

# *Final Instructions Package:*

## *Campers & Parents*



# 2010

### *In This Package You Will Find...*

- Detailed information for Parents
- Suggested list of items to bring
- Accommodations in the area
- Transportation information
- Code of conduct for Arrowhead campers
- Important Forms to be filled out and returned by June 1, 2010, if applicable

*Thank you for choosing Arrowhead Camp for the summer of 2010.  
We pledge to do everything in our power to ensure that your family will  
be pleased with this experience.*

*If you have any questions, please do not hesitate to get in touch with us at any time.*

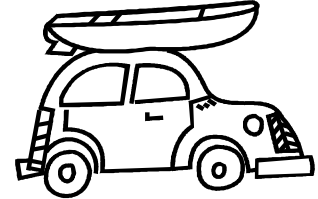
## ARRIVALS AND DEPARTURES

- Check-ins are on Sundays between 10:00 am and 1:00 pm.
- Check-outs are on Saturdays between 10:00 am and 1:00 pm.

Always check in and out with the Camp Office. The Camp Nurse will take any medication(s), and discuss any concerns you or she may have. When checking out, the Director will settle the tuck account and discuss your child's stay at camp with you.

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## TRANSPORTATION



*If you are bringing your camper by car, please bring these directions with you. There is no "Arrowhead Camp" sign at Ronville Road and Highway 35.*

### FROM OTTAWA

West on the Queensway (417) to Highway 17. Past Arnprior, to Renfrew. At Renfrew change to Highway 60. Travel through Eganville, Barry's Bay, Whitney, Algonquin Park.. 20.7 km from the west end of the Park, turn left on Highway 35 south. Drive for ~3.6 km to Ronville Road (on right). 1.3 km on Ronville Road to Arrowhead Camp (on left).

Length of trip: approximately 4 hours (depending on traffic).

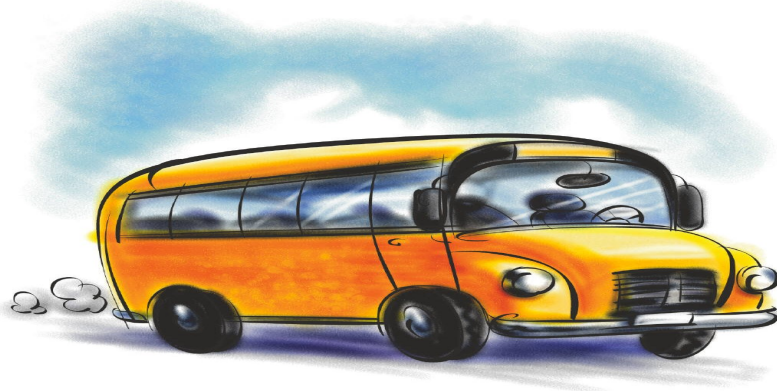
### FROM TORONTO

North on Highway 400 to Highway 11. Highway 11 to Huntsville. At Huntsville, turn right on Highway 60 (toward Algonquin Park). 23.2 km (through Dwight) to Highway 35 (turn right). Drive for ~3.6 km to Ronville Road (on right). 1.3 km to Arrowhead Camp (on left).

Length of trip: approx. 2 1/2 hours (depending on traffic).

### CAMP BUS

Camp is pleased to provide bus service from Ottawa and Toronto. Complete the '**Bus to Camp**' form at the end of this package if you would like to have your child(ren) travel on the Camp Bus. Payment for the bus is due by June 1, 2010.



## SUGGESTED ACCOMMODATIONS IN THE AREA

If you plan to stay overnight in the area when dropping off or picking up your child, here is a partial list of motels /hotels in the area. July and August are very busy months in the area, especially on weekends.

### *BE SURE TO RESERVE WELL IN ADVANCE*

Nordic Inn (Dorset) (705) 766-2343  
Dwight Village Motel (705) 635-2400  
Holiday Inn (Hidden Valley) (705) 789-2301  
Deerhurst Resort (705) 789-6411  
Grandview Inn (705) 789-4417  
Comfort Inn Huntsville (705) 789-1701  
King William Motel Huntsville (705) 789-9661  
Travelodge Huntsville (705) 789-5504  
Rainbow Motel Huntsville (705) 789-5514

There are countless additional resorts and motels in the vicinity. Most resorts do not accept single night guests unless they have last minute vacancies.

