



Parent Handbook

2022 Mad Science Camp

WELCOME!

We are excited that you are joining us this summer. This handbook includes information to help you have a successful time at Camp this summer.

Here is a short parent checklist to get started...

- Get Excited!
- Read through Parent Handbook
- Print & fill out Medical Form
- Contact Camp with special requests
- Print & fill out Pre-Screening Health Form
- Pay Balance (Don't forget the Camper Bank)
- Make plans for Drop-off and Pick-up
- Plan your theme night outfit

SUNDAY CHECK-IN

TBD SUNDAY MORNING

Camp Lutherhaven Sunday Morning Worship, a dinner, or open beach time is TBD.

In order to make registration check-in a speedy and pleasant process, we ask parents to note the following information. Registration Check-in will take place in the DANIEL RETREAT CENTER from **1:00 to 2:30pm on Sunday afternoon**. If you are unable to be at Camp during this time, please notify the office to make special arrangements. If you are unable to be at Camp at your scheduled time, please notify the office at least 48 hours beforehand to make special arrangements.

TBD OPENING CELEBRATION

Camp's opening celebration for families following registration check-in is TBD.

PAY BALANCE 24 HOURS PRIOR TO CHECK-IN

You may make your final payment by choosing one of the following options.

- ⇒ **Online** Payments, including camper bank deposits may be made by logging into your online account. A link to access your account is included in your confirmation email and can also be found at www.lutherhaven.org.
- ⇒ Or **Mail** your payment listing the camper's name and camp program.

FILL OUT YOUR CHILD'S MEDICAL INFORMATION/PARENT PERMISSION FORM

Included in this packet is the Medical Information/Parent Permission Form AND the Pre-Screening Health Form that are to be presented at the time of registration check-in. If needed, you may also download the forms from our website. Please read through both forms carefully, complete, and sign your name. Camp Lutherhaven reserves the right to refuse/delay registration for ill or injured campers and send home campers who become ill or injured while at Camp. All over-the-counter and prescription medicines MUST be turned in at registration check-in except for inhalers and topical creams as prescribed by your physician for self-administration. Label all medication with the child's name and any special instructions. Prescribed medication must be in its original container and state the camper's name and doctor's instructions. If your child has a food allergy or intolerance, please contact Camp at least one week prior to arrival.

FRIDAY PICKUP

Camper pickup will be from 4:00-4:30pm on Friday.

TBD Camp Lutherhaven's closing program with parents is TBD.

TBD To Be DETERMINED

Due to the uncertainty of where Covid restrictions may be this summer, you will see the TBD circle for those areas that the Camp staff will modify as we get closer and things become more clear.

Camp will email registered families updated information on these TBD areas in May. As always, please reach out to Camp directly if you would like more information.

PACKING CHECKLIST

- Medical Information/Parent Permission form
- Pre-Screening Health Form
- Any medicines (If applicable)
- Bible
- Sleeping bag or other bedding
- Pillow
- TBD **Face Coverings**
 - Shirts & shorts
 - 1 or 2 pairs of pants
 - Changes of underwear & socks
 - Pajamas
 - Two pairs of tennis shoes
 - Beach shoes (eg: flip-flops)
 - Swimsuit & Towel
 - Jacket/Long sleeve shirt
 - Raincoat or poncho
 - Costume/accessories for theme night
 - Towel & washcloth
 - Soap & shampoo
 - Toothbrush & toothpaste
 - Plastic Bag or Container for Toiletries
 - Other hygiene items
 - Sunscreen
 - Insect repellent
 - Laundry Bag
 - Plastic garbage bag in case of muddy/wet clothes
 - Stationery, envelopes, & stamps
 - Pen or pencil
 - Camera (no cell phones or other smart devices please)
 - Flashlight with fresh batteries

CAMPER COMMUNICATION

E-MAIL

We encourage you to e-mail your child while he/she is at Camp. However, we are unable to allow campers to e-mail you a response. To e-mail your child, please click on:

Summer Camp/moosemail

at www.lutherhaven.org. For all e-mail received by 1 pm each day, we will print your e-mail and include it in our dinnertime mail distribution.

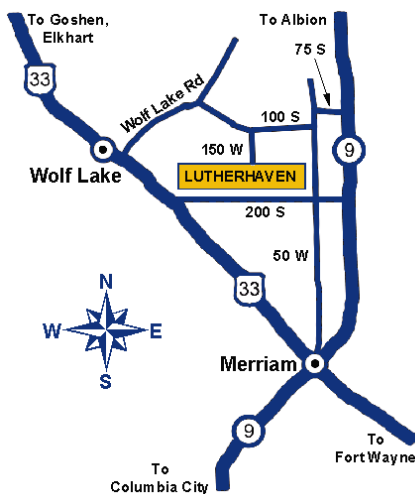
MAIL

You may also send a letter to your camper at:

Camp Lutherhaven
Camper's name and cabin #
1596 S. 150 W.
Albion, IN 46701

PHONE

In keeping with Camp Lutherhaven's community policy (see Strategies for Success) cell phones may not be left with campers. However, we recognize that there may be special circumstances where a phone call is the best option for communication with your child. If you would like to talk on the phone with your child, please call the Camp office or speak with a staff member at Check-In and we would be happy to make arrangements to do so.



FREE PICTURE

Every child will receive a free group photo of the campers and staff from their session.

CAMPER BANKS

Camper bank money is available to your child on a paperless, credit basis twice a day during Canteen as well as in the Craft Room. Most children in full week camps spend \$12-\$25; and the maximum amount allowed is \$30. If you did not already deposit money into the camper bank when you registered, you may still make a deposit during Sunday's registration check-in. Any remaining funds will be donated to the Lutherhaven Campership fund. This fund makes it possible for children to attend Camp regardless of their family's financial situation.

THEME NIGHT

Please see the *2022 Theme Nights* sheet in this packet to find out what theme night is planned for your child's visit. That way, they may fully participate in the festivities with the rest of the Camp on this special night.

SPECIAL REQUESTS

We think its best when campers can remain at Camp throughout their session. However, we understand that there are some circumstances where leaving may be necessary (ball game, family commitment, etc.). If your child must leave during their Camp session, please be prepared to provide the day(s), times and who will be picking up/dropping off your child. If your child must arrive at Camp late or leave early, please notify the office in advance. **Always check in at the Office first when any of these pick-ups and/or drop-offs are necessary.**

REFUNDS

Your \$50 deposit is non-refundable except for instances of camper injury, camper illness, death in the family, or issues related to Covid-19.

QUESTIONS?

If we can help you in any way, please call the Camp office Monday through Friday, 9 am to 5 pm at 260.636.7101. For more information about Camp Lutherhaven, please visit our website at www.lutherhaven.org.

DIRECTIONS

Camp Lutherhaven is located off State Road 9 and U.S. 33, thirteen miles north of Columbia City, five miles south of Albion, and twenty-six miles northwest of Fort Wayne. Use State Road 9, or U.S. 33, and this map to find your best route to Camp, or enter our address below into your GPS device.

Get ready
for a great summer
at Camp!



Camp Lutherhaven

1596 S. 150 W. Albion, IN 46701-9695 Phone 260.636.7101 Fax 260.636.3032 E-Mail camp@lutherhaven.org Web www.lutherhaven.org
A Relational Ministry in the Midst of God's Creation