



# Camp Kawaga

## Parent Guidebook

### 2024

#### Contact

##### Online:

parents@kawaga.com  
www.kawaga.com

##### Winter:

378 Park Ave. 1F  
Glencoe, IL 60022  
847.748.8055

##### Summer:

10,000 Kawaga Road  
Minocqua, WI 54548  
715.356.6262





## Message From The Directors

It is with great excitement that we share with you the 2024 Camp Kawaga Parent Guidebook in preparation for Kawaga's 110th Camping Season. Entrusting your children with us is one of the most important choices you make as parents. Our leadership team and entire staff are dedicated to making sure your children are safe (physically and emotionally), having an amazing experience, and growing to their fullest potential during their time with us. We strive to create an environment that represents our values and inspires our campers to achieve their goals. We also believe that as a community, we are responsible for supporting and caring for each other.

Please note that a digital signature is required, from both a parent and each camper, to indicate that you have read the handbook, reviewed it with your camper(s), and that you and your camper(s) agree to follow all rules, policies, and expectations articulated. Please complete this signature on our "Be Kawaga" form along with your other required forms.

With our values in mind, we are proud to share the 2024 updated Guidebook. It contains the information, policies, and procedures that guide Kawaga and promote your children's and our community's safety and well-being.

We look forward to partnering with you for another amazing Summer On The Shores!

Be Kawaga!

Ty and Lauren Simpson, Directors





# Table of Contents

*Click to jump to each section*

<b>Message From The Directors</b>	<b>2</b>
<b>Table of Contents</b>	<b>3</b>
<b>Important Dates</b>	<b>4</b>
<b>Forms Details and Checklist</b>	<b>5</b>
<b>Packing for Camp</b>	<b>7</b>
<b>Transportation Information</b>	<b>8</b>
<b>Luggage Information</b>	<b>9</b>
<b>Healthcare and Medication Information</b>	<b>11</b>
<b>Keeping In Touch</b>	<b>14</b>
<b>Parent Input Video</b>	<b>16</b>
<b>Kawaga Policies</b>	<b>17</b>
<b>Miscellaneous</b>	<b>21</b>
<b>Visiting Weekend</b>	<b>22</b>
<b>Preparing Your Camper for Success</b>	<b>23</b>
<b>Thank You</b>	<b>24</b>





## Important Dates

March 11 – 25th	Order Required Kawaga T-Shirts – <i>Details About The Pop Up Store Are Coming To Your Inbox Soon!</i>
April 1st	Final Tuition Payment
April 21st	New Camper Orientation – <i>Solomon Schechter Day School/Zoom 10:45am cst (Campers &amp; Parents Are Welcome)</i>
May 1st	Web Forms Due (All Sessions) <ul style="list-style-type: none"><li><input type="checkbox"/> Opt-In Text Message Agreement</li><li><input type="checkbox"/> Transportation and Luggage Form</li><li><input type="checkbox"/> Bunk/Cabin Request</li><li><input type="checkbox"/> Camper Confidential</li><li><input type="checkbox"/> Camper Questionnaire</li><li><input type="checkbox"/> Health History</li><li><input type="checkbox"/> Camper Photo</li></ul>
May 11th	Spring Reunion – <i>JCC Northbrook 1:00 – 3:00pm cst (For all Kawaga families – new &amp; seasoned campers!)</i>
May 15th	Camp Meds Registration Due (First Session and 8 Week Campers Only)
May 25th	Paper Forms Due (All Sessions) <ul style="list-style-type: none"><li><input type="checkbox"/> Immunization Form</li><li><input type="checkbox"/> Insurance Card &amp; Parent Authorization</li><li><input type="checkbox"/> Physicians Examination</li><li><input type="checkbox"/> Be Kawaga Participant Agreement</li></ul>
May 25th	Parent Input Videos Due (All Sessions)
June 1st	Camp Meds Registration Due (Second Session Only)
June 10th	ShipCamp Information Due (First Session)
June 17th	Start of First Session
June 8th	ShipCamp Information Due (Second Session)
July 12th	End of First Session
July 12th – July 13th	Visiting Weekend
July 14th	Start of Second Session
August 8th	End of Camp





## Forms Details and Checklist

Please review and complete all camp forms by following the directions below. Once on the form screen, you will be able to leave and come back and your documents will be saved as you go (just remember to click save!).

**EXCITING UPDATE:** This summer we will be using the [Campanion App](#) (more information can be found below in our "[Keeping in Touch](#)" section). The Campanion App will create a seamless experience when completing forms, and allows you to complete, save, and scan forms directly from your phone.

