

WESTWIND **2014 Family Camp Handbook**

Encouraging Community - Embracing Diversity - Explor-

Congratulations! You chose an American Camp Association (ACA) Accredited Camp. Developed exclusively for the camp industry, this nationally recognized program focuses on health and safety issues and requires camps to regularly review every facet of operation. Camp Westwind voluntarily submits to this independent appraisal performed by camp experts. To learn more go to www.acacamps.org.

Important Information About Your Camper's Health History Forms

All Health History information is captured in our online registration system. We **NO LONGER REQUIRE ANY PAPER FORMS**. If you registered for camp in the past two years you merely need to verify the information is still up to date. While it is possible to skip the form and complete it at another time we still require completion prior to your camper's session. This form is very important in ensure your camper is set up for a successful camp experience. Our online system will remind you automatically if you have any incomplete online forms. If your camper arrives to camp with an incomplete form there will be a \$25 late fee.

\$ Camp Store, Massage Therapist, and Babysitters

Camp Westwind Family Camps offer a few perks. In the Cove you will find our camp store which sells souvenirs such as T-shirts, bumper stickers, and Camp Song CD's. Massage Therapists volunteer their time to offer 30 minute massages with the proceeds going to the camp scholarship fund (tips are theirs to keep). These may all be "charged" to an account and settled at the end of camp.

Teen babysitters volunteer their time to help parents as needed and participate in kids groups. We collect tips for the babysitters and share them equally among them. If you would like to participate please bring cash so we can distribute the tips at the end of the session

Mail

Campers love to receive mail but before you drop that note or package in the mailbox please understand it often takes 2-3 days to reach camp. Include a return address. Please **DO NOT** send food, our critters can't keep their paws out of it...

The address is:
Camp Westwind
Session Name
Camper's Name
PO Box 389
Neotsu, OR 97364



Camp Payments

Camp Westwind offers a very flexible payment option. You may make payments in whatever fashion suits your budget be that weekly, monthly, quarterly, etc. We do need to have camp paid for prior to attending. If you are in need of any financial assistance (even just partial fees) the forms will be available in December and the committee will begin reviewing them in March.



Emergency Contact

The camp phone number is to be used for emergencies only. Please contact the Office Manager at **503-294-7476** to pass along any information that is not an immediate emergency. In the case of an emergency the number for the office at camp is 541-994-4591.

Contacts:

Camp Director:

Janette "Pickle" Kunkel
503.319.6062
janette@westwind.org

Business Manager:

Sarah "Sassy" Keplinger
971.409.5337
sarah@westwind.org

Transfers and Cancellations

We understand that often plans change and "life" can get in the way. There are costs incurred every time we cancel and transfer reservations. That is why our policy indicates a \$15 transfer fee and a sliding scale for cancellations. Please review the complete policy online at www.westwind.org/faq.

Arrival and Departure Schedule

Session	Date	Car Check in at Knight Park	Date	Car Pick up at Knight Park
Father Child	July 5	3:00PM	July 8	3:00PM
Mother Child A	July 17	3:00PM	July 20	3:00PM
Mother Child B	July 23	3:00PM	July 26	3:00PM
All Family Camp	August 9	3:00PM	August 12	3:00PM
CampOUT	August 13	3:00PM	August 17	3:00PM



Important Information for Car Campers:

- Please drive SLOWLY and follow staff instructions, there will be many excited kids in the parking lot.
- Knight Park is a PUBLIC park. Please remain with your child at all times. No running or playing in the parking lot.
- Please park and bring your camper(s) with luggage to the boat dock. DO NOT park in the boat trailer spaces and give the right of way to boaters.
- Cars will remain in the parking lot at Knight Park. This is a public park so do not leave any valuables in your car. We are not responsible if you lose any items from your car. The park is in a remote location so any break -n is unlikely.
- If you are interested in a ride share or car pool join one of our Family Camp Facebook pages and reach out to other camp families:
 Mother Child @ Camp Westwind
 Father Child @ Camp Westwind
 CampOut @ Camp Westwind

Directions to Knight Park:

From Portland

Take I-5 south to Tigard/99W exit. Continue on 99W through Sherwood and Newberg. Take Hwy 18 and follow signs to Hwy 101. Take 101 NORTH for 1/2 mile then turn left on Three Rocks Road. Follow the road for about 3 miles to Knight Park. Make sure to leave enough time for summer traffic delays. Approximately 2 1/2 to 3 hours from Portland.

Late Arrival and Early Departures

The unique location of Camp Westwind is part of what makes camp so magical—it also makes accommodating late arrivals and early departures difficult.

While we want to make attending your scheduled session a reality we understand that there are extreme cases (car trouble, death in family, etc) that can make it difficult.

Your request for special accommodations for late arrival and early departure must be made to the Camp Director by email or phone and may require a fee and are not a guarantee.

Our refund policy stands, regardless of summer activities that may arise with little notice.



Family Camper Packing List

Packing Tips

- Please label all belongings with your name, this helps facilitate the lost & found process.
- Please DO NOT bring your bags in a black garbage bag. This does not support our environmental mission.
- Pack items in luggage you can easily carry up a steep, sandy hill. Wheeled bags are NOT recommended.

A Note About Personal Care Products

Westwind is on a septic system and we need your help to keep it running properly. Please DO NOT use antibacterial soaps (the septic system relies on healthy bacteria to run properly), body washes and other products high in fats and proteins. There are biodegradable, castile, and other environmentally-friendly products available at most grocery stores.

Please DO NOT bring these items to camp:

- Electronic equipment of any kind
- Weapons
- Any illegal substance
- Pets

Lost and Found!

Missing something? Please call the camp office at 541.994.2383 and we will see if we have it. If an item has been located we will be happy to make arrangements for its return.

The WSG is not responsible for items which are lost, stolen or damaged. Do not bring items that cannot be easily replaced or that you consider to be expensive.

- Water bottle
- Warm sleeping bag
- Jeans, pants or sweatpants (2-3 pair)
- Shorts (2-3 pair)
- T-shirts, long sleeved shirts
- Sweatshirts, warm sweater
- Underwear
- Socks
- Pajamas
- Sturdy shoes or boots for hiking
- **Sturdy shoes for sand & water (flip flops are not recommended)**
- Flashlight/Headlamp and extra batteries
- Warm jacket
- Waterproof rain gear (jacket/poncho)
- Swim suit
- Bath towel
- Beach towel
- Soap
- Shampoo & conditioner
- Comb/brush
- **Sunscreen-VERY IMPORTANT**
- Hat/Sun hat or visor
- Insect repellent
- Toothpaste and toothbrush
- Medications (in original containers, marked, with instructions)
- A set of shorts, t-shirt, shoes that can get **really muddy** – “mud mucking clothes”
- Small backpack for hikes
- Something White to tie dye (T-shirt, socks etc)
- Pillow

Optional for All Campers

- Camera
- Twin sheet to cover mattress
- Playing cards/travel games
- Small lawn chair
- Beverages/Snacks for evening Adult Time