

2010 CAMP KUSHTAKA *On Kenai Lake*



PARENT GUIDE

Dear Kushtaka Families:

We are so glad that your child will be joining us at camp this summer! Please read the following information carefully. It will help your child prepare for a successful adventure at camp, and answer many of your questions. If you visit our website, you will find much more information about camp program, policies and procedures, camp staff and frequently asked questions. As always, please feel free to call if you need any assistance, or questions answered.

Payment is due on the 1st, and is late after the 10th, of the month each/all child(ren) will be attending camp. A \$20.00 late fee will be added on the 11th of the month to any balance due. Failure to receive a statement (delivery delays, etc) does not relieve you of the responsibility of payment. Registration fee and deposits are non-refundable and non-transferable. Fees excluding the registration fee and deposit will be refunded if written notice is received 14 days prior to the beginning of the session date.

VISA and MasterCard payments are accepted.

CAMP FIRE USA ALASKA COUNCIL

161 Klevin Street, Suite 100

Anchorage Alaska 99508

Phone: 907/ 279-3551 Fax: 907/ 278-9829

www.campfireak.org

.....building caring, confident youth and future leaders...





COMMUNICATION

Staff telephone communication from camp is made with a Satellite or cellular phone. Camp phones are used for daily communication with the Anchorage office, and for emergencies. The Camp Director or Camp Nurse will call you if there is any need for concern regarding your child's health or well being.

If there is an emergency at home here's how to reach us:

- 1) **During office hours, Monday - Friday, 8:00 a.m. - 5:00 p.m.:**
Camp Fire Office at 279-3551 or 800/478-3550
- 2) **After office hours, anytime:**
Theresa Serr-Burek, Camping Program Director
Home/Cell: 907-863-5310 (emergencies only, please) Office: 257-8825
- 3) **Should either of the above prove unsuccessful, and in the event of an emergency:**
Call the Alaska State Troopers at 262-4453

Please note that your child will not have general access to a phone, and non-emergency phone use will not be available.



Do send letters to your child while they are at camp, and send pre-addressed and stamped envelopes with them so that they can share their day's adventures with their family back home! We also encourage parents to pre-write letters for their campers and leave them with camp staff on check-in day. Just make sure to write your camper's name on the outside, as well as the day that you would like them delivered. We'll do the rest!"

Address mail to your camper like this:

Camper name
c/o Camp Fire USA Alaska Council
Post Office Box 689
Cooper Landing, AK 99572

Parents should mail letters a few days prior to the session starting to make sure a letter arrives while their camper is at camp.

OUR STAFF

The Camp Director, with a leadership team, supervises the camp counselors and program. This dedicated team of youth development professionals are on site and have responsibility for the overall operation of the program. The Camp Director can help families with any questions, concerns, comments or suggestions they may have. Parental input assists with providing a quality program.

Camp Kushtaka counselors are young adults (18 years or older) who are hired for their interest, ability and commitment to working with children in the out of doors. Thorough interviews, reference and background checks are completed to ensure that potential staff are not only excited about spending their summer with your camper, but are qualified to do so.

Over 60 hours of on-site pre-camp training and orientation prepare our staff to provide your child with a safe, fun and challenging camp adventure. Staff who are responsible for specialized program areas such as aquatics or off camp trips also have current additional certifications and training pertaining to their activities. All camp staff have current 1st aid and CPR certifications. Our staff are not allowed to accept monetary gratuities. Thank you's are always welcome and appreciated.



HEALTH CARE AND EMERGENCIES

The Camp Nurse (a RN, LPN or EMT) lives on site, managing the health care center and overseeing the camp health care plan. The health care plan is prescribed and reviewed annually by a participating physician. This includes a standard set of treatments and over-the-counter medications to treat a variety of childhood complaints and simple illnesses. These medications include: Tylenol, ibuprofen, cough syrup, anti-diarrhea, antacid, decongestant, antihistamine tablets and lotions, anti-fungal powder, antibacterial ointment, sunscreen, rubbing alcohol, hydrogen peroxide, witch hazel, burn ointment and Epsom salts. If you do not wish your child to be given any of these medications, please include a note to the Camp Director listing the medications not to be administered.