TO ACCESS, COMPLETE, AND SUBMIT ALL CAMPER FORMS:

1. Download the [Campanion App](#)
2. Log into your account (it is the same login that you use for your CampInTouch account)
3. Navigate to the left side menu in the app and select "Forms"
4. Follow directions for each form as directed on each form link

ALTERNATIVE METHOD TO COMPLETE FORMS:

1. Go to [www.kawaga.com](http://www.kawaga.com). Navigate to "Current Parents". Click "Parent Login".
2. Log into your account
3. Click on "Forms and Documents"
4. Follow directions for each form as directed on each form link





## Forms Checklist

### ☐ **Web Forms – Due May 1st**

- ☐ Opt-In Text Message Agreement
- ☐ Transportation and Luggage Form
- ☐ Bunk/Cabin Request
- ☐ Camper Confidential
- ☐ Camper Questionnaire – to be completed by the camper
- ☐ Health History
- ☐ Camper Photo

### ☐ **Paper Forms – Due May 25th**

- ☐ Immunization Form
- ☐ Insurance Card & Parent Authorization Form
- ☐ Physician Examination Form (can use doctor's own form)—to be completed within 12 months of campers' arrival to camp
- ☐ Be Kawaga Participant Agreement

### ☐ **Register Camper Medication Through** [www.CampMeds.com](http://www.CampMeds.com)

- ☐ First Session and 8 Week Campers Due May 15th
- ☐ Second Session Due June 1st



# Packing for Camp

## Kawaga's Packing List

Your son should arrive with *everything* necessary for the summer.

Please use our comprehensive packing list to ensure your camper has everything he needs for camp.

The Kawaga Packing List can be accessed by clicking [here](#).

## Labels

- All clothes, shoes, towels, and equipment including water bottles must be labeled with the camper's full name. **DO NOT INITIAL ONLY!**
- Sew-on or iron-on name tags work best. Here are some label options that work well: [Stick On Everything Labels](#) or [Iron On Labels](#).
- Please help us reduce the amount of lost clothing by labeling it with your son's FULL NAME.
- Include an additional label with the camper's name, address, and phone number INSIDE each duffel bag.

## Additional Packing Notes

- Campers usually pack in two large soft duffel bags such as the ones found here: <https://www.beebeedesigns.com/collections/camp-trunks>. One for bedding and sports equipment, and one for clothing, shoes, etc.
- Your camper will be moving around outdoors in all kinds of weather. Many days in the Northwoods require a warm jacket in the morning, shorts and a t-shirt by noon, and blankets at night!
- Sleeping bags are not substitutes for blankets in cabins. They are for overnight tent camping only.
- Waterproof rain gear that will keep your son really dry is ESSENTIAL!
- The boys always seem to need more socks, towels, and swimsuits but fewer T-shirts.
- Kawaga does not provide linens, blankets, or pillows. Nights in the Northwoods can get chilly; we recommend that each camper brings 2 warm blankets to camp as noted on the packing list.
- Exceptions to the No Screen Policy include: E-readers & Screenless MP3 players such as an iPod shuffle.
- Water Bottles are routinely washed. It's important they are labeled with your camper's full name, are dishwasher safe, and don't have any straws.





# Transportation Information

Choose from one of three transportation options to get to and from camp and complete the Transportation and Luggage form. Campers have the option to **1. Take the bus, 2. Fly,** or **3. Drive to/from camp.**



## 1. Bus

DEPARTURE LOCATION IS AT THE **Embassy Suites 1445 Lake Cook Rd, Deerfield, IL 60015**

- First Session Pick-Up: Monday, June 17<sup>th</sup> @ 9:00 am
- 2nd Session Pick-Up: Sunday, July 14<sup>th</sup> @ 9:00 am

Please arrive between 8:30 and 8:45 for a 9:00 am departure. Bring a bagged lunch with a drink. The buses will **not** make a scheduled stop for lunch. All lunches and snacks should be nut-free, please.

**Cell phones are NOT allowed on the bus ride up to camp.**

**All campers' phones or electronic devices must be turned in at check-in at the bus.**

ARRIVAL LOCATION IS AT THE **Embassy Suites 1445 Lake Cook Rd, Deerfield, IL 60015**

Buses will arrive at approximately 2:00 pm. Parents will receive updates if anything changes regarding the arrival time.

- First Session Drop-Off: Friday, July 12<sup>th</sup> @ 2:00pm
- Second Session Drop-Off: Thursday, August 8<sup>th</sup> @ 2:00pm



## 2. Fly

RHINELANDER(RHI) & CENTRAL WISCONSIN AIRPORT(CWA).

