

C A M P  
**ILLAHEE**

EST. **Ċ** 1921

# Parent Handbook

500 Illahee Road  
Brevard, North Carolina 28712  
**Phone:** 828-883-2181 **Fax:** 828-883-8738  
**Email:** [mail@campillahee.com](mailto:mail@campillahee.com)  
**Website:** [www.campillahee.com](http://www.campillahee.com)

(revised 2020)

*Excellence in Camping for Girls*

## Introduction

The Camp Illahee Parent Handbook is a supplement to the website. It is important to read the website, including the Parent Section.

Objectives of the Camp Illahee experience include developing character, friendships, moral convictions, faith in God, self-esteem, and a love for nature. Camp is a time for your daughter to grow, to discover, and to thrive. Illahee provides opportunities for growth by creating a supportive atmosphere led by an enthusiastic and encouraging staff. Camp activities and programs develop campers' skills as well as the strengths of their personalities and attitudes, their perseverance, faith, and self-confidence. Through interaction with the outdoors in everyday living and in activities, Illahee underscores the value of nature in each child's life. In these ways, Illahee hopes to further the character development of individuals who will make positive contributions to their communities.

## Traditions and the Spirit of Illahee

Illahee's traditions continually evolve, reflecting a dedication to progress and improvement. Each new direction remains in keeping with the "Spirit of Illahee" centering on the friendships formed at camp and the community created. Sunday night campfires provide an opportunity to sing songs that speak of love, faith, and the beauty of the world around us. "Canoe formation" offers a quiet moment at the end of the session for our community to reflect on the richness of the surroundings and the experiences of the past weeks. On Final Night, the community floats candle-lit wish boats and sings the camp's "Pine Tree" song for the last time. This ceremony reminds us of our camp friendships and our hopes for the future.

The desire to epitomize the "Spirit of Illahee" reflects a community based on Christian values. The Illahee experience gives girls the opportunity to grow in their faith and to experience God's love away from their home family and church. The Illahee atmosphere is one of acceptance and promotes positive growth for campers and counselors.

## Honor Code

We expect each camper to be a positive member of our community. In order to promote our "Heavenly World," we set high expectations as we work to offer an emotionally and physically safe and wholesome camp community. Upon their arrival at camp, campers review with their cabin the **Illahee Honor Code: "On my honor, in the spirit of Illahee, I promise to be trustworthy, helpful, honest, and true, and to encourage others to do likewise."** We also ask that campers have a

positive attitude, respect others, and that they not use or bring alcohol, drugs, drug paraphernalia, or tobacco/e-cigarettes/vaping products as well as cell phones, and handheld electronics (to include ebooks, GoPros, iPods, etc.)

## High Expectations for Illahee Campers

We reserve the right to dismiss any camper who does not follow these guidelines or whose actions or behavior disrupt cabin life or the “Spirit of Illahee” in the camp community. Campers who exclude or intimidate others during the camp session or outside of the summer may not be asked to return to camp.

## Opening Day/Travel

Plan to **arrive on Sunday between 10:00 a.m. and noon**. In order to create an atmosphere of fairness, cabin counselors will randomly assign each camper a bed and will make it with camp-provided linens prior to opening day. As a parent, it is important to help your daughter get settled but not to linger at camp. Her quick involvement is a great way to offset homesickness. At 12:30 campers will enjoy a buffet lunch with their cabin and then begin an afternoon of fun activities.

For campers who fly to camp, we provide transportation to and from the Asheville (AVL) airport. **If possible, please plan to arrive and depart before 12:00 noon on opening and closing days.** If you have difficulty scheduling a flight into and out of Asheville, we have limited pickup from the Greenville, SC (GSP) airport. Contact Lindsey before scheduling flights to or from GSP. Please ship the trunk to camp rather than taking on the plane and pack a small carry-on bag with a change of clothes, tennis shoes, and a bathing suit.

Lindsey Guye is our travel coordinator; use her name as the person who will be arranging your child’s airport pick-up. Please forward the airline itinerary to **[lindsey@campillahee.com](mailto:lindsey@campillahee.com)** and submit flight information on online camper information form. Review unaccompanied minor policies as **all children 14 and under are required by the airlines to fly as unaccompanied minors** and restrictions vary. Please pay fees directly to the airline when the ticket is purchased and complete the necessary forms.

## Coming Early/Leaving Late

Due to the importance of staff training and the limited preparation time between sessions, it is inconvenient for campers to arrive before opening day or to stay at camp after the session ends. In order to enjoy camp fully, it is important for campers to arrive on opening day and depart on closing day.

