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# 2010 Parent Handbook

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# The Camp Mission

“Kupugani” is a Zulu concept meaning “to raise oneself up.” The fundamental point of Camp Kupugani is to expose girls of varied backgrounds and ethnicities to each other. Living, playing, and working together are the best teachers of instilling bonds of friendship and trust. They represent an important step towards breaking down societal barriers that prevent positive interaction. Camp Kupugani provides a safe atmosphere where children are individually empowered via enhancing their communication skills and engaging in community building. By way of carefully selected program activities, we give them the tools to maximize their potential, free of the sometimes-limiting restrictions of school and predisposed social patterns. At Camp Kupugani, girls will have fun while changing their world!

## The Camp Core Values

- Personal development / empowerment (Be your best)
- Community (Show your best)
- Excellence (Do your best)
- Fun
- Safety
- Environment

These values guide our decisions, activities, actions, and expectations of campers and staff. Each one is connected and related to each other. They are concepts we live by everyday.

**Personal Development / Empowerment** — At camp, everyone learns important life lessons. By planning healthy, developmentally appropriate activities and learning experiences, in which campers make discoveries through experiential education, we encourage healthy risk-taking and challenge each person as an individual. We build confidence and self-respect by providing suitable structure, strong moral and ethical role models, and opportunities to learn physical, intellectual, psychological, emotional, and social skills. Campers enhance their personal sense of security and strengthen their self-confidence as we provide opportunities for leadership and personal growth. Each child is uplifted by our youth-based empowerment practices that support autonomy and take children seriously.

**Community** — Camp friendships are based on honesty and a deep sense of caring. As a result, campers and staff alike develop the most meaningful relationships ... ones that last a lifetime. You learn the true meaning of community while at camp. You feel connected with others and gain respect for each person. We celebrate the uniqueness that each individual brings to camp but also realize the common ground that we all share. By providing caring, support, and guidance, we maintain an atmosphere that enhances supportive relationships. We also ensure that every camper enjoys the opportunity to belong by providing training for cultural competence, sensitivity to inclusion, programming that enhances cultural understanding and interaction, and recruitment practices that result in diverse staff and campers.

**Excellence** — We strive for the best and encourage others to do the same. We have high standards and bring with us a great deal of knowledge, expertise, and commitment. Camp requires a spirit of cooperation and a positive attitude. By having a staff of caring, moral and ethical role models, as well as a program that demonstrates tolerance and acceptance while still providing clear limits, we allow campers to excel.

**Fun** – Enthusiasm and a positive attitude at camp help create a fun, energetic, spirited environment. Our staff leads the way in providing tons of contagious liveliness each day!

**Safety** – Safety is our top priority. We ensure both the physical and psychological safety of our campers by providing safe and health-promoting facilities, practices that increase safe peer group interaction and decrease confrontational interactions, and training to address put-downs, bullying and harassment. We model behaviors that accept and affirm all. Additionally, Camp White Eagle, as an ACA-accredited camp, complies with ACA standards for certification, as well as state and county health and safety regulations.

**Environment** – We take seriously our relationship with the environment and convey that attitude to our campers. In addition to providing learning opportunities through experiential education, we teach the campers service to the environment by modeling good practices that are respectful of the world in which we live.

# PERSONAL DEVELOPMENT / EMPOWERMENT

Although they are a part of a cabin group, a team/sharing group, and a table group, each camper retains a sense of self-identity, with her own goals for what she will accomplish during the session. Independence and self-reliance develop as campers care for their own gear, help with cabin tasks and projects, share their feelings in teams/sharing groups, make individual activity choices, and participate in both fun and meaningful evening activities.

## Teams / Sharing groups and evening activities

Each day, you will participate in special sessions with your team / sharing group—a diverse group of fellow campers with whom you will spend special activity time each day. The camp as a community does an evening activity together. By way of these carefully designed activities, campers increase their personal accountability, decision-making, social skills, and appreciation of natural surroundings. Your camper will make new friends, get to know campers who are different from her, feel good about herself, do things she was at first afraid to do, gain self-confidence, and gain lifelong tools and skills.

## Spirituality

In keeping with our multicultural focus and respect for each individual's belief system, we have campers of many different faiths and beliefs.

