

CAMPING TRIP LEADER PLANNING GUIDE 2019



WELCOME!

Hello Trip Leader! We are excited to have you and your group joining us at YFC Camp this coming summer. This planning guide was developed to serve as a coaching resource from our team to you in regard to deadlines, policies, and recommended practices for arrival. It works best in partnership with the information available to you on our website <http://camp.yfc.net>.

WHAT'S NEW?

If you have been a trip leader before, then you know most of the drill, but as with all things we do here at YFC Camp, there are always improvements and changes being made. With that, returners should note what we've changed up this year:

- **Scholarship Policy** – is under renovation for Summer 2019. The full rollout of the new process will be released in early 2019. For more information, see page 4.
- **Angel Tree Scholarships**- YFC/USA has a really cool partnership with Prison Fellowship/Angel Tree® Program. Angel Tree not only offers Christmas presents to children who qualify, they also offer CAMP SCHOLARSHIPS in the amount of \$200 for any kid in your ministry that qualifies by meeting some criteria. See page 4 for more information!
- **Development & Promotional Resources Available on Storefront** – Did you know that YFC/USA has this awesome platform to hold editable templates of development and promotional resources to help you make camp happen for your group?? Check out page 5 for more information.
- **Travel Planning Resource** – High Point Travel Agency may help you score a deal on rental transportation. See page 7 for details.
- **Consistent schedule for ALL camps!** – All HS Camps are now 5 Nights, and all MS camps are now 4 Nights. Consult the GRID to see the theme of each day of camp. See page 7 for more info!

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PREPARATION CHECKLIST

Covenants are signed and in. What's next?

1. **PROMOTE!** Promo items available on the website under "[Leader Resources](#)" and on Storefront (see pg. 5 for more info).
2. **CONFIRM or ADD to YOUR COVENANT COMMITMENT, a quick & simple reply to an email from Kristen (camp@yfc.net) is due by February 15, 2019.** No camper names needed at this time. You are expected to register for the minimum number turned in on your covenant, or add to it if space allows for that. Please refer to the Registration Policy for full details.
3. **DEPOSIT INVOICES SENT OUT on February 15. Payments due to NSC March 15, 2019.** This is why we need the online confirmation/add form to be filled out on time – so we can bill deposits correctly. *[FYI: Not meeting the requirements for 'On-Time Registration' found in our [Registration Policy](#) will result in a price increase of \$20 per person for your group.]*
4. **PACKING LISTS** – available May 1, 2019 on our website
5. **MIDDLE PAYMENT INVOICES SENT OUT.** \$125pp HS and \$100pp MS.
 - a. **Sent April 1.** Due May 1 – for all June/July camps
 - b. **Sent May 1.** Due June 1 – for all August camps
6. **HOUSING FORM** is due by NOON Mountain Time on _____
Male/female breakdown. No camper names yet, but YES to leader names and verification of all staff/volunteer paperwork has been completed (i.e. App, Background check, abuse training, etc). Look up form due date on the camp website.
7. **A-FORM** is due by NOON Mountain Time on _____
This is the final roster of everyone you are bringing to camp – ***now we need those camper names along with which cabin group they are assigned to.*** Look up form due date on the camp website. **At this time you will also NEED to delete Camp Doc profiles of those who are NOT coming to camp!**
8. **ARRIVE TO CAMP!** - See the "Tips for a Smooth Arrival to Camp" in this guide for arrival details.

Leader Resources can be found and downloaded from our website: www.camp.yfc.net

Contact us with questions at:

camp@yfc.net

Fax: 303-843-9002

Office: 303-843-6744 (Kristen's direct line)



SCHOLARSHIP PROCESS – UNDER RENOVATION!

The national camping department is excited to continue to offer scholarship money to help kids get to camp! The focus of national scholarship funds is strategic to:

1. To grow the number of people involved in a YFC Camp experience
2. To help kids who are truly in need, far from Christ, or those with recent life trauma.