If you are traveling a distance to meet the Ottawa Camp Bus, here are two accommodations close to the camp bus pick up and drop off location:

Days Inn (613) 726-1717  
Barons Best Western (613)828-2741

*Please understand that we are not recommending any of these accommodations,. Our list is based on places others have stayed in the past.*

## CAMPING

If you are interested in camping overnight, we are 20 minutes from some of the best camping in Ontario - Algonquin Park!



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## VISITORS

If a camper is staying only one session, a visit is neither expected nor required. In fact, a visit from parents may upset a young child who has been just fine until that time. If parents of longer-term campers choose to visit, the best time is Saturday / Sunday on a changeover provided you have called and made arrangements with the camp. We cannot provide meals or accommodation for visitor's - both are available nearby. Campers are never allowed to leave camp with "friends" except with the written permission of their parents, and at the discretion of the Director. Please inform us of any potential problems regarding custody and visiting rights.

# MEDICAL INFORMATION

## HEALTH

Be sure to notify us if your child is in contact with a communicable disease within three weeks of coming to camp. If you do not live in Ontario, be sure to provide any other insurance information. Any medical costs paid on behalf of an out-of-province camper are added to the Camper Bank. Parents are also given the paid receipt so they can be reimbursed. Out-of-country campers are covered by the camp insurance policy.

## MEDICATION

If your camper is on medication of any kind during camp it must be turned over to the Camp Nurse. The medications, including over the counter, **MUST be in the original bottle or package with dosage directions**. If your child is coming to camp by bus, please turn the medication over to the counselors on the bus. We request NO ASPIRIN or TYLENOL be brought to camp. They are available at camp if needed. Please check that your camper has not packed any medications to keep in their cabin.

## CAMPER MEDICAL FORM

If you registered using our online registration process, you do not need to fill out a health form. However, if you registered by sending us a copy of your camper's registration form, please fill out the medical form available on our website under 'Important Forms' and send it to our summer address by June 1st.

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## CAMPER BANK

The Camper Bank is designed to provide the camper with an account from which they may draw upon to make purchases in the Camp Tuck Shop, the Camp Office and use the services of camper laundry and canoe trips. Any outstanding balances or credits are collected or refunded at the end of the camper's stay at Camp. Note: All Camp purchases and services have appropriate HST added to the Camper Bank. Campers are not permitted to buy any camp clothing during the session without written permission. Clothing will be for sale on the first and last day—but we encourage you to order your choices prior to June 1, 2010.

To set-up the Camper Bank you have two choices:

1. Complete the Camper Bank authorization form to have the final balance charged to your credit card on the final full day of camp;
2. Send a cheque, dated no later than June 1, 2010. For those preferring this method, please count on \$20.00 per camper week.

## "TUCK"

The tuck shop is open at a specific time once a day for campers to purchase pop, chips, chocolate bars, etc. in limited quantities. The camp imposes a limit of \$2.10 (or 2 tuck items) per day on all campers (for tuck shop items only). The Camp Office is open to campers once a day, and stocks paper, stamps, hats, water bottles, and flashlights. Tuck accounts are kept for all campers, and that account is settled at check-out. Please make sure the camp office and your camper are aware of your limit!

## LAUNDRY SERVICES

One-session campers do not normally send out laundry unless specifically requested by the parents. Campers who stay longer will automatically send their laundry out (probably once) at a cost of \$18.00 (plus HST) These campers are provided with numbered bags which must be returned when the campers leave. Laundry charges are added to the tuck account. *Please be advised that all laundry sent out is dried in a dryer and not separated into light/dark.*

## MAIL SERVICE



### MAIL

Campers love to receive mail. We hope your child will write to you from camp. We will encourage campers to do so, but we do not censor what they write. Be assured that in the event of serious concern regarding your child, you will hear from us directly. **PLEASE DO NOT SEND REGISTERED MAIL**, as it is not delivered directly to your camper.