## Gameboys & Other Electronics

Camp is a place to celebrate and enjoy the great outdoors - to take a break from being "plugged in." Therefore, **we do NOT allow campers to have TVs, DVD players, computers, cellular phones, pagers, video/computer games, Walkmans, personal tape/CD players, iPods, stereos/boom boxes, or sophisticated electronics** at camp. We ask that you please support us in our decision to not allow electronics and discuss with your camper the importance of this policy so there is no misunderstanding when they arrive at Camp. Should you have questions on this policy, please contact our office.

## Money & Valuables

Money and valuables are **not** needed at camp. Any spending money needed for the camp store can be drawn from the camper's camp store deposit. Camp will NOT be responsible for valuables brought to camp.

## Homesickness, for Campers

Missing home and family (even pets) is natural for children. Our staff is trained in working with children and helping them to deal with missing their family. It is common that the first letters you receive may indicate a trace of sadness. **Ninety-five percent of campers experience a short adjustment period during the first few days of camp.** Soon, campers get caught up in the excitement of new friends, activities & camping adventures. Your support of our normal process is critical to your camper's success. How can you help your child adjust to being away from home?

- Start while your camper is still at home and help her to be proud of being independent and ready for camp. Review our camp video with them and reinforce her excitement/interest about camp. Talk about the fun things she is looking forward to doing at camp.
- Share stories about your own first forays away from home (keeping the spin positive!).
- Point out what your daughter does well and how that will be an asset at camp.
- Set the goal of staying the whole session. **Please do not tell your child that she can come home or that you will pick her up if she is homesick. It sets her up for failure instead of success. It prevents our staff from helping them become fully integrated into camp and can become a self-fulfilling prophecy.**
- "Practice" things you'll do at camp, such as "camp showers" (3-4 minutes) and writing letters home. Pack plenty of self-addressed stamped envelopes!
- Practice overnights with family/friends to help first-time campers get used to being away.
- Send pictures of family & friends with your camper; pack a favorite personal item.

•At camp, send upbeat, cheerful letters that focus on how much fun she is having and less on what she is missing at home. (Be sure to post a letter one or two days before she leaves for camp.)

## What about when you miss your child?

We know it is difficult for parents to be away from their child during camp - that is normal. We want to work together to make the experience positive for you and your child! Some tips, from other camp parents, on what you can do include:

- Before your camper leaves, make a list of things you are going to accomplish while she is enjoying her camp experience (things you have not gotten around to before now!)
- Write your child.
- Remind yourself about why you chose our camp - try watching the DVD again to remind you of the growth, development and independence you want for your child.
- Talk with another parent who has experienced the same feelings when their child left for the first time
- Take time for yourself! Just like your camper is trying new things and experiencing personal growth, be sure you do the same so you can be reenergized when she arrives home with all of her stories

## Alcohol, Tobacco, and Drug Policies

Camp offers a safe, substance-free environment. Positive values set the tone at camp and are role modeled by our staff. There shall be no smoking/chewing of tobacco, drinking of alcoholic beverages, use of illicit drugs or other abusive/harassment behaviors at camp.

**We reserve the right to dismiss any camper or staff member whose actions, behavior or attitude, in our judgment is contrary to the best interests of the camp or other campers. Please discuss these policies with your camper prior to their arrival.**

## PARTNERING WITH PARENTS

We pledge open and honest communication while your child is with us and ask that you do the same in disclosures before camp and a willingness to work with our staff to make your child's experience a success.

We ask that you encourage your child around issues concerning the camp community, adjustments or conflicts, should they develop. If you get a letter or hear something that raises concerns, or if you have any questions or concerns, contact a director or your child's staff immediately.

## Data Form

**Please complete and return the Camper Data Form by May 31st.**

Comments will be reviewed directly by your child's counselor. Goals, expectations, program requests and comments serve as a guide for your child's experience. Specifics you share are a valuable resource allowing your child's counselor to get to know her better.

