lice hold tightly to hair with hook-like claws at the end of each of their six legs. Head lice nits are cemented firmly to the hair shaft and can be difficult to remove even after the nymphs hatch and empty casings remain.

WHO IS AT RISK FOR GETTING HEAD LICE?

Head lice are found worldwide. In the United States, infestation with head lice is most common among preschool children attending childcare, elementary schoolchildren, and the household members of infested children. Although reliable data on how many people in the United States get head lice each year are not available, an estimated 6 million to 12 million infestations occur each year in the United States among children 3 to 11 years of age. In the United States, infestation with head lice is much less common among African-Americans than among persons of other races, possibly because the claws of the head louse found most frequently in the United States are better adapted for grasping the shape and width of the hair shaft of other races.

Head lice move by crawling; they cannot hop or fly. Head lice are spread by direct contact with the hair of an infested person. Anyone who comes in head-to-head contact with someone who already has head lice is at greatest risk. Spread by contact with clothing (such as hats, scarves, coats) or other personal items (such as combs, brushes, or towels) used by an infested person is uncommon. Personal hygiene or cleanliness in the home or school has nothing to do with getting head lice.

CAN HEAD LICE BE SPREAD BY SHARING SPORTS HELMETS OR HEADPHONES?

Head lice are spread most commonly by direct contact with the hair of an infested person. Spread by contact with inanimate objects and personal belongings may occur but is very uncommon. Head lice feet are specially adapted for holding onto human hair. Head lice would have difficulty attaching firmly to smooth or slippery surfaces like plastic, metal, polished synthetic leathers, and other similar materials.

HOW DID MY CHILD GET HEAD LICE?

Head-to-head contact with an already infested person is the most common way to get head lice. Head-to-head contact is common during play at school, at home, and elsewhere (sports activities, playground, slumber parties, camp).

Although uncommon, head lice can be spread by sharing clothing or belongings. This happens when lice crawl, or nits attached to shed hair hatch, and get on the shared clothing or belongings. Examples include: sharing clothing (hats, scarves, coats, sports uniforms) or articles (hair ribbons, barrettes, combs, brushes, towels, stuffed animals) recently worn or used by an infested person; or lying on a bed, couch, pillow, or carpet that has recently been in contact with an infested person. Dogs, cats, and other pets do not play a role in the spread of head lice.

CAN HEAD LICE BE SPREAD BY SHARING SPORTS HELMETS OR HEADPHONES?

The diagnosis of a head lice infestation is best made by finding a live nymph or adult louse on the scalp or hair of a person. Because nymphs and adult lice are very small, move quickly, and avoid light, they can be difficult to find. Use of a magnifying lens and a fine-toothed comb may be helpful to find live lice. If crawling lice are not seen, finding nits firmly attached within a ¼ inch of base of the hair shafts strongly suggests, but does not confirm, that a person is infested and should be treated. Nits that are attached more than ¼ inch from the base of the hair shaft are almost always dead or already hatched. Nits are often confused with other things found in the hair such as dandruff, hair spray droplets, and dirt particles. If no live nymphs or adult lice are seen, and the only nits found are more than ¼-inch from the scalp, the infestation is probably old and no longer active and does not need to be treated. If you are not sure if a person has head lice, the diagnosis should be made by their health care provider, local health department, or other person trained to identify live head lice.



2023 COVID MITIGATION PLAN

CURRENT STATUS:

TIER 1

SATURDAY, FEBRUARY 18TH, 2023 | VERSION 2.2023

We ran HUGELY successful, fun, and SAFE programs in 2021 & 2022. We are still so proud of the fact that we had ZERO cases of COVID at camp for the entirety of our 2021 summer season; this enormous feat was all thanks to the hard work from our medical team, camp staff, and camp families who created, implemented, followed (and adapted to the frequent changes to!) our Summer 2021 Mitigation Plan.

For Summer 2022, we, like a majority of summer camps around the country, still operated in a safe & reasonable way, despite having some positive COVID cases pop up in the middle of the season. Our Medical Staff from Sessions 2 & 3 did an incredible job managing the positive cases, working with parents, and keeping the rest of camp safe & healthy. Thankfully, the virus didn't seem to cause too severe of symptoms from what we could gather and was reported to us; the true disappointment was that COVID-positive kids had to go home to isolate until they were no longer symptomatic or tested negative.

One would think that working out the details for a COVID Mitigation Plan for the third summer in a row would be a breeze. While at this point we feel comfortable and confident in our ability to handle the *threat* of an infectious disease, the nature of *how* to handle a specific disease in the camp setting remains elusive; as we're sure you're well aware, one of the defining characteristics of the COVID-19 virus is its ability to mutate with what seems like every transmission. What was a symptom or concern for the virus last year might not be the same this year, and might be something totally different in 6 months. In short, we recognize & own up to the fact that making the perfect plan for mitigating COVID risk is **impossible**, but something we still want to strive for!

