



# **MEN-O-LAN PLAYBOOK**

**A wealth of knowledge for campers and  
parents about Camp Men-O-Lan's summer  
camp programs**

**2022**

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# WELCOME (BACK) TO CAMP MEN-O-LAN!

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We are DELIGHTED to welcome you once again to our very special summer camp! Many of our camp families have been part of Men-O-Lan for multiple generations. This is such a great place to be!

Last summer we had an incredible time at Camp and it became even more obvious that Camp is needed more than ever! We cannot wait to see everyone again in 2022 and welcome a lot of new families as well!

**As always, the purpose of this document is to show you how all of us together can have fun at Camp. Some sections are color coded specifically for:**

- **Resident Campers**
- **Day Campers**
- **Both camp sections**

Please always feel confident to reach out to us with any questions or concerns. We want your kids to have a wonderful time at Camp!

Thank you for spending the coming summer with us.

We can't wait to see you!

*Camp Men-O-Lan Team*

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# MEN-O-LAN FINANCIAL POLICIES

## Payments

**A non-refundable and non-transferrable deposit of \$50.00 is required to process all registrations.**

**Full payment must be received two weeks prior to registered week of camp** and can be paid via check, money order, major credit card, or online. Please make all checks payable to Camp Men-O-Lan. Please note that returned checks will be charged a \$25 processing fee.

**A \$20 late fee may be charged for payment received within one week of your camp session.**

If your child/children are attending more than one week of camp, separate payments may be made. However, deposits are required for each week to hold your spot.

We understand that there are situations where people need a little flexibility so **payment plans** are available. For more information on this, **please contact the Camp Office.**



## Discounts **New!**

**We offer several discounts to make Men-O-Lan available to as many campers as possible. Please read the conditions of these discounts so you know which ones you may request before you make a payment.**

**Early Registration Discounts:** Resident Camp: \$15/session, Day Camp: \$10/session. Applies only to sessions that are paid in **FULL** by April 15, 2022.

**Sibling Discount:** \$10/session may be taken for registering two or more campers from the same household.

**Multi Week Discount:** when campers attend camp for 5 or 6 sessions, the fifth and sixth weeks are 25% off. The seventh and/or eighth week offers a 50% discount. Weeks can be in both Resident and Day Camp.

# MEN-O-LAN FINANCIAL POLICIES

## Requesting a Discount

Discounts may be requested during the online registration process. The requested amount will deduct from the balance due but must be approved by Camp. Any balance remaining after eligible discounts are approved are the responsibility of the parent/guardian.

## Scholarships and Campership **NEW!**

**Scholarships** are offered by outside entities to help kids get to summer camps. We appreciate the help of churches and other organizations in providing every child and youth with a great camp experience. Please make sure you complete the **Scholarship Information Form** so that we can know of other assistance you will be receiving. This form is available from your registration dashboard.

**Camperships (Men-O-Lan scholarships)** are available on a limited basis. Applications can be completed during online registration, one per camper per year. Once approved by the Executive Director, any remaining balance is the sole responsibility of the camper's parent/guardian.

## Cancellation **NEW!**

We realize that plans can change. Below are the general cancellation policies.

**Deposits** are non-refundable.

**Until and including April 1:** refund of registration fee minus the deposit.

**April 2—June 1:** refund of **half** of the registration fee minus the deposit.

**After June 1:** no refunds.

**No-shows, campers sent home** for behavior issues or homesickness is a forfeiture of the entire camp fee. Since **medical emergencies including COVID-19** are unforeseen, they may be partially refundable, providing Camp receives written notice from a physician verifying the illness or injury for the week registered.

**Men-O-Lan reserves the right to make changes to its financial policies.**



## Ready, Pack, Go!

Every camper's first question is, what do I have to bring to Camp? Here is a suggested packing list. Tweak it to your own needs, but remember: we are at Camp, in the woods, playing games all day. So do not overdo it! Two common mistakes: 1) packing into one suitcase for two campers, 2) bringing WAY TOO MUCH stuff.