## Letters are important!

Please send cheerful letters with a focus on camp, *not* what they are missing at home. Write a letter to your child before they leave home, so that she will have mail waiting for her when she arrives. **Please write your child at least 2 or 3 times a week!**

Write to:

CAMPER'S NAME

CABIN NAME (available no later than check-in day)

Camp Kupugani

6903 West White Eagle Road

Leaf River IL 61047

## E-mail

We have partnered with Bunk1.com to provide secure one-way e-mails (and access to camper photos). E-mail is delivered with mail (with the exception of Sunday). Campers will NOT have access to send outgoing e-mail while at

camp. Included with this packet is information on how to e-mail your camper. Please input your camper's cabin name when sending e-mail via the service. **Please be sure to share this information with friends & family members.**

### Faxing to and from Camp

Faxes are delivered with the regular mail usually the next day. Faxes will be charged \$.50 per page. **Remember to put your camper's first & last name as well as their cabin on each page.** Our fax number is: **815-738-2764.**

### Telephone Contact

Within 48 hours of your child's arrival at camp, we will call home to tell you that she has arrived safely and how she is doing. **We do not allow campers to use the telephone or to call home except in case of emergency or extenuating circumstances.** Your cooperation in explaining our policy to your child is appreciated. Should you wish firsthand information about your child, we encourage you to call the camp office and we will be happy to take a message and have someone return the call after the next meal.

### No Care Packages Please!

In an effort to continue to build a strong cabin community, we ask that you not send care packages of any kind. Letters are the best way to let your camper know that you are thinking of her while she is at camp. If a camper forgets any of the items listed on the basic or optional packing list (**located on page 13**), you may send them. Items on this list will be the only items accepted. All other items will be disposed of at our discretion. A parcel will be considered a care package if it arrives in any of the following: a box, a padded envelope, any envelope of any type or size that appears to include anything more than one letter. The Camp Director will open the package in private and distribute the appropriate contents to the camper by the following day. Please send any medications, airline tickets and camp paperwork directly to the camp office.

## PRE-CAMP CONVERSATION CHECK LIST ABOUT PERSONAL GROWTH & DEVELOPMENT AT CAMP

- Discuss with your child what she is going to do when she feels homesick while at camp and how she is going to work through this situation should it arise.
- Discuss with her the importance of being at camp to try new things.
- Discuss with your child that cellular phones, digital cameras, and other electronics are not allowed at camp.
- Discuss with your child your plan for keeping in touch with them while they are at camp (how often will you write letters, e-mails, etc).
- Discuss with your child that they will not be able to call home while they are staying with us and how they can stay in touch with you while they are away.
- Discuss with your child the importance of appropriate behavior while at camp and the consequences for inappropriate behavior.
- Discuss with your child that there is not a visiting day while at camp.
- Discuss with your child that while at camp, sharing groups and evening activities provide a unique chance to better herself by participating fully and challenging herself.
- Discuss with your child that if she is having a problem, her counselor is there to help her; she doesn't have to wait to tell you as her parent, she can tell her counselor; she should be honest and ask for what she needs.
- Discuss with your child that if neither of her cabin counselors can help or is part of what makes her uncomfortable, she can always talk to Kevin or Natasha.

# COMMUNITY

## The Community of Camp

Camp offers a secure and welcoming community where campers can try new activities, broaden interests, make friends, express themselves and feel a sense of belonging. Living closely together allows for an experience of team building, which promotes life skills in sharing, cooperation and compromise. Campers gain the pride of being a supportive member of their cabin group and daily sharing group. We promote an environment free of physical or emotional abusive/harassment/bullying/disruptive behavior. This type of behavior is not tolerated, has strong consequences and may lead to dismissal.

## Visiting Camp

We ask that you, as parents, visit camp only on the opening and closing day of each session, or on changeover day in the middle of a 4-week session. During our opening BBQ and closing parent ceremony, there is plenty of time to meet with camp staff, tour camp, meet cabin mates and see the camp facilities.

## Camp Food Service

Three hearty all-you-can-eat meals are served family style each day. Each meal has fruit, and salad is available for the noon and evening meals. Campers usually sit in their pre-assigned table groups, but sometimes sit with their cabin group. Tablemates share the responsibilities of setting and clearing their tables. Special medical food needs or concerns (including food allergies—e.g. lactose intolerant or peanuts—and preferences, e.g. vegetarian) should be brought to our attention prior to the summer.

## Candy, Food & Beverages

We ask that no candy, food or beverages (including bottled water) be brought or sent to camp for the following reasons:

1. Food in the cabin attracts insects, mice, and chipmunks.
2. It can undermine the cabin community if a few campers have food and others do not.
3. A variety of snacks are offered while at camp as well as limited amounts of soda and candy.