If your child does not feel well, or if a medical need arises, the Camp Director or Camp Nurse will notify you immediately. Emergency medical care is available in Cooper Landing, and the nearest hospital is located in Soldotna.

Health Screening will be completed at camp!

Previous to your camper's first day of camp, the Camp Nurse will review your child's health history and will call if there are any questions or concerns he or she may have in keeping your child safe and healthy while at camp. Any medications (over the counter and prescribed) that you are sending with your child will be collected by the camp staff prior to your child boarding the bus from Anchorage or Girdwood. During the first day of camp, the Camp Nurse will complete a health screening of your child, including a check for head lice, and any recent injuries or illnesses will be noted. If there is evidence of a communicable disease, the Nurse will call you to discuss treatment options and/or to pickup your child.

All medications (prescription and over the counter) that you send with your child, including vitamins, cough drops, etc.- **must** be in original or prescription containers with instructions for administration. Medications will be stored in the Health Cabin. Put all medication bottles in a zip lock bag and mark with camper's name.

In the unlikely event that a camp evacuation is necessary due to natural or other emergency occurrences, water and/or land transport of all campers and staff is provided through local businesses via vans and boats.

Guidance, Discipline and Rules

Camp Fire USA Alaska Council seeks to provide an environment where individuals respect one another, cooperate and work together. Camp staff seeks children's input regarding ways to create a safe community recognizing individual needs. It is the child's responsibility to follow the established rules. Staff will help children to understand the rules and reasons for

the rules and will reinforce positive behaviors and redirect inappropriate behaviors. Positive discipline focuses on the needs of the child and contributes positively to the child's overall development. Staff members teach children conflict resolution techniques and support them as they become responsible for resolving conflicts among themselves.

Note: Camp staff do not use corporal punishment under any circumstance. In the event of a child harming themselves, another child, or an adult, staff may physically restrain the child.

Inappropriate behavior

- Camp Fire does not tolerate aggressive, violent, abusive, harmful, destructive behavior or inappropriate sexual behavior. Should a child display these behaviors, the Camp Director will contact the registering parent/adult for a conference or to pick their child up from camp. *No refund will be given for a child who leaves camp early due to these behaviors.*
- If the child's behavior is out of control and/or harmful the Camp Director may request immediate pick up. *No refund will be given for a child who leaves camp early due to these behaviors.*
- Open communication and full cooperation is required from the registering parent/adult when conducting a plan of action.

No-tolerance Policy

Camp Fire has a no-tolerance policy for physical violence, use of cigarettes, alcohol, controlled substances, sexual activity and firearms that places self, other children or staff at risk.

At no time is any person permitted to carry any type of firearm, ammunitions and/or weapons in Camp Fire programs for any reason unless:

- They are participating in a Camp Fire USA Alaska Council target sports program under the direct supervision and guidance of camp staff or
- Law enforcement officers required to carry these weapons as part of their uniform/job and disclose this information to the Camp Director and program staff. Violation of this policy will result in immediate dismissal from the program.

As a general rule, Camp Fire USA Alaska Council will follow the Anchorage School District guidelines when a child violates no-tolerance rules. Immediate suspension and/or dismissal from camp may occur. Camp Fire will act as expediently as possible in responding to any claims of no-tolerance behaviors. Suspension may occur even while an incident is being investigated.



FOOD AND MEALS

Healthy, kid friendly food and plenty of it will be served in our dining lodge. Vegetarian options are available at each meal. If your child has special dietary needs, please put this information on the health history form. Breakfast, lunch and dinner are served daily, plus snacks. Please do not send food to camp unless it is for a specific dietary need that you have discussed with the Camp Director.

Example menu

Breakfast:

Pancakes, sausage links, fruit, cereal and milk

Lunch:

Grilled cheese sandwiches, carrot sticks, soup, juice and a cookie

Snack:

Granola Bars

Dinner:

BBQ chicken, mashed potatoes, veggies, juice and dessert



CABINS AND CAMP PROGRAM

If your child would like to be assigned to a group with a friend or relation, you must list this information on the health history form.

