

Camp Sancta Maria – Welcome Packet



THINGS TO BRING TO CAMP:

Before you arrive at CSM, you should have already registered your camper and paid your tuition in full. The following list contains items needed at check-in. All of the forms can be found by logging into your family account at <https://campself.active.com/CampSanctaMaria> or by downloading them from our website at: www.campsanctamaria.org.

- Suitable funds for your camper's spending account.
- Your camper's physical examination form signed by a physician.
- A front and back copy of your health insurance card.
- A signed "Daily Medication" and "Over the Counter and As-Needed Medications" sheets. These sheets acknowledge that you, as legal guardian, are aware of and accept all of the rules and regulations of Camp Sancta Maria. These sheets also detail the medication that can be administered to your child.
- If your child is taking medication, make sure he/she has a full supply for their entire stay. If this is not the case, please notify the camp health officer during check-in. **MEDICATION MUST BE IN ORIGINAL PACKAGING.**
- Completed Otsego Memorial Hospital "Consent to Use & Disclose Health Information" & HIPAA Form.
- Primary Insurance Holder Information form.

WHEN TO ARRIVE TO CAMP:

Boys' Camp: Please arrive at camp on Sunday afternoon between **1pm and 3pm**. We are unable to accommodate early arrivals. We will not begin check-in before 1pm so as to allow time for the changeover between sessions. Please make sure you have your payment balance and a doctor-signed physical health form with you. If you are going to arrive later than 3 p.m., please notify the camp office. We begin camper activities at 3:30 p.m.

Girls' Camp: Please arrive at camp on Sunday afternoon between **2pm and 4pm**. We are unable to accommodate early arrivals. We will not begin check-in before 2pm to allow time for the changeover between sessions. This will allow you to get your daughter settled into her cabin before the campers go to dinner at 6 p.m. Please make sure you have your payment balance and doctor-signed physical health form with you. If you are going to arrive later than 4 p.m., please contact the camp office.

CHECK OUT INFORMATION:

For Sessions 1, 2, 3 & Mini-Camps B, D, & F

On the last Saturday of the traditional two-week camp, we host an open house for parents and families to see what their child has been doing throughout their stay at camp. Open House will begin Saturday, July 7/ July 21/ and August 4 at 6:30 p.m.

When you arrive at CSM for Open House you will be greeted by a staff member and checked in. Your camper will meet you near St. Luke's cabin. There will be a number of planned activities such as a rodeo and horseback rides, climbing the rock wall and heading down the zip line. Your camper will also be able to show you around

the grounds and tell you about all the things he experienced. At about 8:15 p.m. there will be a bonfire and award ceremony, followed by our evening chapel service. At 9:30 p.m. parents depart for local accommodations and the campers proceed to the camp party for such traditions as Baked Alaska! The last Sunday morning of a session we celebrate Mass in CSM's chapel at 9:15 a.m. All families are welcome and encouraged to attend! Check-out begins at 10:30 a.m.

For Mini-Camps A, C, and E

The last Sunday morning (Sunday June 30, July 14, and July 28) of the session we celebrate Mass in CSM's chapel at 9:15 a.m. All families are welcome and encouraged to attend! At 10:30 a.m. check-out begins.

For Mini-Camp G/Boys' Horse Camp/Boys' Ropes Adventure Camp

NOTE: These sessions end on Saturday, August 10, not Sunday, August 11.

Campers will head to lunch at 1:30 p.m. and at 2 p.m. parents will arrive and check-out will begin. We ask that you help your child to collect all of his belongings and move out of the cabin by 4 p.m.

Girls' Camp/ Girls' Horse Camp

NOTE: These sessions end on Saturdays, not Sundays.

Campers will attend morning Mass and regular morning programs. At 12:30 p.m. campers will head to lunch and at 2:00 p.m. parents arrive and check-out begins. We ask that you help your child to collect all of her belongings and move out of the cabin by 4 p.m.

CAMPER EXPENSE ACCOUNT:

Upon arrival at Camp Sancta Maria, you may set up a camper expense account for your child with the camp staff. They will ask you for a grand total of how much you would like to deposit into your camper's account and then subdivide it into the categories listed below. Your camper's accounts will be tracked throughout their stay, and any remaining balance will be returned to you at check-out.