**Any food & beverage items will be disposed of at our discretion. They will not be returned to the sender. Please discuss this policy with your child as well as their friends and other relatives prior to camp.**

## Birthdays at Camp

For every Camp Birthday there is a birthday celebration with camp friends as well as lots of recognition from the camp community. We encourage you to send birthday cards to your child, but **no care packages are accepted**. You will not be able to speak with your child on their special day so plan ahead with your birthday correspondence.

## Camper Placement

We understand your concern and interest in your child's cabin placement. It is important to us as well that each camper be placed into a peer group with interests and experiences that will further our camp mission, and provide a welcoming, yet challenging interaction. Our cabins sleep 8 to 10 campers. In each cabin live two staff members. During your camper's stay with us, you will receive information on your camper.

**In making cabin assignments, the primary factors considered are age, cabinmate request, and whether the placement furthers the camp mission; also considered are geographic location, grade in school, and previous camp experience.**

## Cabinmate Requests

One cabinmate request can be made on the Camper Data Form enclosed. We recognize that one important part of camp is making new friends. With this in mind, we prefer **only one choice** for cabinmate and we will do our best to honor one choice, if on a mutual basis (if both children request each other). Cabin placements are finalized just prior to your child's arrival to camp. We will make every effort to honor all mutual requests **if received by May 31st**. Please help us honor your request by getting requests to us on time. Occasionally requests are made which, when considered in light of the circumstances, are not in the best interest of the camper or camp. Should this occur, we may contact you to discuss alternatives.

## Laundry

At around the mid-point of each session, we partner with a local laundry service to have your camper's laundry washed, dried, and folded. There is a charge for the service, which will be made to your store account. Please pack accordingly for the time that your camper is with us. Please mark your child's name (not their initials) on each laundry bag as well as each piece of clothing. **Camp will not be responsible for lost or damaged articles.**

## Camp Store

Supplies can be purchased at the camp store on a limited basis: T-shirts and sweatshirts, hats, disposable cameras, water bottles, and snacks. Purchases are charged to the camper's account. The camp store deposit is usually sufficient to purchase snacks for the session, plus a souvenir or two; if you think that your camper will want to purchase souvenirs beyond her camp store deposit—for example a camp sweatshirt (\$20-\$35)—you may contact us to increase her deposit.

## PRE-CAMP CONVERSATION CHECK LIST ABOUT COMMUNITY AT CAMP

- Discuss with your child the importance of making good food choices while at camp, as well as the fact that sodas and sweets are limited while at camp.
- Discuss with your child that care packages are not allowed. Make a list of realistic items that your child would like to have at camp to make their stay comfortable (see packing list on page 15 for guidelines).
- Discuss with your child the importance of making new friends and talking to their Staff or Camp Director if they encounter any problems.
- Discuss with your child that every camper is part of a group and as a parent you expect your child to cooperate and help out.
- Discuss with your child that clean-up is an everyday part of camp and you expect her to fully participate.
- Discuss with your child the importance of building her own quality relationships with other campers and staff members.

# EXCELLENCE

## Accredited Camp

ACA Accreditation means that Camp Kupugani (and Camp White Eagle, separately) submitted to a thorough (over 300 standards) review of its operation by the American Camp Association (ACA) — from staff qualifications and training to emergency management. American Camp Association collaborates with experts from The American Academy of Pediatrics, the American Red Cross, and other youth service agencies to assure that current practices at the camp reflect the most up-to-date, research-based standards in camp operation. Camp Kupugani (and Camp White Eagle) and ACA form a partnership that promotes summers of growth and fun in an environment committed to safety. The Illinois Department of Health, as well as the Ogle County Health Department also license and inspect camp yearly.

## Dedicated Camp Counselors & Staff

Camp carefully selects staff members for their interest and commitment to working with children. Each staff member meets a high standard of dedication and skill. Interviews are given, references are checked & background checks completed. Many of our staff continue their youth work throughout the year. Staff members attend an intense Staff Orientation, which emphasizes counseling skills, group dynamics, safety procedures and facilitation skills. Our counselors form a strong, committed team with a single focus: a safe summer filled with fun, learning and growth opportunities for each camper. Camp policy does not allow “tipping” or “gratuities” for any staff member. Your cooperation is greatly appreciated.