Campers are assigned to a counselor and group of 7 other campers based on age and gender. Cabins house two of these counselor groups, plus additional adult staff. We have cabins for girls and cabins for boys. The cabins have bunk beds with mattresses; pillows and warm bedding will need to be brought from home. A flashlight will help your child navigate semi-dark cabins at night, as well as to provide light to those who enjoy reading at bed time. Toilets are pit style latrines with attached wash stands for hand and face washing and tooth brushing. Campers must wash their hands after each visit to the latrines, and are encouraged to brush their teeth and wash their face at least twice a day. There is a shower house with private, hot water showers. Campers during a Pathfinder session will have one scheduled time at the shower house, and Challenger campers will have two scheduled times at the shower house.

The Explorer program is designed especially to introduce campers to safe and fun outdoor resident camp activities. With a low camper to staff ratio, camp counselors give each child the individual attention needed to make friends, have fun and to develop new skills. Up to 8 campers are assigned to each counselor, and this “home group” lives together in a dorm style cabin with another home group. Each home group eats meals together and plans and participates in camp activities as a small group. There will also be opportunities for campers to make individual activity choices, leaving the home group to explore and meet new camp friends under the careful guidance of camp staff.

Explorer session activities include:

Arts and Crafts, Nature Awareness, Cooperative Games, Outdoor Skills, Beginning Canoeing and Water Safety, Swimming and Sauna, Archery, and more. Explorer campers will also plan an in-camp sleep out with their home group the last night of camp. A cook out dinner, s’mores and more will be a part of this fun introduction to tent camping.

On Wednesday, parents will receive a newsletter describing the session’s activities, and a short welcome letter from your child’s counselor.

Pathfinder sessions are designed to provide more opportunities for the older school age camper to explore new interests and practice old favorites. Pathfinder maintains the low camper to staff ratio, ensuring that each camper feels comfortable and known in their group while also helping each child set and reach personal goals throughout the week. Up to 8 campers are assigned to each counselor, and this “home group” lives together in a dorm style cabin with another home group. Each home group eats meals together and plans and participates in camp activities as a small group. There will also be opportunities for campers to make individual activity choices, leaving the home group to explore and meet new camp friends under the careful guidance of camp staff.

Special activities included in the Pathfinder sessions include a 2-hour Kenai River float trip, target sports such as riflery and archery, kayaking, day hiking and special activities and events as planned by the campers and their staff. **A 1 hour horse back trail ride plus ground lesson can be added to this program for an additional fee, as well as the Willow Winds Primitive Skills Lessons.**

Other Pathfinder activities include:

Swimming and sauna, arts and crafts, nature awareness, outdoor living skills, cooperative games, special guests and all camp activities. Pathfinder campers will plan a tent camping overnight in or around camp with their home group. This is a great opportunity for campers to learn minimum impact camping skills; working together as a team to put up and take down their camp site, and to plan and prepare their meals.

The Challenger 10 day session is packed full of exciting opportunities for middle and high school youth. The low camper to staff ratio allows counselors to work closely with campers in planning the session's activities, setting personal goals and making sure that all feel that they belong and are important to the group. Up to 8 campers are assigned to each counselor, and this "home group" lives together in a dorm style cabin with another home group. Each home group eats meals together and plans and participates in camp activities as a small group. There will also be opportunities for campers to make individual activity choices, leaving the home group to explore and meet new camp friends under the careful guidance of camp staff.

All Challenger campers get to participate in a 2-hour Kenai River float trip, canoeing and kayaking, day hikes, and target sports like riflery and archery. **Campers can also stretch their boundaries by adding a 7-hour Kenai River Canyon raft trip or a horse back trail ride for an additional fee.**

Other Challenger activities include:

Swimming and sauna, arts and crafts, nature awareness, outdoor living skills, cooperative games, special guests and all camp activities. Challenger campers also plan a one or two night out of camp trip with their home group. Groups can choose a hiking or canoeing expedition that will be accompanied by the appropriately certified program staff. Campers must work well as a team while planning their route, preparing their gear, learning minimum impact camping skills, animal awareness and safety, first aid and general camp craft. All of these experiences are under the guidance of their home group counselor and the trip staff. Providing a safe experience that is challenging and fun is always a Kushtaka priority.