- **All campers are expected to arrive at Camp by noon on the first day of their session (First Session and 8-week campers: Monday, June 17<sup>th</sup> and Second Session: Sunday, July 14<sup>th</sup>). Please consider this when booking flights.**
- If your camper flies to camp, we will have staff waiting at your airport of choice to pick up your camper and bring them to camp.
- We will email you ahead of time the name, address, and any other information needed of the staff responsible for bringing your son to the airport at the end of the session.



## 3. Car

- Any family dropping off and picking up their son at the camp may do so at the following times. Please inform the camp office of your estimated arrival on the grounds.
- Dropoff - Between 11:00 am -1:00 pm on the first day of the session.
- Pickup between 9:00 am and 10:00 am on the last day of the session.







# Luggage Information

*We recommend large duffel-style bags for campers' luggage.*

Choose one of three options to get luggage to and from camp:

1. **Camp Kawaga's Luggage Service**
2. **ShipCamps**
3. **FedEx/UPS**

Once you have identified which way your camper's luggage will get to and from camp, please confirm your arrangements by completing and submitting the Transportation and Luggage Form by **May 1st**.

Please note, Camp Laundry is no longer an available option. As a result, we are offering the Camp Kawaga Luggage Service, an in-house transportation service instead - more details are below.

## 1. Camp Kawaga Luggage Service

Kawaga utilizes a convenient, in-house service for transporting campers' bags to and from camp. For a fee of \$150 for one-way service or \$300 for a round trip, we will transport two duffel bags and one personal item (e.g., a hockey stick) per camper. To use this service, **parents must drop off** their child's bags at the Embassy Suites - 1445 Lake Cook Rd, Deerfield, IL 60015 at the required time.

- First Session Drop-Off: Saturday, June 15h between 10:00 am and 12:00 pm.
- Second Session Drop-Off: Saturday, July 13th between 10:00 am and 12:00 pm.

On the return trip, bags will be delivered to the camper bus pick-up location (Embassy Suites in Deerfield) one hour before the campers' arrival. This service allows parents and campers to travel without worrying about heavy bags and logistics, ensuring a smooth and enjoyable camp experience. All charges will be added to your final invoice which includes incidentals in August 2024.



## 2. ShipCamps

### How Ship Camps Works

At Ship Camps, we make getting your child's luggage, boxes, and trunks to camp easier than it's ever been - allowing your child to travel hassle-free to camp every summer.



#### 1. Book

Getting started is simple. [Schedule your child's shipment online](#) or over the phone and start shipping to camp!



#### 2. Ship

Pack and [securely attach](#) your provided shipping label to your child's camping gear. We'll pick up your bags or you can [drop them off](#).



#### 3. Travel

Skip the airport hassle and save time as you bypass bag check and baggage claim. [Track your child's bags](#) every step of the way.



#### 4. Camp!

Your child will arrive at camp to find their gear already there! Time to get settled in and start making memories.

Kawaga has partnered with Ship Camps to make baggage delivery to and from camp easier for everyone. Ship Camps offers round-trip, door-to-door service with outstanding customer support and an experienced operations team that ensures on-time delivery, continuous baggage monitoring and tracking as well as detailed coordination with our camp staff. For these reasons, we recommend that you use Ship Camps, our preferred baggage handling solution.

Setup with Ship Camps is quick, taking just a few minutes. You can click [here](#) or call 855.540.2267 to book the service. Once setup is complete, Ship Camps will mail you your shipping labels, pick your bags up from home prior to the camp session AND drop off at your desired location after camp.

## 3. FedEx/UPS

For families who prefer to ship their bags to and from camp independently, Camp Kawaga allows the use of third-party shipping services such as FedEx or UPS. However, parents are required to arrange and pay for the shipping independently. To ensure the smooth delivery of their bags to camp, you must share all shipping information with [parents@kawaga.com](mailto:parents@kawaga.com) **at least 2 weeks in advance of the start date of your son's session**. If campers wish to use this service for their return home, they must also provide the necessary return shipping labels to Camp. Upon the conclusion of the camping session, the camp staff will attach the shipping labels to the camper's bags and oversee the pickup process. Kawaga cannot guarantee the on-time arrival of campers' luggage shipped through any third-party shipping provider.



## Healthcare and Medication Information

The health and safety of our campers is our first priority! Our infirmary known as Crow's Nest is staffed by 1 full-time Nurse Practitioner and 2 full-time nurses. We are 5 miles from the nearest hospital and health clinic; [Howard Young Medical Center](#), and [Marshfield Clinic](#). Our medical team can be reached anytime at [nurse@kawaga.com](mailto:nurse@kawaga.com).