To send mail to your camper please use the following address format::

Your child  
c/o Arrowhead Camp  
1111 Ronville Rd R.R. 1  
Dwight, Ontario  
POA IHO

### "CARE PACKAGES"

**Please do NOT send fruit, candy, gum, soft drinks or any food item to or with your child. Food in cabins attracts unwanted pests and animal life, and can also cause real problems with peer pressure within the cabin . Any food sent to camp will be taken and donated to the local food bank.**

Our biggest concern are life threatening allergies by campers to certain food products. Therefore if you choose to send a "care package", please send only **non-food** items, for example consider sending magazines and/or books.

### FAX & EMAIL

The Arrowhead Camp fax number is **(705) 635-1630**. If you wish to send your camper a fax, you may do so, but we ask for your co-operation: limit the length of your fax to two pages. Please do not use the fax daily or in replace of normal letters - campers love to get mail!

Our email address is **camp@arrowhead.on.ca** and you may communicate occasionally in this manner. With 150 people in camp at any given time, the volume of e-mail can be overwhelming. High speed service is not available in our region. We will print emails from parents and family members only. Campers are not able to send email or faxes.

### TELEPHONE

Campers are not allowed to use the telephone. We encourage campers to write letters. In the case of an emergency, call the camp at **(705) 635-1600**. If you have a concern or question, you are welcome to call the camp. Typically, an Arrowhead Staff member answers the phone during office hours (9:30 am –12:00 and 2-5 pm). At other times you may call and leave a message on the camp answering service.



**CAMPERS MUST NOT BRING CELLULAR PHONES TO CAMP. ANY CELL PHONES FOUND WILL BE TAKEN AND STORED IN THE OFFICE UNTIL YOUR CAMPER IS FINISHED THEIR STAY AT CAMP.**

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## FAMILY SITUATIONS

Please let us know if there has been a change in your marital status or living arrangements over the past year. This helps us understand your child's behaviour and moods. We would also appreciate knowing about any recent births, deaths or serious illnesses in the family. If there are custody issues, please be sure to discuss them directly with the Camp Director.

# ARROWHEAD CAMP

## SUGGESTED ITEMS TO BRING



*This list is intended only as a guide, and varies with camper and length of stay.*

ITEMS RECOMMENDED FOR ALL CAMPERS

- \*Sleeping bag
- Cotton fitted sheet (vinyl) for mattress
- Extra blanket
- Pillow / pillowcase
- T-shirts (*great to include 1 of each of the following colours for all camp programs: red, green, blue, black, white, orange & yellow*)
- Sweatshirts
- Bathing suits
- Jacket
- Jeans / long pants
- Shorts
- Underwear
- Pajamas
- Socks
- Rain gear
- Sturdy running shoes
- Extra shoes
- Toothbrush / toothpaste
- Towels / facecloth
- Comb / brush
- Shampoo/soap *Please bring only biodegradable & phosphate free soaps & shampoos to camp.*
- Flashlight— *we strongly recommend using a rechargeable or wind-up flashlight to avoid adding batteries to our landfills.*
- Reading materials
- Writing materials
- \*\*\* Outfit for dance & banquet
- Laundry bag
- \*\* Sun hat
- \*\* Sunglasses
- \*\* Sunscreen
- \*\* Water Bottle
- Insect repellent (non-aerosol)

\*If your child is troubled with enuresis (bed wetting), please send 2 (preferably washable) sleeping bags. Soiled sleeping bags will be laundered or sent out for dry cleaning. (Any cost is added to the tuck account.)

### \*\*\*SUN PROTECTION IS ABSOLUTELY NECESSARY

Please provide your camper with a waterproof sunscreen of at least 15 SPF and waterproof lip balm. Our counselors will be instructed to check their campers for sunscreen, hats, and sunglasses. Visors are not acceptable sun protection. Hats and water bottles are for sale at camp. If your child(ren) does not come to Camp with a hat or water bottle we will provide one for them and charge it to their Camper Bank.

\*\*\*Once a week we have a dance, and on the last night of the session we have a banquet and presentation of awards. For these occasions, most campers like to "dress up" a little. This usually means a pair of dress cotton pants and a clean shirt, for example. Some of the girls like to wear a dress or skirt and top.