## Contact from Camp

Your child will be encouraged to write home at least twice a week. Parents will receive a "How's Your Camper Adjusting" call or e-mail several days after your camper arrives, and a final letter at the end of -camp. You will also receive a mid-camp newsletter via e-mail. **Please make sure that we have your correct e-mail address on the data form.** If you feel it necessary to call camp, a staff member will call you back no later than after the next meal.

## PRE-CAMP CONVERSATION CHECK LIST ABOUT EXCELLENCE AT CAMP

- Discuss with your child that the staff will be communicating with you periodically to share with you their progress while at camp.

# FUN

## Activity Choices

Many land and water activities are offered, giving campers a wide choice of exciting activities to try. Our daily schedule combines scheduled group activities and choice periods. Campers choose at least two individual activities daily, and we re-evaluate our group schedules continually to ensure that all of our campers are focusing on the activities they enjoy most. Prior to camp, please encourage your child to choose a good variety of activities for a well-rounded camp experience. If you have some specific program expectations for her participation, please discuss this with her as well, and note this on the camper data form.

## Camp Tours for Prospective Camp Families

If you have friends interested in seeing camp, we provide tours **by appointment**. Please call in advance to set up the appointment.

## PRE-CAMP CONVERSATION CHECK LIST ABOUT FUN AT CAMP

- Discuss with your child what activities she would like to participate in while at camp as well as what activities you would like her to try at least once.

# SAFETY

Safety is given top priority at camp. Facilities and policies have been constructed to provide a thorough and consistent safety program. During Staff Orientation, counselors are trained in safety rules and expectations for all aspects of camp life. Safety regulations are posted and practiced by all campers and staff. Talk to your campers about the importance of following safety rules.

- Except when allowed during certain activities, you must walk at camp.
- You must wear shoes that have backs or heel straps, unless you are going to the shower.
- You can go for a walk outside of activities only with supervision.
- No pocketknives are allowed at camp.
- No medicines of any kind are allowed in the cabins. All medications must be checked in with the camp nurse. The Nurse will bring meds to meals; please do not go to the Nurse's Station before meals. (The only exception to the no meds in cabins rule is if you have severe allergies/asthma and have received prior permission to carry your emergency asthma inhaler or Epi-pen in a fanny pack.)
- We use a bell to signify the beginning and end of activities or to let you know when to wake up or when mealtime is starting. That bell sounds only once or twice. If there is ever an emergency situation at camp, you will hear the bell ring continuously. If that happens, all activity must stop, and everyone must gather in front of the dining hall for further instructions.

Usually on the first or second day of camp, all campers will take a standard drown-proofing swim evaluation of two pool laps and treading water for three minutes. This test is to see who can swim, and also to check on how campers react to being around water. Campers who attempt but cannot complete the test can still be in the pool (in the shallow end) and participate in water-based activities (canoeing, river walks, playing in the lake, etc.). However, campers who don't take the test cannot enter the pool area or be allowed near any water (lake, pond, river).

## PRE-CAMP CONVERSATION CHECK LIST ABOUT SAFETY AT CAMP

- Discuss with your child how important safety is at camp.
- Discuss the importance of taking the swim test, even if your child is unable to swim. Supportive lifeguards are on hand to provide immediate help and guidance.

# ENVIRONMENT

At camp, we practice "leaving no trace"—meaning that we try our best to leave the environment the way we found it.

- At camp, no animals should be harmed (except maybe mosquitoes...).
- Remember, the animals were here first, and often are very helpful to us humans: snakes, bats, dragonflies, and toads eat lots of mosquitoes; if you see them around, we welcome their presence.
- Please do not take food outside the dining hall. No food or drinks are allowed in the cabins. Remember that where there is food, there WILL BE animals.
- If you see litter anywhere, please pick it up and dispose of it properly.

## PRE-CAMP CONVERSATION CHECK LIST ABOUT RESPECTING THE ENVIRONMENT AT CAMP

- Discuss with your child that she should practice "leaving no trace".

