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CAMP GHORMLEY

NACHES, WA

2027 PARENT HANDBOOK



ON-SITE CAMP

Contents

WELCOME LETTER 2
CHECK-IN AND CHECK-OUT 3
PACKING LIST 4
PARENT CHECKLIST 4
DIRECTIONS TO GHORMLEY 4
LICE CHECK INFORMATION 5
DEADLINES 6
  2 WEEKS BEFORE CAMP 6
  THURSDAY BEFORE CAMP BEGINS 6
  BEFORE CAMP BEGINS 6
  BY CHECK-IN 6
REQUIRED FORMS 6
  IMMUNIZATIONS FORM 6
  PARTICIPANT AGREEMENT 7
FRIEND INVITE DISCOUNT 7
CAMP PHOTO 7
CANCELLATION POLICY 7
CABIN MATE INFORMATION 7
MAILING INFORMATION 8
EMAIL YOUR CAMPER 8
SWIM TEST INFORMATION 8
MEDICATION INFORMATION 8
CAMP STORE INFORMATION 9
PAINTBALL INFORMATION 10
CELL PHONE AND ELECTRONICS POLICY 10
CAMPER CONTACT WITH PARENTS 10
CAMPER SAFETY AND SECURITY 10
  INAPPROPRIATE BEHAVIOR AND BULLYING POLICY 11
  EMERGENCY PROCEDURES 11
PARENT VISITING POLICY 11

WELCOME LETTER

Thank you for choosing Camp Ghormley! We spend months preparing for your camper's arrival, and we couldn't be more excited to have your camper here!

We've prepared this handbook to help you navigate the process of sending your child to camp. We know for many parents, especially those sending their children away for the first time, that it can be hard to send your child to camp. We hope this handbook will help answer some of your questions and help you get to know us better! If you have any questions about our policies or procedures, please ask us about them! We will be more than happy to take time to give you a better understanding of how and why we do certain things the way we do.

Please review the Camp Policies section with your child before you arrive. Please encourage your camper to talk to our staff if he/she has any questions or concerns during his/her time here. We understand that you are entrusting the life of your child to us, and our highest priority is making sure your child has a safe experience physically, emotionally, and spiritually.

We are excited for a summer of fun games, new friendships, faith-building lessons, good food, and time spent in nature. We can't wait to share it all with you!

Sincerely,

The Ghormley Staff Team

CHECK-IN AND CHECK-OUT

	Check-in Date	*Check-in Time*	*Check-out Date*	*Check-out Time**
Junior 1	Monday, June 28	4:00 PM to 5:30 PM	Friday, July 2	11:00 AM
Middle School	Monday, July 5	4:00 PM to 5:30 PM	Saturday, July 10	11:00 AM
Junior 2	Sunday, July 12	4:00 PM to 5:30 PM	Thursday, July 15	11:00 AM
Primary	Monday, July 19	4:00 PM to 5:30 PM	Thursday, July 22	11:00 AM
Teen	Sunday, July 25	4:00 PM to 5:30 PM	Saturday, July 31	11:00 AM

**The final chapel for each camp session will begin at 10:30 AM, and parents are welcome to attend this as well. Campers are not free to leave until the final chapel is over at 11:00 AM.*

WHAT TO EXPECT AT CHECK-IN

When you arrive at Ghormley, you will be directed to a parking spot on our meadow, in front of Evergreen Lodge. The check-in process begins at the tables with the "Check-In" sign. *Please bring any paperwork that still needs to be turned in, a method of a payment (if camps fees are not paid in full), and any camper medications with you through check-in.* If you plan to add Sundeck money to your camper's account, you may do so using a credit/debit card. You may either leave your camper's luggage in your vehicle until he/she is checked in, or you may bring it with you through the check-in process.

Parents may leave after the camper has checked in with his/her counselor and moved into his/her cabin. Campers are encouraged to take their swim test after they have moved into their cabins (see Swim Test Information), and parents are welcome to stay for this as well.

Note: Campers may carpool to camp with friends, as long as all payments and forms have been completed prior to their arrival.