We will still collect quality stories of life-change or how the money impacted your local mission in a post-camp report. This will honor our national donors' giving intentions and also bless them (and US!) with these stories.

Process:

- SCHOLARSHIP APPLICATIONS WILL GO LIVE EARLY 2019.
- More information to follow on the exact details of the process.

ANGEL TREE SCHOLARSHIPS

Prison Fellowship/Angel Tree is able to provide a camping scholarship in the amount of \$200 per camper in 2019 for **any kid** in your ministry attending YFC Camp **IF** they meet a few certain criteria....

To be eligible for scholarship reimbursement, the camper must be 18 years old or younger **and** meet **ONE** of the criteria below:

- Have been registered for Angel Tree Christmas in 2018 or prior years and appears in the Angel Tree database.
- Currently have an incarcerated parent or step-parent. The parent could be incarcerated in a county, state, federal, or military facility. (You must be able to provide the name of the prisoner parent and the facility where he or she is incarcerated.)
- Currently live in a household with an Angel Tree child or child of an incarcerated parent.
- Have been recently incarcerated themselves.

HOW TO APPLY:

- Download the YFC Angel Tree Partnership Letter from the camp website for important clarifications and directions on how to apply. <http://camp.yfc.net/resources/downloads/forms/>

STOREFRONT – DOWNLOADABLE RESOURCES

NEW FOR 2019! DOWNLOADABLE PROMOTIONAL RESOURCES WILL BE HOUSED ON STOREFRONT, THE ONLINE PRINT MARKETING RESOURCE OF YFC/USA.

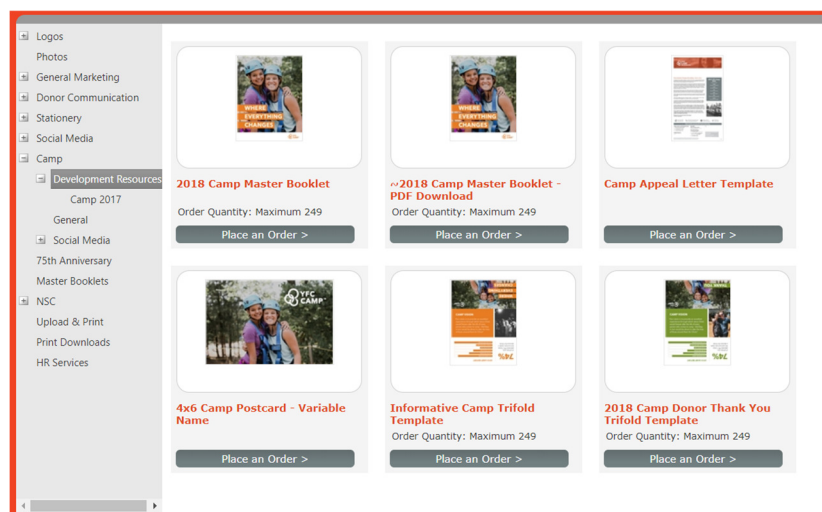
Storefront is the online platform for all print marketing resources for YFC/USA including YFC Camp, and is in partnership with VSG of Tacoma. For more information on this tool kit, check out the Leader Resources on our camp website, http://camp.yfc.net/resources/camp_development_resources/

WHAT IS CURRENTLY AVAILABLE ON STOREFRONT?

- Camp Appeal Letter Template
- Donor Booklet Template
- Camp Postcard
- Informative Camp Trifold Template
- Camp Donor Thank You Trifold Template
- Social Media Post Templates
- **Camp Promotional Flyer Pack Templates—AVAILABLE MID-JANUARY**
- **Large Poster Template—AVAILABLE MID-JANUARY**
- **Full Photo Flyer Template—AVAILABLE MID-JANUARY**
- With **MORE DEVELOPMENT RESOURCES** to come in 2019!

