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Parent Handbook

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Excellence in Camping for Girls

Introduction

The Camp Illahee Parent Handbook is a supplement to the website. Please read the website, as well as the Parent Section for the most up to date information.

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 friendships and the kind and caring community created at camp. 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 to take the camp spirit of love and kindness out into the world.

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 family and home church. The Illahee atmosphere is one of acceptance and encouragement to promote 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 a wholesome and emotionally and physically safe camp community. Upon their arrival, 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 their fellow campers and staff, 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 the above guidelines or whose behavior disrupts cabin life or the “Spirit of Illahee” in the community. Campers who exclude or intimidate others during the camp session or outside of the summer may not be asked to return to camp. Likewise campers who choose not to participate in activities or have emotional needs that overtake or negatively affect the cabin experience, or are a danger to herself or to others may be asked to leave camp early.

Preparing for a Healthy Camp

Each summer we rely on camp families to help in our efforts to create a healthy camp community. While the pandemic has become more “endemic”, Covid is likely to require additional precautions this summer. We are relying on the following strategies to help mitigate any communicable illness:

1. Pre-camp – For the eight days leading up to camp, please avoid enclosed group activities. We recognize that some campers will be coming from the school year or educational opportunities, but we encourage you to avoid sleep overs, crowds, and unnecessary travel. Stay away from anyone who is sick or has symptoms of illness.
2. If recommended by your physician, we strongly encourage campers to be fully vaccinated for COVID 19 prior to camp. This includes a booster if eligible.
3. Take a Covid test prior to arrival (within 24 hours if antigen and 48 hours for PCR). We will email test requirements prior to your daughter’s session with instructions for reporting a negative test result.
4. Beginning the Sunday prior to camp, please monitor your camper’s health by completing the Eight Day Health Monitor Form found under Preparations on the website. This includes daily temperature checks, symptom screening and any update of covid exposure. This health monitoring form will need to come with your camper to turn in upon arrival at camp.
5. Let us know immediately if your daughter has been exposed to someone with COVID within two weeks of her session at camp. We will help to plan for her arrival.
6. Finally, please read [A Healthy Camp Begins at Home!](#) We are relying on our partnership with you to have a safe summer. Thank you for going through these extra hoops as you prepare for camp!

Opening Day/ Travel

Opening and closing days are exciting days at camp filled with anticipation for meeting campers and counselors and for greeting families. As we work toward a healthy camp season, we will be staggering arrival by assigning drop off times between 9:30 and noon. These times will be emailed prior to the session. While this varies from our traditional opening days at camp, it allows us to start camp with a “safe bubble” in the cabin setting.

Camp families will be directed through camp’s gates and greeted by directors. We will do a quick temperature and health screening, collect the health monitor form, and confirm a completed negative Covid test. Afterwards, your car will be directed to the unloading zone.

We prefer that girls travel to camp in personal vehicles but if it is necessary to fly, please wear a face covering and maintain social distancing during travel. For campers who fly to camp, we provide transportation to and from the Asheville (AVL) airport. If you have difficulty scheduling a flight into and out of AVL, we have limited pickup from Greenville, SC (GSP). Please contact [Claire](#) before scheduling flights so that she can coordinate the best arrival times and then please forward the finalized airline itinerary to her. If flying, please plan to ship the trunk to camp rather than taking it on the plane. Claire Bagwell is our travel coordinator; use her name as the person who will arrange your child’s airport pickup. Review unaccompanied minor policies and pay fees directly to the airline when the ticket is purchased.

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 person al camp 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 retreat from social media, and a time to unplug and enjoy the people, natural setting and surrounding community. 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.

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. 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.

Sundays and Illahee's Uniform

The Sunday uniform is an Illahee tradition consisting of a white Illahee polo and blue tie, which may be purchased from camp and worn with white shorts. The girls will be fitted with uniform tops and receive pre-ordered items on opening day. Uniforms may be ordered through the Ship's Store pre-order form found on

the website camper information page. The five day Junior session campers are not required to have a uniform.

On Sundays, campers enjoy a buffet breakfast that includes fresh 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 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. We end the day with singing and skits at campfire.

Medical Information and Health Screening

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

Camp medical staff is available by phone and on opening days to discuss any medical concerns. If a child arrives at camp with a fever, a stomach virus, or coronavirus symptoms, she will need to leave camp until the fever subsides or symptoms can be evaluated. Likewise, please make us aware of illness within 14 days of arrival at camp and fill out the Eight Day Health Monitor Form (to turn in with Proof of Negative Covid test) upon arrival at camp.

- All daily medication must arrive at camp in Blister Packaging, filled by a licensed pharmacist, labeled with the dosage instructions and name of the prescribing physician. We prefer blister packs that are set up for a week's worth of medication with four different times (breakfast, lunch, dinner, and bedtime) for administrations. Blister packaging can be filled at home by your local pharmacy (rather than by a CVS or Walgreens). [Gordon's Pharmacy](#) in Brevard offers this service. Please allow a three-week lead time for filling the blister packs. PRN medications do not need to be packaged.
- Medication must be dispensed based on prescribing physician's instructions. Talk with a director before altering regular medications, such as ADHD medication

or other scheduled prescriptions prior to arrival at camp. Usually it is 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. Epinephrine (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](#).

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. Likewise, please let us know if your daughter is seeing a counselor or therapist regularly. Information can be provided on the online camper information form or via telephone or email to Laurie.

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 work to accomodate food allergies if verified by a physician. Alternatives may be limited. 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. 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!** Inform family and friends that 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 My Illahee on the website. 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 camper parent directly 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. Evening program includes camp highlights such as Airband, swim party, campfire and a trip to Sliding Rock. There is 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 Hannah Ford Farm outpost and to 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. Most 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 April 15th 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 have outlined many policies to ensure that this happens, **BUT** we also know that camp is mainly about having **FUN!** We will continue to update you through email in the spring and with the daily website photos and updates during the summer. We can't wait to have your daughter with us this summer!