As we examine every aspect of how we proceed with our summer operations for 2023, our foremost goal is, as always, **the safety and protection of our campers, our staff, their families, and the community at large**. To this end, we are again adopting the "Best Practices" for screening, hygiene, congregating, and testing that have been recommended by the CDC, the Arizona State Health Department, the Yavapai County Health Department, and the American Camp Association, with additional consultation by our team of seasonal Medical Staff. We feel we can do no less for the families who have entrusted us with their most precious treasures.

For Summer 2023, we will be operating on a Tiered Mitigation Plan. We will move camp up or down to certain tiers based on the local positive infection & transmission rates for the Yavapai County/Prescott area per CDC information; we will also take into consideration the positive case rates for areas where we have a large population of campers traveling from. We feel as though this method is the best solution for allowing flexibility and adaptation, with the ultimate goal of keeping the campers & staff **HEALTHY** and **ABLE TO COME AND REMAIN AT CAMP**.

On the next page, we have provided a handy table that lists the requirements & policies for different categories within each of our three mitigation tiers. We have selected six categories of COVID management & provided the corresponding policies for each category based on its tier. The categories include:

- Pre-Arrival Testing
- Vaccinations
- Masking
- Testing at Camp
- Positive Test Protocol
- Temperature Checks

THE INFORMATION IN THIS DOCUMENT IS SUBJECT TO CHANGE AT ANY TIME TO KEEP UP WITH CHANGING PUBLIC HEALTH CONDITIONS AND REGULATIONS

AS OF THIS WRITING, OUR MOST CURRENT TIER STATUS IS:

TIER 1

Please note that we reserve the right to move our policy in either direction at any time between now and the end of our season, and will endeavor to notify our families & staff with at least **one week** of lead time should we need to move to a different tier.

	TIER 1	TIER 2	TIER 3
PRE-ARRIVAL TESTING	<ul style="list-style-type: none"> Not required 	<ul style="list-style-type: none"> Negative, proctored antigen test required for EVERY CAMPER/CILT/CIT, regardless of vaccination status, within 24 hours of arrival (SEE NEXT PAGE FOR PROTOCOLS & PROCEDURES) Potential regular testing for counselors 	<ul style="list-style-type: none"> Negative, proctored antigen test required for EVERY CAMPER/CILT/CIT, regardless of vaccination status, within 24 hours of arrival (SEE NEXT PAGE FOR PROTOCOLS & PROCEDURES) Required for counselors three days after time off away from camp
VACCINATIONS	<ul style="list-style-type: none"> Primary doses REQUIRED for counselors Primary doses REQUIRED for Medical Staff Not required for campers Not required for auxiliary staff 	<ul style="list-style-type: none"> Primary doses REQUIRED for counselors Primary doses REQUIRED for Medical Staff Not required for campers Not required for auxiliary staff 	<ul style="list-style-type: none"> Primary doses REQUIRED for counselors Primary doses REQUIRED for Medical Staff Not required, but strongly encouraged for campers Not required, but strongly encouraged for auxiliary staff
MASKING	<ul style="list-style-type: none"> Not required to mask indoors or outdoors Campers & staff are welcome to wear masks if they feel more comfortable doing so, without fear of rejection or ridicule by others. 	<ul style="list-style-type: none"> Masking indoors not required, but strongly encouraged Masking outdoors not required Campers & staff are welcome to wear masks if they feel more comfortable doing so, without fear of rejection or ridicule by others. 	<ul style="list-style-type: none"> Masking in indoor communal spaces required (Dining Lodge, Sewing room, Infirmary, etc.) Masking outdoors not required, so long as social distancing is kept Counselors required to wear masks full-time (except when sleeping) for three days after time off away from camp Cohorting cabins & activities
TESTING @ CAMP	<ul style="list-style-type: none"> Testing at camp only conducted for symptomatic patients <ul style="list-style-type: none"> Re-testing is not permitted based on positive result; we will treat all positive results as though they are truly positive 		
POSITIVE TEST PROTOCOL	<ul style="list-style-type: none"> If test at camp results in positive case: <ul style="list-style-type: none"> CAMPERS: Campers must be picked up within 24 hours from when FPC notifies parents, and will isolate at home for a minimum of 5 days STAFF: Staff must leave camp and isolate at home or in a hotel for a minimum of 5 days On day 5, campers/staff will retest: <ul style="list-style-type: none"> A negative result means they can return to camp. Another positive result means they can return to camp on day 10 from original positive test. Upon return to camp, mask must be worn for 5 more days or until no longer symptomatic. 		
TEMPERATURE CHECKS	<ul style="list-style-type: none"> Not required for Summer 2023 upon arrival, nor the daily checks for the first three days like in 2021/2022. We will still take campers' temperatures during the normal health screening check that takes place on the first morning of camper's arrival. 		