# PACKING FOR CAMP

## Mark Your Clothing & Equipment

**Please use a laundry pen to mark each piece of equipment and clothing sent with your child.** Mark the article of clothing so that the camper's name will be visible when the article is folded. The collar or waistband of most clothing articles and inside hats/shoes works well. For towels, sheets, pillowcases, sleeping bags and laundry bags place two nametapes on opposite corners. Mark names clearly on items such as cameras, teddy bears, fishing poles, and flashlights. Don't forget duffel bags, too! We ask that you please use full names (no initials). At camp, some clothing/items may be misplaced, left at camp, or packed into another child's bag. Thus, proper "ID" on equipment and clothing will greatly assist in the return of articles to their proper owner.

## Pack In Duffel Bags

Duffel Bags are the preferred camp luggage - easy to carry and easy to store. Remember to put the child's name on duffel bags. **Please limit packing to 2 bags maximum.**

## Clothes To Have Fun In!

Please send clothing items that campers can really play in. Campers will get involved in a "hands-on" way and their clothing may show the wear & tear. Please, do not send expensive clothing to camp. **Camp will NOT be responsible for lost or damaged articles; this includes sports/activity equipment.**

## Toiletries

For safety reasons, plastic, rather than glass containers are recommended. A toiletries case or basket is helpful in carrying toiletries to the shower facilities.

## Bedding & Sleeping Bags

Sleeping bags are required. In addition to being used outside if the cabin sleeps out or if the camper goes on a solo, the sleeping bag may also be unzipped and used as a bed comforter as needed. For health and safety reasons, we require the use of sheets, pillowcases and blankets for beds at camp.

## Packing list

### THE BASICS

- |  |   |
|--|---|
| <input type="checkbox"/> brush/comb  | <input type="checkbox"/> 2 swimsuits  |
| <input type="checkbox"/> toothbrush/paste  | <input type="checkbox"/> 2 pajamas/robe   |
| <input type="checkbox"/> soap/soapbox/shampoo<br>(2 in 1 shampoo/conditioner is a good idea) | <input type="checkbox"/> names and addresses of 5 friends (to send free camp postcards) |
| <input type="checkbox"/> hat or visor  |   |
| <input type="checkbox"/> sunscreen/lip balm  | <input type="checkbox"/> jacket/windbreaker   |
| <input type="checkbox"/> insect repellent  | <input type="checkbox"/> rain gear/poncho   |
| <input type="checkbox"/> 1 pr tennis shoes   | <input type="checkbox"/> sunglasses   |
| <input type="checkbox"/> 1 pr Teva type sandals/Aqua sox                                     | <input type="checkbox"/> flashlight & extra batteries                                   |
| <input type="checkbox"/> stationery/stamps/pen/pencil  | <input type="checkbox"/> water bottle   |
| <input type="checkbox"/> sleeping bag  | <input type="checkbox"/> culturally representative item (i.e. flag, clothing, etc.)     |
| <input type="checkbox"/> 10 short sleeved t-shirts   | <input type="checkbox"/> 2 long sleeve cotton shirts                                    |
| <input type="checkbox"/> 2 sweatshirts/sweaters  | <input type="checkbox"/> laundry bag  |
| <input type="checkbox"/> 4 pr jeans/pants/sweatpants   | <input type="checkbox"/> 2 bath towels  |
| <input type="checkbox"/> 7 pr shorts<br>(must reach past extended fingertips)                | <input type="checkbox"/> Kupugani T-Shirt (for picture day)                             |
| <input type="checkbox"/> socks (enough for one week)   | <input type="checkbox"/> 1 blanket  |
| <input type="checkbox"/> 10 pr underwear   | <input type="checkbox"/> 2 fitted sheets and 2 flat sheets (singles)                    |
|  | <input type="checkbox"/> 1 pillow and 2 cases   |

### Optional

- |   |  |
|---|--|
| <input type="checkbox"/> toiletries case/basket                                   | <input type="checkbox"/> small fan                                     |
| <input type="checkbox"/> musical instrument                                       | <input type="checkbox"/> disposable camera or other non-digital camera |
| <input type="checkbox"/> reading material/books                                   | <input type="checkbox"/> one nice, casual outfit                       |
| <input type="checkbox"/> fanny pack for carrying inhaler or Epi-Pen, if necessary | <input type="checkbox"/> soccer shin guards                            |