ALL of these resources are templates filled with national camp information, meaning they can be edited with your chapter or group's information, data and statistics. They can be printed locally off your own computer, or printed through VSG and sent to you directly. Check out Storefront here at <http://storefront.yfcmarketing.net/>. **STOREFRONT WILL BE UPDATED EARLY JANUARY 2019, BUT LISTED RESOURCES WILL BE AVAILABLE TO UTILIZE IF WANTED SOONER THAN JANUARY 14. Remember you can get CREATIVE with templates ☺**

If you do not know how to access Storefront, or you cannot see the Camp module once you login to Storefront, please email storefront@yfc.net or call 877-480-2877. Once logged in, find the resources that you would like to use in the Camp module on the left-hand side of your screen.



CABIN LEADER TRAINING

DID YOU KNOW WE HAVE **ONLINE VIDEOS** FULL OF GREAT INFORMATION FOR TRIP LEADERS AND CABIN LEADERS?

Information on what training is available and how to get there is on our camp website at http://camp.yfc.net/resources/online_leader_training.

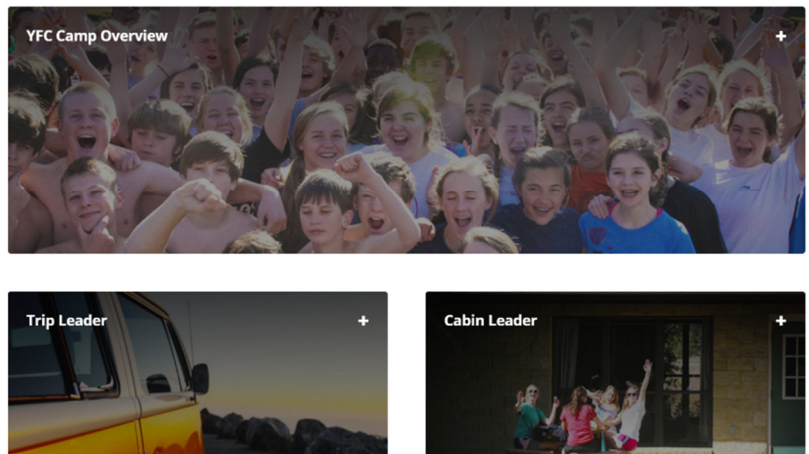
You have to use your YFC IMPACT login to access the training. If you do not have a YFC IMPACT login and you are on staff with YFC – please contact your local chapter administrator to get a login. If you are not on staff or a non-YFC ministry coming to camp – feel free to use our “Guest Login” credentials:

GUEST LOGIN CREDENTIALS –

Login: demoyfc

Password: test1234

YFC CAMP LEADER TRAINING 3 CLASSES



ONE-DAY LEADER TRAINING TEMPLATE

Over the years many cabin leaders have expressed interest in receiving training before camp, you can make it happen for them! Utilize this template to help you cover important topics, or consider customizing it to meet your own needs. Don't miss this important opportunity to train your leaders!

Download from camp website under leader resources or go to this url: <http://yf.cx/LeaderTrainingTemplate>

YFC CAMP 101 – THE BASICS

YOUR INTRODUCTION TO YFC CAMP LINGO AND BASIC PROGRAM ELEMENTS SEE AT ALL CAMPS

TRAVEL PLANNING RESOURCE- High Point Travel (<https://www.highpointgo.com/>) has an established relationship with YFC and may be able to help you reserve transportation of rental vehicles or charter buses for groups of 5 or more at a lower cost. Contact Andrew Smith at asmith@highpointgo.com to get a quote for your group travel!

ONLINE LEADER TRAINING - Information on what training is available and how to get there is on our camp website at http://camp.yfc.net/resources/online_leader_training.

THE GRID- All programming elements from fun events to skit themes to speaker themes stem from what we call "The Grid." **NEW FOR 2019, SEPARATE MS AND HS CAMP GRIDS DUE TO CONSISTENT SCHEDULING ACROSS ALL CAMPS.** Head over to the [camp website to download](#) it and check out the flow of the themes and desired outcomes for all involved in YFC Camp.

