



## BREVARD SUMMER CAMP

We are delighted your camper will be joining us this summer at Ridge Haven, nestled in the beautiful Blue Ridge Mountains. Whether this is your very first year, you have been to both Summer *and* Winter camp, or you are the second generation of your family to attend, we trust that you will enjoy an exciting and spiritually rewarding camp experience. Ridge Haven is eager to provide your camper with opportunities for personal and spiritual growth as well as developing relationships that can last a lifetime!

Please double check the date and camp you have registered your camper for and make sure that they are attending the same camp as their friend or church and in the correct age group.

If your plans change, and your camper cannot attend camp for any reason, please notify us immediately at 828-862-3916. **All cancellations are to be handled through our office.** *Please do not pass on your cancellation to your church or to your friend to fill.* Ridge Haven often has its own waitlist.

Cancellations made **prior** to three (3) weeks before the first day of camp will receive a full refund minus the non-refundable, non-transferable registration fee (deposit). Cancellations made **within** three (3) weeks of the first day of camp will not receive a refund. Final payment must be made at least two (2) weeks prior to the start of camp.

### GENERAL INFORMATION

**Directions:** 215 Ridge Haven Rd. Brevard, NC 28712 – We encourage you to follow the directions from our website, <http://www.ridgehaven.org/directions> as service may be difficult to find in the mountains and some GPS systems have difficulty navigating around here.

**Arrival:** Registration is from 2:00 pm to 4:30 pm on Monday. Our entrance gate will remain closed until Registration begins, please do not arrive early (see registration instructions below in the WHEN YOU ARRIVE section).

**Late arrival:** Should your arrival be delayed **past** 4:30 pm on Monday, please phone the camp office **prior** to 4:30 pm at 828-862-3916 and give us an estimated arrival time so we can be prepared and available to greet you.

**Departure:** Parents should arrive between 9:00 am and 10:00 am on the day of departure. Reminder: the entrance gate will remain closed until 9:00 am. You will be directed by staff where to pick up camper(s). All campers should be picked up by 10:00 am on the last day of camp. Please call our office and notify us if you will be late for pick-up!

If you need to pick up your camper early (prior to the last day of the camp week), please call our office 828-862-3916 at **least 24 hours prior** to desired pick up to coordinate. Your pickup will need to be scheduled during office hours Tuesday – Friday 9:30 AM – 5:00 PM and **not before 9:00 AM on Saturday morning.**

**Health and Wellness Procedures:** Our Health Coordinator oversees an infirmary staffed with adults trained in First Aid, AED and CPR. They are available to handle minor injuries and illnesses and for the distribution of prescription medication. In addition, a Registered Nurse (RN) will be on-site daily and available 24/7 to screen minor complaints as

well as oversee our infirmary staff, healthcare procedures, and the distribution of medications. Access to emergency medical systems will be available at all times. We have an excellent relationship with a doctor's office in nearby Brevard with a well-equipped clinic and hospital. Be assured that we will contact you for any doctor and/or hospital visits.

Please refer to the Packing List and 'WHEN YOU ARRIVE' instructions in the following pages of this letter regarding our medication policies. Most counselors are also trained in first aid, AED and CPR. If you would like to contact our Health Coordinator, you may call our office at 828-862-3916 or email them directly at: [infirmary@ridgehaven.org](mailto:infirmary@ridgehaven.org).

Campers may be required to be picked up early from camp if their symptoms or injuries prohibit them from participating extensively in the camp activities.

**Meals:** All meals are included in the price of the camping program. We are not an allergy free facility. While we limit the use of typical allergens in our menus, we are not altogether free of allergens. Please read our Allergy Procedure found on the [Camper Information](#) page of our website. Those visiting our campus with medically diagnosed food allergies will need to make our Dining Staff aware of the allergy and the severity of that allergy before arrival to determine if we can accommodate you and allow you to determine what supplemental food you may need to bring. Campers **must** list medically diagnosed food allergies on their Medical Information Form, in their online account. Please note the severity of any allergies. **Those with severe allergies should bring and carry emergency equipment (i.e., EpiPen) with them at all times.**

Guests with dietary restrictions should supplement our menu by bringing food with them. Any supplementary food items will be stored in a refrigerator/freezer in our Dining Hall, clearly marked with your name. We have a microwave and will heat your supplementary items as needed, but Ridge Haven staff **cannot cook food to order.**

For those who have a medical diagnosis of Celiac Disease, please note that our Gluten Free options are very basic. Example options may include at Breakfast, oatmeal; Lunch, a regular salad; Dinner, beans & rice, tuna. We encourage you to supplement your meals if you wish for more variety.

**Lost and found:** Be sure to check your campers belongings before leaving campus to ensure they have everything that they came with. Lost and found items not requested within 30 days will be donated to a local charity. Requested items can be shipped back to you and shipping fees will apply.

