



Revised 11/11

KIDS' CAMP HANDBOOK

Camp Evergreen

(Off-Season)
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Camp Director's cell:
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(Summertime)
478 Andersonville Lane
Clarkesville, GA 30523
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www.campevergreen.org

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Welcome!

Dear Campers and Parents,

We're so excited that you'll be joining us at Camp Evergreen this summer. Get ready for a life-changing session of fun, new friendships and deepened faith!

Whether you're new or a returning camper, the following information is designed to help you prepare for your stay with us. If you have any questions, please don't hesitate to contact Camp Director Katie Grady at 404-210-9149 or evergreendirector@yahoo.com.

Forms Checklist

The following forms should be filled out and mailed to Camp Evergreen no later than May 18, 2012 in order to hold your spot in a session (all forms can be printed from our website www.campevergreen.org) :

- ◇ **Camp Evergreen Waiver Forms**
- ◇ **Camper Code of Conduct**
- ◇ **Horse Rental Agreement and Liability Release Form** (this is only necessary if your camper is signed up for horseback riding off-site at Sunburst Stables).
- ◇ **Camper Health Forms** (require physician's signature)

Arrival and Departure

Opening Day —

- Please plan to drop your child off at camp on Opening Day between 3:00 p.m. and 5:00 p.m. Plan on a two hour drive from Atlanta under normal driving conditions. Although we're always happy to see you, our staff is not prepared to receive campers early.
- When you arrive, proceed to the check-in table just outside the camp office.
- After checking in, parents may help campers take their luggage to their cabin.
- Parents will also accompany campers to the infirmary for a brief health interview.
- After completing registration, feel free to walk around the property, walk your camper back to his/her counselors, then say good-bye. Parents need to say their good-byes no later than 5:00 p.m.
- If you must arrive late (after 5:00 p.m.) on Opening Day, please make prior arrangements with the Camp Director.

Closing Day BBQ and Award Ceremony—

- Plan to arrive at camp at 11:30 and stay for a BBQ lunch and our award ceremony, when each child is recognized for their contribution to an awesome camp session.
- Reserve plates for you and your family either on Opening Day or by phone (Adults \$7.00, Children \$5.00)
- The award ceremony should wrap up around 1:30 p.m.
- We highly encourage all campers to stay until the close of camp, but if they must leave early, arrangements should be made in writing on Opening Day.

Accommodations

- Based on grade level in school, campers will be assigned a cabin with 6–8 campers and at least 2 staff members.
- Cabins are equipped with bunk beds, screened windows, ceiling fans, and a full bathroom.

Cabin Requests —

- As you register, please be aware that you may only request one camper for your child to be housed with.
- In order for your request to be considered, the person you request must also request you.

Camper Mail

- Due to the short length of some sessions, feel free to send camper mail prior to your camper's session. Just make sure to clearly mark it with the session your child will be attending.
- Mail can also be dropped off at the registration table on Opening Day.
- With the exception of Opening and Closing Day, mail is distributed daily to campers after lunch during Rest Time.
- Don't forget to send your child with letter writing supplies if you'd like to hear from them! Camp Evergreen will only supply one stamp or postcard for each camper.

Care Package Policy —

- We know campers love to receive goodies at camp, but please do not send any food items. We promise to fill your child's stomach with three wonderful meals a day and even s'mores!
- Due to critters and limited food storage space, we have to throw out any food items that are sent.

- Camp Evergreen Address:

(Camper Name)

(Session)

Camp Evergreen at Winfield

478 Andersonville Lane

Clarkesville, GA 30523

Phone Calls/Email

- Due to possible homesickness, phone calls are not allowed except in emergencies.
- If parents are concerned about their son/daughter, they may call the Camp Director for an update.
- Parents may also contact Camp Director Katie via email (evergreendirector@yahoo.com) if they wish to receive an email update of their child's progress at camp.

Visiting

- Due to the short length of our sessions, we do not allow visits to campers.
- If parents wish to drop a forgotten item by camp, please call before coming and plan to leave the item at the Camp Office.

Homesick Campers

- Many first-time campers will experience some degree of homesickness while at camp.
- Our staff will work hard to immerse campers into camp life and to make them feel welcomed and included.
- We allow campers to call home only when other remedies fail to work.
- In rare cases, campers wish to leave camp due to homesickness. If the parents and the camper make this decision, please be aware that the camper may not go home for a short period of time then return to finish the camp session; however, we encourage the camper to try camp again the following summer!
- In preparing your child for camp, check out the suggestions on the following website: www.acacamps.org/parents/homesickness.php

Birthdays at Camp

- We love it when a child's birthday falls during his/her camp session!
- Camp Evergreen will give your camper a card and a small gift and will make a special Evergreen tree-shaped birthday cake to be served at dinner.
- We'll have the whole camp sing "Happy Birthday" at breakfast.
- If you wish to add to the celebration, please send a small non-food care package to your camper. Gifts that can be shared by the entire cabin are preferred.
- We cannot allow you to call or visit your child on his/her birthday, as it may cause homesickness in your child or others.