Remember: if you bring multiple kids to Camp, they may not be in the same cabin. Even if they are, they may not enjoy digging through each other's stuff. **So please, pack separately for each of your campers.**

We have VERY LIMITED storage space in the cabins. **Please bring only the important stuff.**

### Bring These:

- Comfortable clothes for rain or shine, hot and cold
- Closed toe shoes (for games and adventures)
- Water bottle
- Swimsuit, flip flops, sunscreen
- Towel
- Bedding (Resident Camp)
- Bible
- Clash and goofy and fancy dinner outfit (Resident Camp)

### And These (recommended):

- Bug spray
- Notebook, pen/pencil
- Toiletries (Resident Camp)
- For girls, please prepare some lady products (Resident Camp)
- Mini fan (Resident Camp)
- Flashlight (Resident Camp)
- Peanut-free snacks (Resident Camp)
- Lunch (Day Camp, if not purchased through Camp)

## Bedding (Resident Camp)

Campers sleep on bunk beds with mattresses. Please bring your own sheets, pillow, warm blanket or sleeping bag. Your cabin may decide to participate in sleep-out once during your session, so a sleeping bag is probably your best choice.

## Contraband

Every year we have some adventurous campers trying to smuggle in items that are not allowed on our camp grounds. Please make sure your camper(s) are not hiding some of these things in their bags (or pockets, shoes, hollow Bible, etc.).

**Please note that Camp Men-O-Lan reserves the right to confiscate contraband items. These will be returned to parents/guardians only, at the time of pick-up.**

### Leave These at Home:

- Weapons of any kind (knives, firearms, Tasers, etc.)
- Electronics (i.e. tablets, phones, cameras)
- Illegal drugs
- Anything containing peanuts
- **Smoking devices and accessories of any kind (no smoking or vaping at Camp!)**

## Lost and Found

We HIGHLY recommend labeling every item with the camper's full name. Unlabeled lost and found items will be displayed at pick-up on Friday. At the end of August remaining items will be donated to

## Late Drop-Off

If you or your child realizes that you left something at home, you are welcome to drop it off at the Office, and we will give it to your camper with the daily mail.

# SIDE NOTES FOR THE PACKING LIST

## Clothing

Camp is about having fun in the great outdoors. So please make sure:

- Your clothes are comfortable to run around, sit on the ground, climb up the rock wall, or do a cartwheel.
- If you were to do any of the above activities, your clothes would still provide enough coverage for your body.
- Your shorts come down to the middle of your thighs (longer is OK).
- Shirt straps are at least 2 fingers wide (=no spaghetti straps).
- Shirts cover the midriff area even when you raise your arms.
- Your clothes don't have scary or not-camp-appropriate images or scripts.

As for bathing suits, boys, please wear swim trunks (no speedos, please), and girls, please wear a modest one piece, or a tankini that keeps your belly completely covered, even when you raise your arms.

We have two theme nights for each of our sessions:

**Clash and Goofy Night:** everyone (campers and counselors) dress up in fun(ny) outfits for dinner. Cabins dedicate someone from their group to represent them in a camp costume contest. **Please make sure the outfit your child brings is not scary or inappropriate in any way.**

**Fancy Dinner:** our closing dinner on Friday night is an opportunity for everyone to dress up a little bit, take off the muddy sneakers and sweaty camp shirts, and wear something comfortably nice. Campers can have their pictures taken with their friends in our camp photobooth. Please make sure the outfits they bring follow our dress code outlined above.



# SIDE NOTES FOR THE PACKING LIST

## Medications at Camp **NEW!**

ALL medications must be given to the Nurse (or Camp Manager at Day Camp) at the time of check-in. Only asthma inhalers and epi-pens can stay with campers. Please make sure that each medication (prescribed and over-the-counter) are properly noted on the Medication Administration form. This is part of the online registration process.

Please do not put any kind of medication in your camper's bag or pockets. Also, don't let little colorful unidentified pills in Ziploc baggies float around their stuff. If you realize you forgot to hand them to the Nurse, please immediately let us know.

## Cell phones and other electronics

Aside from the fact that electronics (i.e. cell phones) are expensive and can get lost or stolen, and the physical camp environment is not kind to such objects, there are two fundamental reasons why we do not allow campers to have cell phones or other electronics at camp.

### **Trust and independence.**

When children come to camp, they are taking a leap of faith by transferring their primary care from their parents to us. This is one of the growth-producing aspects of camp. As campers learn to trust other caring adults, and learn to solve some of their own challenges, they grow personally and become more independent and resilient.