THE FLOW - the pacing of our week is also great to note for newcomers. We purposely start the week with HIGH energy and fast-paced rhythm to the schedule. You will be full-throttle for the first 48 hours upon arrival to the camp. As the week progresses, we also purposely slow that pace down to allow for more one-on-one time with your campers and more space to soak in what God is doing in campers' lives.

CABIN COMPETITION OUTFITS - This is an item you will see on the packing list.

- *Why develop a cabin competition outfit?* We want you and your campers to have many memorable shared experiences together and to develop a unity early in the week that will drive those relationships and experiences for the rest of the week. So early in the week, our program teams design an event in which you will wear a coordinated cabin competition outfit that helps promote that cabin unity.
- *Okay neat! So what do I do to prepare for that?* Once your Trip Leader assigns you (the Cabin Leader) to the group of campers you will have in your cabin you can either develop a costume for them - or work with your campers to develop an idea together. If you are not the Trip Leader - check with him/her to see if your entire chapter is planning a costume together or if each individual cabin group is on their own.
- *An important factor to consider is available resources* - What can your students contribute financially? What can your ministry budget contribute financially? We don't require anything fancy and it is not a competition to see who has the best costume at camp. This is a strategic and fun unifying factor for your group so pick what you want/can to do from super simple to super complex.



ATTITUDE IS EVERYTHING - Your attitude this week will set the tone for the entire experience your kids will have at camp! Many of these kids have not been to camp or are skeptical about camp and how they see YOU responding to camp can make or break their experience! Remember to “get behind” everything that is happening in the schedule. You have the ability to make camp great. Phil. 2:13...Do everything without complaining... (Ex. When there is an activity you are not so sure about – decide to get into it and make it a great experience for you and your campers.)

BE PREPARED TO BE WITH YOUR CAMPERS - Probably the MOST important thing to know as a new leader is to ALWAYS BE WITH YOUR CAMPERS!! I know it is our tendency as adults to want to hang with other leaders and not our campers, but that is not our aim this week. This week is dedicated FULLY to your campers and showing them the person of Jesus. That means that you should always know where your campers are, because you are WITH them. Sit by them in club – not in the back! Do all the activities WITH them, don’t just watch! We give you all permission this week to be a KID – enter into their world and do this week WITH them!

EXPECTATIONS OF CELL PHONE USE BY CABIN LEADERS - Cabin leaders will continue to be allowed to keep their cell phones while at camp. However, we have several expectations for how and when they should be used:

- To relay travel updates to parents. Let them know you've arrived at camp, are departing camp, etc.
- To send prayer updates to your prayer team at home.
- As a camera and/or for programmatic events like a photo scavenger hunt. Please use your camera for quick pictures and videos only, putting it away when the photo op has passed.
 - Please note - when taking photos or videos, you may end up capturing footage of an accident or injury. If this happens, please do NOT share on social media. Please notify your camp director, as it may be helpful when filing an incident report.
- If you must use your phone for personal phone calls, texts or emails, please do not use it in front of campers.

WHEN YOU GET TO CAMP:

- 2ND TIMERS MEETING - is a meeting for any campers who are returning to YFC Camp that will happen shortly after all groups arrive on Day 1. Specific time & location will be provided to you on your registration slip upon your arrival to camp.
- LEADER MEETINGS - are for ALL cabin leaders. The first meeting will happen shortly after all groups arrive to camp on Day 1. Specific time & location will be provided to you on your registration slip upon your arrival. In this meeting, you will meet your Lead Support Team and Camp Director. The LST will take you through very important announcements to get you set for the week. In addition, there will be a Leader Meeting every single day at camp.
- NEW LEADER TRAINING - is a meeting that happens sometime on Day 2 during a meal. Specific time and location will be communicated to you in the first Leader Meeting happening on Day 1.



