



CAMP HENRY

DAY CAMP GUIDE

WELCOME

We can't wait for your camper to join us for an incredible experience along the Shores of old Lake Kimball.

Our hope is that your camper will have the opportunity to have a life changing experience in a loving, caring, authentic, Christian environment. Our staff are truly awesome; energetic, encouraging, compassionate, fun-loving, dedicated, hard-working, & full of joy. They can hardly wait to welcome you to Camp Henry!

Our goal is for this Guide to answer all of your questions. If it doesn't, please give us a call or send a quick email, we would love to hear from you! We want to do everything we can to help you and your camper feel excited and prepared for an amazing experience at Camp Henry.

To discuss special circumstances or ask specific questions, you can reach us Monday-Friday between 9:00 am and 4:30 pm at 616.459.2267 or email registration@camphenry.org and a staff member will respond to your message as soon as possible.

CAMP PHILOSOPHY

Camp Henry's mission is to provide life changing experiences for all in a Christian environment. We believe that a Camp Henry experience should be available to all and that we are called to be respectful of every camper and guest, including individuals of varying abilities, genders, cultures, religions, races, regions, and socioeconomic status.

Camp Henry welcomes campers of all faiths as well as no faith at all. We don't require, assume, or expect that all campers are Christians or come from Christian families. Our hope is to simply be Christian toward everyone who comes to camp.

We have had the privilege of serving campers, families, and guests at Camp Henry since 1937. We believe that a camping experience at Camp Henry has the capacity to transform lives in many ways. With such a concentrated amount of time, a beautiful natural environment, intentional camp programs and activities, opportunities to try something new, and campers being surrounded by positive Christian role models – the combination is perfect for enhancing and positively changing the lives of campers and guests who come to Camp Henry.



PRE-CAMP CHECKLIST

Camp is almost here and we're so excited!

This checklist highlights the most important steps to complete now. Please review and quickly finish these items so your camper is 100% ready for a smooth and successful start to camp.

TO BEGIN: [Log into Your Account Here](#)

- Submit any Final Payments**
- Complete Camper HEALTH FORMS(s)**
*One for each camper attending camp
- Print & Complete [MEDICATION SHEET: CLICK HERE](#)**
*For ANY Prescribed and Over the Counter Medications
- Check out DROP OFF & PICK UP times & PACKING LIST**
*Seen within this guide
*Make a plan for packing lunch daily

**Helpful/detailed info, on each checklist item above, is found on the following pages.
Once checklist items are completed, please review the remainder of this guide.**

CAMPHENRY Arrival & Departure Info

LICE CHECKS BEFORE ARRIVING TO CAMP

We have a strict lice and nit-free policy. We are requesting that **all campers be checked/treated for lice prior to arrival**. This can be done at home, or we recommend Remedy Lice Boutique in West Michigan for pre-camp screenings and treatment.

Pick Up & Drop Off Procedures

- Parents must sign their camper(s) in and out with the Camp Henry Staff.
- Photo ID will be required to be shown prior to signing out a camper.
- For the safety of all campers and guests, please leave all dogs and other pets at home.

For Parents/Guardians Bringing Their Children to Camp Henry

- Drop Off: Please bring your child to the Nicely Activity Center at 9:00-9:15am
- Pick Up: Please pick up your child at the Nicely Activity Center at 4:15-4:30pm

For Parents/Guardians using transportation from Grand Rapids:

Drop off is from 8:00-8:20am and pick up is from 5:00-5:30pm. Westminster Presbyterian Church is located at 47 Jefferson Ave SE, Grand Rapids, MI, 49503

In the unlikely event that pick-up or drop-off time changes or the bus has problems or an emergency Camp Henry will contact you through the emergency phone number that you provided. You can also reach a camp staff member by calling 616.717.5555 during transportation times only. During day camp hours, you can call the Camp Henry office at 616.459.2267. Transportation is available to and from Grand Rapids, please contact our office to add transportation to your registration.