### General Healthcare

- The medical team is available and on-call at camp 24 hours a day. If a camper is not feeling well in the middle of the night, a counselor will bring him to Crow's Nest for care.
- Designated hours are set aside each day for non-emergencies - after breakfast, lunch, and the evening program. If a camper needs outside medical attention, we will take him to a local medical center.
- If you have any health-related questions about your son, please email [nurse@kawaga.com](mailto:nurse@kawaga.com) and ask to speak with the nurses. We will contact you directly if your son suffers from an injury or illness requiring anything more than basic medical services or is being scheduled for a visit to the clinic or hospital.
- Campers undergo a routine health check-in by our camp nurses upon arrival at camp, after any camping trip, and again prior to departure.

### Medication Policy

In order to meet the needs of our campers who require medication while at camp, and to comply with strict state regulations on medication dispensing for summer camps, we work with CampMeds Inc., a pre-packaging medication program founded by a former camp nurse. CampMeds has been servicing the camp industry since 2003, providing the convenient service of dispensing, packaging, and shipping medications directly to summer camps.

We REQUIRE all prescription and non-prescription medications to be ordered and dispensed by CampMeds. This includes "as-needed" medication that is not taken daily.

There are no exceptions to this policy and any **failure to comply will result in a \$500 fee** and may result in our inability to dispense medication to your camper. If you have any questions, please contact us as soon as possible.





*MEDICATION MUST BE ORDERED THROUGH CAMP MEDS BY MAY 15th (First Session and 8 Week Campers) OR JUNE 1ST (Second Session Campers).*

- Please notify us via the online Health History Form AND register at [www.campmeds.com](http://www.campmeds.com) if your son has medication that should be taken at camp. Any changes to your son's medication after the Form is completed and submitted to the Health Staff must be communicated to us in writing at [nurse@kawaga.com](mailto:nurse@kawaga.com).
- If your son requires medication, visit [www.campmeds.com](http://www.campmeds.com) to register no later than 30 days prior to the start of the session.
- CampMeds will send all pre-packed medications directly to camp once you're registered and have provided the necessary prescription and paid the fee.

## Camp Meds Fees

**\*\*Please note there is a cost for this service but this fee goes directly to the CampMeds Pharmacy\*\***

- Fees are per camper, not RX, and do not include the cost of medicine.
- Fee for campers attending up to 30 days of camp is \$65 including shipping.
- Fee for campers attending over 30 days of camp is \$75 including shipping.

**CAMP KAWAGA WILL CHARGE A \$500 FEE TO FAMILIES WHO DO NOT ABIDE BY OUR MEDICATION POLICY. THIS FEE IS CHARGED PER MEDICATION.**