WHAT TO EXPECT AT CHECK-OUT

When you arrive at Camp Ghormley, you will be directed to a parking spot on our meadow. You are welcome to arrive one-half hour before the designated check out time to attend the final chapel.

After the final chapel, campers and counselors will be grouped on the meadow. Please locate your camper's counselor to sign your camper out. **Campers may not leave camp until they have been signed out with their counselor.** Please be sure that the person(s) picking your camper up from camp have been given authorization to pick your child up (if this changes after check-in, please call the office as soon as possible to update the pick-up authorization).

Counselors will give parents a packet containing the camp picture and the camper's medication, if applicable, upon check-out.

Parents will also have the opportunity to pick up remaining funds from their campers' Sundeck (camp store) accounts as well as visit the Sundeck. **Be sure to stop by the refunds table next to Evergreen Lodge before going to the Sundeck.**

PACKING LIST

Please refer to the On-Site Packing List.

Do not bring:

- Cell phone or electronics (including video games, iPods, MP3 players, Smart Watches, etc.)
- Fireworks
- Knives
- Gum
- Drugs/alcohol

PARENT CHECKLIST

Please refer to the Pre-Camp On-Site Checklist.

THEME CLOTHING

Holmes and Watson! Come dressed as your favorite Victorian Detective ready for a night of Mystery and Intrigue.

Cotillion Comes to Camp! Dress to the nines and show us what you look best in! (Please make sure all clothing conforms to the camp wide dress code.

DIRECTIONS TO GHORMLEY

ADDRESS

640 Lost Lake Road
Naches, WA 98937

TO GHORMLEY FROM THE EAST

Take Highway 12 WEST from Yakima towards Naches/White Pass.

At the Highway 12/Highway 410 split-off, turn LEFT to stay on Highway 12.

After Mile Marker 169, look for signs for the Rimrock Lake Recreation Area.

Turn LEFT at the Rimrock Lake Recreation Area sign onto Tieton Reservoir Road.

Cross the bridge and watch for the “Ghormley Meadow Christian Camp” sign. Turn LEFT onto the gravel road (directly across from the Ghormley sign).

Drive for ¾ mile and turn RIGHT at the next Ghormley sign. This will bring you to the camp entrance, and staff will show you where to park.

Drive time from Yakima: approximately 45 minutes

TO GHORMLEY FROM THE WEST

Take Highway 12 EAST towards White Pass. Go over the summit and continue past Rimrock Lake.

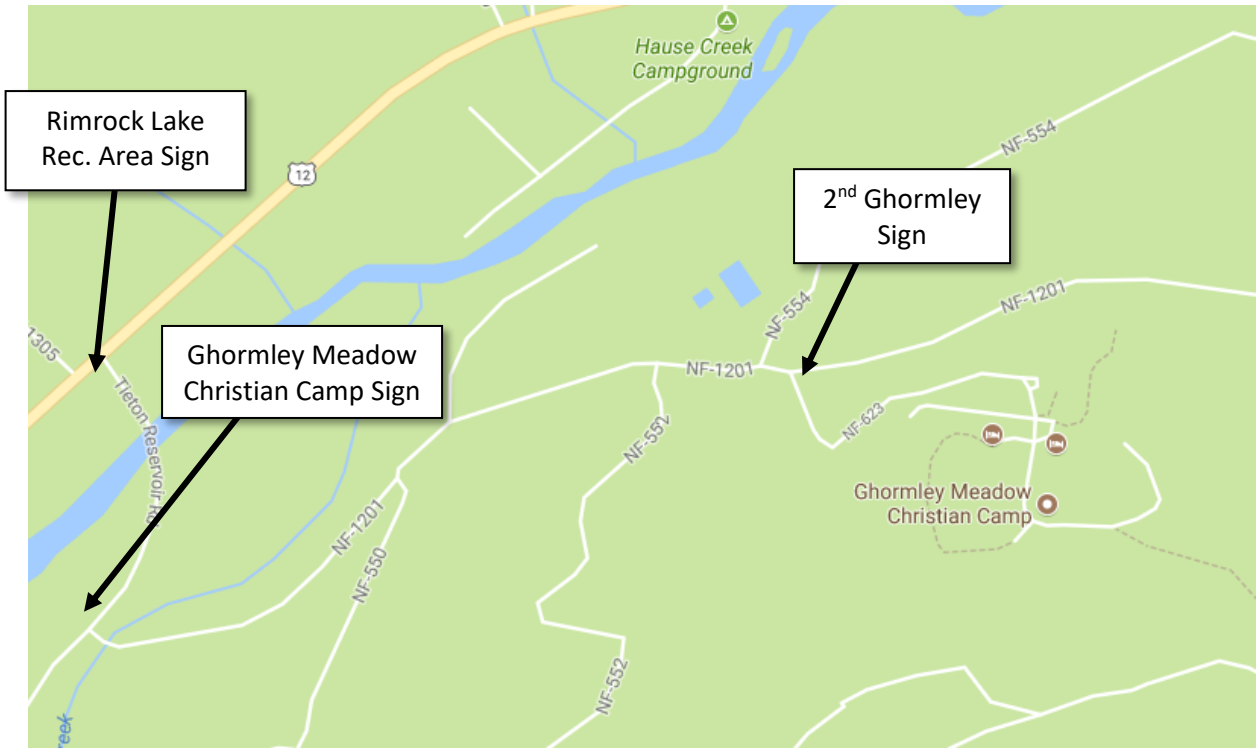
Turn RIGHT at the Rimrock Lake Recreation Area sign near Mile Marker 167 onto Tieton Reservoir Road.