The Voyager 6 day High School session provides older youth with an opportunity to participate in a fun and challenging camp experience crafted just for young adults. Daily off site excursions will have participants hiking scenic trails, paddling local waterways and planning and participating in an off site overnight. Riflery, archery, canoeing, kayaking, crafts and more enjoyable camp activities are also offered. Participants are assigned to counselor and participate in group activities and meals. Voyager campers are always under the direct supervision of camp staff, who assist in goal setting, leadership development and community living skills. **A 1 hour horse back trail ride plus ground lesson can be added to this program for an additional fee, as well as the Willow Winds Primitive Living Skills Lessons.**

On Sunday parents will receive a newsletter describing the session's activities, and a short welcome letter from your child's counselor.

GENERAL DAILY SCHEDULE

What's a typical day at camp like? Camp Kushtaka has a program schedule that provides consistency and structure to the residential experience. A typical day includes:

7:00	Good Morning! Rise and Shine
7:45	Hoppers to Lodge
8:00	Breakfast
9-9:30	Community Jobs and Ready for the Day
9:30-12:15	Cabin group activities (boating, crafts, nature...)
12:15	Lunch
1-2:00	Cabin quiet time
2:15-4 p.m.	Cabin group or small group activities (swimming, archery, riflery)
4:00-5 p.m.	Campers' choice activities
5:00-5:30	Free Time
5:45	Hoppers to Lodge
6-7:15	Dinner, Songs, Announcements
7:15-8:30	Evening Activity
8:30	Quiet Time - Gather as a Group
9:00 p.m.	Ready for Bed
10 p.m.	All Quiet



TRANSPORTATION AND CHECK IN PROCEDURES

On your first day of camp, you will need to check your child in with the camp staff. If your child will be traveling to camp on the camp bus, you will need to bring them to the Camp Fire office in Anchorage to complete the check in procedure. If you are providing your own transportation to camp, you will need to check in with the camp staff upon arrival at camp. Transportation is also available to and from Girdwood. Please call for more information about Girdwood transportation.

Please plan on arriving 60-30 minutes before departure time to check in. Arriving early with any remaining paperwork or information at the ready will ensure a timely departure to camp.

Check in Procedures:

- Make sure that your campers luggage is labeled, and there are no loose items (pillows and blankets should be packed in a bag).
- Bring the luggage to the camp trailer, which will be parked in front of the check in area.
- After ensuring that your camper's luggage is on the trailer, a camp staff will pull and review your child's file, confirm transportation arrangements and collect medication . Please do not pack medications or vitamins in your camper's luggage.
- If you need to turn in any camp forms, please do so at this point.
- Health screening will be completed at camp by the camp nurse, and includes a review of

the health history form, a check for head lice, and any injuries and recent illnesses will be noted. When all of the camper's have been checked in, the camp staff will check the children onto the bus. You must remain with and be responsible for your child until they have been checked onto the bus.

For the Explorer (4 day) session:

- The bus will leave the Camp Fire office in Anchorage at 9:00 a.m. on Wednesday, June 16th.
- The bus will return to the Camp Fire office in Anchorage between 5:00 and 5:30 on Saturday, June 19th.

