

# Frequently Asked Questions & Guidelines

## Fall Work Day

### What is the Fall Work Day?

Each fall, the camp has many jobs that need to be completed in preparation for the coming winter months. Equipment needs to be cleaned and put away, grounds work must be done, and repairs should be completed before winter. Your assistance in this free weekend is greatly appreciated by the staff and board members of Camp Lutherhaven. Here is a sample schedule:

#### Saturday (sample schedule)

- 8:00 Breakfast/1<sup>st</sup> Word
- 8:45 Orientation
- 9:00 Work Session 1 and/or Children's Program
- 11:45 Clean up
- 12:00 Lunch – provided by Camp
- 1:00 Work Session 2 and/or Children's Program
- 4:30 Free Time – boating, hiking, reading, relaxing
- 5:30 Supper – provided by Camp
- 6:30 Pack up and head home



### Work Sessions: How do I know which jobs to do?

There will be a master job list in the Lodge Dining Room. You can find a job that matches your skill and interest level and put your name next to it. Please only pick one job at a time so we do not keep jobs from potentially being done by someone else. When you're done with a job, come back to the list and cross your completed job off.

### How do I find tools or supplies?

For any assistance, please ask staff members Tim, Bob, or one of our work coordinators. Please be patient with us we get everyone started on their projects – especially in the morning session.

### What if I need help with a job?

Depending on the help needed, feel free to ask anyone that is here for the weekend, or let a staff person or work coordinator know and they will assist you with finding the helpers you need. Helpers can typically be found in the Lodge Dining Room or the Office. Many of them will have 2-way radios in order to help you as fast as possible.

### What will the children do during the children's programs?

You are welcome to make use of the children's programs whenever you prefer not to have your children work with you. Children are usually broken up into groups: ages 6-9 and 10-13. We do not offer programs for children 5 & under. Youth that are over 13 may join in as either participants or helpers. Children will participate in age-appropriate work projects, games, sports, crafts, movies, or stories. Children can be dropped off and picked up in the Lodge Game Room at the appropriate times.

### What do I do if I need medical help?

If you need medical help such as bandages, topical creams, pain relievers, etc., please see Tim or Keith. For emergencies, call 911 and then let a staff person know.

## Guidelines

1. All vehicles should only be driven on Camp roads.
2. Please park your vehicle down in the parking lot after unloading.
3. If staying Friday night, quiet hours are 10pm to 7am outdoors. Game Room closes at 11pm. Please be respectful of others sleeping in rooms close to you.
4. Please keep food out of all lodging spaces. You may store extra food or snacks in the Lodge Kitchen or Dining Room.
5. No small children in the kitchen, please.
6. Your children are under your care/supervision except when they are with the children's program.
7. Any boating or swimming is to be supervised by a parent, except during the children's program when Camp will provide supervision.
8. All boaters must wear life jackets.
9. Please wear some kind of footwear and shirt whenever inside the Dining Room.
10. No smoking or pets inside buildings.
11. The following items/activities are not allowed at Camp Lutherhaven: alcohol, illegal drugs, firearms, and fireworks.
12. Only designated people should operate tractors or utility vehicles.
13. Please do not operate any equipment beyond your skill level.
14. Please make sure all tools, supplies, and equipment related to your current job get put away/cleaned up when finished.

## Accommodations

Most people come to Camp on Saturday morning; however, we do have some accommodations available the night before. Here is an example of our Friday schedule:

### Friday (optional)

7:00	Check in/Move in	<i>Lodge/Cabins</i>
7:30	Opening/Get Acquainted/Orientation	<i>Lodge</i>
8:15	Campfire Devotions	<i>Ebenezer</i>
10:00	All quiet	

## What to do when you leave, if you spend Friday night with us:

Please clean up your sleeping area which includes emptying the trash, sweeping or picking up the floor, wiping off the beds, and making sure you have everything you brought. For **Lodge** sleepers, place used linens in the hamper under the stairwell. For **Cabin** sleepers, you can also help us by:

- Sweeping down cobwebs – ceiling, walls, and outside too
- Washing shelving units
- Cleaning out windowsills, in and out
- Sweeping floor – under everything!
- Wiping down mattresses with Disinfectant Solution found in the Lodge
- Turning in all Lost & Found items to a full-time staff person

**Thanks for all your help!!!**