**Experience.** Being at camp is a chance to take a break from electronics, participate in "real life" activities, and be free from the pressure of "likes" on social media. It moves them out of their comfort zone and provides a wide range of opportunities to experience life in a different way, develop skills they didn't have before, and build strong and meaningful ("organic") friendships.

**In case of an emergency, campers can be reached via phone call to the Office.**

# GROUPS AND CABINS

## Ages, Grades, and Groups **NEW!**

### Day Camp

In Day Camp, we divide campers into four age groups based on the grade they are going into in the Fall of 2022 (**K-1st, 2nd-3rd, 4th-5th, 6th-8th**). In our oldest group we separate boys and girls to facilitate better bonding with one another and their counselors, and create an atmosphere during Bible time where campers can feel comfortable asking questions. If we have a very small week we may combine groups close in age.

### Resident Camp

Each session in Resident Camp is for a specific age group. When we divide campers into cabin groups, we try to keep them with peers of similar age, maximum two grades up or down, and with their chosen cabin mates.



## Resident Camp Cabin Mates **NEW!**

Each camper in Resident Camp may make two (2) cabin mate requests. Here are some rules:

A camper's cabin mate request(s) are entered during the registration process. (They can also be added later.) The mates they requested **MUST** also request them. If there is no match (meaning, the request is not mutual), we are unable to fulfill the request.

**Remember: no match, no mate.**

We can place up to three friends together and we break up larger groups between cabins. Why so strict? This has been a proven method in avoiding the forming of large cliques. In addition, keep in mind that some kids come to Camp alone, and it is very hard to be the only newbie in a group where everyone else is already close friends.

# ACTIVITIES AT CAMP

## Activities of Choice **NEW!**

In both Day and Resident Camp, we offer times during the day when campers can choose from a list of activities. These can include sports, artistic activities, team building, outdoor adventure, and more. We aim to offer a wide variety of options week after week.

If we receive guidance for 2022 from the local Health Department to continue with the cohort system (keeping campers within the same group at all times) we will have to stick with “group choices”. This means the group (or cabin group in Resident Camp) will choose an activity together.

If we are able, we will return to our pre-covid practice where campers were able to choose individually from a selection of activities which results in mixing up groups once or twice a day. Campers appreciate this option much more so we hope that we can go with this method in 2022.

## Recurring Activities **NEW!**

There are many activities that both Day and Resident Camp do every day. Here are some of the most popular ones.

**Bible time (Day Camp):** counselors lead Bible time to their own group of campers based on a pre-written curriculum. These are engaging, relevant, and age appropriate lessons.

**Bible time and devotion (Resident Camp):** the Bible teacher leads daily Bible time on a topic that unfolds throughout the week. These will continue with social distancing and whenever possible, outside. Counselors lead cabin devotions to their own campers every day.

**Pool time:** our aim is to open all waterfront activities for the camp season, however we must abide by the regulations of the local Health Department. In previous years we were able to offer pool time daily to all our campers. Our slippery slide (water slide) is also available most weeks.

# RESIDENT CAMP DROP-OFF AND PICK-UP

## Drop-Off **NEW!**

### To ensure super smooth check-in for everyone, please note:

- Every single camper must be checked in by a parent, guardian, or adult over age 21. *Campers cannot check themselves in, even if they are over 18.*

### The basics

- We will complete the **check-in procedure using [KidCheck](#)**. This program is free for families. You need to create an account BEFORE the first day of your child's session. You can do this on a computer or by downloading the free KidCheck app. When you arrive to Camp, we will help you with the electronic check-in. If your child is attending multiple sessions, checking in the second time will be even faster and can be done on your smart phone (if you downloaded the free KidCheck app).
- We will do **fast check-in**. You will be assigned a specific time to arrive between 3:15pm and 4:15pm. Simply drive up to the check-in spot following the signs and staff members' directions. After completing the electronic check-in, you can unload any luggage and say an affectionate "see-you-later" to your child. The counselors will take them to their cabins.
- **Covid questions**. You are probably used to this by now, so hopefully it will be a quick and simple addition to check-in. You will be asked to answer a couple of questions like: In the past two weeks, have you been in contact with anyone who has a suspected or confirmed covid case? And so on. Depending on the latest recommendations we may take campers' temperature before they get out of the car.