Cross the bridge and turn LEFT at the “Ghormley Meadow Christian Camp” sign.

Drive for ¾ mile and turn RIGHT at the next Ghormley sign. This will bring you to the camp entrance, and staff will show you where to park.

Note: After the White Pass Summit, do not turn right at the Clear Lake Recreation Area sign - this will add 45 minutes to your trip!

MAP:



LICE CHECK INFORMATION

For the safety of your camper and all the campers at camp, we ask that all parents complete a lice check for their camper(s) 48 hours or less before arrival at camp. Should you choose not to perform a lice check, our camp nurse will complete a lice check within 24 hours after your camper’s arrival. If a camper is found to have lice while at camp, they will be required to return home until they have been fully treated.

HOW TO PERFORM A LICE CHECK

You will need really good light and a pair of strong drugstore reading glasses or a magnifying glass (recommended).

1. Part the hair in various places and check the scalp behind the ears and at the nape of the neck. You may notice sores or a rash where your child has been scratching.
2. Look for movement in the hair. You are not likely to see the lice themselves, as they are small, fast, and avoid light.
3. Look for lice eggs, known as nits. These tiny white or yellowish teardrop-shaped sacs are attached to the hair near the scalp (within a quarter inch if they have not yet hatched). Nits may

be easier to feel than to see: They'll feel like grains of sand. Nits are often hard to distinguish from dandruff or flakes of hair products. The difference is that nits stick to the hair like glue while dandruff and other flakes are easily removed from the hair shaft.

Note: If the only nits you find are more than a quarter inch from the scalp, they may have already hatched and your child may no longer be infested. (Nits can only hatch in the warmth right next to the scalp. After they hatch, the empty egg remains attached to the hair and grows farther and farther from the scalp.) Only viable nits – those very close to the scalp – or live lice are proof of a current infestation.

If you cannot tell whether your child has lice or not, you will also need a **metal lice comb** and some **hair conditioner** for a wet hair examination.

1. Wet your child's hair.
2. Pour on lots of conditioner.
3. Comb the hair out in sections, from the roots to the ends, with a lice comb.
4. If there are lice in your child's hair, you should see them on the comb.
   (Shaking the comb out into a plastic bowl after every swipe can help you see them better.)

WHAT TO DO IF YOUR CHILD HAS LICE

If your child is found to have lice, there are a number of treatment options available. It is recommended you contact your child's primary care provider, or visit a local pharmacy to determine the best treatment options for your child.

Registered campers who are found to have lice either immediately before or during their camp session will asked to remain at or return home until treated.

DEADLINES

2 WEEKS BEFORE CAMP

If you determine you will need financial assistance, scholarship applications are due at least two weeks before your chosen camp session begins.