Daily Schedule

- Here are some of the activities campers will experience throughout the camp session:

Archery
Arts & Crafts
Marksmanship
Canoe
Nature
Swimming
Hiking
Wet n Wild Games
Blob
Frisbee Golf

- Horseback riding is offered off-site at Sunburst Stable once a session. This activity requires an additional waiver form as well as additional fee at the time of online registration.
- In addition, campers may choose from a variety of activities during our daily Choice Time and Free Time.
- Our basic schedule: (lights out time adjusted depending on ages of campers)

8:00	Wake-up Bell
8:15	Breakfast
8:45	Cabin Clean-up
9:15	Pavilion
9:45	Activity 1
10:45	Activity 2
12:00	Lunch
12:45	Rest Time
2:00	Choice Time/Snack
3:00	Activity 3
4:00	Activity 4
5:00	Cabin Time
5:30	Dinner
6:15	Free Time
6:45	Pavilion
7:30	Wild Time
8:30	Showers
9:30	Discussion/Lights Out

Meals and Snacks

- Campers receive 3 balanced meals each day served family style. We strive to cook with all natural and/or organic ingredients whenever possible.
- Campers are also served a snack each afternoon.
- Food is not allowed in the cabins, so please do not send your camper with snack items.

Health Issues

- All parents are required to fill out the **Waiver Forms** and **Health Forms**.
- The acting Camp Nurse will screen all campers who arrive at camp. If the nurse finds that a camper has a health condition that would interfere with the camp program, the camper's schedule will be adjusted until he/she is free of that health condition.

Medication —

- We ask that all medications (prescription and non-prescription), vitamins, herbs and supplements that the camper is taking be disclosed on the medical information form.
- All medications are stored under lock and key in the infirmary with one exception: campers may carry an asthma inhaler per doctor's order.
- The acting Camp Nurse and the Camp Director are the only personnel allowed to access and distribute medications.
- All prescription medication must be given in its original container with the physician's name, date, camper's name and directions.
- All non-prescription medication must also be given in its original container.
- The acting Camp Nurse will only distribute medication as directed on the label of the container.
- If a larger dose is requested, it must be accompanied by a doctor's order.
- All medication will be returned to parents/guardians on Closing Day of the session.

Camp Infirmary —

- Our acting Camp Nurse is a registered nurse.
- When a camper becomes ill or requests to see the nurse, the camper is taken to our Infirmary to receive care.
- At the infirmary, the Camp Nurse will issue treatment as necessary.

- The following is a list of medications that the nurse uses when campers visit the Infirmary. All medications are given per directions on the bottle. Any medications that parents do not want their children to have should be listed on the camper's medical form. Medications may be in generic form.

Athlete's Foot/Jock Itch.....	Antifungal sprays, powders or creams
Headache.....	Tylenol, Advil, Motrin
Upset Stomach.....	Tums or Rolaids
Menstrual Cramps.....	Advil, Tylenol
Poison Ivy.....	Benadryl, Hydrocortisone Cream, Calamine Lotion
Mild Allergic Reactions.....	Benadryl, Hydrocortisone Cream, First Aid Spray
Colds, Congestion.....	Sudafed, Dimetapp
Insect Bites.....	Benadryl, First Aid Spray

- One dosage of the above listed medications will be administered at the discretion of the Camp Nurse. If another dose is required, the nurse will contact the camper's parents and/or pediatrician before proceeding.

Code of Conduct

- All campers and parents are required to sign the "Camper Code of Conduct" form listing the acceptable behavior required of campers during their stay at camp.
- Any camper that is found to not follow the "Camper Code of Conduct" will meet with the Camp Director.
- The Camp Director will determine if dismissal from the camp session is necessary.
- Campers will be charged for any damage they are found responsible for.
- Under suspicion of theft or the possession of camp banned substances, Camp Evergreen Leadership reserves the right to search through a camper's belongings.

Laundry

- Except in the case of emergencies, laundry services are not available.
- Please pack extra clothing for your camper and expect things to return home very dirty and/or wet!

Refunds and Cancellations

- A 50% deposit is due at the time of registration with the remainder of the balance due by May 18, 2012.
- Registrations initiated after May 18, 2012 must pay in full.
- Refunds may be issued until May 18, 2012 (minus a \$15 processing fee).
- After May 18, no refunds will be issued.

What to Bring

Please pack in luggage that will fit under a bunk bed (17" clearance) and label all items with camper's name.