TIPS FOR A SMOOTH ARRIVAL

GENERAL

- **Last minute changes to your A-Form** between the deadline and arrival to camp? Bring a copy of the A-Form with all your changes to give to the registration table at check in.
- **Be ON TIME! Do not PLAN to be late!** That is just poor planning and starts the **camper** experience off badly. Trust us, it is best to arrive within the proper arrival window listed on the website. It is specific and purposeful to allow adequate time for everyone to settle into their housing and to allow for necessary meetings.
- **Encounter problems on the road?** Send us an update if something happens that will cause a late arrival. If you do not have a direct phone number for a Head Leader or the Camp Director – please call the NSC as there is always someone from the national camp team ready to help out.
- **Arriving to camp in multiple vehicles?** Arrive together so that all paperwork also arrives together so we can properly check everyone in.

HOW TO BRING CAMPER ELECTRONICS AND PREPARE THEM FOR ELECTRONIC COLLECTION

Campers are allowed to bring cell phones, iPods, DVD players, etc. for travel to camp. HOWEVER, upon arrival we will collect all those items and hold them in a safe, locked place during the week to be returned to them on the last day of camp.

WHY - This is an effort to limit distraction so that a camper may have a great, undistracted experience at camp as well as help eliminate the possibility/reality of theft (because it WILL happen). It is a high value for the campers to be present in their attention and thoughts in addition to physically being on site. We continue to wrestle year after year with what it would look like to let campers keep phones and devices, but still feel it is the best decision to collect them as we have always done.

RECOMMENDED: collect them on your vehicle about 30-45 minutes out from your arrival to camp. **Have small plastic baggies to label with kid's name and put the devices into**. Place into box labeled with your chapter/ministry site name. Make sure to have kids turn them off so they don't waste their battery life. Then when you get to the registration table – the Trip Leader can hand the box to the Head Leaders making this process quick and well organized.

HOW TO BRING MEDICATIONS TO CAMP

The Medical Team will be waiting at registration to collect medications from campers AND leaders. It speeds up the process when these medications have been pre-collected by Trip Leaders as meds can then be brought straight out of vehicles to the Medical Team all at one time. If parents have not labeled medication clearly or detailed out correctly on the health form the directions for administration – the Medical Team may ask that camper to get off the bus so they can ask questions. **You can help us all out by**

reviewing the health forms for correctness & completeness when collecting them well before camp.

Exceptions to a pre-collection would be inhalers & epi-pens. These two items still have to be reported to the Medical Team on the camper/leader's health form and thus verified with the Medical Team upon arrival.

HOW TO PACK INDIVIDUAL MEDICATIONS:

- **ALL** meds (prescription and over-the-counter) should come in their original pharmacy container with patient name and dosage info listed if appropriate
- Label all meds with camper name and YFC Chapter name
- Parents will detail out on the camper's health form the dosing/administering information (i.e. with food, w/o food, time of day, things to consider, etc.). This information ensures accuracy of administration.
- Place all the above into a plastic Ziploc bag (also labeled with camper/chapter names) to turn in
- Keep in mind some camps require a doctor's permission/signature in order for the Medical Team to administer medication. Be on the lookout for this at all camps – but especially at Black Diamond.

ONLINE HEALTH FORMS FOR CAMP - VIA CAMPDOC!

We will again be utilizing online health forms at all of our YFC Camp locations through the system CampDoc.com! Because of using this program last year, returnees to the same camp should have a quicker and easier process for online registration.

WHAT DOES THIS MEAN?

- NO MORE PAPER FORMS! Or at least much, much fewer papers.
- Quicker check-in on your arrival to camp
- Secured camper health data
- Searchable camper health database
- Form completion accuracy – easier to know if the form is complete before you leave for camp
- On-site medical staff have electronic, accurate, and clear record keeping (and LESS PAPER!)

ALSO, we are aware this can seem like extra work for you. It will require you to get familiar with this newer program and to likely provide additional assistance to parents. Good news is that it is simple and user-intuitive. We used this program in 2018 for all camps and overall it was a huge success! We have learned ways in which we could improve this system for our use, and have been working hard to make sure that this will work smoothly for the upcoming season.