THE INFORMATION IN THIS DOCUMENT IS SUBJECT TO CHANGE AT ANY TIME TO KEEP UP WITH CHANGING PUBLIC HEALTH CONDITIONS AND REGULATIONS

TIER 2 & 3 PRE-ARRIVAL TESTING PROTOCOLS & PROCEDURES

STEP 1: DETERMINE YOUR TEST DATE

In the event that we must move to Tier 2 or 3, ALL campers will need do a rapid antigen test on the day before their arrival.

For ADVENTURE CAMP & ADVENTURE TRAILS, this means taking your test on FRIDAY, with arrival day on SATURDAY.

For ALL OTHER SESSIONS, this means taking your test on SATURDAY, with arrival day on SUNDAY.

STEP 2: PURCHASE YOUR AT-HOME RAPID ANTIGEN TEST

Campers **must** use one of the following brands for their rapid antigen test, which can be found at your local pharmacy, Walmart, Amazon, etc.:

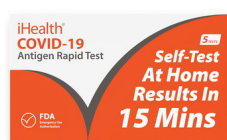
BinaxNow



Quidel QuickVue



iHealth



On/Go



Flow Flex



IT IS IN YOUR BEST INTEREST TO PURCHASE A TEST NOW SO THAT YOU HAVE IT ON HAND IN THE EVENT WE MUST MOVE TO A HIGHER TIER. PLEASE MAKE SURE THE TEST'S EXPIRATION DATE IS AFTER YOUR CAMPER'S SESSION ENDS.

STEP 3: PROCESS YOUR TEST

In order for FPC to receive your results directly, you will need to process the antigen test via our online form. This processing will include filling out a form for each camper, and including photos of the camper, a photo of unused test, and a photo of the test result. We will send a detailed instruction document prior to your test date.

FREQUENTLY ASKED QUESTIONS

WHAT CONSTITUTES THE NEED TO MOVE TO A DIFFERENT TIER?

We will continually monitor transmission rates, positive cases, and severity of symptoms in the Prescott area, as well as areas where a large population of our campers are traveling from to get to camp; this is usually the Phoenix and Tucson areas, but could also be Las Vegas and even Mexico.

We will also consult with our Medical Staff to determine the community risk level, as well as utilize guidance from the Yavapai County Health Department, Arizona State Health Department, the CDC, and the American Camp Association.

Though it may sound somewhat ambiguous, we will basically be conferring to the opinions of our own medical professionals, as well as public health officials, to how dangerous the current COVID rates are, and will then increase or decrease in tier level accordingly. There isn't really a quantifiable way to determine how or when we move to a new tier, other than how severe of an outbreak or surge there might be and what medical professionals think is the best way to combat the spread.

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WHY ARE ALL CAMPERS REQUIRED TO TEST IN TIER 2 & 3? LAST YEAR VACCINATED AND/OR RECENTLY INFECTED & RECOVERED CAMPERS WERE EXEMPTED, SO WHY IS IT DIFFERENT THIS SUMMER?

While the vaccine has been found to be useful for helping lessen COVID infection severity, it appears as though the transmission rate from vaccinated individuals is not as low as previously predicted. In our own personal experience during Summer 2022, we found that we had a mix of both vaccinated and unvaccinated campers and staff test positive.

The ultimate goal of pre-arrival testing in Tier 2 & 3 is to try and prevent COVID coming into camp. We believe it is much easier for our camp families to manage and accept a camper coming to camp late or not at all, rather than coming to camp and then having to leave early in the event of a positive case. **THE ULTIMATE GOAL IS TO KEEP CAMPERS AT CAMP ONCE THEY ARRIVE, NOT SEND THEM HOME EARLY!** While we will never claim that pre-arrival testing will 100% prevent COVID from ever coming into camp, it should hopefully catch some campers that may be non-symptomatic.

MY CAMPER TESTED POSITIVE FOR COVID, WHAT'S THE REFUND POLICY?

We'd like to remind everyone of our cancellation policy that you agreed to upon enrollment: after May 1st, the entire tuition payment for each camper becomes **non-refundable**. Friendly Pines will not be able to issue refunds after May 1st for campers that miss camp for *any* reason; this includes a positive COVID test result, whether that test happens before their arrival and/or during their session.

As we mentioned on one of the enrollment forms, it is **STRONGLY RECOMMENDED** that you purchase **tuition insurance** in order to protect your investment. You can find more information on tuition insurance plans by going to our website: <https://friendlypines.com/tuition-insurance>

IN CONCLUSION...

Our leadership & medical staff worked incredibly hard on these policies, and we thank them for their time and dedication. We thank our camp families in advance for understanding and adhering to these policies. We want to make sure camp is a safe but still fun environment for everyone, and we believe that the policies listed herein will give us the flexibility to achieve this goal.

If you have any questions whatsoever about our 2023 COVID Policies, please do not hesitate to reach out to info@friendlypines.com or call (928) 445-2128. We are so looking forward to welcoming our camp families for another fabulous summer!

