



*Experience*

**MANITO·WISH<sup>®</sup>**

**CAMP MANITO-WISH YMCA**

**2016**

**Parent Information**



# Welcome to Camp Manito-wish YMCA!

*Our Mission:*

*To enrich the character and leadership development of each person who has a Manito-wish experience by challenging them to grow in wisdom, in stature, in favor with God, and in favor with one another.*

*Our Vision:*

*The Manito-wish experience develops confident, responsible and enlightened leaders who will improve the world in which they live.*

We're looking forward to your arrival at Camp and are happy that you're joining us for our 98th summer! We ask you to be as thorough as possible in completing all forms...it is your first step to ensuring the best possible experience for your child. Please don't hesitate to contact us with any questions you have.

Sincerely,



Grant Herman  
Operations Director



Anne Derber  
Chief Executive

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## REQUIRED PAPERWORK

Camp Manito-wish YMCA is again utilizing the services of **CampDoc's**, an on-line forms completion software, for the 2016 camping season. You will be receiving an email directly from them with more details, the week of February 29, 2016. CampDoc's will collect all information related to camper history, health history and physical examination. *(You must have a physical exam within 12 months of camper's session start date)*

You will be required to upload Camp's physical examination record, signed by your physician, and an immunization record directly into your CampDoc profile. Please only upload each page once, Page 1 for the immunizations and page 2 for the physical exam.

***We recommend making a copy of all uploaded documents for your record.***

Note: Your CampDoc profile must be **completed by April 15, 2016.**

*If awaiting a physical examination, please complete the rest of the profile by April 15th*

## ADDITIONAL FORMS

- \* Final fee payment is due on April 30th (disregard if prior payment arrangements have been made)
- \* Transportation Registration (Must be submitted 4 weeks prior to session start)
- Equipment Order Form - attached (Must be returned to Camp by April 30 to ensure availability)
- What to Bring List - refer to web-site link in the email  
(specialty trip lists e.g. sea kayaking or backpacking were mailed with invoice)

\* will be mailed the first week of April

**Opening Days:** Campers may arrive between 1:00 pm and 4:00 pm on the opening day of each session.

**Closing Days:** Pick up is between 9:00 am and 11:00 am on the closing day of each session.

Different arrangements can be made in advance with the Operations Director. You may proceed directly to your child's cabin to meet your camper. You must sign out your Camper as they leave our care, either from the bus stop or from Camp. If your camper is to be picked up by someone other than a custodial parent/guardian, we must have signed permission in advance.

**Visiting Days:** PLEASE CALL AHEAD to make sure that your camper is not out on the trail.

**Boys: June 19**

**July 3**

**Girls: July 24**

**August 7**

10:30 am Arrival

11:30 am Chapel Service

12:30 pm Lunch (*Reservations are required* and a modest fee will be charged at the Trading Post following the meal)

2:00 pm Regular camp activities resume — visitors depart

Upon arrival, check in at Boyce Administration Office and we will locate your camper. Guests are welcome to visit the program/public areas of Camp. Visitors are **not** allowed in cabins or cabin areas. Visitors will eat at assigned tables with other guests, as campers will eat with their cabin group. We require that campers and visitors **stay on camp property** for their visit.

## COMMUNITY STANDARDS

### Camper Code of Conduct/Bullying:

We expect our campers to follow clear expectations regarding their behavior. Bullying of any type is not acceptable and will result in disciplinary action and possible dismissal from Camp. Each camper is expected to treat all other campers with respect and to help each other achieve the best possible Camp experience. If a camper has difficulty meeting these expectations, parents will be called upon to assist. Camp leadership takes allegations of bullying seriously and trains our staff to prevent bullying from occurring. Camp leadership also trains staff to promote communication with staff and their campers so that both will be comfortable in alerting us to any problems during their experience. We ask that you encourage your camper to be a positive influence on other campers. Please stress to your camper to talk with a staff member if there is any issue.

### Staff Code of Conduct:

Camp Manito-wish YMCA believes that a safe and positive environment provides the best experience for growth for all of our campers. This begins with selection and training of staff. We expect staff to model the values of caring, honesty, respect and responsibility. We expect them to abide by Camp policies regarding the use of tobacco, alcohol and drugs and to be committed to providing a safe, fun and enriching Manito-wish experience. Every staff member is aware of these expectations upon hire.