### Multiple check-in or check-out people

- If you have multiple people who are allowed to check in or out your camper(s), please add these names to the KidCheck account, and add their phone numbers as well. Phone numbers are used to access a camper's information and the options to check them in or out.
- Phone numbers are also the way we can track who checked a camper in or out, so we recommend not giving your personal number to be used by others, but rather add the other authorized people and their phone numbers to the KidCheck account.

# RESIDENT CAMP DROP-OFF AND PICK-UP

## Drop-Off **NEW!** (Continued)

### Be prepared for check-in

- If you need to drop off **medication** for your camper the **Nurse** will meet you in the car line.
- Make sure ALL the prescription AND over the counter medication you drop off are **listed in your camper's online registration** account. That is what gives us permission to administer these meds.
- Medications must be in their **original container**, labeled with the camper's name, including the dosage. Please don't put pills in the kids' suitcase in a Ziplock bag.
- If you need to put money on your **camper's store account**, you can do that online or over the phone before their sessions start.
- If you would like to go to the **Camp Store** you can do that at pick-up.
- Please remember that for each session the balance is due 2 weeks prior the first day of the session. A late fee of \$20 may be applied to payments made after this date.
- If your **balance is not paid** by the start of the session your camper will not be able to stay at Camp. We are **happy to work with you** if you need financial assistance or a payment plan, but we can only help if we are aware of your needs.
- **Complete the camper medical form** by Friday before your camper(s)' session starts. There will be no time nor place at drop-off to do this. This form is available online on your child's registration dashboard under "Forms".
- **NOTE:** Campers without a completed medical form cannot be left at Camp. If you were given a paper registration form and returned it to Camp completed, then you are all set.





## Check-in Summary

Create a KidCheck account and complete any missing paperwork

Arrive at Camp at your assigned time

Follow the signs to the check-in spot

While in the car, complete the electronic check-in

Unload your camper(s) and their luggage

Say goodbye and enjoy your week!



## Remember:

- Complete **medical form** prior to arrival
- Pay your **balance** two weeks before the session
- **Note meds** in your camper's account
- **Give meds** to Camp Nurse
- Prepare your **KidCheck** account

# RESIDENT CAMP DROP-OFF AND PICK-UP

## Pick-Up **NEW!**

### To ensure super smooth check-out for everyone, please remember:

- Every single camper must be checked out by a parent, guardian, or legal adult over age 21. *Campers cannot check themselves out, even if they are over 18.*

### The basics

- We will complete the **check-out procedure using [KidCheck](#)**. See more on this application in the check-in description. Make sure your **authorized pick-up** list is up to date, and includes cell phone numbers of the pick-up people.
  - We will do **our traditional Closing Circle ceremony at 7pm**.
  - Parents may come and watch the ceremony. There will be a **designated spot** for them away from campers and counselors. Please **do not mingle** with other campers and our summer staff at this time. We are still doing our best to reduce the risk of exposure to any communicable diseases. Similarly, we have families who prefer to err on the side of caution, so please respect everyone's personal space.
  - **To check-out your camper(s):** park your car in the main parking lot. Walk into the **center of Camp passing the cross**. Leadership Team members will wait for you with authorized pick-up lists and they will check out your camper(s). You will have to say your name and relation to the child. They may ask you to show your ID or the confirmation code you received at check-in.
1. **Please inform us** if there is a complex custody situation. We want to make sure we release the child(ren) to the guardian who has custody.
- The **Camp Store** will be open for your convenience from 7pm to 7:30pm.



# RESIDENT CAMP DROP-OFF AND PICK-UP

## Pick-Up **NEW!**

### Reminders

- Please make sure your **KidCheck account** is up to date with **AUTHORIZED PICK UP** information. We will **NOT** release children to unauthorized people.
- Remember to pick up your child's **medication** and check the **lost and found** items.
- Counselors are **not allowed to give campers their personal contact information** or to ask a camper for their personal contact information. If you would like to allow a counselor to stay in touch with your child after their camp session, you must provide **written permission** to the Camp Director, who will then help with the exchange of contact information.