**When packing your items for camp, please remember:  
Anything you wear during camp may get stained, torn, and  
sometimes completely ruined! Camp is fun and can get messy!**

### NOT to Bring!

*(We will confiscate the following items should they be brought to camp. It cannot be guaranteed that you will get them back, so PLEASE do not bring them to camp.)*

- **Food, candy, or gum. We will provide plenty of healthy food. Food brought by campers will be confiscated; food in the cabins is an invitation for critters to visit.**
- **Knives or other weapons**
- **Matches or lighters**
- **Curling iron (fire hazard)**
- **Make-up or perfume**
- **Electronic games**
- **Cell phone or pagers**
- **Walkman, Discman, or radio**
- **Money**
- **ANYTHING VALUABLE**

# TRAVELING TO CAMP

Parents/guardians must arrange transportation for campers to and from camp. Camp Kupugani may be able to provide, for a fee, service to campers from specific terminal points to the camp. (The Camp does not provide transportation to parents/guardians to or from transportation center.) The transportation fee must be paid in advance, and we must receive all arrival and departure information at least 7 days prior to departure dates. Camp Kupugani may be able to facilitate car pools by putting parents in touch with others who may live near them.

## Travel Plans Form

**We need a Travel Plans Form for every camper who attends—even if you are driving to/from camp.** This allows the camp to know exactly when, where and how to expect your child's arrival and departure and to make appropriate arrangements.

**Please inform us of your child's finalized travel plans at least 30 days prior to your camper's arrival.**

### Check In:

3:00pm - 5:00pm

Families that would like to arrive early to park their cars and enjoy a BBQ with us are welcome. Cabin check in will be at 3:00; from 1:30 until then, you can enjoy a casual pot luck, meet some other families, and spend some time with staff that can answer questions. If you think you would like to do the early BBQ, please RSVP to 866-471-4616.

### Check Out:

10:00am - 12:00 noon

There will be a Parents' Program at 10 a.m. on the closing Saturday of each session.

## Driving to Camp

We are:

- 30 miles from Rockford
- 112 miles from Madison
- 113 miles from Chicago
- 304 miles from St. Louis
- 373 miles from Minneapolis-St. Paul

Online map services like Mapquest or GPS can occasionally provide inaccurate directions; the best directions are on our web site at this link <http://www.campkupugani.com/location.camp>. Once you get within a mile or so of camp, you will be on a gravel road; please be careful and be sure to slow down when driving on gravel roads.

When arriving at camp, be sure to comply with the ***SPEED LIMIT ON ALL CAMP ROADS OF 10 MPH.***

All vehicles are limited to the main parking area and should not enter the roundabout in the middle of camp.

# CAMP HEALTH INFORMATION

## Health Form

It is important that we have a complete and detailed health history on each child. Please **return the completed Health Form by May 31st**. Your child may not attend camp without her completed health form. Required Information:

1. Health History
2. Immunization History
3. Parent's Authorization Signature
4. Emergency Contacts

Please notify the camp if the camper is exposed to any communicable disease within 21 days prior to camp and also if health conditions change after the date on which the Health Form is signed. Your daughter must have had a medical examination by a licensed medical professional within the last two years.

## Camp Health Service

Licensed health care staff oversees the camp health center. EMS response time is about ten minutes and camp is less than 25 minutes from the nearest hospital and other medical clinic services. General care and first aid supplies are available at camp. Expenses of health care providers employed by the camp are provided as part of your regular fee. Prescriptions, special medications, and trips to town (if needed) are charged to your child's account.

**If your child stays overnight in the camp health center, is prescribed medication, or should otherwise need any emergency care, the camp health care staff will call you.**