## PASSPORTS

Outpost Participants on the following trips **require a valid Passport:**

Pioneer Canoeing

Georgian Bay Sea Kayaking

Lake Nipigon Sea Kayaking

Saskatchewan Canuck Canoeing

Mariner Sea Kayaking

Expeditionary Canuck Canoeing



## Physical Exam Policy:

**ALL Summer Camp and Outpost participants must have a physical exam within 12 months of their session start date.**

If your child has a history of **Anaphylaxis** or has been diagnosed with **Diabetes**, you must contact Camp as soon as possible to discuss your camper's history and treatment.

If your Physician recommends/prescribes your child to use a **Peak Flow Meter**, please include it with the inhaler for proper monitoring while at Camp.

## Medical Forms:

**ALL campers and staff are required to have current, completed CampDoc's profile and Physical Examination form on file.**

**This information must be completed in CampDoc's by April 15, 2016.**

## Medical Care:

Should your child need any additional medical care:

1. Our Health Center is staffed by certified medical staff.
2. A clinic and hospital are located approximately 25 minutes from Camp.
3. Parents will be notified when their camper receives medical treatment through a hospital or clinic, stays overnight in the Health Center, or is evacuated from trail for medical reasons.

## Medications:

**DO NOT** send over-the-counter medications with your camper **unless** they have a doctors order for **regular use**. **WE HAVE** over-the-counter medications which will be provided to campers and staff **as needed** under our procedures for health care provided by our consulting physician.

## Prescriptions:

Only those prescription medications prescribed by a physician will be administered.

- 1. All medications must be in the original pharmacy container.**
- 2. The correct name, date, and instructions must be on the bottle.**
- 3. We will NOT administer medication that is improperly labeled or not prescribed by a physician.**

**\*NOTE: Prescriptions can be ordered through the CampDoc's system. Any unused prescriptions will be returned to the camper on the morning of closing day.**

Prescribed allergy or hay fever injections:

1. Must have specific written instructions from the camper's own physician.
2. Because a doctor must give all injections, campers will be taken to the doctor for such treatment.
3. Parents will be responsible for the expense of these injections.

A telephone call will be made to parent and/or physician concerning all medication questions.

## Insurance:

Health and accident insurance coverage for each camper is the responsibility of the parents. You will be billed by the medical facility or Camp for any medical/prescription charges incurred on your camper's behalf for immediate reimbursement to Camp Manitowish YMCA.

## **SPECIAL NOTE TO OUTPOST PARTICIPANTS:**

If you will be traveling in Canada, please confirm with your health insurance provider that there will be coverage **outside of the U.S.**

## Parents to Campers:

### Letters:

Please address your letters as follows:

**Camper Name, Camper Cabin Name**

**Camp Manito-wish YMCA**

**P.O. Box 246** (for UPS and FedEx packages use **5650 Camp Manito-wish Lane**)

**Boulder Junction, WI 54512**

## Camp-o-grams: (E-mails)

Visit **www.manito-wish.org** and **click on the "Camp-o-gram" icon**. Our email program is one-way from the sender to camper. We will print emails daily and deliver them with cabin mail (Monday – Saturday). Camp-o-grams sent after 10:00 am will be delivered the next day. This service is offered free of charge. Donations to help offset the cost of printing and distributing the Camp-o-grams are greatly appreciated and can be noted on your invoice payment.

## Notes & Reminders:

- Care packages should not include food or electronics, as both will be held until departure.
- We cannot guarantee delivery of your camp-o-grams on closing day.
- While on trail (Outpost and Summer Camp), mail will be held and delivered upon return from the trip.
- Campers will not have access to phone or computers during their stay at Camp Manito-wish YMCA.
- We print and distribute hundreds of Camp-o-grams everyday. Please treat these as you would any other type of letter and combine all communication into one email to your camper. For siblings at camp, send separate emails
- Be positive and encouraging.
- Ask open-ended questions which invite descriptive responses.
- Remember that one of the reasons your camper is at Camp Manito-wish YMCA is to build a sense of independence and confidence.
- Help alleviate homesickness by not dwelling on how much you miss your camper. It is more important for them to know that you are proud of them for going to camp.

## Campers to Parents:

### Letters:

- Include stationery and stamps to help ensure your camper writes home.
- Stationery and stamps are available for purchase at the camp store.
- Campers will not be able to call home or take your calls. If we have a concern about your child, we will contact you.

**\*Cell phones are not permitted. Cell phones with a camera feature are not considered a camera at Camp.**

## CAMPER PHOTOS—SMUGMUG

Accessible through our website, SmugMug is a secure on-line photo gallery where opening day pictures, cabin pictures and program activities are posted. You may purchase copies of photos directly from SmugMug. The password to enter the site is **Summer2016** and photos will be available after the start of the season.