For all Pathfinder (6 day) sessions:

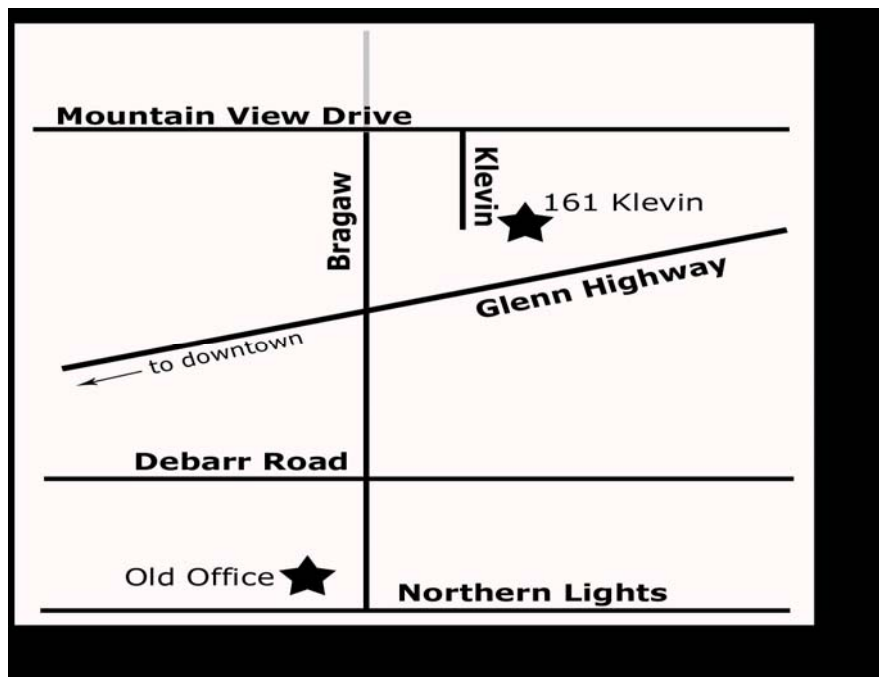
- The bus will leave the Camp Fire office in Anchorage at 9:00 a.m. on Sundays
- The bus will return to the Camp Fire office in Anchorage between 5:00 and 5:30 on Fridays barring any traffic and/or construction delays.

For the Voyager (6 day) session:

- The bus will leave the Camp Fire office in Anchorage at 9:00 a.m. on Sunday, July 11th.
- The bus will return to the Camp Fire office in Anchorage between 5:00 and 5:30 on Friday, July 16th.

For the Challenger (10 day) session

- The bus will leave the Camp Fire office in Anchorage at 9:00 a.m. on Sunday July 18th.
- The Bus will return to the Anchorage office between 5:00 and 5:30 p.m. on Tuesday, July 27th.



Please review the following behavior expectations for the bus trip with your child:

- 1) Remain seated at all times with hands, arms and legs inside the vehicle.

- 2) Keep noise at a minimum so as not to distract the driver—use indoor voices. No airborne objects or other disruptive behavior.
- 3) Passengers should enter and leave the vehicle under the direction of a staff member. If the vehicle makes an emergency stop, passengers should follow directions of staff member and use the buddy system if leaving the vehicle.

On returning day, parent/guardian should plan to arrive at the Camp Fire Office by 5:00 to check in and collect luggage before the bus arrives. All reasonable attempts are made to keep the transportation to and from camp timely. If the bus will be delayed due to traffic or other unforeseen events, the anticipated arrival time will be posted at the Camp Fire office in Anchorage.

Whoever will be picking up the camper will need to have a photo ID card with them. Anyone other than the parent or guardian picking up **MUST** have **WRITTEN** permission from parent/guardian and will be asked to show a photo ID.

A late charge of \$10.00 per 15 minutes (per child) will be charged to parent/guardian whose children have not been picked 30 minutes after bus arrival.

PRIVATE TRANSPORTATION/LEAVING CAMP EARLY/VISITING CAMP

If you have indicated on your registration form that you are going to camp on your own (not on the Camp Fire bus), we will not expect you at the bus stop. You should plan to arrive at camp about 11:00 a.m. on your first day and be picked up at camp on the last day of the session between 2:00 and 2:30 p.m. A map to camp is enclosed. If you need to leave camp early for any reason, arrangements need to be made with the Camp Fire office or Camp Director at camp.

Any child remaining at camp past 3:00 p.m. may be placed on the bus! Please contact the Camp Fire office if you will be delayed in picking your child up from camp.

Campers providing their own transportation to and from camp will not be allowed to use their vehicle after they have been checked into camp until they are checked out of camp at the end of the session.