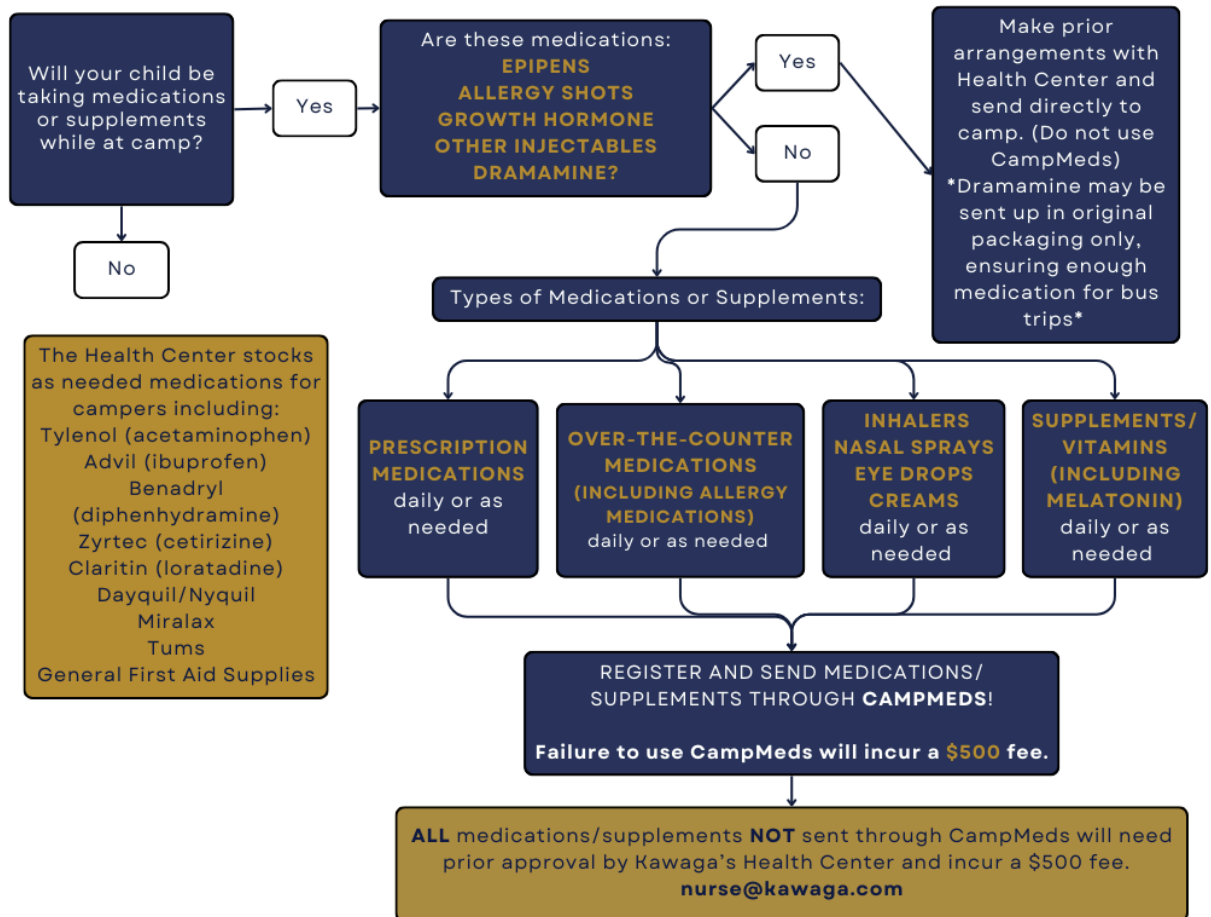
## Camp Meds Registration

- Deadlines:
  - First Session and 8 Week Campers Due **May 15th**
  - Second Session Due **June 1st**
- A \$100 late fee from CampMeds will be applied if any of the items above are received after deadlines. CampMeds will not be able to fill orders received within 15 days prior to the first day of camp.

## How Medication Is Handled During Camp

- ALL camper medication is kept In Crow's Nest and is administered by the camp nurses.
- Regularly scheduled medication is dispensed prior to meal times and also before bedtime.
- Crow's Nest is well supplied with common over-the-counter medications such as Tylenol, Benadryl, Ibuprofen, antibiotic ointment, etc. Do not send these medications to camp. All prescriptions, other over-the-counter medication, inhalers, and as-needed medications, must be registered with CampMeds.com.





## Ticks, Mosquitoes, and Harmful Plants

Our staff is well-trained to identify ticks and reduce exposure to ticks and mosquitos. We also conduct inspections for ticks at times when the boys will be in the woods and on camping trips and these are done by our camp nurses.



## Keeping In Touch

Below you'll find great ways to follow along with the action taking place on The Shores during your camper's session at Kawaga! Parents can ALWAYS communicate directly with Camp. This includes nurses, administration staff, Lauren, and Ty—via phone calls or emails. We will return all calls and emails within 24 hours.

### Kawaga's Contact Information

- The Camp Line: (715) 356-6262
- For Quickest Response: [parents@kawaga.com](mailto:parents@kawaga.com)
- Ty's Email: [ty@kawaga.com](mailto:ty@kawaga.com), Lauren's Email: [lauren@kawaga.com](mailto:lauren@kawaga.com)
- Crow's Nest Email (Health Questions): [nurse@kawaga.com](mailto:nurse@kawaga.com)

### Communicating With Your Camper

The best way to stay in touch with your son, and with the day-to-day ongoing of Camp, is via **Campanion**.

The Campanion app is a mobile app that was built specifically to help communicate the experience of camp. The Campanion app puts all of your camp photos, updates, and memories in one place making it easy for parents to experience their camper's moments while giving camp directors a modern tool to share the wonder of their experience.

Campanion will be replacing our "Camp Kawaga" app that was used last year. The decision to transition has been made with the parent's experience in mind. Campanion will offer all the same features as our previous app did (i.e., photo albums, facial recognition, updates, and sending your campers e-letters), but will also allow for the completion and uploading of forms directly from your phone!

To get started, follow these simple steps:

- [Download the Campanion app](#)
- Use your CamplnTouch Account email address and password to log in
- Complete forms online and upload completed paperwork right in the app
- Upload a training photo of your child, which enables the app to send you photos of your camper over the summer
- Ensure you have push notification enabled within your phone settings so you can receive important updates from camp all year long!





## E-Letters

Campanion will also make sending letters easier than ever. Using the Letters feature in the app, you'll be able to write emails to your camper as often as you'd like. We'll also upload handwritten messages from your camper, which you can read right in the app.