Camp post's pictures on SmugMug approximately every other day. Campers are constantly in motion, and are off camp property during their wilderness trips, therefore, beyond the cabin pictures, *we cannot guarantee you will see your child through this venue*. We know most families are accustomed to constant contact via social media, and this will be a transition for both camper and family. We believe that a sense of independence for both family and camper while away at camp is an important tool for growth. We also believe in the value of verbally relaying stories from campers to parents as a part of sharing in their camp experience.

## INTERNATIONAL HOST FAMILIES

Camp Manito-wish hosts campers from several countries, who are often in need of assistance with transportation and housing, if you would like to be part of this international experience, please contact Grant Herman at (715) 385-2312.

# EMERGENCY TRAIL COMMUNICATION

A dedicated phone line for staff to contact Camp Manito-wish YMCA is answered 24 hours a day for emergencies, route changes, and other necessary communication to Camp.

TRIP	Cell Phones	Satellite Phone	*Marine Radio	**PLB
Summer Camp Canoeing	X			
Summer Camp Backpacking, Voyageur Canoeing and Backpacking Pioneer Canoeing and Isle Royale Backpacking		X		
Summer Camp Sea Kayaking, Voyageur Sea Kayaking, Georgian Bay Sea Kayaking		X	X	
Advanced and Expeditionary Canoeing and Backpacking		X		X
Lake Nipigon, Advanced and Expeditionary Sea Kayaking		X	X	x

\* Marine radios allow the group to receive weather reports and to speak with the U.S. Coast Guard, pleasure craft, and local marinas.

\*\* PLB—Personal Locator Beacons put out a distress signal picked up by satellites and provide a position fix.

## LUGGAGE

**MAKE SURE ALL OF YOUR CAMPER'S BELONGINGS ARE LABELED WITH FULL FIRST AND LAST NAMES.**

- Iron-on labels or name stamps are available if you choose. Refer to order form.
- Don't use initials as there may be other campers with the same initials as your camper.
- A "What To Bring" list has been included in this packet. Please follow it closely.

**Luggage to Camp should:**

- Be a large duffel bag or other type of soft-sided baggage. No trunks please.
- Be clearly identifiable with a luggage tag or full name written on the exterior.

## LOST & FOUND

- As you pack, create a list for your camper to use as they repack their items as they prepare to go home.
- Clearly labeling all belongings will cut down on the volume of lost & found items.
- We will work with campers to help them keep track of their belongings. They will be instructed about where they can check for lost items throughout the session.
- Any items not claimed by the end of the session will be displayed in front of Hamilton Lodge on closing day. Camper will be asked to check for any personal items before departing Camp.
- If you discover something is missing when you return home, please call us immediately.
- We will ship the found items to you. Families will be responsible for shipping charges.

**Camp Manito-wish YMCA is not responsible for LOST, STOLEN, or DAMAGED equipment or clothing.**

## CAMPER REQUESTS

**Please submit Camper Requests on the Camper Information section in CampDoc's only.**

Should you want to make a camper request to be in the same cabin as a friend, here are guidelines:

- 1) The request must come from **BOTH** families in written form.
- 2) Campers must be the same age and/or grade.
- 3) Campers must be attending the same session.
- 4) Multiple requests are not allowed.
- 5) Camper requests made within 48 hours of arriving at Camp will not be honored.
- 6) No request is guaranteed.

Should you make a request to **NOT** be in the same cabin as another camper:

- 1) The "No" request must note the full name of the camper.
- 2) If the "No" request refers to a school or town - please be as specific as possible.

**Outpost Tripmate Requests:**

Small group wilderness travel is essential to the quality of your experience. While we do our best to honor requests for Outpost campers wanting to be in the same trip group, no request is guaranteed.

## Summer Camp:

- How much to deposit in your child's camp bank account depends on your camper's interests. The average camper has \$75-\$100 in their account for a 2-week session.
- Cash is not necessary at Camp as all purchases are charged against this account. No money should be kept in the cabin. Camp is not responsible for money left with the camper.
- Items available for purchase through the camp store include: canoe paddles, stamps, stationery, t-shirts, sweatshirts, souvenirs, and personal hygiene products.
- Remaining balances over \$10.00 will be mailed home via check at the end of the session, unless you choose to donate it to our Campership Fund. Balances under \$10.00 will be returned to the camper, in cash, at breakfast on the day of departure.

You can add money to your campers account by:

- Adding it on the fee invoice
- Sending it separately
- Call with Credit Card Information (715-385-2312)

## Outpost:

The average Outpost camper brings \$100 in cash or debit/credit card. Due to the short amount of time that Outpost campers are in camp, **money is NOT deposited in the Camp Bank**. See the "**What To Bring List**" included to determine amount of cash needed.

