



2008 CAMP INFORMATION

WELCOME TO CAMP - The information below will provide you with answers to many of your questions about your child's stay at camp. Section 1 contains information most useful to parents. Section 2 contains information for parents and campers to share together before camp begins.

SECTION 1 - PARENT INFORMATION

HEALTH - Each camper must be examined by their doctor before coming to camp. Use the health form that has been provided, you can download it at http://www.camphilltop.com/resources_camp_stuff.htm. Please insure it is filled out completely and you **sign** the box at the bottom of the form. Doctors require this parental authorization before treating campers. The health form should be mailed to camp ahead of arrival.

Each camper is required to have all immunization shots as required by law and/or deemed necessary by your family doctor. Every child must be within the protection period of an up-to-date tetanus booster at the time he/she attends camp. Please make certain that the immunization record is filled out on the health form. Please note Penicillin allergies.

ALL drugs and medications **MUST** be kept at the Wellness Center, under the supervision of the Camp Nurse(s).

Beginning this summer, our new policy and procedure for dispensing and administering medication will require camp families to have all of your child's medication in pill form dispensed, pre-packaged and sent to camp prior to their arrival. This includes:

- All pills taken daily and as needed (prescription and non-prescription)
- vitamins

*Our camp stocks most over the counter items such as Tylenol, Advil, Benadryl, etc.

The company we have chosen to service our families, *CampMeds Inc.*, provides a service that dispenses packages and ships medications directly to overnight camps in the U.S. The company was founded by a former camp nurse and they have been packaging medications for the camping industry for the past five summers. This pre-packaging program is in compliance with all state regulations regarding medication packaging for summer camps. You may find information about them under the *Required Medical Information* section of our Camp Stuff Packet.

Camp Hilltop has a **NO NIT POLICY**. Each camper is checked the day they arrive at camp for head lice and if it is found that your camper is infected with head lice, you will be called and asked to remove your child from camp until the problem is cleared.

If you are aware your camper is having a problem with athletes' foot or planters warts, we would appreciate you having concern for the other campers and please advise your camper to wear flip-flops in the shower as well as on the bare cabin floors. We have never experienced a problem with this in the past and would like to keep it that way.

If your camper is ill or is having some problem, we will call you. Should your child require the services

of a physician because of illness or accident during their stay at camp, the Camp Nurse will arrange for an office visit or hospital emergency room treatment and you will be notified.

INSURANCE - Camp Hilltop provides its campers with accident insurance. This will cover any accident which may occur during an activity at camp, (i.e. sprain). It does not however, cover your child should he/she become ill, (i.e. sore throat, cold). Therefore should our medical staff deem it necessary to have your child seen by our physician for the reason of illness, a bill will be mailed to you for processing with your insurance company. Please be assured our medical staff will use discretion when it pertains to office visits at our physicians.

HOMESICKNESS - Occasionally, children do feel homesick, particularly, if it is a first time away from home. You can be helpful in preventing homesickness in the following ways. Talk about the forthcoming stay at camp with enthusiasm. Do not encourage problems by talking about how he/she will be missed. Let your child know your confidence in him/her. Camp is a happy experience, a part of growing up, for which you feel he/she is ready. If your child experiences a severe problem with homesickness, we will call you. Chances are that by the time a homesick letter has reached you the problem will be over. Please do not try to call your camper, you are welcome to call the Directors, or the Camp Nurse.

GRATUITIES - Camp Hilltop does allow parents to tip their child's Counselors. This is a private matter and is up to each parent's discretion and judgement. If you choose to tip, we recommend \$5.00 per week for each counselor in your camper's cabin. Since all Counselors will be involved with all our campers, it is not necessary to tip any one but the Counselors in your child's cabin.

CAMP TRUNKS - As noted on the transportation form, Camp Hilltop will not allow trunks on our transportation. Duffel bags and small carry on luggage are allowed. If you feel that a trunk is necessary for your campers comfort, we recommend you call UPS. We find that UPS does a good job and are far more economical than a private carrier service. UPS # 1-800-742-5877

SECTION 2 - FOR PARENTS & CAMPERS

FAMILY DAY/VISITING DAYS - Camp Hilltop will be having two Family Days this summer. The first will be on Saturday, July 26, 2008 and the second on Saturday, August 23, 2008. Families are encouraged to attend and participate in the day's activities. We will be providing a picnic lunch at 12:00 noon for all to enjoy. Please leave your dogs at home.