We are also aware of ministry sites that may have difficulty with parents not having internet access and/or emails. We are committed to working with each group to help train and get you and all your campers on-boarded. CampDoc.com has an amazing tech support info database as well as a team of people ready and willing to take your questions.

NEW FOR 2019: You will need to delete the profiles of those who are not going to attend camp the day before arrival. Failure to do so, will result in a charge per extra profile that your chapter/group has.

Our goal is by January 15, we will be contacting each Trip Leader with information on how to get started.

REGISTRATION POLICY & PAYMENT PROCESS

*Revised 10.9.18 | **Note:** There are separate policies for Project Serve groups and Camping groups. See camp website for full Project Serve policy.*

1. **2019 Dates and Locations published on August 28, 2018.** Request Form available at this time.
2. **Request Forms for due back on September 11, 2018.** A Locations Request Form will ask you first, second, third choice locations for each camp you want to attend and projected numbers for each. YFC Camping Department will then take these requests and place groups at 2019 camps according to multiple factors to make sure everyone has a place at a camp. We do our best to accommodate all first choices and numbers. Request Forms are a new adjustment to our Registration Process for 2018
3. **2019 Participation Covenant issued** to individual groups with the camp assignment on October 2
4. **2019 Participation Covenant Due back signed** to Camping Department on October 16, 2018
5. **Covenant Confirmation/Add form** - Due on February 15, 2019.
 - An email will be sent to you on February 1. In your reply you will confirm or add to your covenant low number. This is the number in which we will invoice you for deposits and guarantees you this number of spots at this camp.
 - Please note the timing. In order to get the correct deposit invoices sent out in time for deposit due date, we ask for a reply to the email to confirm your covenant by February 15, 2019.
6. **Deposits Due - March 15** - \$100 per registered person for your camping group.
 - Invoices sent from NSC Accounts Receivable department directly to your chapter. All Affiliates are done by inter-department transfer in the NSC and non-YFC groups will receive an invoice directly from YFC Camp.
 - **On-Time Registration** allows you to add more campers/leaders to your registration at any time at the on-time camp price and requires:
 1. Providing your covenant confirmation by Feb 15.
 2. Registering for no less than your original covenant minimum.
 3. Paying deposits by March 15 (or due date listed on your invoice)
 - **Late Registration:** Any groups registering after March 15 or having not met the criteria for On-Time Registration are still eligible to register or add additional campers at the on-time registration price plus \$20 per person.
 - EXAMPLE: IF \$350PP IS THE ON-TIME PRICE, THEN \$370PP IS LATE REGISTRATION PRICING.
7. **Middle Payments Due**
 - All June & July camps are due May 1
 - All August camps are due June 1
 - HS middle payment due is \$125 per registered person
 - MS middle payment due is \$100 per registered person
8. **Grace Policy**
 - A total drop of 10% of your registered number between March 15 and the first day of camp is allowed at no penalty or fee!
 - If you know you need to drop some numbers, feel free at any time to contact camp@yfc.net with those changes so we can adjust your registration.
 - What if I drop more than 10%?

- For any number of spots you drop below the 10%, you will be charged at 75% of the published camp price.
- EXAMPLE: YOU REGISTER FOR 100, BUT ONLY BRING 80. YOU PAY THE FULL CAMP PRICE FOR 80, AND 75% OF THE CAMP PRICE FOR 10. IF \$340 PER PERSON IS THE FULL PRICE...
 - $\$340 \times 80 = \$27,200$
 - $(\$340 \times 75\% = \$255) \times 10 = \$2,550$
 - Total Bill = \$29,750

9. **What if I want to add more to my registration after March 15?**

- FIRST, Contact camp@yfc.net to inquire about additional availability to add. If there is space to add, camp will gladly confirm with you the additions and add them to your registration.
- You will receive an invoice for the sum of the deposit and middle payment for each additional registration.
- Your new adjusted number becomes the total registered number of which you are now allowed to drop 10%.
- EXAMPLE: YOU ADD 10 MORE SPOTS TO YOUR 100. NEW TOTAL IS 110 AND ARE NOW ALLOWED TO DROP A MAXIMUM OF 11 (10%).