CAMPHENRY Transportation Safety Rules

1. Training shall be provided to campers on their first day of being transported, which shall include evacuation procedures.
2. All passengers and the driver will wear seatbelts when provided. All passengers will remain seated while the vehicle is in motion and until told to exit the vehicle. When seatbelts are provided, Camp Henry follows all Michigan Child Safety Law requirements including that children must ride in a car seat or booster seat until they are 8 years old or 4 feet 9 inches tall.
3. No vehicle will be loaded beyond the capacity limits established by the manufacturer and all passengers must have a seat.
4. When transporting more than 6 passengers, a second person shall accompany the driver as supervisor of the group. A Staff Member should have health information for all passengers.
5. Loading and unloading shall occur in an orderly fashion, off roadways. Campers are to load and unload through non emergency doors (front and side doors) with the back doors reserved only for emergency purposes. Campers are allowed on and off the van/bus, in an orderly fashion, when instructed by Camp Henry Staff.
6. No gear is to be stored in a manner that blocks the exit or aisles.

In Case of an Emergency:

- In case of an emergency, parents can contact Camp at (616) 459-2267 ext. #.
- In case of a camper's illness or injury, parents will be notified by Camp Staff.
- In the rare event that pick up or drop off times at camp change, Camp Henry Staff will notify the parents of the campers affected.

A Day at CAMPHENRY

Typical Daily Schedule

8:00-8:20am	Drop off at Westminster Church
8:30am	Depart from Westminster Church
9:00-9:15am	Drop off at Camp Henry Nicely Center
9:40am	Team Building
9:50am-12:20pm	Activity Rotations & Morning Snack
12:25pm	Lunch (*Please pack lunch for your camper(s))
1:00pm	Rest/Story time
1:40pm	Swim Time! (*Lifeguard supervised)
3:15pm	Afternoon Activity/Snack
4:15-4:30pm	Pick up at Camp Henry Nicely Center
5:00-5:30pm	Pick up at Westminster Church

YOUR ONLINE ACCOUNT

Every camper and family has an [account](#). Please login using the email address associated with your account to make any final payments, and complete your camper's health form. If you have questions about your online account, you can call us at 616.459.2267

CAMP STORE

While the camp store will not be available to campers or parents during day camp, you can choose to purchase items [online](#) to be sent home with your camper, or have items shipped to your home. If you choose to place an order to be sent with your camper, please specify your camper's name, and when you would like it delivered. If you make one order for multiple campers, please leave order comments specifying the item(s) intended for each camper.

BIRTHDAYS

Many campers celebrate their birthday while they are at Camp Henry! On the camper's birthday, they are recognized and sung to with Day Campers at lunch.

DISCIPLINE

Camp rules are designed to enhance the happiness and safety of all campers. A leadership staff member will contact parents to let them know if there is a significant or on-going behavioral problem. Children who do not demonstrate appropriate behavior, in the judgment of the Directors, will need to be picked up from camp and won't continue their session the remainder of the week. Early dismissal from camp will not warrant the refund.

CAMP HENRY SAFETY AND COMMUNICATION STANDARDS

Camp Henry Staff and Campers are encouraged to stay in touch beyond summer camp via Camp Henry Events and Camp's social media channels. For the safety of campers, guests, and staff, Camp Henry staff members and campers should never be alone together in an unobserved context during camp or away from camp (in person or online).

Following a camp experience, Camp Henry Staff are not allowed to "friend" or "follow" campers on any social media platform. Any contact between campers and Camp Henry staff members outside of camp must be approved by the camper's parents/guardians.

Refund/Cancellation Policy

Cancellations made after May 1st, our final payment deadline, will incur a 50% administrative fee unless we are able to fill your camper's spot. If we are able to fill your campers spot in camp, we will retain a \$100 administrative fee. Cancellations within 48 hours of the start date are not eligible for a refund.

Packing List for Camp Henry

Day Camp Edition

What to Bring

- Sack lunch
- Clothing (as weather dictates)
- Sunscreen & Bug Spray
- Towel
- Flip Flops / Sandals
- Swimsuit
- Tennis Shoes, Long Pants (required for horse experience)
- Day Pack or Draw String Backpack
- Underclothing
- Hat / Sunglasses
- Water Bottle

All items that are brought to camp should be labeled with the camper's first and last name. Counselors will do their best to help your camper keep up with their belongings, however, we cannot be responsible for lost items. Please consider this when making decisions of what to pack for camp.