## Digital Images/ Social Media

We approach the use of the internet and the posting of digital images with care, especially with regard to images that are taken by campers while at camp living in close quarters. We expect campers to take wholesome pictures at camp and reserve the right to scroll through and delete images that we deem inappropriate or embarrassing to other campers or staff members. **To protect campers and their privacy, girls may not post any photos or video on You Tube, Facebook, Twitter, Instagram, Snapchat, TikTok or other social media sites. Use of the Camp Illahee name should only be used by camp itself. It is the parents responsibility to monitor their daughter's social media as well as any camper and counselor friendships outside of the camp session. Social media used negatively or to intimidate a staff member or camper is not tolerated and will result in dismissal from camp or from future enrollment.**

## Electronic Devices/Ipods

Camp is a great time to enjoy community interaction in a wholesome setting. Please do not send headphones, iPods, wireless or other WiFi enabled devices such as Fitbits, Apple watches, Kindles, laptops, cell phones or cameras with internet-uploading capability. Cabin counselors will have iPods with music that is appropriate for community enjoyment. If brought to camp, these items will be gathered and returned on closing day. Camp is a great retreat from social media, and a time to unplug and enjoy the people, natural setting and surrounding community.

## Cabin Groups

Camp Illahee cabins are arranged in three “hills.” The youngest campers live on Hillbrook, then Heigh Ho, and the oldest on Pineview. Cabin groups are assigned by grade and age level. Requests for cabin mates can be emailed through the camper information link and can be honored if both campers are in the same grade level and there are no conflicting requests. We try not to place more than two campers from the same school and city in a cabin. Careful consideration will be given to each request; however, the final decision rests with the directors. Requests must be made by parents at least two weeks prior to the camp session.

## Laundry/Clothing

Clothing should be functional and durable for camp. Bathing suits must be one-piece bathing suits. Please don't send valuable clothing. Camp Illahee cannot be held responsible for items lost or missing during camp. Be sure that attire is modest, in good taste and that bra straps and tummies are covered. Laundry is done once a week and is sorted and washed by cabin group. **Put your daughter's name on everything!** Mabel's Labels can be helpful. To order, visit [www.mabelslabels.com](http://www.mabelslabels.com). Campers should bring a pillow and pillowcases, blanket or comforter but camp

will provide sheets (changed weekly) and towels. (Donated bath towels are always appreciated). Campers may bring their own sheets if preferred, but need to have enough sets for the session, as they are unable to be washed with camp laundry.

## **Sunday Uniform**

On Sundays, campers enjoy a buffet breakfast that includes freshly delivered Krispy Kreme donuts and the chance to wear their pajamas to the dining hall. After cabin activity time, the camp gathers for a Christian worship service in the Woodland Chapel. The service, planned and carried out by counselors and campers, combines songs, readings, and an inspirational story or message. Transportation to early Mass for Catholic campers is offered during the three and four week sessions. Sunday afternoon activities involve the entire community in events such as the Amazing Race or the Swim Show. The Sunday uniform is an Illahee tradition consisting of a white Illahee shirt and blue tie, which may be purchased from camp and worn with the camper's white shorts. The girls will be fitted with uniform tops and receive their pre-ordered items after parents depart on opening day afternoon. Uniforms may be ordered on the camper information link with the Ship Store pre-order. (The five-day Junior Campers are not required to have a uniform.)

## **Medical Information**

In our efforts to provide a happy, healthy, and safe experience for your daughter, it is important that the Health Information form is completed and signed online by a parent or guardian. After submission, download the physician's medical form for your doctor to complete and sign. Most physicians will sign and update the form if they have seen the camper within the past year. This medical form should be mailed or faxed to camp by June 1st, prior to your daughter's arrival at camp. Please communicate any changes to health history prior to camp. Our camp medical staff depends on this information on a daily basis and in the event of an emergency.

- Camp medical staff is available on opening and closing days and by phone to discuss any medical concerns. In the event that a child arrives at camp with a fever or stomach virus, she may need to leave camp until it subsides in order to allow her to start camp in a positive way and to protect the close camp community. Likewise, please make us aware of illness within 14 days prior to arrival at camp.
- All medication brought to camp must be in original bottles with a legible prescription, dosage instructions and the name of the prescribing physician. Medication must be dispensed based on prescribing physician's instructions. Please talk with directors before altering regular medications, such as ADHD medication or other scheduled prescription medications prior to camp. It is usually best not to make changes prior to camp.

- Campers are not allowed to keep any medications in their cabins. ALL medications (with the exception of inhalers for asthmatics and prescription dermatological creams) must be kept in the health center. Please do not send the following over the counter medications to camp as the health center keeps them stocked and treatment procedures from our camp physician will dictate their use: Motrin and Tylenol (fever and pain reducer), Benedryl (anti-itch), Zyrtec (anti-histamine), Neosporin (topical antibiotic), Hydrocortizone cream (topical anti-itch), Tums (gas relief), Miralax (constipation/fiber supplement), Sudafed (decongestant), Mucinex/Delsym (cough suppressant), swimmer's ear medicine and throat/cough lozenges. Epinepherine (used for anaphylaxis) is available for emergency first-aid treatment. Illahee has registered nurses on staff, and a local physician who visits camp twice a week and is available to consult and see campers in his office. Parents will be notified by phone if a camper visits the doctor's office, spends the night in the health center, or has recurring visits to the medical staff.
- Screening campers for lice as well as other health concerns is a routine part of opening day. **Campers arriving with lice are treated at camp on opening day by a lice specialist. Parents will be billed for the cost of the treatment.** While not a health risk, lice pose a huge inconvenience. It is critical to check your daughter's head prior to camp and to be sure to treat any lice and remove nits prior to coming to camp. Please let us know if she or a sibling has been treated within two months of camp. You will find detailed information for screening on our website at [www.campillahee.com/documents/headlice.pdf](http://www.campillahee.com/documents/headlice.pdf).