## Mail

TO SEND MAIL THROUGH A MAIL CARRIER, PLEASE USE THE FOLLOWING ADDRESS:

Camper's Name - Camper's Cabin Number (If Known)

Camp Kawaga

10,000 Kawaga Road

Minocqua, WI 54548

## Camp Photos

We'll be sharing photos all summer long, and Campanion's facial recognition technology automatically searches for campers and tags them for you to view in the app. This saves you time sifting through hundreds of photos. Once you've logged in, you'll see an option to upload a training photo of your child. This enables the technology to identify your campers and receive notifications whenever they appear in camp photos.

## Kawaga's Blog and Newsletters

All of our blogs and newsletters will be available under the "news" section of our Camp Kawaga App. They will also be available on the Campanion App.

- Ty's Take - Reflective and relevant stories of the magic we get to see at camp
- Lauren's Letters - Camp through the eyes of our camp Mom!
- Saturday Sermons - Written messages from our staff delivered during our Saturday service.
- Weekly Pineneedle - Kawaga newspaper written by campers, edited by counselors sent electronically every week, and in print at camp.

## Social Media

We would love for you to follow us across our platforms to stay up to date while camp is in session and year-round with the latest from Kawaga.

### FOLLOW US ON:

- [Instagram](#)
- [Facebook](#)
- [Twitter](#)
- [Vimeo](#)

Kawaga Videos - Video updates will be published on our [Vimeo](#) page and cross-posted on social media.







## Parent Input Video

All parents are encouraged to email us a video message about their son. We will sort these by cabins and share them with your son's counselor. The personal connection achieved through hearing and seeing you speak about your son will enhance our staff's ability to connect even better with your son (2 minutes max length).

### SUGGESTIONS FOR A SUCCESSFUL VIDEO:

- Find a quiet, private space without distractions and background noise and we find it better if the boys are not aware of this video.
- Hold the phone LANDSCAPE
- Share your son's common behaviors and demeanor.
- How do you think he will adapt to camp?
- Is your son nervous about anything specific regarding camp?
- Does he have any habits you think would be good for us to know?
- Is there anything specific you would like us to work on or achieve with your son this summer?
- What do you do to soothe him in times of stress?

### EMAIL YOUR VIDEO TO OUR ADMIN TEAM AT:

[parents@kawaga.com](mailto:parents@kawaga.com)

Subject line: "camper's name": Parent Input Video

**Due Date: May 25th**





# Kawaga Policies

To ensure your campers get the most out of their summer camp experience and to provide a safe environment, Kawaga takes their policies very seriously. Should prohibited items be found, they will be confiscated.

## Food

Food, candy, gum, etc. is absolutely prohibited. Camp does not allow care packages, additional toys, or gadgets to be accepted once your son is at Camp. Food in the cabins creates problems with bugs and other “critters” from the woods!

## Electronics and Devices

***WE ARE A SCREEN-FREE ENVIRONMENT!***

Cell phones of ANY TYPE are not permitted at Camp Kawaga. Campers traveling via plane may bring a phone for safety reasons, and those phones must be turned in immediately upon arrival at camp.

**Cell phones are NOT allowed on the bus ride up to camp.  
All campers' personal phones must be turned in at check-in at the bus.**

Campers found with phones in their possession at camp after checking in will have their device taken away for the remainder of camp and could not be invited to return the following summer.

### RECORDING DEVICES

All cameras used for recording are prohibited at camp. This includes action cameras such as GoPros. Disposable and Polaroid cameras are allowed.

The following are STRICTLY PROHIBITED and will be confiscated:

- Cell phones of any kind or any device that can connect to the internet.
- iPods, iPads
- Bluetooth speakers
- Gameboys, PSPs, Nintendo Switches, & all handheld video game devices
- Walkie-talkies
- Laptops





#### Permitted Electronics & Devices:

The following devices are allowed and encouraged at camp, which can be used in the cabin during rest periods and bedtime. Every cabin has electricity, so if your son comes to camp with these items, please provide him with the necessary charger.

- Screenless MP3 players (e.g., [Campfire](#) - our recommendation)
- E-readers for books and magazines
- Headphones are especially helpful for early risers

### Peanuts and Tree Nuts

Kawaga is peanut and tree nut aware. This means that we make a conscious effort to keep them out of camp. Please remember this applies to the bus ride to and from camp.

### Packages

***Please adhere to our package policy! This policy is strictly enforced!***

We will NOT be accepting packages this summer. If your camper lost or forgot an item, please contact the camp office and we will work together to get your camper the necessary item(s).

### Telephone

Telephone calls to campers are permitted on birthdays or emergencies only. Under no other circumstances is a camper permitted to call home. Please do not tell your son he can call you.

If you have any questions or concerns about your son, please call the office. We will discuss your concerns directly with you, but you will not be permitted to speak with your son.