### OPTIONAL ITEMS

Many campers like to bring musical instruments, cameras, binoculars, fishing gear and tennis racquets. Valuable articles may be left in the office for safe keeping, but we cannot be responsible for damage or loss.



## **PLEASE DO NOT BRING...**

*Firecrackers, cigarettes, matches, lighters, slingshots, pocket knives, electronics, laser pointers, aerosol products, food/candy or cellular phones.* Parents are requested to co-operate in ensuring that these items do not come to camp. Items which arrive accidentally are kept in the office until camp is over.

Do not bring any food items. As stated earlier, snack foods are not needed, and cause problems. Fresh fruit is available during the day and candy and sweets are available at the Tuck Shop.

## **STEREOS, HAIR DRYERS, VIDEO GAMES**

A portable music player (Ipod, MP3 Players, etc), without internet or cellular capabilities, are considered antisocial and not appropriate for camp use. Campers are only permitted to use these items in their cabins during bedtime as an aid in falling asleep. Any other use will result in the item being taken from the camper and kept in the office until the end of their stay. Hair dryers, curling irons, etc. are permitted, but must be used with care.

*Please do not bring video games and/or other electronics to camp .*

## **VALUABLES**

Campers should not bring valuable items, such as jewelry, expensive watches and cameras to camp with them. Disposable cameras are worth considering. It is very important that disposable cameras are clearly labeled with the camper's name. Campers must not keep cash in the cabin. It must be turned into the Camp Office on arrival, for safekeeping.

*When packing for camp ensure your child is familiar with all items. Have your camper assist you with the packing so he / she knows what is being sent with them.*

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## **LOST AND FOUND**

Each summer an incredible amount of unidentifiable clothing is left behind at camp. A "Lost and Found" is maintained throughout the session and the items are presented daily to campers. Please check thoroughly when leaving camp that you have everything, Be sure to check the "Lost and Found". Remember, this is all much easier if your child's name is on all possessions! We are able to return items marked with a camper's name. At the end of the summer unclaimed clothing will be donated to a local charity.

# CODE OF CONDUCT FOR ARROWHEAD CAMPERS



At Arrowhead Camp, we do not have a lot of extraneous rules for our campers. All of the rules that we do have are in keeping with our need to keep all campers safe and happy.

ARROWHEAD CAMPERS ARE NOT ALLOWED TO SMOKE.

Aside from the obvious health considerations, our biggest concern in this regard is fire. Campers who smoke **will be** sent home immediately.

ARROWHEAD CAMPERS ARE NOT ALLOWED TO DRINK ALCOHOL or USE NON-PRESCRIPTION DRUGS.

If a camper is in possession of alcohol or drugs, he/she **will be** sent home immediately.

**THERE IS NO FINANCIAL COMPENSATION FOR CAMPERS SENT HOME FOR EITHER OF THESE REASONS.**

ALL CAMPERS AND STAFF MUST WEAR PFD'S (lifejackets) AT ALL TIMES IN CANOES AND SAIL-BOATS AND WHILE WATER SKIING, KAYAKING AND WINDSURFING. The PFD'S are provided by the camp.

CAMPERS ARE NOT ALLOWED ON THE WATERFRONT WHEN THE WATERFRONT IS CLOSED. Campers can only be on the waterfront when the lifeguards are present and on duty.

ALL MEDICATIONS MUST BE GIVEN TO THE CAMP NURSE.

As stated earlier we must know what medications campers are taking.

All campers **will be** well informed of our EMERGENCY PROCEDURES on the day of their arrival at camp and will cooperate with them. Emergency procedures are posted in every building to help remind everyone of the proper protocol.

ARROWHEAD CAMPERS ARE EXPECTED TO TREAT FELLOW CAMPERS WITH RESPECT. BULLYING AND HARASSMENT IS TREATED WITH ZERO TOLERANCE.

ARROWHEAD CAMPERS ARE EXPECTED TO TREAT THE PROPERTY OF THE CAMP AND OF FELLOW-CAMPERS WITH RESPECT AND CARE.

*AT ARROWHEAD CAMP, CAMPERS COME FIRST.  
WE WANT CAMPERS TO BE SAFE, HEALTHY  
AND HAPPY!*