Visiting days will be on Sunday, July 13, 2008 and Sunday, August 10, 2008. These are days that you can visit your camper(s) and possibly take them out to lunch. The times are 10:00AM to 1:00 PM for those parents wishing to remain on the camp property and 10:00AM to 2:00PM for those families choosing to go out for lunch. The camp will not be providing lunch or activities for families on these days. Please leave your dogs at home.

It is Camp Hilltop's policy not to allow campers to leave our camp property with anyone but their own parents. If a situation arises that it is necessary for a camper to leave camp with someone else other than his or her parents, we will need written permission from the parent. This is for the safety of our campers and will not be compromised. We would appreciate your cooperating on this issue. We ask all campers to please see their counselors and sign out before leaving with their parents on a visiting day.

TELEPHONE POLICY - Campers DO NOT have access to telephones. Parents are welcome to call and speak to the Camp Directors, the Camp Nurse or their camper's Counselor. We all would be happy to discuss your child's progress. **Camp Hilltop does NOT allow cell phones at camp.** Cell phones will be confiscated. Also please know that Hilltop is not in a location that gets cell service.

CAMPER CARDS - On a weekly basis the Counselor in your camper's cabin will be filling out a post card about your camper. They will be describing their eating and sleeping habits as well as the activities your child has participated in. This post card will be mailed to you weekly. Counselors are told to be honest with the parents, since we are sure you will desire an honest assessment of your child's progress.

CARE PACKAGES - Hilltop discourages the sending of CARE PACKAGES!!! The campers receive a balanced diet and will survive just fine without all the junk food. If you feel you absolutely must send a package to your camper, please make sure you put no food in it. We will accept only one package per camper every two-week period. Any extra packages will **NOT** be delivered to the camper. Packages will be opened in front of our office staff and any eatable items will be removed and **THROWN AWAY**. Please cooperate with us on this matter. Food in a cabin only brings in all the little critters from the outside! Please pass this information onto other family members.

MUSICAL INSTRUMENTS - Musical Instruments are welcome in camp, they can be used during leisure hours, regular programs, etc. However, the camp cannot be responsible for the camper's instruments while at camp.

CLOTHING - No special uniforms are required. We believe camp is an excellent place for campers to wear out old clothes. Be sure to provide clothing for rainy days and footwear for horseback riding. All clothing and equipment must be clearly marked with the campers' name. A list of things sent to camp with your child and taped to the inside of their trunk or suitcase maybe helpful when packing for home. Marked articles which are turned into lost and found after the camper departs will be held for you or we can return it c.o.d.

EXPECTATIONS FOR APPROPRAITE CLOTHING - Campers/staff are expected to wear appropriate clothing at camp. Everyone is expected to adhere to standards of dress and appearance that are compatible with the Hilltop philosophy and environment.

Wearing clothing which is disruptive, provocative, revealing, profane, vulgar, offensive or obscene, or which endangers the health and safety of yourself or others is prohibited. Examples of prohibited dress or appearance include, but are not limited to, exposed undergarments; sagging pants; excessively short or tight garments (shorts/skirts must extend at least to end of the thumb when your arms are fully extended at your sides and not be excessively tight); bare midriff shirts; males without shirts; inappropriate swimwear (no bikinis, tankinis and one-piece suits only); strapless shirts; attire with messages or illustrations that are lewd, indecent, or vulgar or that advertise any product or service not permitted by law to minors; see-through clothing and attire that exposes cleavage.

Safe and appropriate footwear must be worn at all times.

If anyone's dress or appearance is such that it constitutes a threat to the health or safety of others, distracts the attention of others from their activity/work or otherwise violates this dress policy, the administration may require the individual change his or her dress or appearance.

LAUNDRY - Laundry bags will be picked up on a regularly scheduled weekly basis. This service helps to promote cleanliness within each cabin group and allows campers to pack fewer clothes. Because clothes are sorted within each cabin, it is essential that **ALL** clothing be marked in a sturdy fashion with your camper's name.