Pillow and Sleeping bag or twin sheets and blankets

Twin fitted sheet (sleeping bag alone slides off bare mattress)

Towels for swim and bath

Toiletries: soap, shampoo, toothbrush, toothpaste, etc.

Shower basket (to hold toiletries)

ITEMS TO LEAVE AT HOME:

Electronics such as Gameboys, cell phones, personal cd players/MP3 players etc.

Revealing swimsuits or clothing

Snacks, candy, money

Swimsuits (2 or more)

Shorts

T-shirts

Socks

Underwear

Pants and long-sleeve shirts for cool nights

Jeans if horseback riding

Rain jacket (a MUST!)

Sneakers

Water shoes or sandals with back to them

Flashlight and extra batteries

Water bottle

Bug spray and Sunscreen

Prescription medications in original packaging

Bible

Other Suggested Items:

Books, playing cards, or travel-size games

Notebook or journal and Camera

Stationary, postcards, stamps, envelopes, pens, and pencils

Address list to mail letters

ADDITIONAL ITEMS FOR DOGWOOD & GRAND FIR:

Sleeping Bag for overnight

Backpack for overnight/hiking trip (school type is fine)

Directions

From Atlanta (I-85N through Clarkesville):

- ◊ Take I-85 North to the I-985 junction toward Gainesville (approx. 30 miles from the intersection of I-75 and I-85)
- ◊ Bear left off I-85 onto I-985
- ◊ Continue approximately 48 miles. Note: I-985 becomes GA 365.
- ◊ Exit at Highway 197 (Mt. Airy/Clarkesville exit) and turn left (north) toward Clarkesville (about 4.5 miles)
- ◊ In historic downtown Clarkesville, watch for the Hwy. 197 sign. It makes a 90° right turn.
- ◊ Immediately after this right turn, you must turn left in order to stay on Hwy. 197 (at Mr. T's convenience store)
- ◊ From Clarkesville, follow Hwy. 197 approximately 20 winding miles.
- ◊ You will pass North Georgia Technology School, Mark of the Potter, a large dip in the road where the creek sometimes runs over the pavement, and continue straight through the stop sign at Batesville General Store.
- ◊ At the Lake Burton Fish Hatchery/Moccasin Creek State Park, turn left (west) on Andersonville Lane for 1/2 a mile.
- ◊ Turn right on Camp Winfield Drive

From Atlanta (I-85N through Clayton):

- ◊ Leave Atlanta traveling North on I-85.
- ◊ Merge Left onto 985. This becomes 365 which becomes Hwy 441.
- ◊ Continue North on Hwy 441 into Clayton, GA.
- ◊ Turn Left (West) on Hwy 76 (at light Dairy Queen is on left) for 11.3 miles.
- ◊ Turn Left (South) on Highway 197 for 3.7 miles.
- ◊ Turn Right (West) on Andersonville Lane (Lake Burton Fish Hatchery/Moccasin Creek State Park is on left) for 1/2 mile.
- ◊ Turn right on Camp Winfield Drive

From Atlanta (GA 400N through Cleveland):

- ◊ Leave Atlanta traveling North on GA 400N toward Dahlonega.
- ◊ As 400N ends, continue straight on Long Branch Road/GA 115 for 4.8 miles.
- ◊ Turn right onto GA 115/GA 75N for 12.8 miles.
- ◊ As you enter the Cleveland town square, turn left onto 129North for .4 miles.
- ◊ Turn right on Hwy 75 toward Helen for 6.8 miles.
- ◊ Turn right on Hwy 17 (pass the Indian Mound) for 2.3 miles.
- ◊ Turn left at the Old Sautee Store on Hwy 255
- ◊ At the stop sign at Batesville General Store, turn left on Hwy 197N.
- ◊ At the Lake Burton Fish Hatchery/Moccasin Creek State Park, turn left (west) on Andersonville Lane for 1/2 a mile.
- ◊ Turn right on Camp Winfield Drive

Camp Evergreen at Winfield

478 Andersonville Lane

Clarkesville, GA 30523

Office Phone: 706-947-1459

Director's Cell: 404-210-9149

Caution for GPS Users:

We have had several reports that GPS is NOT accurate for the trip to camp. Your best bet is to use these directions!

Directions Cont'd

From I-85 South:

Travel to Clayton, GA (Rabun County) and follow the directions below.

From Clayton, GA:

- ◊Traveling North on Hwy 441, turn Left (West) on Hwy 76 (at light Dairy Queen is on left) for 11.3 miles.
- ◊Turn Left (South) on Highway 197 for 3.7 miles.
- ◊Turn Right (West) on Andersonville Ln. (Lake Burton Fish Hatchery/Moccasin Creek State Park is on left) for 1/2 mile.
- ◊Turn right on Camp Winfield Drive