CAMP KEE-B-WAW

Parent Manual

INFORMATION ONLY

Thank you for your 2011 Camp Kee-B-Waw Day Camp [illegible] to the following camp sessions:

- ❑ Camp FUN-damentals - June 27 - July 1
- ❑ Wet-n-Wild Adventures - July 4-8
- ❑ Adventure Week - July 11-15
- ❑ Adventure Week - July 18-22
- ❑ Wet-n-Wild Adventures - July 25-29
- ❑ Adventure Week - August 1-5

If you have any questions, please feel free to contact Aurora, Program Assistant, at 800-422-2324 ext 124. We look forward to seeing you!

Camp Kee-B-Waw Day Camp Goals

1. To provide a healthy and safe stay at camp.

2. To provide a positive recreational experience for all participants.

3. To provide a cooperative, engaging program and environment where everyone is an accepted member of the group.

4. Participants are will be offered experiences that may be new and/or challenging and will be encouraged to participate.

5. Participants are here to enjoy the outdoors and have fun.

Important Camp Papers
Enclosed in your acceptance packet is a participation form that needs to be completed and returned at least 2 weeks before June 28, 2011. The Medication form and Health History form are required to be turned in on (or before) your first scheduled registration day.

PLEASE NOTE: Campers will not be able to stay at camp without a completed Health History form. As precaution for emergencies, each camper is required to have and provide information on their sickness/accident history; please be sure to complete this section on the Health and History Examination Form. Campers are responsible for all medical bills incurred at Easter Seals Kee-B-Waw Day Camp.

Day Camp Contact Information
Before June 28, please contact the main office at 800-422-2324 ext 124 with any questions or concerns. During the sessions please contact the Camp Kee-B-Waw Director at 608-617-7409. PLEASE NOTE: In event of an emergency during the camp session, please call 608-254-8319 or 800-422-2324 ext 124 if you are unable to contact the Camp Director.

Camp Kee-B-Waw is owned and operated by Easter Seals Wisconsin. Camp Kee-B-Waw is located on the grounds of Camp Wawbeek, 1450 Hwy 13, Wisconsin Dells, WI.

Weather
Camp operates rain or shine. Day Campers should dress appropriately for any weather. In the event of severe weather, campers will resume activity in shelters and/or buildings at Easter Seals Camp Wawbeek. Please dress your child in layers as we are outside the majority of the day.

Drop-off and Pick-up
Camp Kee-B-Waw Day Camp is open from 8:30 a.m. and 5:00 p.m. with flexible drop-off and pick-up times. Please complete the enclosed drop-off and pick-up form so we can arrange appropriate staffing to meet your camper. If your scheduled drop-off and pick-up time changes during the session, please notify us as soon as possible and we will try to accommodate arrangements.

PLEASE NOTE: For safety reasons, all adults dropping off and picking up campers will be asked to sign the camper in and out of Camp Kee-B-Waw's care. If the person picking up your camper is not listed on the participation form, we will need verbal and written permission from one parent to release this camper. This person will be asked to show proper identification.

Transportation
If you are planning on using Camp Kee-B-Waw transportation from Reedsburg or Portage, please complete the appropriate transportation information on the form provided. **PLEASE NOTE:** A minimum of 5 campers is needed for Camp Kee-B-Waw to provide transportation from each city. There is a maximum fee of $40 per week for transportation. Camp Kee-B-Waw will notify you a minimum of two weeks prior to your camp session if transportation will not be offered due to lack of campers using this service. In the event that there needs to be a change in transportation service to or from camp, Day Camp Staff will contact you via phone or email of the change as soon as possible.

Medical Philosophy & MEDICATIONS
Camp director and counselor staff members manage the health of all campers by following all parent/physician instructions as closely as possible by consulting parents, campers, and non-camp medical personnel. Any medical incidents or medical problems not covered by instructions or standing physician orders will be reported to all individuals as deemed necessary by camp staff. All medications are kept and distributed by the Day Camp Director or Wawbeek Camp Director. The Camp Wawbeek medical staff will be available for consultation and emergency care for all day campers.

Should your camper need to receive any medication while at camp, the parent/guardian must provide written instructions on the use of the medication. Please complete the medication section on the Health History form and be sure to include the time the medicine is taken and dosage. Prescription medication must be in the original bottle supplied by the doctor or pharmacist with the individual's name, date, dosage, directions for administering and physician's name. If your camper should need nonprescription medication during his/her stay at camp, it is to be labeled with the individual's name and a written request signed by the parent including dosage and directions for administration.

Bug Spray/Sun block
Due to the concern with Lyme Disease and deer ticks, we recommend that you apply an insect repellent containing DEET to your camper each day before sending him/her to camp. We require all campers to wear shoes with back straps at all times while at camp. We will have a substantial amount of bug spray on-hand if you do not have any.

Campers will be outside the majority of the day, and we encourage you to apply sunscreen before leaving for camp. Camp Kee-B-Waw will provide sun block for all campers throughout the day. If you would not like us to use sun block or bug spray on your camper, please notify camp at 800-422-2324 ext 124 for a waiver form.

Clothing
Each camper will receive one free Camp Kee-B-Waw t-shirt. Please have your camper wear this t-shirt on field trip days; parents will receive an activity schedule for the week, which will note which days field trips will be taken. Campers should bring a swimsuit and towel to camp each day, along with long pants and closed-toed shoes. For safety reasons, all campers are required to wear shoes with a back strap at all times (no flip-flops, please). We advise a light jacket or sweater for cool days, water-repellant jacket and a hat or cap to prevent wood ticks. Campers will participate in a variety of messy activities through-out the day; we suggest campers wear old clothes to camp each day. Please put your child's name on anything he/she brings to camp and put all items in a gym bag or backpack. Items and activities that are prohibited at camp include: firearms, weapons, drugs, alcohol, smoking, individual sports equipment and pets. If your Camper would like to bring a special item to camp, please discuss with the Day Camp Director prior to bringing that item.

Lunch and Snacks
During each day of camp, lunch and snacks are provided. Please contact the camp office at 608-254-8319 if your camper requires a special diet.

Camp Kee-B-Waw Evaluation
Your evaluation of our facility, program, and staff is very important to us. Please complete the evaluation form that is provided at the end of the week or write a separate letter expressing your thoughts and return it to:

Easter Seals Wisconsin, Camp Kee-B-Waw
Attn: Carissa Miller
101 Nob Hill Rd., Suite 301
Madison, WI 53713