HORSEBACK RIDING - Individual trail and/or ring rides are conducted daily, weather permitting, by our qualified riding staff. Any camper who plans to participate in horseback riding must bring boots or tie shoes with heels. Long pants must be worn during riding as well. Hilltop will provide riding helmets. **NO CAMPER WILL BE ALLOWED TO RIDE WITHOUT SHOES WITH HEELS.**

Hilltop will be operating special HORSE CLINICS and LESSONS this summer. The clinics will be operated during free activity and lessons will take place during assigned cabin activities, these are an optional activity for our campers. Information and the form is included on the 2008 Camp Stuff Packet available on www.camphilltop.com.

MAIL - Letters are important to campers, plan to write often. We will endeavor to see that your child writes home at least once a week.

When writing to your child, be cheerful; talk about home, friends and activities matter-of-factly. Ask questions about camp that will let your child know you are really interested in what he/she is doing. This will also encourage the writing of letters home.

Address all mail as follows:

CAMPER'S NAME, Cabin #
Camp Hilltop
7825 County Hwy 67
Hancock, NY 13783

EMAIL - Although our campers do not have access to email, we will deliver emails to our campers. You can access our email system through our web page, www.camphilltop.com. These emails will be printed every morning and placed in the campers' mailbox. Our office staff will be printing your campers' email and we therefore can not guarantee privacy. We would appreciate your keeping your emails to no more than one per day. We will not accept emails with attachments or photos. Emails with inappropriate language will be discarded. Hilltop does send informational emails to families, so please make sure that hilltop@hancock.net is not blocked on your email system.

PASSWORD PROTECTION FOR PICTURES OF THE DAY & E-MAIL A CAMPER – While camp is in session both the Pictures of the Day and E-mail a camper on the Hilltop web site will be under password protection. We will give you, as parents and legal guardians, the user name and password and will not give the password to anyone else. It is your discretion whom you choose to give them to. The username and password will be sent to all parents at the beginning of June.

TRIP PROGRAM - Camp Hilltop operates a special tripping program for all campers entering grade seven and above. These trips are chaperoned and are planned with the utmost of care to ensure the safety of our campers when they are off our campgrounds. Descriptions of these trips and sign-up forms are on http://www.camphilltop.com/resources_camp_stuff.htm. Reservations for these trips must be made in advance and are on a first come first serve basis. We also offer Binghamton Mets, Cooperstown Baseball Hall of Fame, HITS Horse Show and Howes Cavern for all ages.

TRANSPORTATION - Camp Hilltop provides transportation from New York City, Tapanzee Bridge and Philadelphia Area. This is an optional service provided for our campers. There is a transportation form included on the 2008 Camp Stuff Packet. If you choose to take advantage of this service, please fill out the form and return it to camp **NO LATER** than **JUNE 1, 2008**. Forms received after June 1, 2008 will not be guaranteed seating. Camp Hilltop reserves the right to cancel transportation if the 10 camper maximum is not met.

PERSONAL PROPERTY – Personal property such as clothing, sports equipment, i.e. mountain bikes, archery equipment, etc. should be stored safely and used only at appropriate times. Personal property brought to camp is the sole responsibility of its owner. Camp Hilltop will not take responsibility for any personal property. Camp Hilltop suggests you think about what personal property you bring to camp. If you would be upset if some one else touched it, leave it home.

USE OF HILLTOP LOGO AND/OR IMAGES - Camp Hilltop's name, logo, written materials, slogans or variations thereof, photographs or images taken at Camp Hilltop or from Camp Hilltop's website, www.camphilltop.com, may not be used for any purpose unrelated to the business of Camp Hilltop, including but not limited to, use of said materials on a personal or networking web site (i.e. myspace.com, facebook, youtube) or documents published for general viewing, without the prior written permission from a Camp Hilltop Director.