CAMPHENRY Packing Information

WHAT NOT TO BRING

Cell Phones	Fireworks
iPods – iPads – etc.	Knives – Firearms *
Electronic Games	Tobacco Products *
Laptop Computers	(E)Cigarettes/Vaporizers*
Smart Watch	Alcohol *
Cash/Valuables	Marijuana*
Food/Candy/Pop	Illegal substances*

* Campers with these items will be dismissed from camp without refund.

** Please remember, Camp Henry is not responsible for any lost, stolen, or damaged items. **

Counselors will be available to assist campers as they settle in on opening day. Any prohibited items brought to camp, including those listed above, will be collected and held in the camp office until the end of the day, when they may be returned to a parent or guardian. Items not claimed at pickup can be shipped home at the family's expense.

A BIT MORE ABOUT CELL PHONES & TECHNOLOGY

We know that many campers and parents want to try to stay connected during camp, and that many folks are accustomed to utilizing cell phones or other devices to keep in touch. Yet, cell phones prove to be VERY problematic and disruptive at camp. In addition, we hope to give all campers a break from distractions and the opportunity to "Unplug & Connect".

We want to encourage all campers to grow in their independence and remain immersed in the camp experience while at Camp Henry.

Health Related Items

HEALTH FORM

We are required to have a Health Form for each camper. Guardians can complete the online Health Form by logging in to their [account](#). **We encourage you to complete this as early as possible after receiving your Camper Guide so our health team can be fully prepared to support your camper's time at camp.**

HEALTH CENTER

Campers who are not feeling well have the opportunity to check in with our Health Directors. Our Health Directors meet all State of Michigan and American Camp Association guidelines and are on site 24 hours a day. A doctor is always on call.

Calls are placed to parents when:

- 1) a camper has a health-related concern and requests a call home.
- 2) a camper has a temperature of 100 degrees or higher.
- 3) a camper spends more than four hours in the health center.
- 4) a camper goes to the hospital.

Counselors check in with campers daily and remind them of the importance of drinking water and utilizing sunscreen and bug spray, and are available to help campers with any health-related concerns that might arise.

HEALTH ASSESSMENTS

As an ACA Accredited Camp, we are required to screen all campers for good health prior to admission. We request that no campers arrive at camp ill or with any contagious condition. Campers need to be fever free for 24 hours without taking fever-reducing medicine before coming to camp. In addition, if a camper has lice or has had lice within the last seven days, the camper may be allowed to attend camp with proof of certification from a licensed lice treatment facility approved by Camp Henry. Campers who are sick and potentially contagious will need to leave camp in order to help us ensure the health and safety of our camp community. If you have questions regarding the health of your child prior to camp please call or email registration@camphenry.org and they can connect with our Health Directors on your behalf.

MEDICATIONS

Parents/guardians must check in all medications, both prescription and over the counter, including vitamins and supplements, at the Health Center table with the Health Directors during check-in (i.e. eye drops, allergy medications, hydrocortisone, etc). If your camper is on a prescribed medication routine, we ask that it be continued without interruption to support their health and overall well-being during their time at camp. Camper medications are dispensed daily.

All medications must be in their ORIGINAL CONTAINER noting RX number, camper name, physician name, and dosage. We cannot accept medication if it's not in the original container. We recommend that you only bring the amount needed for the duration of camp plus one extra dose. If your camper will be bringing medication to camp you will need to check in their medication upon arrival at camp or the busing location. Streamline this process by [completing a medication sheet](#) ahead of time and bringing it with you to camp.

The Camp Health Center stocks a variety of over-the-counter medications (OTC), however, if your child requires a specific OTC medication or vitamin on a daily basis, you must provide the medication in the original container and must note on the health form that this medication is necessary daily. All unclaimed medications will be thrown away. We are NOT able to mail home any medications.

All prescription medications purchased and/or hospital care provided during camp are billed to parents/guardians at the close of the camp session.

BEHAVIORAL MEDICATIONS

We want your camper to be successful at camp. While we think of camp as being a relaxing and fun time, it's important to remember that campers are learning new skills, having lots of new social interactions, and need to concentrate on instructions from counselors, not only in the cabin, but during activities as well. In keeping with The American Academy of Pediatrics and The American Camp Association (ACA) joint policy statement; we are requiring all campers who normally take psychotropic medicines and are in long-term psychotropic therapy to not have elective interruption of their medicines while at camp (aka a "Med Holiday").



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