Please understand that camp is an extremely busy place and our first priority is to be out with the campers. Non-urgent calls will be returned as soon as possible. We will aim to return all calls within 24 hours.

### Other Prohibited Items at Camp

Pocket Knives, Firearms, Fireworks, Alcohol, Illegal Drugs, Tobacco, E-cigs, and Vaping Materials are not allowed at camp. This is a zero tolerance policy and any camper violating this policy will be dismissed. No credits or refunds will be provided.

### Gambling

Gambling is strictly prohibited at Camp and will result in disciplinary action including potential dismissal. No credits or refunds will be provided.





## Bullying and Camper Code of Conduct

To maintain an emotionally and physically safe environment where everyone can experience camp life to its fullest, we train our staff to recognize and effectively deal with inappropriate behaviors. We quickly and directly address any incidents to reinforce behaviors not tolerated at camp.

We know that at camp, just like at home and school, bullies can impair the experience for others. We consider bullying or harassment to be repeated conduct that disrupts another camper's ability to have a successful summer in a safe environment. One of life's lessons is to learn how to live and get along with people who may be different from oneself.

To provide a healthy, safe, and respectful environment, all campers and staff must agree to follow the Code of Conduct outlined below:

- Demonstrate the highest degree of respect for other people and their belongings. Respect the rights, privacy, and property at camp – no stealing, damaging property, or vandalizing others' property.
- Will not use insensitive or offensive language including things like another's race, religion, or sexual orientation
- Will not participate in or threaten to participate in any hazing, vandalism, or other act of physical, sexual, or verbal abuse toward campers or staff.
- Will respect camp property – including all equipment, living space, and facilities.
- Refrain from being physical with another camper or deliberately causing bodily harm or discomfort, including pushing, kicking, hitting, or fighting
- Will not use insensitive or offensive language
- Will follow the "Golden Rule" and treat others with courtesy and consideration.
- Not have fun at someone else's expense.
- If someone or something at camp is bothering me – I commit to letting an adult at camp know as soon as possible.
- Let an adult know if someone is bullying me. Let an adult know if I witness someone else being bullied (reporting is confidential).



## Disciplinary Procedures

When a member of our camp community violates camp policies or code of conduct, it will result in a conversation with a Camp Director. It may also result in missing camp programs or events, or dismissal from camp.

Any behavior not explicitly outlined above but deemed inappropriate or disruptive by the Camp Director may result in dismissal from camp. No refunds or credits will be issued if a camper is dismissed.

The Be Kawaga Participant Agreement must be signed by every camper and parent/guardian before attending camp. All families are expected to review the guidebook, camp policies, and code of conduct with their camper before signing to understand expectations.



# Miscellaneous

## Additional Expenses/Spending Money

We charge additionally for bus transportation, luggage shipping charges, travel expenses, camp apparel, medication, camp store essentials, shipping lost and found items home, and birthday parties. The charges are billed at the end of camp and must be paid in full by September 1st.

Additional spending money is neither required nor necessary this summer. If a camper arrives with any cash, it should be turned into the office and kept in the camp safe until departure.

## Laundry

Laundry is done weekly by a professional service. It takes approximately 48 hours to drop-off the laundry and have it returned. Laundry uses VERY HOT water in an effort to remove grass stains and dirt; so please choose clothing accordingly. Do NOT send clothing that needs dry cleaning.

### Helpful tips about laundry:

1. Make sure your son's name is CLEARLY printed on his laundry bags.
2. Pack 2 large laundry bags and 2 smaller mesh laundry bags for socks.
3. Each laundry bag must have a drawstring or zipper.

***Camp is not responsible for lost or stolen items.***

## Birthdays

Birthdays are a special occasion at Camp Kawaga! Not only do we allow exceptions for your son to receive a birthday package and for him to call home, but he also has the opportunity to have a small celebration with his cabin mates.

Here is what a birthday at Kawaga involves:

- Your camper may receive one birthday package. No food, please!
- He also is allowed one birthday call home.
- With your approval, he may choose to order a meal from a local restaurant for his cabin. Pizza and Culver's are popular choices. Costs for the meal are billed to his account.
- Kawaga chefs prepare a birthday cake and will bring it to him at an all-camp meal in the mess hall while the entire camp sings Kawaga's version of Happy Birthday. To hear the entire camp sing to you is a memorable experience and tradition in and of itself!





## Visiting Weekend

Visitor's weekend is a special time at camp for our campers and their families. At Kawaga the values of family surround us, and we welcome all family members to come and enjoy the beauty of camp and see it in ACTION. Kawaga's gate will open starting at 3:00 pm on Friday, July 12th. Lauren and Ty will be there to welcome you and hope to spend time with you all. We invite you to spend time in camp, meet your son's counselors, check out his cabin, meet his cabin mates, and meet other Kawaga families. Further details about Visiting Weekend regarding registration and a schedule of events will be emailed to you in May.