TECHNOLOGICAL GADGETS/DEVICES - Camp is a place to step away from the fast paced world of today and gain new experiences and skills. We feel that many of today's "gadgets" hinder the purpose and goal of sending kids to camp. So we insist that NO cell phones, pagers (or any other device that has cell phone capabilities), DVD players, video cameras, laptops, etc. stay at home. If we find them at camp they will be taken away and held until departure. If you are going on a camp trip (i.e. amusement park trip) and wish to bring a phone to use during the trip you MUST turn it into the camp office upon arrival to camp. If it is discovered on camp it will be confiscated and held until departure. Many gadgets such as MP3 players and hand held video games are expensive and camp is a very active community. There is the possibility of items being broken or lost; if this would upset you...leave it at home. If you choose to bring them to camp, they must stay inside the cabin.

DIGITAL CAMERAS – Many camps have found that digital cameras have been used in an inappropriate manner and therefore banned them from camp. At Hilltop, we feel that capturing memories of camp through photos is a part of the camp experience and do not wish to create such a policy but in the past few years incidences have forced us to consider it. So for us to continue to allow cameras at camp we need your help. We ask campers to please use their camera appropriately and parents to please review your child's photos when they return home. If we find that a camper has misused their camera parents will be notified, images will be deleted, the camera will be confiscated and returned only to the parents when picking up your child.

CAMP RULES - Rules and Regulations are never a very exciting topic, but the larger the population the more necessary it becomes to have them. We want to provide a camp, which is safe, both physically and emotionally. Therefore any camp rule we have covers issues of safety and respect. Please take the time to read these rules and discuss them with your camper(s).

- We will not accept physical fighting, pushing or shoving or the throwing of rocks, sticks or objects that may injure people, animals or things.
- We do not believe profanity, using offensive bad words shows respect for you, family or other people. Such words are not acceptable here at Hilltop. We have a language which offers replaceable adjectives, be creative.
- Hilltop is a smoke free environment. Smoking is not permitted on camp property or areas where we conduct program. Smoking can also be a fire hazard. Campers are not to be in possession of cigarettes, matches or lighters.
- Alcohol/Drugs/or mind altering substances have no place at Hilltop. We all need clear responsive heads. And, equally important they are illegal.
- Hilltop is fortunate to have a passage tunnel offering safe means for moving from camp side to lakeside. Campers must use this tunnel and not cross the road.
- Camp is not the most private place in the world. In order to maintain a certain amount of privacy at camp it is not acceptable for campers to be on the steps, porches nor inside the cabins of the opposite sex. Please respect people's privacy.
- Discarded gum finds its way on the bottom side of tables, benches, shoes and the stomachs of animals. Gum can block digestive systems of birds and small animals. Please leave the gum at home.
- Over the years we have picked up broken glass, nails and sharp objects off the ground, most of which has been there for years and has worked its way up to the surface. It is because of this that we require you to wear something on your feet at all times when leaving your cabin.
- Campers must be in eyesight or hearing of staff at all times. This means you cannot wander into the woods away from staff at any time. It also means that you can not leave your cabin in the

middle of the night or leave an activity to go back to your cabin without a staff person. This is very important and for your own protection.

- Camp Hilltop has many pieces of program equipment (i.e. 30' climbing wall, bungee trampolines) around the property. This equipment is off limits to both staff and campers unless properly supervised by a certified instructor. Abuse of this rule could result in immediate dismissal.
- After our evening program has ended the younger campers return to their cabins. As our campers get older they have more responsibility in managing their time and are allowed to spend sometime enjoying the friendships that are made during camp. Therefore, campers must be responsible for congregating in areas that are lit at night. Campers found in inappropriate areas will be asked to relocate and possibly lose their evening out privileges.

We think that about sums up all our rules. We all want to have fun but let us do it intelligently with respect for one another, the camp and safety.

THE HILLTOP WAY COMMITMENT - A copy of this statement is included in the Camp Staff Packet for yours and your camper's signature.

We (The Young Family) believe residential camping is a community. It is an intimate experience for campers and staff alike. We deeply want Hilltop to be a safe place, both physically and emotionally. We will do everything in our power to make that happen. However, we are realistic and know that it takes the cooperation of all parties involved to ensure that it does.