Yours & s'mores,

DR. CHRISTOPHER MAY, MD
FPC President

MEGAN MAY
Camp Director

ADAM ESPOSITO
Assistant Director

THE INFORMATION IN THIS DOCUMENT IS SUBJECT TO CHANGE AT ANY TIME TO KEEP UP WITH CHANGING PUBLIC HEALTH CONDITIONS AND REGULATIONS



CAMPER CLOTHING & LAUNDRY



PACKING YOUR CAMPER

We have included in this mailing a link to the full [*FPC Packing Guide*](#) document, though this handbook contains excerpts to guide you in packing your camper. Read it carefully, and contact us if you have questions. If all jewelry, expensive clothing, expensive cameras and other valuables are left at home, it minimizes obvious problems. FRIENDLY PINES CAMP CANNOT BE RESPONSIBLE FOR ITEMS LOST, MISSING OR DAMAGED. We strive to instill in campers a healthy respect for the belongings of others, and good care of their own; you can help by discussing this prior to camp! After camp, we will mail home only those items of value, unless parents write or phone about a specific item. Again, campers can avoid much of the lost and found problem through personal care and responsibility, and having every single item well-marked for identification, whether you utilize the laundry service or not.

THOROUGHLY READ, PRINT OUT, AND USE THE PACKING GUIDE!

This seems obvious, but it's fundamental to your packing success. We have specific requirements and have spent time carefully creating a list of appropriate and necessary items for your camper's comfort and our activities. Review this guide early to see if there is anything you need to order ahead of time. You will get your camper off to a

great start by making sure they have everything they need. The guide also includes items NOT to bring to camp.

MAKE PACKING A TEAM EFFORT: INCLUDE YOUR CAMPER IN THE PROCESS

When your camper is away, you won't be there to help locate towels, socks, or their second, clean pillow case. It's important for kids to feel empowered and responsible for their own belongings before they leave for camp. Learning to keep track of their stuff is one way kids grow from their camp experience. So, whether it's laying out items on the packing list, labeling things, or packing, let your camper lead the way. Even still, you should know what goes in their bags and what stays out.

START FROM SQUARE ONE: PICK YOUR PERFECT BAG

In packing, duffel bags or suitcases are preferable, particularly if they're collapsible. Our "MegaPak", featured in our online camp store is the perfect camp luggage! Bags that are collapsible are best suited for camp, as once unpacked, bags are stored underneath the camper's bed. The children's belongings are all unpacked at camp, and each has his/her own set of shelves.

THE ESSENTIAL SLEEPING BAG

We find the Sleeping Bag the ideal camp bedding. It is easy to make (yes, the campers make their bed neatly each morning!), keeps the campers warm on the cool-ish nights here in the mountains; can be equipped with a washable liner (which keeps the hygiene level high), and is a **MUST** for overnight camping trips. A good quality bag with a full zipper can be a lifetime investment. Medium weight (it never gets below 40°F here in the summer) is ideal. Don't forget to mark it with your camper's name! Some campers choose to bring a fitted sheet as a barrier between their sleeping bag and the mattress, and some kids bring a full sheet and comforter set! (Our bunk beds are twin-sized). Most campers though tend to opt for just a sleeping bag. Bring what you're most comfortable with!

THE WATER BOTTLE: PERHAPS THE MOST IMPORTANT THING TO PACK!

In our efforts to maintain good health for everyone, we urge campers to keep a water bottle filled with our fresh, pure drinking water **FOR FREQUENT DAILY USE**. To avoid loss, we suggest a carrier such as a shoulder strap, waist pack, or 'Camelback'. No need to send bottled water with your camper.

LAUNDRY SERVICE

Laundry service is available for two-week campers and beyond. There is no laundry service for one-week campers. Friendly Pines Camp will cover the first \$15 of each camper's laundry charge per session. Any charges in excess of \$15 per session will be posted to camper's store account.

Laundry charges will be around \$1.60 per pound. Experience has shown us that the average camper will have between 10 and 15 lbs of laundry washed in a two-week session. Be sure to read the *All The Dirt* piece in this handbook for hints on how to prevent laundry loss and how to keep the laundry costs down.

You, of course, are welcome to send enough laundry for the camper's entire stay. The clothing list calculates about 9-days worth of laundry, so you can make the appropriate adjustments. You will indicate on the camper clothing list whether or not you wish to have your camper's laundry sent out.

Be sure to read *[All the Dirt on Laundry](#)* for more info.

DONATIONS TO CAMP

If you're cleaning out closets and find any of the following items to be discarded, they'll come in handy at camp: "Outgrown" books for the camp Library (please inscribe with the child's name and date of donation to the FPC Library); cast-off sheets, bedspreads, costumes, curtains, outlandish dress-up stuff, hats, make-up, etc. (All are useful for skits, back-drops, drama, circus day, etc.); full card decks; usable rainy day games (seldom needed, but handy!). Items, if small, may be put into child's luggage in a paper sack marked for FPC; if larger, a plastic trash bag, similarly labeled, will do just fine for dispersal after arrival. Families sometimes like to send still-usable (outgrown) FPC T-shirts and riding boots, for "loaners".