# CONTRIBUTIONS

## Campership:

Camp Manito-wish YMCA depends on financial contributions from hundreds of individuals to keep our program strong. Over 150 campers a year are able to attend Manito-wish because of contributions to our Campership program. If you wish, please indicate your tax-deductible contribution on your camper invoice.

## World Service:

Camp Manito-wish YMCA is proud to be a part of the worldwide YMCA movement. The YMCA is active in over 130 countries around the world, making it one of the largest human service organizations on the planet. If you would like to participate in this support, please indicate your tax-deductible contribution on your camper invoice. Campers, staff, and guests have the opportunity to contribute through offerings during Sunday chapel services as well.

## Camp Treats:

Occasional special events are celebrated with treats such as candy, soda and snacks. These all-camp events are fun and part of the tradition at Camp Manito-wish. If you wish to donate \$2 - \$5 dollars to the Camp Treat Fund, please do so on your camper invoice.

## Camp-o-grams:

We print and distribute over 10,000 Camp-o-grams every summer. There is no charge for this service. Contributions to help offset this cost are greatly appreciated and can be indicated on your camper invoice.

# UNITED STATES DEPARTMENT OF AGRICULTURE

In accordance with Federal law and US Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write to the address below or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

USDA, Director, Office of Civil Rights  
Room 326-W, Whitten Building  
1400 Independence Ave. SW  
Washington, D.C. 20250-9410

## Driving Directions:

We are 4 hours North of Madison off I-39 / U.S Highway 51. Proceed North of Minocqua/Woodruff, WI, on U.S. Highway 51 to County M, turn right, (if traveling from the North turn left) and take M into the town of Boulder Junction. From town, follow West County K (left) to the main entrance of Camp. We are about one mile beyond Boulder Junction on County K. Look for the orange canoe. For GPS mapping use our physical address of 5650 Camp Manito-wish Lane, Boulder Junction, WI 54512

We suggest making reservations early if you are going to stay in the area. You may contact the Boulder Junction Chamber of Commerce at 1-800-GO-Musky (466-8759) or [www.boulderjct.org](http://www.boulderjct.org) for lodging information.

## Bus Service:

The Transportation Schedule with fees & registration is enclosed.

- Complete the enclosed transportation registration form and return it with payment at least
- **4 weeks prior** to the departure date
- Camp Manito-wish YMCA staff chaperone all buses/vans.
- Lunch is provided for most transports to and from Camp.
- Make sure that all information on the transportation form is accurate and complete.
- A bus list will be sent as confirmation, via email, prior to each session start and end date.

**A 72-hour cancellation notice is required to avoid forfeiture of transportation fees.**

Each fee is for a one-way fare.

Shaded box indicates probable use of a bus.

All buses are chartered. Camp vans may be used instead of buses per enrollment.

## DEPARTING TO CAMP

	time/date	6.13	6.17	6.22	6.25	6.28	7.14	7.20	7.29
Green Bay	12:30 AM		--	--	--			--	
Madison	11:00 AM								
Manitowoc	11:30 AM		--	--	--			--	
Milwaukee	9:45 AM								
Northbrook	8:00 AM								
Oakbrook	7:30 AM		--	--	--			--	
Stevens Point	1:30 PM		--	--	--			--	
Wausau	2:15 PM								
Rhineland Airport									
Central Wisconsin Airport									

**Fees are listed on Transportation Schedule mailed with packet.**

## RETURNING FROM CAMP

	time/date	6.26	7.11	7.27	8.08	8.11
Green Bay	11:30 AM				--	
Madison	12:30 PM					
Manitowoc	12:00 PM					
Milwaukee	2:00 PM					
Northbrook	3:15 PM					
Oakbrook	3:30 PM					
Stevens Point	10:45 AM					
Wausau	10:00 AM					
Rhineland Airport						
Central Wisconsin Airport						

**Fees are listed on Transportation Schedule mailed with packet.**

## Air Arrival:

- Book reservations into either the Rhineland, WI (**RHI**) (50 mi. from Camp) or Central Wisconsin Airport (**CWA**) in Mosinee, WI (100 mi. from Camp).
- It is important that Camp is aware of all air travel 4 weeks prior to the session.
- Confirm pick-up arrangements on the transportation reservation form.
- Flights must be scheduled to arrive between **9:00 am and 3:00 pm on opening days.**
- Flights must be scheduled to depart between **9:00 am and 2:00 pm on closing days.**

**Flights scheduled outside of these hours require additional trips to the airport and are subject to a \$100 fee.**