**Camp Store:** Deposits for the camp store can be made online before and during camp. Campers should not carry cash with them. Purchases can be made during store hours using cash, credit/debit card, check and camper store account. **We do not accept cash or check camp store deposits at Registration.**

To add money to your child's store account, please log into your camper's account via the "Register Online" link at [ridgehaven.org](http://ridgehaven.org). You are now on the account Home screen where you will see a blue button at the top, "Make A Payment". Click Make A Payment, then select your camper and click Process Selected Attendee. Next, edit the amount you are paying towards your Registration balance (if any), click Next then add the amount you would like to add for their Store account and proceed through the process. \*Note: If using a credit card for payment, a 3% service fee is automatically added to your total.

Campers with a balance of more than \$5 after camp is over will get it refunded on the card it was deposited with, the following week. Balances that are less than \$5 will be donated to our camper scholarship fund. Money added to a camper's account can be used for both The Haven (our camp store) and our Soda Shop, which serves ice cream and snacks.

**Pictures:** All pictures can be viewed and printed free of charge by visiting the [Camper Information](#) page of our website, [RidgeHaven.org](http://RidgeHaven.org). Uploading of camp photos will begin on the second day of camp during the late afternoon.

## PACKING LIST

***Please pack light! Your camper's items should be packed in a duffle bag or something that could slide under a bunk***

***bed (trunks are too large for our cabins). Please mark all items with camper's full name.***

1. Please be sure to pack a **water bottle** (and do not forget to put the camper's name on it).
2. **Bedding:** Sleeping bag with a fitted twin sheet (or a twin bed sheet set), pillow, pillowcase, towels (1 for showers and 1 for the lake), toiletries. Please keep in mind that the temperature overnight can be much cooler than during the day, so you may consider packing an extra blanket.
3. **Clothes:** Casual/Athletic clothes for outdoor activities and informal meetings, something to wear in the mud pit - that you probably will not want back, swimsuit (modest one-piece for girls), light jacket, and a laundry bag. Additionally, because the temperature overnight can drop significantly here in the mountains, you may want to consider packing a sweatshirt and long pants.
4. **Shoes:** Athletic shoes or hiking/sturdy outdoor shoes, and sandals with heel strap/water shoes for the pool/lake. We strongly recommend 2 pairs of athletic/hiking shoes since one pair will most likely get muddy and wet. Several camp activities require closed-toed shoes. Campers without the proper footwear may not be allowed to participate.
5. **Medications:** All medications (prescription **and** over-the-counter OTC) must be discussed with and collected by infirmary staff. The infirmary staff will **only** collect and administer medication prescribed by a physician. No medications, prescription or OTC, are allowed in cabins without specific exemption from infirmary staff. If your camper needs to keep emergency items (such as rescue inhalers and EpiPens), please speak with the RN or infirmary staff at registration.

Due to high volume medication needs, please consult our posted list of OTC meds on the website and leave these as needed medications at home. However, if a regular dose of any medication (OTC or prescription) is necessary or if the camper requires a medication not listed, please bring your own supply to registration.

Medication information (name, dosage, administration times, etc.) and instructions **must** be completed on the online camp registration form prior to camp arrival (see more details in the WHEN YOU ARRIVE section of this letter).

6. **Games & Special Events:** Western/farm themed clothing (Barnes Dance Hoedown), camo/dark clothing and flashlight (Mission Impossible Night Game). All-out western attire is encouraged for our Barnes Hoedown! Our staff will be dressed to the "nines" in their favorite western attire.
7. **Backpack/Sling bag:** Campers will often participate in multiple activities during the camp day before returning to their cabins. A small, comfortable bag allows campers to keep some essentials with them throughout the day. Ideally, your camper's towel will fit inside.
8. **Other items:** Bible, notebook, pen, flashlight, insect repellent and sunscreen.

**NOTE:** Camp Store money should be deposited into each camper's account online. You may deposit money into your camper's store account at any time, prior to and after arrival.

→ **PLEASE DO NOT BRING:** electronics, cell phone, snacks, alcohol, tobacco (any form), drugs, firearms, knives, or t-shirts with questionable advertising or sayings.

### **Service Project Camp**

All regular camp items listed above (with emphasis on a water bottle!) Additionally, bring comfortable long pants, work gloves and a hat for work projects. There is typically brush clearing involved in Service Project Camp projects and long pants will prevent cuts and scrapes from the plentiful thorn bushes.

### **Great Adventure Camp**

All regular camp items listed above (with emphasis on a water bottle!) Additionally, it is recommended that camper's

shoes are comfortable for hiking, and their backpack should be suitable for carrying their sleeping bag for the overnight camping trip. Optional items include: sleeping mat, hammock, etc.

## WHEN YOU ARRIVE

Instructions for Registration – please follow carefully

Do not stop at the office. Follow registration road signs and parking attendants from the entrance gate. Please have medications and camper's mail (if desired) ready before entering the registration line.

**Step 1 - Registration:** Registration is held between 2:00 pm and 4:30 pm on Monday. Each camper will sign-in and receive his/her cabin assignment. All accounts must be paid in full 2 weeks before the first day of camp unless other arrangements have been made with our office.