If you would like to visit camp with your child before their time at camp, , please contact our main office in Anchorage to make an appointment. Any visitor to camp must check in with the Camp Director upon arrival. For the safety of our campers and staff, Camp Kushtaka is a closed campus, and all visits during sessions must be scheduled and approved by the Camp Director.

No personal vehicles are allowed in main camp. Please park vehicles in the parking lot adjacent to the camp entrance.



GEAR AND PACKING FOR CAMP

A list of what to bring is attached. Please label all of your child's belongings and let your child help pack so they know what is in their bags. Campers carry their own luggage (with help) to their cabins, packing lightly is a plus!

Campers who choose to use personal belongings, sports equipment and supplies will do so at their own risk! Storage and safe-keeping of personal equipment is the responsibility of the owner of the equipment. All personal equipment used within the program must meet the program standards and requirements for safety and condition.

LOST & FOUND:

Lost and Found items are brought to the Camp Fire office after each camp session. Parents can come to the office to identify any items that their child may have left behind at camp. All Lost & Found items will be **held two weeks after the session ends**. Items not picked up by that date will be donated to a charitable organization.



NOTE TO PARENTS

Going to camp is a most memorable summer experience for children. Sometimes the challenge of being away from home for a week or longer can be overwhelming for a camper and their families. If you have any concerns please feel free to discuss them with me ahead of time or even after your child has returned home. I am happy to be your partner in providing a safe and memorable summer for your child.