## Medications & Prescriptions

Except for campers with severe allergies and/or asthma, all medications (brought or sent to camp) must be kept in the health center and will be administered by our health care staff. Medications must be clearly labeled with the camper's name, the physician's instructions, the name of the medication, and the dosage. Please bring medications in their original containers with an appropriate label. **The instructions and dosage on the container must match any parent or physician notes made on the health form.** Please have your physician/pharmacist correct the instructions on the container if the dosage has changed. **If your child is on behavioral medications, please continue this medication while at camp.** As with all medications, please send enough for the entire time that she is with us. Campers with severe allergies and/or asthma will keep their insect sting / extreme allergy shots (Epi-pens, Ana Kits) and asthma rescue inhalers (metered dose inhaler) with them in a fanny pack, and one allergy shot / inhaler will be kept in the health center. Repeat these instructions on the Health Form. **If you send medication in your child's baggage, please instruct your child that the camp health care staff will request this medication upon her arrival.** We ask that you send only **essential medications** to be administered by our health care staff. Vitamins/supplements are not needed at camp unless specifically prescribed by a doctor, and are not allowed in the cabins. Our health center is stocked with supplies of the usual over-the-counter medications (Tylenol, cough syrups, etc).

## Precautions Regarding H1N1 or Influenza-Like Illness

Campers are not allowed to attend camp if they have had an influenza-like illness (ILI) in the 7 days prior to the start of the camp. In addition, if they have been exposed to a person with an ILI in the 7 days prior to the start of camp, they may attend camp but should closely self-monitor and report development of ILI symptoms immediately. Persons who currently have or have had ILI in the previous 7 days should not attend camp for 7 days after their symptoms began or until they have been symptom-free for 24 hours, whichever is longer.

Questions?  
Call us!  
**866-471-4616**

# PAYMENTS & CANCELLATIONS

## Tuition: \$1695 (2 weeks), \$3150 (4 weeks)

- Sister discount -10% tuition reduction for each additional child in the family after first child is enrolled at full tuition. Referral discount - 5% tuition credit for each enrolled camper who tells us you referred her to Camp Kupugani; although you can receive multiple referral credits, each incoming camper can list only one person as the referral.
- A resident medical staff is available for routine medical services, but the cost of special medications, illness expenses, hospital costs, or consulting doctors are not included in the camp fee. Camp Kupugani does not carry camper medical or accident insurance. Bills for such claims will be sent directly to parents' insurance company or to parents by physicians, clinics, and hospitals involved.
- If you are concerned about a medical illness that might preclude your camper's attendance at camp, we encourage you to obtain insurance that would cover your tuition because we are unable to give refunds for illness-related non-attendance. (Camp protector.com or americanincomelife.com offer such policies.)
- We are so confident that your daughter will have fun changing her world that we offer a money-back guarantee. However, the use, possession, or involvement in smoking, drinking, or unauthorized drugs, or any conduct that is not in the best interest of the camp, including physical or verbal abuse is cause for immediate dismissal from camp without tuition refund.
- Lock-in rate: Because we want your daughter to come back year after year, we allow you to "lock-in" at the rate during the year you started camp. For example, you can guarantee the \$1695 rate (\$1495, for those who took advantage of it in 2007) for as many consecutive years as she keeps coming to camp. Certain conditions apply.

## Payment of Camp Fees

Camp Fees are payable in advance. The registration deposit is \$400 per two-week session. Campers enrolled after April 1 must generally make payment in full, unless the camp office, in advance, approves alternative arrangements.

## Cancellations

After April 1, if an application is cancelled, a \$400 per session cancellation fee will be retained. Cancellations after April 1st, but before 30 days prior to your selected session will have \$795 retained. **Cancellations within 30 days of the start of the selected session will forfeit full tuition.** No reduction of fee is made for late arrival, early departure or dismissal, unless special arrangements have been approved (in writing) prior to camp.

## Deposit for Miscellaneous Expenses

An additional \$150 (\$75 if attending for only one session) Camp Store deposit for Miscellaneous Expenditures, paid in advance, is required for your child's stay at camp. Items charged against this account may include: store purchases, laundry charges, phone, fax and e-mail charges, medical prescriptions & illness expenses, etc. The first statement will include the estimated deposit necessary for the session in camp. Only services actually used or items purchased will be charged. Any balance remaining will be refunded, or an overdraft will be billed. **A Final Statement summarizing all charges and credits for the camp session is sent no later than August.**

## CAMP DATES

Sunday, June 20 – Saturday, July 17 (4-week Session)

Sunday, June 20 - Saturday, July 3 (2-week Session 1)

Sunday, July 4 – Saturday July 17 (2-week Session 2)

**CHECK IN TIMES: 3:00PM TO 5:00PM**

**CHECK OUT TIMES: 10:00AM TO 12:00NOON**