Update your  
**KidCheck**  
account with  
authorized  
pick-up info

Arrive at Camp  
just before  
7pm and park  
your car

Follow the  
signs to the  
road by the  
cross

Check-out your  
camper(s) with  
Leadership,  
and pick up  
camper meds

Watch the  
Closing  
Ceremony from  
the designated  
spot

Pick up lost  
and found,  
and visit the  
Camp Store  
on your way  
out



# DAY CAMP DROP-OFF AND PICK-UP

## Drop-Off **NEW!**

### 2021 Recap

We introduced a new, online check-in and check-out system in 2021 for the following reasons:

- Keep check-in fast and smooth
- Eliminate the paper and pen method to keep things minimal-contact
- Increase safety

### The basics

- We will continue to use KidCheck to complete the **check-in procedure**. This program is free for families. If you are new to KidCheck, you need to create an account BEFORE the first day of your child's session. You can do this on a computer or by downloading the free KidCheck app. When you arrive to Camp, we will help you with the electronic check-in. Your KidCheck account from 2021 is still available.
- Checking in the second time will be even faster and can be done on your smart phone (if you downloaded the free KidCheck app).
- We will do **contact-free check-in**. Simply drive up to the check-in spot following the signs and staff members' directions. After completing the electronic check-in, your camper will be helped out of the car and walked to her group.
- **Covid questions**. You are probably used to this by now, so hopefully it will be a quick and simple addition to check-in. You will be asked to answer a couple of questions like: In the past two weeks, have you been in contact with anyone who has a suspected or confirmed covid case? And so on. Depending on the latest recommendations we may take campers' temperature before they get out of the car.
- **Regular check-in**: 8:30am-8:50am
- **Early Care**: 7am-8:30am



# DAY CAMP DROP-OFF AND PICK-UP

## Drop-Off **NEW!**

### Multiple check-in or check-out people

- If you have multiple people who are allowed to check in or out your camper(s), please add these names to the KidCheck account, and add their phone numbers as well. (Yes, even grandparents who can pick up the kids.) Phone numbers are used to access a camper's information and the options to check them in or out.
- Phone numbers are also the way we can track who checked a camper in or out, so we recommend not giving your personal number to be used by others, but rather add the other authorized people and their phone numbers to the KidCheck account.

### Reminders

- Please remember that for each session the balance is due 2 weeks prior the first day of the session. A late fee of \$20 may be applied to payments made after this date.
- If your **balance is not paid** by the start of the session your camper will not be able to stay at Camp. We are **happy to work with you** if you need financial assistance or a payment plan, but we can only help if we are aware of your needs.
- **Complete the camper medical form** by Friday before your camper(s)' session starts. Campers without a completed medical form cannot be left at Camp.

### Lunch

- If you are not purchasing lunch through Camp, please pack a lunch for your camper(s). We keep lunch boxes refrigerated until lunch.
- Men-O-Lan is a **peanut-free** facility. Please don't pack anything containing peanuts.

### What if it rains during check-in?

To minimize your inconvenience, the car line will be directed right in front of Landis Hall. Remember, you still have to sign in your campers.

### Late Check-in (after 8:50am)

We close the gate at 8:50am for campers' safety. If you arrive after this time, you will check in your camper(s) at the Main Office. We appreciate if you give us a heads up so we can let the counselors know their camper is on the way.



## Check-in Summary

Create a KidCheck account and complete any missing paperwork

Arrive at Camp at 8:30am

Follow the signs to the check-in spot

While in the car, complete the electronic check-in

Camper is helped out of the car

Say goodbye and enjoy your day!



## Remember:

- Complete **medical form** prior to arrival
- Pay your **balance** two weeks before the session
- **Note meds** in your camper's account
- **Give meds** to Camp Nurse or Leadership Team
- Prepare your **KidCheck** account

# DAY CAMP DROP-OFF AND PICK-UP

## Pick-up **NEW!**

### Check-out information

- We will complete the **check-out procedure using KidCheck**. See more on this application in the check-in description. Make sure your **authorized pick-up** list is up to date.
- **Please follow the signs** and staff members' instructions as they direct the car line. You do not need to park your car.
- **Leadership Team** members will wait for you with authorized pick-up lists, and they will check out your camper(s). You will have to say your name and relation to the child. They may ask you to show your ID or the confirmation code you received at check-in.
- Campers will be ready and waiting for pick-up at 4:30pm every day. When a Leadership Team member confirms your check-out, your camper(s) will be called, and a staff member will help them into the car.
- Please drive away carefully as we have a lot of children at Camp during the summer sessions.
- The **Camp Store** will be open for your convenience on Fridays from 4:30pm to 5pm.
- **Regular check-out:** 4:30pm
- **End of After Care:** 6pm



### Early and After Care

- **If you need to enroll in Early of After Care, please do that before your child's session starts.** If you need to add this option when the session already started, please bring a check to the Office to cover the additional fee and we will add your camper(s) to the Extended Care list.