As you are aware, we talk about values in our video, literature and personal conversations with you. We believe it "Takes a village to raise a child." Hilltop is a community that strives to help children: 1) Recognize they have a responsibility for themselves and for the immediate people around them. 2) Make choices, which are good for themselves and others, and take responsibility for the choices they make. 3) Respect, oneself and others even though there may be differences. Citizenship is a vital part of the Hilltop environment. Any one person's actions have a far-reaching effect on the community as a whole.

Society is forever changing, as are the things that influence our youth. We think most will agree our kids are bombarded on a daily basis by stimuli (profanity, disrespect, sexual images, sex and violence) that might not be healthiest for kids to see/feel/hear/experience at such young ages. Here at Hilltop we try to limit the exposure to the things we feel might have a negative impact on our community and those in our care. We are concerned about song lyrics, movies, computer games and clothing. As a result, we reserve the right to confiscate (and hold until departure) CD's containing profanity or offensive lyrics, t-shirts with offensive logos or writing, digital cameras that have been used in an inappropriate manner, etc. We require that all laptops, DVD players, video cameras, cell phones and pagers are left at home. Please also be aware of Hilltop's Appropriate Clothing Policy found in the Parent Information.

Camp is not a glass house. In fact, camp is a representation of our society. As much as we try to purify our environment, what's out there can find its way into our community. Uncontrolled behaviors such as violence, profanity, disrespect and sexual displays, i.e. mooning, flashing, grabbing or touch of sexual organs, etc., are not behaviors we want happening to or among our campers at Hilltop. From time to time we will have an individual who will display flagrant behavior which can threaten, offend or be harmful to themselves or others. We are finding such behavior in children as young as 8. Parents/Guardians need to know that these identified behaviors affect cabin life and our camp community as a whole and will result in early unplanned dismissal.

The misuse and abuse of aerosol cans has been on the rise therefore, they are banned from the camp premises and will be confiscated. In addition, campers found with weapons, alcohol, cigarettes, or mind altering substances will be removed from camp. We ask that you please be aware of what your child is intending to bring to camp.

We, the Camp Administration, must be made aware of children who are or have been treated for emotional, neurological, physical or psychiatric disorders. In addition, parents/guardians must share with us if their child is on psychotropic medications during the school year, has been suspended/expelled from school and/or hospitalized for psychiatric illness or sexual activities. It is vital that we are made aware of these circumstances so we can make an informed decision as to whether or not we can safely program and care for the child. Our purpose in having this information is not to exclude the child but to better serve them. We may be unable to handle children who demonstrate unmanageable behaviors or become children at risk, unless we are able to consider and plan for the program and staffing issues/needs of the child and community. While current thinking recommends the importance of “Mainstreaming” children with problematic behaviors there are limits to what we can appropriately accept in our limited community. Our counselors are not trained therapists; they are people who want to make a difference in a child’s life.

As Owners/Directors we must reserve the right to ask that a child who is at risk, to either themselves or the community, be picked up and removed from camp immediately. There may be an instance where we agreed to accept a camper with full knowledge of his/her circumstances and having taken all necessary steps to deal with the child, were unable to manage the child. For the good of the community, the decision to have the child leave is appropriate. If a camper is dismissed for any of the above reasons it is Camp Hilltops policy that no refunds will be given. If a parent/guardian is asked to remove their camper/child from Camp Hilltop and does not respond immediately Camp Hilltop reserves the right to secure an outside transportation service to deliver said camper/child to their home or nearest relative. The incurred expense will be the responsibility of parent/guardian.

We will expend every effort on behalf of the children and community to make the camp experience a positive one. The health and safety of all campers and staff is ultimately our responsibility. A decision to send a child home for medical, psychological, or behavioral issues is one of deep concern and should be seen that way by parents/guardians.

Family “secrets” that put children and staff at risk are unfair and deceptive. Camping is about relationships between and among various people. For the safety and well being of every camper and staff, one of the most critical relationships is between the parents/guardians and the camp directors. We need to form a partnership which includes trust and open communication on the issues effecting each child and how best to address those issues. We appreciate the efforts of parents/guardians to share with us their concern and in turn will share our experiences with you. Please know that all information you share with us will be confidential.

**PLEASE CONTACT US IF YOU HAVE ANY QUESTIONS.
WE LOOK FORWARD TO ANOTHER FANTASTIC HILLTOP
SUMMER!**