THURSDAY BEFORE CAMP BEGINS

Cabin mate requests and updates to cabin mate requests must be submitted by midnight of the Thursday before camp begins. Changes to cabin mate requests will not be honored after Thursday.

BEFORE CAMP BEGINS

All forms must be filled out before your arrival. Check your online account to make sure all forms are completed, and review forms to make sure that all the information is accurate.

BY CHECK-IN

Your full payment is due by check-in, unless you have already set up a payment plan.

REQUIRED FORMS

In addition to the general registration and health history form, we require the following forms:

IMMUNIZATIONS FORM

We require a record of your camper's DTaP dates (usually a series of five dates) and your camper's latest Tetanus booster, or exemption status. *Even if you attended last year, you will still need to complete the Immunizations Form.* Immunization dates will be saved from year to year, but you will need to verify that all dates are still accurate, and let us know if any changes have been made (such as receiving a Tetanus booster).

PARTICIPANT AGREEMENT

This form allows your camper to participate in the activities offered for your chosen camp session, including Challenge Course activities and, if your camper is attending Middle School Camp or Teen Camp, Lake Day activities. *If you registered online, you probably filled this out as part of the registration process.* If you did not register online, please print the form from our website and return it as soon as possible. A copy will also be mailed to you.

Please check your online account to make sure all forms have been completed. If you did not register online, any missing forms will be mailed to you.

FRIEND INVITE DISCOUNT

If you have invited friends to camp who have never attended before, you will receive **$25.00** for each friend who registers. They MUST list you on their registration as the person who invited them! The $25 will be credited to your account. If your account balance is already paid, we will contact you about refund options. You may still receive credit even if the invited friend attends a different camp session than your child. If we are unable to contact you to verify what you would like to be done with the account credit, it will remain on your account for future use.

CAMP PHOTO

CAMP PHOTO - $8
This is an all-camp photo taken shortly after check-in. If your camper will be arriving late, he/she will likely not be in the photo.

CANCELLATION POLICY

You may cancel your registration at any time before your chosen camp session starts. To do so, please call or email our office at 509-672-4311 or office@campghormley.com. All payments will be refunded except for the $50.00 non-refundable deposit.

CABIN MATE INFORMATION

On the registration form, you have the opportunity to list two cabin mate requests for your camper. We guarantee the first request and will do our best to honor the second request. If there are any issues with honoring the first request in the cabin assignment process, you will be contacted by a staff member.

Any changes to cabin mate requests must be made by midnight of the Thursday prior to your chosen camp session. Changes may be made by emailing the office at office@campghormley.com or by calling at 509-672-4311. Changes to cabin mate requests will not be honored after Thursday.

On the registration form, you also have an option to list a cabin mate rejection. This is an opportunity for a camper to ensure that they will not be housed with another camper who they may have had issues with in the past.

MAILING INFORMATION

Letters and packages will be delivered at dinnertime starting the second night of camp through the night before camp ends.

If a camper receives a package, they may be required to sing, dance, etc. to receive their mail.

Address letters and packages as follows:
Camp Ghormley
Attn: *CAMPER NAME*
640 Lost Lake Road
Naches, WA 98937

It is best to send packages at least four days before a camp session starts, as there can be mail delays.

Letters and packages may also be dropped off at check-in. Please label with the camper's full name and which day you would like the package to be delivered.

Please do not send gum or snacks containing nuts.

EMAIL YOUR CAMPER

To send your camper an email, go to our website at www.campghormley.com and look for the "E-mail Your Camper" link on the top header of the home page. Camper emails received before 5 PM will be printed and delivered at dinner. Any emails received in the evening will be delivered the next day. We will not be able to give out camper emails received after 8am on the last day of camp.

Please note that campers will not be able to respond to your emails.

SWIM TEST INFORMATION

After you have completed the check-in process on the first day of camp, your camper will have the opportunity to take the swim test at our pool. Passing the swim test allows your camper to swim in the deep end of the pool, use the pool slides, and, for Middle School and Teen Camp, to participate in the water activities at Lake Day. Your camper may also have the opportunity to take the swim test during free time.

For Primary and Junior campers, the swim test involves swimming across the width of the pool one time without touching the bottom.