ALL THE DIRT ON LAUNDRY



Two-week campers have the option of having their laundry during their stay. Laundry service is not available for one-week campers. Friendly Pines Camp will cover the first \$15 of laundry. Any charges over the \$15 will be applied to the camper's store account. The laundry service we use charges approximately \$1.60 per pound. Though laundry weights vary from camper to camper, 6-12 lbs. of laundry is pretty typical. We send in laundry once in a two-week session. We send laundry in around the weekend between arrival and departure. Campers, therefore, will return home with a week's worth of dirty laundry.

It's important to know how the laundry service works (unless you decline the laundry service all together). All of the girls' laundry goes to town on Saturday and all of the boys' goes to town on Sunday. The clothes arrive at the laundry in huge cabin-group laundry bags. Inside the cabin-group laundry bags is each camper's own laundry in his or her own laundry bag. After washing, drying, sorting, and folding the clothes, the laundry service sends all the clean clothes back in individually-marked packages. In order to sort the clothing, the folks at the laundry must, therefore, be able to read the name of the camper on each and every article of clothing. On the day the laundry comes back, our office receives any unmarked laundry that we must attempt to reunite with each owner. This method works most of the time; unfortunately, we find that some of the campers, particularly the younger ones, aren't able to identify their own jeans (since they all do look pretty much the same)! In many cases, campers don't even realize that the clothing is missing until the day the counselor packs them to go home.

Below are some things that YOU can do to avoid losing things at camp and keeping your laundry costs down:

IT IS CRITICAL THAT YOU MARK ALL OF YOUR BELONGINGS

Whether or not you choose the laundry service, this point is so important, we'd like to repeat it. It is absolutely critical that you mark all your belongings!

USE INDELIBLE METHODS OF MARKING LAUNDRY

Waterproof laundry markers such as Sharpies, or a personalized labeling systems are best. Anything else might simply wash away.

USE INDELIBLE METHODS OF MARKING LAUNDRY

This may seem like a "no-brainer," but it's surprising how often someone will use a black laundry marker to write the camper's name on the collar of a black shirt. Situations like these call for something like white label tape that you iron on or sew on the garment. You can even buy a white laundry marker!

MARK THE CLOTHES IN AN EASY-TO-FIND LOCATION

We strongly suggest that you mark inside and to the back of the neck band of shirts, sweatshirts, jackets, raingear, PJs, etc. Mark shorts, underwear, jeans, swim-trunks, PJ bottoms, etc. within and to the back of the waistband. Mark socks along the foot or toe, if written, or attach label to top of sock; towels, pillow cases, and blankets along the hem area. Some folks like to “hide” the camper’s name for fear that marking the article in an obvious location will “ruin” it. As a result, they’ll mark the item in a location so obscure that you’d need a treasure map to find it. A little rule of thumb: If you have an article of clothing that you feel will be “ruined” by a marker or label tape, please leave that article at home!

BE SURE TO MARK EVERYTHING!

Label not only those items typically going to the laundry, but also things like bathrobes, belts, jackets, boots, pillows, sleeping bags, cameras, toothpaste, soap dish, and toiletries. In short, to reduce the risk of losing it, write the camper’s name on it!

MAKE SURE CAMPERS SEND IN ONLY THEIR OWN LAUNDRY

Again, our staff will try to police this as well, but campers need to make sure only their laundry is going in their laundry bag. Because of the way the laundry is done (1 camper, 1 washer, 1 dryer), Susie could be charged for someone else’s laundry if another camper’s article arrives at the laundromat in Susie’s laundry bag. Our office staff will watch the charges and will notify the Director and/or counselor if a notably high charge comes in for someone’s laundry. In that case, parents may be notified as well.

HAVE AN ADULT DO THE MARKING ON ALL CLOTHING AND BELONGINGS!

Like filling out enrollment applications and medical forms, the job of marking the camper’s belongings is best handled by an adult. Though we think it’s a good idea to have your camper help in getting ready to go to camp, we don’t think it’s wise to hand a child a marker and a stack of clothes and tell them “have at it”. Needless mistakes will occur, and some of those mistakes can be costly.

INFORM YOUR CAMPERS NOT TO SEND HEAVY ITEMS TO THE LAUNDRY

Our counselors will keep an eye on this too, but campers should avoid sending in blankets, sleeping bags, and other heavy items that could wait to be laundered at home.

LEAVE EXPENSIVE CLOTHES AT HOME!