# DAY CAMP DROP-OFF AND PICK-UP

## Pick-up **NEW!**

### Reminders

- Please make sure your **KidCheck account** is up to date with **AUTHORIZED PICK-UP** information. We will **NOT** release children to unauthorized people.
- Remember to pick up your child's **medication** and check the **lost and found** items on Friday.
- Counselors are **not allowed to give campers their personal contact information** or to ask a camper for their personal contact information. If you would like to allow a counselor to stay in touch with your child after their camp session, you must provide **written permission** to the Camp Director, who will then help with the exchange of contact information.

Update your **KidCheck** account with authorized pick-up info

Arrive at Camp just before 4:30pm and follow the signs

Stay in the car line

Check-out your camper(s) with Leadership, and pick up camper meds

Drive away carefully

Fridays: pick up lost and found, and visit the Camp Store on your way out



# DAY CAMP DROP-OFF AND PICK-UP

## Safety

### What about safety? Can anyone pick up my child?

Nope. These are the steps we will take together to prevent this from happening.

1. In our new online check-in and check-out system, you will list every person who has your permission to pick up your camper(s). It is even better if you add a picture of these people for easy identification. If you need to make changes to your pick up list at a later time, let us know. As your child's safety is very important to us, please tell us if there are any restrictions on who can have contact with your child.
2. When someone is in the car line, and tells our staff the name of the camper they want to pick up, our staff will check on Camp's mobile device if this person is authorized to picking up the child.
3. If an unauthorized person is trying to pick up a camper, the Camp Manager or the Program Director will call the #1 parent/guardian for authorization.
4. If this person is specifically on the no contact list you provided, we will secure the child, and call the #1 parent/guardian.
5. Please inform us if there is a complex custody situation. We want to make sure we release the child(ren) to the guardian who has custody.

### Early Check-out

When campers leave early, they usually miss out on something fun, but we understand that sometimes they have no choice. **Please communicate any early departure plans in one of these two ways**, so we can have your camper ready to go when you arrive.

- A) Email or call Office and let us know what time you'd like your camper to be waiting for you in the Office.
- B) Talk to the staff member in the morning car line, and let them know what time you'd like your camper to be waiting for you in the Office.

# FOOD AND ALLERGIES

## Eating at Resident Camp

We serve three wholesome meals a day for our campers in Resident Camp. Our cook prepares the food on site. There is typically a hot meal option and some items in the cold bar (i.e. yogurt, fruit, and cereal for breakfast, salad bar for lunch, etc.). We also serve an evening snack.



## Eating at Day Camp

Day campers can choose to order lunch through Camp or bring their own. Our cook prepares wholesome meals on site. A few examples: soup and grilled cheese, chicken nuggets and mac and cheese, cheese steak, tacos, hot pretzel bun sandwiches, etc. There is usually dessert after lunch.

## P-E-A-N-U-T FREE!!!

Due to the severe allergic reaction accompanying peanut allergies, we have made Camp Men-O-Lan a peanut-free camp. We don't use peanuts in any of our kitchens, and we ask that you be especially careful not to pack any snacks or lunches with peanut products. Your cooperation can save a life! If you pack lunch for your camper(s) (Day Camp), and you send an almond or nut butter sandwich, please mark it or let someone on staff know, so we won't assume it is a PBJ.

If you accidentally send something containing peanuts/peanut butter (snacks in Resident Camp or lunch or snacks in Day Camp), we will remove it from our peanut free environment and will make sure your child gets the Camp lunch/snacks.

# FOOD AND ALLERGIES

## Snack Shop in Resident Camp **NEW!**

In Resident Camp campers get to visit the Snack Shop every day. They get to choose a food item and a drink. There is no additional charge for this. The selection typically includes candy bars, crackers, cookies, sodas or fruit juice. Campers will also visit the Camp Store at least once. The Store sells mostly Camp merchandize but ice-cream is also available at times. This is separate from the complimentary Snack Shop options. More information about the Camp Store on page 28.