For Middle School and Teen Camp campers, the swim test involves swimming two laps of the pool and treading water for one minute.

If your camper does not take the swim test or does not pass it, there are plenty of other activities to do! Your camper will not be excluded from any all-camp activities.

MEDICATION INFORMATION

If your camper will be taking any form of medication (including topical or over-the-counter medications) while he/she is at camp, please bring the medication in its original packaging with the camper's name written on all containers. At check-in, you will be directed to the nurse's table, where you will give the medication and any instructions to the nurse. The nurse will administer the medications throughout your camper's time at camp. **No medications are allowed in cabins with the campers.** The only exceptions include inhalers and epipens.

Please do not take your child off regular medicines while at camp.

Our nurse cabin is stocked with basic supplies to care for your camper during his/her time at camp. This includes cold medicine, bandages, antacids, etc. Please encourage your child to visit the nurse if he/she has any health concerns during his/her stay at Ghormley.

CAMP STORE INFORMATION

The Sundeck will be open each day for campers to purchase souvenirs and snacks. The Sundeck sells a variety of items such as keychains, sweatshirts, a large selection of snacks and drinks, and much more. For all of our on-site camps except Primary Camp, we also sell paintball tickets at the Sundeck.

Each camper will have a Sundeck debit account (while we do allow campers to use cash at the Sundeck, Ghormley assumes NO liability for lost or stolen money). We suggest adding $2-3 per day for snacks and drinks. Each camp session has a candy and drink limit which will be communicated to campers during their week at camp.

Campers at Junior Camp and Primary Camp will have check-in day, check-out day, and at least one other day during the week to visit the Sundeck. Campers at Middle School Camp and Teen Camp have opportunities everyday to visit the Sundeck.

Clothing and souvenirs can range from $.50 to $50.00. It is important that you communicate to your camper that he/she has money in the Sundeck and can get snacks when it is open, as well as guidelines on what souvenirs you would like him/her to purchase (i.e. "You have money for a t-shirt and snacks.") Also, if your camper is planning on playing paintball, they will need to purchase a $10.00 paintball ticket from the Sundeck. This ticket gives them approximately 200 paintballs at the paintball course.

The Sundeck will be open during check-in, so parents will have the opportunity to walk through the store with their campers. Sundeck money can be added at check-in **via credit/debit card only**, but please note that to make your check-in process faster, you may add Sundeck money through your online account at any time. You will also have the opportunity to monitor how much your child is spending while they are at camp, if you have an online account, and add more money as needed.

On the last day of camp, parents will have the opportunity to receive a cash refund of their campers' store money.

NEW POLICY: Parents may receive a cash refund at check-out (for amounts less than $25), transfer the remaining money to a different camp session, apply it to another camper's account, or donate it to the scholarship fund. If $25 or more is left on the account, this money can be accessed at the Sundeck through checkout, or it can be refunded to the card on file. *Cash will not be given out if $25 or more is left on the camper account at the start of check-out.*

Any remaining Sundeck account money under $5 that has not been collected at check-out will automatically be donated to the scholarship fund.

PAINTBALL INFORMATION

Paintball is not available during Primary Camp.

If campers wish to play paintball during free time, they must purchase paintball tickets from the Sundeck (camp store). Campers who have not yet purchased tickets from the Sundeck will have the opportunity to do so directly before playing. Each paintball ticket costs $10.00 and provides the camper with a full hopper of paintballs (approximately 200 paintballs).

Your camper is welcome to bring his or her own paintball gun to camp. Your camper must turn the gun and all accessories over to staff at the registration tables during check-in. Ghormley staff will store the camper's paintball equipment in the paintball area during their time at camp. Be sure to pick up your paintball equipment before you leave camp! Please do NOT bring your own paintballs to use in the Ghormley paintball arena.

CELL PHONE AND ELECTRONICS POLICY

Campers are not allowed to bring cell phones or other electronics to camp (including iPods, laptops, tablets, handheld gaming devices, smart watches, etc.). Electronics brought to camp will be confiscated and kept in the office until the end of the session. Counselors will return confiscated items at checkout.