If your child overdraws his/her account, we will make note of it and settle the debt before you leave. If he/she doesn't spend all of money provided, we will issue a refund at check-out or you may donate the balance to our Camper Scholarship Fund. Below is a list of the required and optional expenses, along with suggested amounts for each account.

Camper Expenses

Mackinac Island Trip Fee \$30 (Required flat fee)

Mackinac Island Spending Money \$25 (Suggested amount. Lunch and dinner will be provided.)

Camp Store Account \$5-\$10 (Optional; Suggested)

Cabin Photo \$12 (Optional, flat fee)

Email Printing Service Fee \$5 (Optional, flat fee—to receive email only)

MAIL/COMMUNICATING WITH YOUR CAMPER:

While your child is at Camp Sancta Maria, we encourage you to keep in contact with them. The preferable methods of communication are letters and e-mails.

Email: camper@campsanctamaria.org (Note: there is a \$5 fee for email activation. Be sure to include your camper's name in the subject line of the email.)

Note that CSM uses a P.O. Box. We do not use a mailbox located on Camp premises. Consequently, our U.S. Post Office mailing address is NOT our physical mailing address (as it is for shipping companies).

When sending letters and packages using the U.S. Postal System:

Camper Name
Camp Sancta Maria
P.O. Box 338
Gaylord, MI 49734

When sending packages through carriers such as FedEx and UPS:

Camper Name
Camp Sancta Maria
5361 West M-32
Gaylord, MI 49735

We drop-off/pick-up mail Monday through Saturday. Express carriers such as UPS and FedEx make very regular deliveries to CSM. Please note that it is helpful to pre-address and stamp envelopes for your child's convenience in sending letters home. We encourage the children to write letters regularly. In some cases, bringing campers to camp armed with copies of this letter will ensure that mom and dad hear from their camper. Otherwise, campers may overlook writing since they are having so much fun at camp.

While your son/daughter is at camp, we are not able to facilitate phone communication with home, unless it is an emergency or a special circumstance. If you have concerns about your child while he/she is away, please feel free to call our camp office, so we can check on him or her. We will call you back as promptly as we can with a thorough progress report. We want your child's camping experience to be as rewarding as possible.

We distribute mail and e-mails once per day. We do not allow personal faxes to be sent to campers. The CSM fax line is for business purposes only. When emailing your child, please do not send attachments or photos. These cannot be printed. Emails are printed and distributed by office staff.

PROHIBITED ITEMS AT CAMP:

In an effort to provide the safest and most enjoyable camping experience for our entire community, we ask that parents and campers work together with CSM to help prevent, as best we can, disruptive or harmful items being brought onto our camp grounds. An excellent cooperative strategy is for parents to help their child pack their belongings for their stay at camp.

On the first evening your child spends at camp, his counselors will lead the entire cabin in a luggage inventory during which we will catalog their items packed and also help ensure he/she returns home with all that was brought. Thereafter, CSM staff will take appropriate steps, through inspections announced or unannounced, to maintain our expectations of a safe summer camp.

The above stated policy is a "best practice" and has been adopted in an effort to make camp safe and secure for all campers. We appreciate the cooperation of our campers and parents in this very important matter.

Cell phones or web-enabled devices: (laptops, iPods, iPads (tablets), MP3 players, expensive electronics) illegal substances such as drugs and alcohol, cigarettes and other tobacco products, adult/inappropriate books and/or magazines, weapons of any kind, walkie-talkies, inappropriate messaged t-shirts, prank items (shocking pens, magic ink), skateboards, bikes, camper-owned vehicles, pets, televisions, laser pens.

DIRECTIONS TO CAMP:

Our address is 5361 WEST M-32, Gaylord, NOT 5361 EAST M-32. This is particularly important when utilizing a GPS or navigation system, so be alert. As you are heading west out of Gaylord, you will see Meijer and Kohl's. Continue going West on M-32. You will go around a big curve, and then once you go over a hill, on the left side you will see our long white fence line, rock pillars, black gate and our sign. Feel free to call the office if you are not able to find our location.