## Snack Shop in Day Camp **NEW!**

In Day Camp campers get to visit the Snack Shop once a week. They get to choose a food item and a drink. There is no additional charge for this. The selection typically includes candy bars, crackers, cookies, sodas or fruit juice. More information about the Camp Store on page 28.

## Special Dietary Needs

We are able to accommodate certain special dietary needs, as long as these are clearly communicated in writing at the time of registration (see camper's registration form). We **HIGHLY** recommend reaching out to our Food Services Director ([will@menolan.org](mailto:will@menolan.org)) to discuss the details of a camper's needs and how we are able to serve them well.



# HEALTH AND WELLNESS AT CAMP

## Health Check **NEW!**

In our past seasons at Men-O-Lan we have introduced health check at drop off time. Our families have been super cooperative and we are grateful for that! We will continue to do our best to keep COVID-19 outside of our Camp. During check-in we will inquire of each camper's health and physical well-being. Throughout the week we will closely monitor campers and staff members for signs of illness.

## Staying Healthy **NEW!**

1. **Stay hydrated:** bring a water bottle to Camp and USE it consistently.
2. **Eat well:** our counselors encourage campers to eat well and enough.
3. **Wash or sanitize hands** frequently as per CDC guidelines.
4. **Sleep at night:** get plenty of rest after being active outside all day.
5. **For more information on our COVID-19 protocol please refer to our 2022 Communicable Disease plan (available from June, 2022).**

## Sick Policies **NEW!**

Due to the wide spread of COVID-19 cases we are going to have to be very strict on this. For the sake of everyone, if the Nurse believes someone is dealing with a contagious illness, they will be sent home immediately. This includes symptoms of COVID-19 as well as other communicable diseases and lice.

In case of lice, the camper will have to leave Camp and apply treatment. They may return to Camp the following day.

See more on lice treatment at <https://www.cdc.gov/parasites/lice/head/treatment.html>.



# HEALTH AND WELLNESS AT CAMP

## Injuries at Camp

There is a certain risk associated with playing outside and participating in outdoor adventure activities. We do our best to keep everyone safe, yet sometimes injuries occur in the midst of having fun.

If the camper's injury can be treated by the Nurse, they will take care of it, document it, and follow-up with the camper or his or her counselors.

If a camper's injury requires attention beyond the time frame of their camp session, the Nurse will notify the parents/guardians and give them details on the nature of the injury. The nurse may call during the week, or talk with the parents/guardians at pick-up time.

If a camper needs medical assistance beyond the capacity of the Camp Nurse, we will call the parents/guardians. If the camper needs immediate medical attention, we will call for an ambulance and notify the parents/guardians immediately.

## Medications at Camp

Our Camp Nurse or a designated Leadership Team member will administer medication to campers. They are only permitted to give out medication that was **previously authorized in writing by parents**. This applies to both prescription and over the counter meds. ALL medications must be given to the Nurse (or Camp Manager at Day Camp) at the time of check-in. Only asthma inhalers and epi-pens can stay with campers, and even these must be noted on the Medication Administration form.

## A Word on the Medical Form

During the registration process we ask you to fill out an entirely up-to-date medical form on your camper(s). Please make sure all information on it is correct and every question is answered. This is very important especially when the Nurse has to make good decisions on treatment provided to an unwell camper.

# HEALTH AND WELLNESS AT CAMP

## Emotional Health: Bullying

Men-O-Lan enforces a zero tolerance policy for bullying. We train our staff to recognize and handle bullying, and we need your camper's help to be successful. Please encourage your children before their camp session to report any bullying they notice, even if it is not in their cabin/group.

Our counselors take every report seriously and investigate the situation. We want to integrate every camper in the camp community. Ideally, a sincere conversation with all parties can turn things around for the better. However, if there is no change in the behavior, we will be heartbroken, but we will send home the camper who is causing pain to the others to protect everyone else.



## A Word on Mandated Reporting

Camp Men-O-Lan, as an organization working with children and youth, is a mandated reporter for suspected abuse per Pennsylvania law.

While we train our staff on what to do in a situation where a camper discloses sensitive information, we are not trained to be able to *determine* whether the reported issue was indeed abuse or not. This is why we follow guidelines given by Child Protective Services Laws and report any suspicion as required by the law.

We know that you love your children very much. We hope you will understand that we also care about our campers and want no harm to come to them or your family. When we have to report a case, we pray for the entire family and hope that every situation will be solved in a way that is best for the children and youth.