## Doctor Visits/Pharmacy

If it is necessary for a camper to visit the doctor's office and/or receive prescribed medications, parents will be notified and billed accordingly. If the doctor's office or pharmacy is unable to submit claims directly to your insurance company, we will forward receipts for your use in filing insurance claims.

## Personal Camper Information

Often months pass between the application process and the opening of camp. If a recent event may affect your child's experience at camp, it is important to make the directors aware of it. Please know that all information is handled in confidence and in the best interest of your child. Be sure to inform us of emotional issues, a learning difficulty, ADHD, a bed-wetting problem, or a loss or major change in the family so that we can be more prepared to meet your daughter's needs. Information can be provided on the online camper information form (available early March) or via telephone or email to one of the directors.

## Dining Hall and Food Allergies

Our campers are served three well-balanced meals a day, along with snacks at various times. In addition to meals served family style, fruit, bread, and a well stocked salad bar is available at meals. We will accommodate food allergies that are authorized by a physician by providing limited alternatives. Please communicate any food allergies, dietary restrictions or special needs to us before camp begins.

## Birthdays at Camp

We make an extra effort to ensure that a camp birthday is a special day. Birthdays are celebrated with songs and a cake for the “birthday queen”. She and her cabinmates enjoy celebrating after lunch or dinner. Leaving a small gift at the camp office on opening day for us to give to the birthday girl is also an option.

## Mail/Packages

**Managing packages is time consuming and cumbersome for the office. We are cracking down!** Most forgotten items can be done without and we are happy to provide your daughter with any necessities while she is at camp. **PLEASE DO NOT SEND ANY PACKAGES TO YOUR CAMPER!** Please inform family and friends as all **CARE PACKAGES ARE RETURNED TO THE SENDER.** Camp cannot be responsible for returned packages or those held until the end of the session. A highlight of every camper’s day is checking the mailboxes for mail. Everyone at camp welcomes letters and postcards. Please do not enclose candy, gum, magazines, or other items with cards or letters as they will be removed by the office staff.

## Telephone

Illahee campers are not allowed to use the telephone except in the event of an emergency. We strongly encourage written communication as a way for campers and families to keep in touch.

## E-mail to camper

You may send one-way emails, which are printed and placed in your daughter’s mailbox. A nominal charge for this service helps offset our technology costs and is billed to your camper’s Ship Store account. To access the daily updates, log on to [www.campillahee.com](http://www.campillahee.com). Each camper has her own login and password. Camp is unable to set up accounts for relatives or friends and they must get permission and passwords from camp families to access the photos and password protected sections of the websites.

## Junior Session Activities

During the Junior Session, campers rotate with their cabin group and a counselor through 20 activities such as horseback riding, swimming, arts and crafts, canoeing, nature, and team sports. On Thursday afternoon, each camper chooses a few activities to repeat. Evening program includes camp highlights such as Airband, swim party, campfire and a trip to Sliding Rock. There will be no need to register for these activities online.

## Activity Registration

All campers (with the exception of Junior Session) must pre-register for their activities by completing the on-line form found by logging in to My Illahee on the website. Campers will receive their activity schedules on Opening Day with five activities for Pine Days (Monday-Wednesday-Friday) and five for Tree Days (Tuesday-Thursday-Saturday) for a total of 10 activity periods.

## Overnights and Day trips

Camp Illahee is in a beautiful part of Western North Carolina, and a wonderful part of the camp experience is going out of camp on trips. Day hikes to area trails and waterfalls, field trips to the farm and Pisgah Forest, tubing trips on the French Broad and evening trips to sliding rock are all part of the Illahee program. The 7th grade hike and Spark Day are camp milestones. All campers go on a cabin overnight with their hill to the Hannah Ford Farm or to another suitable group camping site. Overnights typically depart before dinner and return for breakfast the next morning and offer the chance to cookout, enjoy a campfire and to sleep outdoors under tarps, tents or on a clear night, under the stars.

## Cancellation Policy

If cancellation is necessary, the \$1000 deposit, less a \$200 processing fee, is refundable if written notice is received prior to February 1. The deposit is non-refundable for cancellations after February 1. There is no tuition refund made for cancellations after May 1 or if a camper leaves during a camp session.

## The Best Summer Ever!

At Illahee we are committed to taking exceptional care of your daughter so that she will have the best camp experience possible. We will continue to update you through email in the spring and with the daily website photos and updates during the summer. We have outlined many policies to ensure that this happens, **BUT** camp is mainly about having **FUN**, and we can't wait to have your daughter with us this summer!