10. **Final Payment** is due approximately 30 days after billing. You will receive your final invoice from NSC Accounts Receivable department soon after camp. **Do not bring money to camp with you.**

- All final adjustments to numbers, additional fees for adult guests, Project Serve group adjustments, etc. will be made once that information is received from camp. Final invoices for that camp will then be sent out and expected to be paid within 30 days of billing. A finance charge will be assessed on excessively late payments.

PAYMENT PROCESS

INVOICING:

- Camp Registrar will keep a detailed registration record for each **chapter** reflecting registered numbers, adjustments, and the accompanying charges. Using this registration record, billing amounts will be generated and provided to Accounts Receivable whom will send out actual invoices to chapters approximately 30 days out from a target due date (see Payment Schedule section below). A copy of this registration record can be obtained at any time from camp@yfc.net
- Due Dates listed on the camp website are the *target dates* for payments. If there is a discrepancy between a due date listed on website/other camp literature and an NSC Invoice... ***please pay according to the due date listed on the invoice.***

PAYMENT SCHEDULE:

- DEPOSITS - will be billed according to the number given by the Trip Leader in the "Covenant Confirmation" form in February. Deposits of \$100 per person registered will then be due MARCH 15.
- CAMPING MIDDLE PAYMENTS - will be billed off the current registration number starting in April and will be due for your camp on either MAY 1 or JUNE 1.
 - HS Camps will be \$125 per person registered
 - MS Camps will be \$100 per person registered

- **PROJECT SERVE DEPOSITS** - will be billed according to the number given by the Trip Leader in the "PS Covenant Confirmation" form in March. PS Deposits are \$100 per person registered and due APRIL 15.
- **SCHOLARSHIPS** - Any funds awarded to your chapter will be applied to your chapter's final invoice.
- **FINAL PAYMENTS** - will be determined and adjusted upon receipt of actual attendance numbers for that week of camp then billed out after those adjustments have been made shortly after the first day of that week of camp. Final Payment for a camp is due 30 days after billing. Again, pay attention to invoice due dates.

MAKE CHECKS PAYABLE TO:

Youth For Christ USA

Memo: Invoice # or Name of the camp you are attending

MAIL YOUR PAYMENTS TO:

Youth For Christ USA

P.O. Box 4478

Englewood, CO 80155



BUS DRIVERS & ADULT GUESTS

BUS DRIVERS

We do not allow bus drivers from charter companies to stay on-site at YFC Camps. This is in an effort to uphold our organizational safety standards and guidelines for appropriate access to kids. If your bus driver(s) is already an active, current YFC volunteer or staff with your chapter/affiliate then they are more than welcome to stay at camp as a cabin leader or Project Serve participant with your group.

ADULT GUESTS

If your chapter/affiliate desires to have adult guests at camp for the purposes of donor support and raising awareness of YFC Camp please contact the YFC Camp office first. There are guidelines around who and how we host adult guests that were new in 2018. You can find the full policy at [this link](https://yf.cx/camp_adult_guest_policy) (yf.cx/camp_adult_guest_policy). We are always happy to accommodate where we can to share the joy of YFC Camp with donors, family, other staff, etc. Contact Kristen at kbergman@yfc.net if interested.

CAMP RULES & GENERAL TERMS

WHO IS YFC CAMP FOR?

Not every kid will be successful in the camp setting. Please use good discernment and judgement when deciding which kids should come to camp. If you know a kid will require a particular kind of attention, please consider if you have the appropriate leaders in place to provide that attention. The Lead Support Team at camp will be able to support you in many ways, but they will not have capacity to attend to many specific special needs, special disciplinary action, 1-on-1 care for campers, etc.