# WHAT NO ONE LIKES TO TALK ABOUT

## Behavioral Challenges

In order to ensure that everyone at Camp is having a great time, we have certain rules we follow. This is not to limit fun, but to minimize distraction so we can have fun. If a camper's behavior needs some adjustment, the counselors will do it in an age-appropriate manner, and, as much as possible, privately, so the camper is not embarrassed. We train our staff to look beyond the obvious behavior and try to identify the root cause of their actions. They do their best to do this in a way that campers still feel loved and respected.

In the rare case when a challenging behavior does not improve after multiple attempts of resolution, we will consider the best interest of everyone involved (the camper, the rest of the group, the ministry), and make further decisions after consulting with the Leadership Team. As a very last resort, a camper may be sent home.

## Situations Beyond Camp's Abilities

We want to make sure every camper has a wonderful experience at Camp. Our staff is compassionate and loving, and trained to handle a variety of difficult situations. However, there can be challenges that are beyond our competencies. If a camper is in danger of harming him or herself or others, we are going to make sure that their family is notified and he or she leaves Camp in order to find a safe place where they can get the help they need.

While we do our best to accommodate the needs of all our campers, it is possible that we realize during a camp session that we are not equipped to provide the best care to a child or youth. In this case we will contact you to work out the best solution.

# A FEW FUN THINGS

## Camp Photography

Camp Men-O-Lan has a summer photographer who takes pictures and videos of the campers following strict safety and security guidelines. Edited videos will be posted on Camp's Youtube channel. Pictures will be uploaded into a password-protected online gallery.

Waldo is a photo sharing application Men-O-Lan started using in 2019. With Waldo's help, parents are able to see camp pictures of their own campers, even receiving them in text notifications on their cell phones. While we'll continue to



share some favorites on social media, you will have access to photos relevant to your family through this app. For costs, sign-up, and a quick how-to watch your inbox in June and July!

## Camp Store

Our Camp Store is open to both Resident and Day Campers at designated times. During their camp session resident campers can visit the Store and use their camp account to pay for their chosen items. Parents and guardians can load money to this account prior to the start of their camp session. During Resident and Day Camp check-out on Friday parents can also visit the store. At these times we accept cash and credit cards as well.



## Stay in touch



We encourage you to send a package, letter, postcard or email to your camper during their week at Men-O-Lan. You can leave these with the Program Director at check-in, or send them via USPS. If you choose USPS, please

make sure the mail arrives by Thursday of the session of your camper (or Tuesday in case of Mini Camp). Unfortunately we are unable to forward mail after a camper left Camp.

To ensure quick delivery, please write your camper's cabin name on the envelope.

**Our address:** 1415 Doerr Road,  
Quakertown, PA 18951

### Email your camper!

There is one more easy way to communicate with your **Resident camper** during their week at Camp. On every camper's online account, on the bottom, left side of the dashboard, there is a box titled **One Way Communication**. To send an email, simply click on the '**New Email**' box and it will open to a dialog page for your email. Click '**Submit**' when you're done and your email will be given to your child during lunch time.

A great benefit of this feature is that you have complete control of who can email your child. Click '**Invite**' at the top of the box and you can enter up to six emails of people you give permission to communicate with your child. It's as easy as that!



## Further Questions

If you have further questions after going through this booklet, please reach out to us. To get a fast response, use the following numbers and emails.

If you call us and cannot get a hold of the right person, please leave a message with your name, best number to reach you, and a brief explanation of your inquiry. We'll get back to you as soon as we can.

### **Camp program, daily life of campers, summer staff**

Szonja Sattel, Szonja@menolan.org, 215-679-5144 ext. 323

### **Camper finances, campership status, account balance, discounts**

Kimberly Kenney, Kimberly@menolan.org, 215-679-5144 ext. 324

### **Donations, volunteer work at Camp**

Richard Brewer, Richard@menolan.org, 215-679-5144 ext. 325

### **Camp meals, dietary needs**

Will Osowski, Will@menolan.org, 215-679-5144 ext. 330

### **Year round events, facility rental for birthday parties and other events**

Kim Lesh, kim@menolan.org, 215-679-5144 ext. 320

### **Lost username or password for the camp registration platform**

Please follow the password reset prompts on the registration page.