The beauty of camp is that fashion is irrelevant. Here we’re liberated from the burden of having to be “in style.” By bringing expensive clothes, you’re only running the risk of losing them or having them destroyed. We think it’s best to bring clothes that won’t upset you should they happen to get worn-out or misplaced over the course of the summer. Let’s be honest. Clothes get dirty at camp, sometimes real dirty. Up at 7 AM, campers spend a full 14 hours horseback riding, climbing, hiking, cooking by campfire, playing in the creek, helping in the pet farm, and camping out. Though we stress cleanliness, good grooming, and hygiene, it’s important that the boys and girls are free to learn and play without worrying about frayed hems, grass-stained elbows, or soiled socks. You might consider factory outlets, clothing exchange stores, yard sales, and/or thrift shops – why not?

Of course, two week campers always have the option of sending a full session’s worth of clothes to camp. They’d return home, ready to be laundered, promptly. This, however, will not prevent the possibility of lost clothing and belongings. Unmarked items can be just as easily lost right here at camp.

Note: Please refer to the Packing Guide & make your decision to accept or decline laundry service. Please mark “yes” or “no”, then sign and date. If neither is indicated, your child’s clothing will be sent out for laundry service. There is no additional cost for laundry service unless the poundage exceeds our standard offering.

CABIN ASSIGNMENTS



MAKING CABIN ASSIGNMENTS

Every camp has its own method of making cabin assignments for the child's living group, but in all cases it should be based upon our goal of each child functioning at his/her best level. Our method considers chronological age, as well as the grade in school.

We will usually make cabin assignments 3-4 days before the start of the session. Due to this time frame, as well as the very real possibility of campers dropping out or joining us off a waitlist at the last minute, we refrain from informing campers of their cabin assignments until they have arrived at camp. We wouldn't want to tell a camper they'd be in one cabin a week before they arrive, just for them to get here and find out they've been assigned a different cabin because someone dropped out.

CABIN-MATE REQUESTS

We ask that you limit requests to groups of not more than **three total people** (your camper would be one of the three, and able to request to bunk with two other people). We must consider the experience of the campers in the cabin who are not part of this circle of friends. Should the request be greater than three, we may call to discuss possible alternatives or our expectations for behavior and inclusion. *Friendly Pines reserves the right to separate groups if the request is larger than a group of three.*

Be aware that the older camper is always moved "down" to the age group of the younger camper, not vice-versa. Sometimes the "being together" is less important to the older child than being placed with their own age/grade level might be!

There is a place to make a bunk mate request during the online enrollment process. Please send us a "reminder" email 2 or 3 days before the session starts. This includes requests already made, as friends and interests can change! PLEASE TRY TO LIMIT REQUEST TO THREE FRIENDS ONLY! There can be a negative effect on other cabin members when several ask to be placed together.

There rarely is, but if there is a problem with your request, we will be in touch to talk about it.

WHAT ABOUT SCHEDULING ACTIVITIES WITH FRIENDS?

While we do our best to accommodate cabin-mate requests, we unfortunately do not do the same for activity scheduling. We use a computer to auto-generate camper schedules, so even if campers had the same exact list of activity preferences, it isn't a guarantee that they'd have the same schedule. We do allow for schedule changes, but not to change to be in an activity with their friend.

THE H.E.R.O PROGRAM

"HONORING EVERYONE -- RESPECTING OURSELVES"

The H.E.R.O. Program: "Honoring Everyone – Respecting Ourselves" Friendly Pines commits itself to one of the oldest and most valued ideals. We want to ensure that Friendly Pines Camp is a place where each of its nearly 1,000 (total) campers and staff will be guaranteed the kindness, respect and acceptance that everyone deserves. Of course, in order to achieve this goal, we will need to encourage and help each of our campers and staff to develop the practices of kindness, respect, and tolerance toward one another until it becomes a habit – a way of life. The HERO program asks campers and parents to embrace some basic, "Golden Rule" kinds of ideals.

Sit down as a family and review the sample agreement below. Discuss the ideas; digest them. On the first day of camp, each cabin will review and discuss the HERO program; afterwards, every member of the camp community will be asked to sign and commit to a HERO Agreement. This copy is for you to hang on your refrigerator (or wherever it is you display your most important family documents) as a constant reminder of what will be expected of each one of us. As always, please call if you have questions or concerns. The HERO program is a reflection of Friendly Pines' long history of high standards and expectations.

I, (CAMPER'S NAME OR STAFF'S NAME) _____

will participate in the H.E.R.O. Program at Friendly Pines Camp by committing to the following ideals:

- ☐ **I WILL OBEY THE LONG-STANDING NPC RULE AT FRIENDLY PINES CAMP.**
NPC means "No Personal Contact" and it means that "I must keep myself to myself" – hands, feet, flying elbows, everything.
- ☐ **I WILL FOLLOW THE OLD ADAGE THAT SAYS, "IF YOU CAN'T SAY SOMETHING NICE, DON'T SAY ANYTHING AT ALL."**
In fact, I will take it a step further and make an effort to find nice things to say. I know how good it makes me feel to be praised and complimented or to have someone simply say "Hello," and I will do my best job of spreading those good feelings myself!
- ☐ **I WILL AVOID ALL "PUT-DOWNS", TEASING, AND SARCASTIC REMARKS.**
Even making a playful joke about someone can be hurtful. If I need to make a joke about someone, maybe I'll just make it about myself.
- ☐ **I WON'T GANG UP ON ANOTHER PERSON.**
We all want to feel like we belong, and nothing is worse than being mocked or made to feel left out. I won't let that happen to one of my cabin mates.
- ☐ **I'LL BE MORE TOLERANT OF PEOPLE WHO ARE DIFFERENT FROM ME.**
Instead of immediately making fun of an idea I've never heard of, I'll take the time to give it some thought. I don't want to be the kind of person who slams the door on new ideas and different ways of looking at things. (Might try new foods, even!)
- ☐ **I'LL DO A BETTER JOB OF VALUING THE THINGS IN LIFE THAT ARE REALLY IMPORTANT.**
Nature, friendship, and what's in a person's heart – those are the things that last. The brand of shoes that a person wears or the music they listen to will always go in and out of style. So I'll not judge people from the surface and I'll take time to get to know each one of my fellow campers deep down inside.
- ☐ **I'LL DO A BETTER JOB OF VALUING THE THINGS IN LIFE THAT ARE REALLY IMPORTANT.**
I will not use crude, obscene, vulgar or any other unacceptable conduct or language that may be hurtful. This is to include language that is offensive to others on the basis of gender, race, religion, lifestyle, physical characteristics, etc. And I'll expect the same from others.
- ☐ **I WILL BE THERE TO PROTECT MY CABIN MATES FROM UNKIND ATTACKS AND ABUSE.**
I'll say "OUCH" when I hear a "put-down", even when it's not directed at me. And if the unkindness, bullying or teasing doesn't stop, I'll make sure my counselor knows about it. I'll do this for my fellow campers and I'm confident they'll do the same for me.
- ☐ **FINALLY, I WILL REMEMBER THAT GOING TO CAMP IS A VALUABLE EXPERIENCE AND A PRIVILEGE THAT MY FAMILY HAS KINDLY MADE AVAILABLE TO ME.**
I will also keep in mind that going to camp is a privilege. So if I don't keep my promise to be a H.E.R.O., I understand that I will need to speak with Megan or Adam and that they will speak to my family. And if after all that, I still fail to improve, and my conduct makes camp an unpleasant experience for my cabin mates, I may be sent home early.

I'm looking forward to camp. I am also looking forward to doing my part to make the H.E.R.O. program at Friendly Pines a great success.

CAMPER'S OR STAFF'S SIGNATURE _____

DATE: _____

CAMPER TRAVEL TO & FROM CAMP



PLEASE NOTE: All travel arrangements will be made online, through the "Travel Form" you'll fill out via your account portal on CampBrain.

TRAVEL BY CAR

Campers will arrive by car to camp. We will stagger arrivals, usually alphabetically by last name. You will be informed of your arrival time, and it will be sometime between 1PM-3PM for the large arrival dates, or between 1PM-2 PM for some of the smaller, "B" one-week arrival dates.

Be looking for "Your Arrival at Friendly Pines Camp" for times and other arrival-related procedures. You will receive it via email and there will be a copy on our website.

TRAVEL BY BUS

Our plan is to provide a bus for some departure days (specifically at the end of two-week sessions and "B" one-week sessions. More information will come with our Travel mailing. All arrivals will still be by car.

TRAVEL BY AIR

Campers that are flying in will be able to book a seat on our camp shuttle. This shuttle will be reserved exclusively for campers arriving day of for camp, and who are not old enough to ride in public transportation to camp.

There will be a fee associated with the airport shuttle. All campers must be flying into Phoenix Sky Harbor International Airport, and should plan to land between 9AM and 1PM on their arrival day.

EARLY ARRIVALS

We want to inform you that we will not be able to accommodate early arrivals unless prior arrangements have been made. Our counselors will be returning from time off around 11 AM on arrival day, and they will be working to get their cabins ready right up until the 1 PM arrival time. Our arrival times, will be, therefore, strictly adhered to. If you arrive early, you will find the gate at the entrance closed.

DEPARTURE INFO

Campers can be picked up between 8:30AM-10:30AM on the large departure days, and between 1PM-2PM for some of the smaller, "A" one-week arrival dates.

Parents of campers "staying over" for another session will be directly emailed information on visitation between their camper's sessions.

MISCELLANEOUS INFORMATION



TO CANCEL AN ENROLLMENT

Our cancellation policy appears on the "CANCELLATION POLICY & TUITION INSURANCE AGREEMENT" form that was signed by you during the enrollment application. Just to reiterate: All funds paid for any session, less a \$100.00 non-refundable clerical fee, will be refunded if Camp receives written cancellation BEFORE March 1st. Between March 1st and May 1st, the initial and secondary deposits are no longer refundable. After May 1st, the entire tuition payment becomes non-refundable. We are strongly encouraging all of our families to invest a fraction of your tuition in Tuition Insurance.