NON-TRANSFERABLE REGISTRATION

This means that you cannot "sell" or give your unused spots to another YFC ministry center or group. You are responsible for your committed numbers. Work directly with the camping department on registration solutions as needed.

LEADER TO CAMPER RATIOS

There must have at least a 1:7 leader to camper ratio for high school and a 1:5 ratio for middle school. You can make the ratio smaller to fit the specific needs of your campers, but DO NOT make the ratio any larger.

MAXIMUM/MINIMUM CAMPER AGE

- Campers attending high school camp must be campers entering 9th, 10th, 11th, 12th grade, or just graduated.
- Campers who are entering 9th grade have the option to attend high school or middle school camp.
- Campers attending middle school camp must be campers entering 7th, 8th or 9th grade. If you have campers who will be entering 6th grade, you can decide if their maturity level is high enough to attend camp.

MINIMUM CABIN LEADER AGE

- ALL leaders who are coming to stay in cabins with campers **MUST** be at least 18 years of age or older. If you have volunteers/leaders under 18 who are interested in coming to camp, please direct them toward Project Serve.
- Each leader **MUST** have completed the entire volunteer or staff on-boarding process locally with your chapter-affiliate of Youth for Christ. Showing up to camp without this process completed could result in that adult leader being sent home. Please commit to the safety of all of our students and make sure each volunteer is properly vetted before arrival.
- If you wish to use high school student leaders as "junior leaders" at middle school camp, you must still provide the correct ratio of adult leaders (over the age 18) to campers (1:5), but you may also add high school students as junior leaders. So if you have 10 campers in a cabin, you should have 2 adult leaders and then you can also have 1 or 2 high school junior leaders.

CAMPER RULES

- **Drugs/ Alcohol/ Weapons/ Knives** are not allowed at camp. If a camper is found with possession of these things, he or she will be sent home at their own expense.
 - With the rising popularity of **marijuana** and **marijuana edibles**, our Risk Management team has advised us to pass along a notice that kids may bring drugs in other forms. **We encourage you to find ways to deter these items from coming to camp** such as calling your local police department and have drug dogs present when loading your vehicles.
 - In the past years we have had a number of **pocket knives** brought to camp - mostly on accident - as they may be a standard thing for adults and students to carry. We ask that you be aware and advise campers and leaders to leave them at home as they are not allowed at any YFC Camp. If found on site, they will be confiscated and possibly **not** given back at the end of the week.
- **Smoking** is only allowed in designated areas at **high school** camps. It is generally not permitted at middle school camps. Please contact us if this is an issue.
- There is no rule for campers regarding **bathing suits**, however, we ask that all staff & leaders would set an example with a modest swimsuit.
- Campers are allowed to bring **cell phones, iPods, DVD players**, etc. for travel. **HOWEVER**, upon arrival at camp we will collect all those items and hold them in a safe, locked place during the week to be returned on the last day. This is an effort to limit distraction so that a camper may have a great experience at camp. Staff will be allowed to keep their phones.
- **ALL MEDICATIONS** (prescription and over the counter) will be collected upon arrival for campers, Project Serve kids, *and any staff staying with minors*. Prescription meds **MUST** come in their original container, which must display the camper's name and dosage information. Complete details for how to bring and label medications are listed in the "Tips for a Smooth Arrival" section and will be on the Camper Packing Lists, and in the Medical Policies available for download on the [camp website](#).
- **Public Displays of Affection (PDA)** - hand holding & hugging is the only appropriate PDA allowed at camp.
- **Baptism at Camp** - It is the preference of YFC Camp to have this wonderful milestone celebrated at the camper's home with family. If it must happen at camp, you **HAVE TO FIRST** clear it with the Camp Director, acquire parent permission, and spend some careful time with the camper looking at scripture to make sure what is happening is understood by the camper. Logistically, it must happen at a private time (like early morning) and **ONLY** attended by people in your chapter/ministry area.