*\*Please note that the times below may be subject to change slightly and that this schedule is tentative.*

### Information For 1st Session, 4-Week Campers

#### Friday, July 12th

**7:45am:** First-session bus departs from camp.

**9:30am:** If you are picking up your 4 week campers on Friday, please pick them up by 9:00 am unless otherwise communicated with Camp ([parents@kawaga.com](mailto:parents@kawaga.com)). All first session only campers must sleep off site (even if you intend to join us again on Saturday).

All campers and families are welcome to attend all Saturday activities. You should have filled out the visitor weekend form so we have accurate numbers for the events. If you are staying for Saturday activities, keep following along with the schedule below. If you are not...thank you for an incredible 1st session. We enjoyed every moment with your boys.

### Information For 8-Week Campers

#### Friday, July 12th

**3:00pm:** Parents of 8-week campers only are invited into camp. Make sure to spend time with your son's counselors, tour his cabin, and our facility.

**3:15pm:** Quick welcome from Ty out on Diamond 2 (our first baseball field when you drive into Camp). **3:20pm:** Walk into camp and meet your son(s). There will be no structured programming for the evening, but we welcome you to explore Camp with your sons.

**5pm** (or earlier): Parents depart with their sons for dinner.

**9pm** (or earlier): Boys are required to return to Camp (no exceptions!).

### General Information For Parents Weekend (applies to all)

#### Saturday, July 13th

**9:00am:** All families welcomed into Camp! (regardless

**9:30am:** Our traditional Visitors Weekend Saturday-morning service (you won't want to miss this – you'll get a greater sense of Kawaga values!)

**10:15am:** Open Areas (experience Kawaga with your campers!). Please also look for us during your visit – we'd love to spend a few minutes catching up with all our parents!

**12-2pm:** Lunch

**4pm** (or earlier): Parents depart with sons for dinner.

**9pm** (or earlier): Boys required to return to Camp (no exceptions!).

### Information For 2nd Session, 4-Week Campers

#### Sunday, July 14th

**10-10:30am:** 2nd Session Camper Drop-offs

Note: Only parents of 2nd-session campers will be allowed into Camp for drop-offs; parents of 8-week campers will say their farewells on Saturday evening.







# Preparing Your Camper for Success

Whether this is your child's first time at camp or he is a veteran Kawaga camper, we want to do all we can to help assure he has a wonderful camp experience. Parents can help by taking time in advance to fill out the Camper Confidential form completely and honestly, communicating any special concerns or needs. Please have your camper fill out the Camper Questionnaire.

Please help us prepare your child for a successful experience and let us help you relieve any concerns you may have about the camp experience for your child. Below we discuss some common situations you and your son may be concerned about. In all of these situations, counselors will work discreetly with your child to manage the situation so it does not interfere with your son's camp experience.

## Homesickness

Bring a favorite stuffed animal or photos of the family. Pre-addressed, stamped envelopes and paper to write home are another great thing for campers to help them stay connected. If you send emails to your camper using the one-way email, your camper will also be able to reply via writing back to you through this system. Please do not tell your camper he can call home or you will come to get them if he is homesick. This is a very natural feeling for campers, and most cases are managed easily by our well-trained staff.

## Bed Wetting

Our staff works diligently to keep this private matter just that for your camper. Please be certain to inform Lauren or Ty before summer and in the health forms if this is something we need to help with. Counselors can help be sure your child does not drink for a time before bed and work one-on-one to ensure accidents are handled without any unnecessary attention. Please share with us any management techniques you use to help keep this from being a concern for your son.

## Behavioral Issues

Our staff is well-trained in managing children's behavior and works closely with campers if needed to handle difficult situations. If you have specific concerns about your child, please contact Ty or Lauren before camp to discuss. We work very hard to ensure campers learn and live within our guidelines while at camp, but extreme behavior may require parent involvement. Bullying, physical violence, or destructive behaviors are not tolerated and may lead to dismissal from camp. If you have any special concerns regarding your son, please contact Ty or Lauren before camp.





## Thank You

We view our relationship with you as a partnership; together, we can provide the type of summer experience for your son that we all want. We thank you for carefully reading and following the guidelines outlined in this document. Please call or email us if you have any questions concerning anything within this guidebook. We look forward to a summer of growth, fun, learning, new experiences, and lasting friendships for your son. Thank you for the trust you place in us. We want Kawaga to hold a special place not only in your son's heart but also in yours.