**Step 2 - Camper Mail:** You have two options if you would like your camper to receive mail while at camp. You may drop off mail to be delivered to your camper during the week. Please bring the mail with you when you get in line for Registration. You will drop it off at the "Mail" table. Please be sure each piece is clearly labeled with the camper's name, cabin number, and day the package is to be delivered. Or you may choose to purchase an E-mail service on your camper's online account dashboard for a one-time fee of \$4 and you may invite family & friends to E-mail your camper for an additional \$4. Please look on your dashboard for this feature called "One-Way Email". Emails are distributed to each camper daily at Mail Call. Mail Call occurs starting the second night of camp. Final delivery is on Friday, so make sure to submit your last E-mail before noon on Friday. We do not recommend mailing letters or items to your camper at Ridge Haven due to the uncertainty of receiving it before they leave campus.

**Step 3- Infirmary:** The infirmary staff will **only** collect/administer medication prescribed by a physician. These medications must be in the **original labeled container** (no pill organizers, please). Vitamins/supplements will not be collected unless accompanied by a physician's order. Campers can also expect a lice check administered by Ridge Haven staff at registration. Leftover medications should be picked up from infirmary staff when you pick up your camper.

For campers bringing their own supply of food, please label each food item with their name and which meal the item should be served. Ridge Haven staff will collect your cooler/container of food at Registration. Please plan to collect your cooler/container and any leftover food if applicable, before you depart Saturday.

**Step 4 – Meet your Counselor!** Staff will provide you with directions to your camper's cabin, then you will drive them and their belongings to the cabin. You will be greeted by your Counselor, meet your cabin mates, and unload.

## FACILITIES FOR PARENTS AND YOUTH WORKERS

Guest rooms are available for youth leaders and parents to stay at Ridge Haven during camp. However, reservations **MUST** be made through the office **PRIOR TO ARRIVAL**. Youth workers, pastors, and/or parents wishing to stay at Ridge Haven during the time their camper is at camp must contact the Ridge Haven office to make a reservation for a room. While on campus, all visitors should not plan to participate/be involved with the camp program or their camper. Youth Leaders wishing to participate with campers should contact us to set up a Group Hold to register as a leader and stay with the youth group, as their counselor for the week.

## RIDGE HAVEN CAMP RULES

Every camper receives focused attention from his/her counselor. Ridge Haven counselors are thoroughly screened during the application process and undergo intensive training before camp. These young men and women exhibit godly lifestyles and loving concern for young people, providing tremendous role models of faith in Jesus Christ. Ridge Haven stresses mutual respect and teamwork. All campers are expected to conduct themselves accordingly. A list of camper

Rules and Regulations are listed below and should be read by or read to each camper. They are expected to know, understand, and follow these rules.

Campers, the staff at Ridge Haven want you to have the best experience possible while you are here; therefore, we have established some guidelines for you to follow. For a fun and rewarding time at camp, please read and remember the following:

1. Be respectful in your words and actions to other campers, counselors, and staff.
2. Accept the authority of the Ridge Haven staff by listening and obeying.
3. Only use kind and thoughtful words. Foul language, including gestures, will not be tolerated.
4. Participation in all activities is strongly encouraged, but a positive attitude about camp is expected.
5. Bullying of any kind will not be tolerated.
6. All weapons, illegal drugs, alcohol, tobacco products, and fireworks are strictly forbidden.
7. Sexually inappropriate behavior of any degree will not be tolerated.
8. Campers are expected to refrain from the use of technology during camp. Campers are encouraged to leave their phones, laptops, tablets, etc. at home.
9. Campers are expected to demonstrate respect for Ridge Haven property. Campers are responsible for any damage resulting from inappropriate use of property.
10. Campers are not allowed to enter the cabins of the opposite gender at any time.
11. Campers must gain permission from their counselor before playing any pranks.
12. Campers are not allowed to go to the rooms of chaperones (including parents) that are staying at Ridge Haven during camp without approval from the Camp Director.
13. Campers (Senior High) that drive to camp must leave their car parked for the entire week, in a spot designated by our staff. Car keys are turned in to staff at Registration. Campers may not go to or use their cars for any reason during camp.
14. Campers will not be allowed to wear crop tops (blouse or T-shirt that reveals the stomach) or spaghetti strap tops (blouse or T-shirt that has thin straps that come across the shoulders). Please take this very seriously.

Campers that do not follow these rules/ act inappropriately will receive correction from counselors that may result in disciplinary action (i.e., sitting out of an activity). If misconduct continues or the first offense is severe, they will be sent home. Harassment or bullying in any form will result in a camper being sent home immediately.

## QUESTIONS?

We'd be happy to answer any questions you may have about anything! Feel free to call us at 828-862-3916 or email us at [ridgehaven@ridgehaven.org](mailto:ridgehaven@ridgehaven.org).