Theresa Serr-Burek
Outdoor Program Director

REQUIRED PACKING LIST
CAMP KUSHTAKA
CAMP FIRE USA ALASKA COUNCIL

~~~~remember to mark everything with your name!~~~~

All medications (prescription & over-the counter) including vitamins, cough drops, etc. - must be in original container with instructions for administration. Medications will be stored in the health cabin while you are at camp. Put all of your medication containers in a zip lock bag and mark with camper name.

CLOTHING:

- 1 pr. of water shoes or old tennis shoes for swimming
- 2 pairs shoes: tennis/sturdy. no sandals
- Socks: 2 pair for each day
- Underwear: 1 for each day
- Pajamas, sweat pants, or long underwear
- Jeans or long pants (1 pr. for each 2 days)
- 1-2 pair shorts (depends on weather & length of stay)
- Shirts (1 for each 2 days)
- Fleece jacket, sweater or wool shirt
- Slippers for cabins
- An item for tie dying, such as a white t-shirt or pillow case

BEDDING AND LINENS:

- Sleeping Bag
- Pillow with case
- Extra Blanket
- Bath towels (1 for swimming, 1 for shower)
- Wash cloth for showering
- Laundry Bag - A large, sturdy one with your name on it

PERSONAL ARTICLES:

- Water bottle, 1 liter
- Soap in soap container
- Toothbrush/toothpaste
- Comb/brush, shampoo
- Flashlight
- Lip protection
- Sunglasses, sunscreen and sun hat
- Camera, case (optional)

Additional Important Gear

- Day pack (optional)
- WARM JACKET
- Backpack (optional)
- Swim Suit (don't forget water shoes)
- Pens, pencils, stationery, envelopes
- Rain jacket, rain pants and rain boots
- Binoculars (optional)

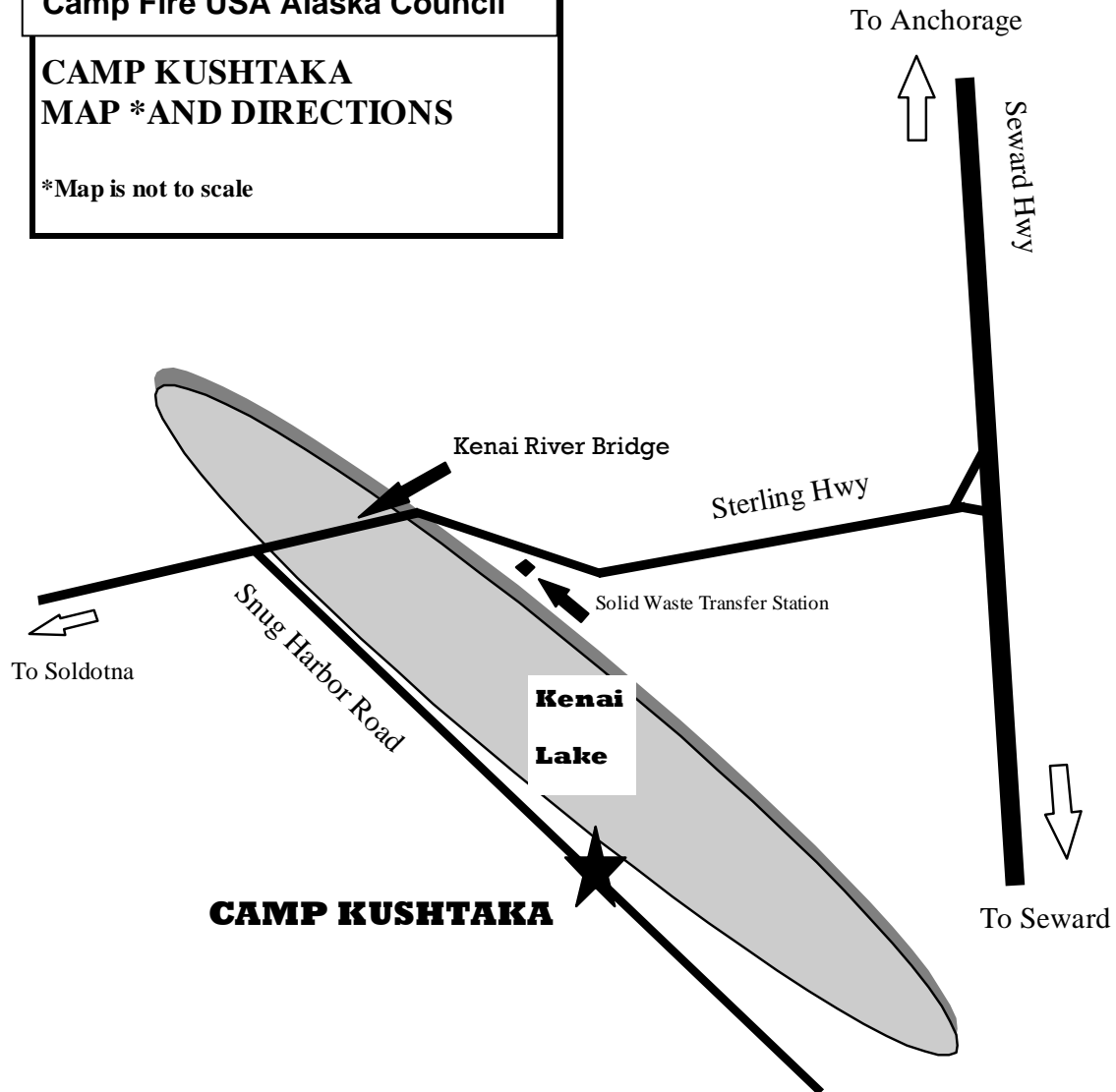
DO NOT BRING: Money, pets, blow dryers, curling irons, cell phones, electronic games, matches, lighters, weapons, fireworks, alcohol, cigarettes, illegal drugs or negative attitudes. If illegal materials or weapons are suspected or found, parents will be notified and the items will be seized and held until parent's arrival.

**Please use this form to check off items as you pack.
Bring it with you to use when packing to go home.**

Camp Fire USA Alaska Council

**CAMP KUSHTAKA
MAP *AND DIRECTIONS**

*Map is not to scale



DIRECTIONS FROM ANCHORAGE:

Seward Hwy. 1 South
RIGHT onto Sterling Hwy toward Soldotna and Homer
Cross the Kenai River Bridge at Cooper Landing
Immediately after the bridge turn
LEFT onto Snug Harbor Road
Approximately 4 miles to Camp Kushtaka entrance on the left.
Parking Area is on the right