CONTACTING US

Call us at ANY time if you have a question. You can call us at (928) 445-2128. So that your call may receive prompt attention, please tell the office person the nature of your call - i.e. camper's adjustment to cabin or camp life; program activities; health/medical; travel plans; billing/fees, or other. Be assured that you may speak to a camp director at any time you so wish. Remember! Arizona is on Mountain Standard Time (MST) and does not observe daylight-savings time, making us the same as Pacific Daylight Savings Time in the summer.

CAMP STORE

Our little "store" exists only for the campers' needs (not for any camp profit!) and the counselors monitor all purchase requests. We carry a limited selection of necessities such as toiletries, stamps, writing materials, etc. We don't sell FOOD, GUM, OR POP. Charges to the child's store account are made for laundry charges (in excess of \$15), any purchases, craft and sewing supplies, "pre-existing" medical prescriptions, etc. After summer, when accounts for ALL SESSIONS are finally posted and figured, you'll receive a statement for any store charges. After you have had a day or two to look it over, a charge will be made to the credit card we have on file.

Please DO NOT send extra pocket money with your camper; they will not need it!

We do have an online camp store where you can buy Friendly Pines Camp shirts, sweatshirts, fleeces, hats, and more. Click on the shopping cart icon at the top of each webpage on our website, friendlypines.com.

CAMP FAMILY SLACK WORKSPACE

We want to provide a space for folks to communicate with each other and ask questions, as well as have a way to quickly relay important announcements and information in addition to our emails and social media updates. We have created a Slack workspace for this purpose, and are now inviting our 2023 Camper Families to join!

JOINING THIS WORKSPACE IS 100% OPTIONAL! ...but joining is definitely a good idea and something we encourage our camp families to do!

Use the link below to connect with other 2023 families!

<https://friendlypines.com/camp-family-slack-join-link/>

WHEN YOU SAY GOODBYE

Should your child want to discuss this ahead of time, DO address goodbyes in a casual, straightforward way: "Yes, it might be kind of hard for both of us, but we'll see each other again soon, and keep in touch by cards and letters." Parents: please know that the time fairly flies for the campers, but not necessarily for YOU! Hence, the missing is usually more on your part than on theirs! Wherever you say goodbye - at camp or the airport - bid a brief and cheerful farewell. The best and kindest thing for your child is to be ruthless with yourself on this point. Don't dwell on missing. Let your child come to camp with a HAPPY HEART!! See the excellent article, "The Camp Problem" in this handbook.

TIPPING POLICY

Kindly observe our NO-TIPPING POLICY. We realize this is a departure from what some have been used to in other situations. Friendly Pines Camp pays its counselors one of, if not THE highest salaries in the country. If you wish to express appreciation to a staff member, a kind word or letter is always appropriate. Small, non-monetary gifts are never expected, but would be allowed.

AND FINALLY...

When all details have been attended to and your camper has started on the new adventure, please relax, stop worrying, and prepare to enjoy YOUR vacation! Know that we look forward to welcoming your child, and sharing the 82nd season of "SUMMER MAGIC" together!



TUITION INSURANCE

We have created a page on our website with information about Tuition Insurance for the 2023 season. We strongly urge you to consider this very reasonably priced protection of your significant investment in camp. If you have questions, please direct them to the TravMark representative at 1-(877)-500-1556.

We want to remind you of our cancellation policy. In the most direct terms, if you cancel for any reason or if camp is cancelled due to government edict after May 1st you will likely lose most if not all of the money that you have paid. Let us state emphatically that we are confident that camp is not at risk to be cancelled due to COVID. There would have to be a catastrophic reversal of the progress we've been making for that to happen. But there are other threats to your camper's attendance that have always existed - camper illness, injury, and forced evacuation. Tuition Insurance is the smartest way to protect your investment against these events, as rare as they are.

We feel we need to be direct on this, but we certainly don't want to freak anyone out. As we've said, these are threats that have always existed, but recent changes in the insurance industry compels us to encourage you to consider purchasing Tuition Insurance.

You will notice that there are two plans - the basic plan and the "Cancel For Any Reason" Plan. Read them over carefully and contact the agent if you have questions. If you wish to purchase the Cancel For Any Reason Plan, or if your child has a pre-existing condition that may prevent him or her from attending when the time comes, you must purchase by or on May 1, 2023 (the date of final payment). The basic plan can be purchased later, but don't wait too long.



<https://friendlypines.com/tuition-insurance/>



CONTACT INFO



933 E FRIENDLY PINES RD
PRESCOTT, AZ 86303 USA



(928) 445-2128



(928) 445-6065



INFO@FRIENDLYPINES.COM



[HTTPS://FRIENDLYPINES.COM](https://friendlypines.com)



@FRIENDLYPINESCAMP



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