Campers may not use cell phones to contact family or friends during their time at camp (see next section) or to take pictures. If your camper would like to take pictures at camp, they may bring a digital or disposable camera. Disposable cameras are also for sale in the Sundeck.

CAMPER CONTACT WITH PARENTS

We do not allow campers to call home while at camp in order to maintain the temporary community we establish during their camp session. When campers call home, it tends to increase homesickness among other campers as well. If the camper finds that not being able to call home is unacceptable, we will call the parents/guardians to see how they would like us to handle the situation. Since you know your child better than we do, we would like to work with you if this situation should occur.

Please do not send a cell phone with your camper. If you as a parent foresee an issue with this, please call and ask to speak with our Program Director.

CAMPER SAFETY AND SECURITY

All campers will receive a safety orientation after dinner on the first night of camp. This will include information about camp rules and expectations, camp boundaries, and our **REDBOX** reporting system.

We have installed two anonymous reporting boxes at camp in which your child can report suspicious or harmful activity that they are seeing or enduring. We call this system **REDBOX** and it will be checked twice daily by a staff member without direct access to campers.

We also encourage you to talk with your children before they arrive about the need to be brave enough to talk to their counselor if a situation arises that makes them uncomfortable. Counselors are often pulled in many directions, and while they work hard to gauge how their kids are doing, some kids are more adept at hiding their feelings, and many do it because they are afraid to go talk to their counselor. Their counselors are trained to take any issue seriously and it may save your child from a lot of stress if they know before they even arrive that their counselor is "in their corner".

INAPPROPRIATE BEHAVIOR AND BULLYING POLICY

No single issue can faster ruin a week of camp for a child, counselor, or an entire cabin than having to deal with a camper who bullies, taunts, uses inappropriate behavior/language, etc. Most of what happens in this area are things that do not necessarily warrant being sent home immediately, but we want you to know that we WILL send campers home if a pattern of behavior arises.

We have a three-strike policy: (1) The first documented incident of clearly inappropriate behavior will result in a meeting between the camper and the counselor. If a counselor has to pull a camper aside and have a private meeting about their behavior, campers can know that this was their first warning. (2) If a camper has to be talked to for a second time regarding anything along the lines of inappropriate behavior that was already dealt with once, they will have a meeting with their counselor, the Program Director, and **a call home to the parents will be placed.** At this stage, this is the camper's last chance. (3) Having to be confronted for the same sort of a behavior a third time will result in dismissal from camp. This is never our goal and is always a last resort, but we as a camp have a responsibility to protect the rest of our campers. If a camper is sent home for behavioral reasons, NO REFUND WILL BE GRANTED, and he or she may be asked not to return in future years.

EMERGENCY PROCEDURES

All Camp Ghormley Emergency Procedures are reviewed annually and taught to all of our staff and volunteers prior to any week at summer camp. Most of our staff are trained on these procedures during Staff Training (1-2 weeks before our first summer camp week) and the staff and volunteers that join later in the summer get trained on these procedures before campers arrive.

It is our responsibility and goal to care for your child as if we were their parents. Taking care of your child includes preparing for the unlikely event of an emergency. Camp Ghormley ensures that all of our staff understands this responsibility and are willing to act accordingly.

Please visit our Parent Portal online at campghormley.com/emergency/ for a summary of each emergency procedure that is in place to keep your child safe at camp.

PARENT VISITING POLICY

We do not allow parents to visit camp except during the check-in and check-out times, with the exception of pre-approved visits for a specific purpose (such as dropping off an item). We have found that despite the best of intentions, parent visits are usually disruptive to their child's (and often other campers') experience at camp. If you have questions or concerns about this policy, we would be happy to speak with you.

If you do need to drop an item off for a camper, please call the office to schedule a time to do so. When you arrive, go straight to the office, located on the left after driving through our main parking lot, before you pass by the basketball court.

Parents who choose to disregard this policy (i.e. show up unannounced to visit) will be asked to leave the property. For the safety and well-being of the greater camp community, campers of parents who are non-compliant may be dismissed from camp and asked to leave with their parent. If a camper is dismissed from camp due to parental non-compliance with this policy, no refund will be granted for early leave.