

# V.I.P. GUIDEBOOK

Classic Summer Camp Information Guide

# LAKE GENEVA YOUTH CAMP



Thank you for registering for Classic Camp! We are so excited to get to know your child and make sure they have the best week ever!

Please do not hesitate to contact the Registrars if you have any questions.

# TWO TO THREE WEEKS BEFORE CAMP

## 1. Make your final payments.

To ensure a speedy check-in, we ask that all payments be made two weeks before camp begins.

We recommend that payments be done online at [www.lgyc.org](http://www.lgyc.org), however, you can also pay by mail or by calling us.

You can also add money to your child's Store Card account, add activities, and pre-order Val-Paks online, by phone, or in person during check-in.

**Mail:** Lake Geneva Youth Camp  
Attn: Registration  
W2655 South Street  
Lake Geneva, WI 53147

**Phone:** (262) 248-5500

**Fax:** (262) 248-5511

**E-Mail:** registrar@lgyc.org

## 2. Complete your child's health history.

Every camper needs a CURRENT health history.

We recommend your child's health information be completed online and turned in up to two weeks before camp starts. If you are unable to complete it online, there are PDF health forms on our website that you can print, fill out, and then mail or fax to our office, or email to registrar@lgyc.org.

Please note any dietary, medical, personal, behavioral, or physical special needs that your child may have. Also, please completely fill out the emergency contact information and the insurance information. You will receive a call from our Camp Nurse if any information is missing.

All medication will be held by the Camp Nurse during your child's stay.

## 3. Cancellations.

Cancellations up to two weeks prior to the camp start date will receive a refund for the total amount paid less a \$50 administrative fee. No refunds are available when canceling within two weeks of the camp start date. No refunds are available for "no-shows."

# THE WEEK BEFORE CAMP

## Start packing!

All items should be clearly marked with the camper's name.

### What to bring:

- o Bible, Notebook and Pen
- o Refillable Water Bottles
- o Personal Toiletries
- o Sleeping Bag (Preferred for Campout night) or Single Bed Sheets and Blanket
- o Pillow and Pillow Case
- o Towels and Wash Cloth
- o Play Clothes
- o Athletic Shoes (2 Pairs)
- o Raincoat and Jacket
- o Modest Swim Wear, NO bikinis (modesty will be at the discretion of camp staff)
- o Bug Spray (strongly suggested)
- o Sunscreen
- o Flashlight or Head Lamp
- o Laundry Bag
- o Water Shoes (optional)

### What NOT to bring:

Tobacco, alcoholic beverages or drugs

Any form of weaponry (knives, guns, etc.)

Any MP3 Players, Radios, Televisions, Cell Phones, or Electronic Games. Camp is not responsible for such items if they are brought to camp.

Confiscated items will be retained by our staff and returned at the end of the week.

### Guidelines:

Campers are expected to be present at all meals and activities. No skipping!

**Dismissals:** In order to ensure a positive experience for all campers, each child is required to respect and cooperate with the staff and fellow campers. If, after a clear explanation, a camper cannot do what the schedule or staff requires, the parent or guardian who registered the child will be contacted. The parent or guardian will be asked to instruct the child to cooperate.

If, after receiving the instruction, the child is still unable or unwilling to participate in an acceptable manner in the group, the parent or guardian will be asked by the Camp Program Director to pick up the child. No refunds will be given for dismissed campers.

**Bullying:** There is a counselor initiated two-strike policy on bullying. After the first warning, a call will be made to the parent or guardian of the camper. If the camper chooses to express rude or inappropriate behavior toward another camper or staff member, the camper will be dismissed from camp.

Each camper will share the responsibility of keeping the camp clean. This includes cabin clean-up and picking up trash around the grounds.

# OPENING DAY: SUNDAY 1:30 P.M. TO 3:30 P.M.

See directions to Camp on the last page of this packet. Printable maps are available at [www.lgyc.org](http://www.lgyc.org)

## Registration

All campers must check-in between 1:30 p.m.-3:30 p.m. on the opening Sunday of camp. Enter and park at Gate #7. Staff will greet you, direct you to the Woodlands building for registration and deliver your camper's luggage to the cabin circle.

**Please do not bring pets. Thank you.**

During check-in, you can deposit Store Card money, drop off health forms and medications with the Camp Nurse, and pick up your camper's wristband (which gives your child access to his/her Store Card account).

## Family Fun Fest

All campers and their families are welcome to join in on the Family Fun Fest from 2:00 p.m. – 3:15 p.m. on Opening Day. After you register your camper, feel free to take a walk around the grounds and enjoy the other great activities that will be happening around camp.

## Opening Ceremony

There will be an opening ceremony for campers and parents/guardians beginning at 3:30 p.m. on Sunday. All parents/guardians are encouraged to stay. You will be introduced to the camp staff and have a quick glance at what your camper(s) will experience for the week. Following the opening ceremony, campers will head back to the cabins to get settled in and parents/guardians will head home.

## Health and Medications

Bring enough medication to last the **entire week of camp**. Keep it in the original packaging/bottle, identifying the prescribing physician (if a prescription drug), the name of the medication, the dosage, and the frequency of administration. Place all bottles of medications in a Ziploc bag with the camper's name on it. At check-in, you will be required to go over all medications and health concerns with the Camp Nurse. We stock acetaminophen, ibuprofen, etc. which will be administered by the Camp Nurse if needed. If any questions arise, our Camp Nurse will contact you.

# PARENT-CAMPER COMMUNICATION

## Care Packages and Letters

We invite you to bring care packages and/or letters.

Please note the name of the camper and cabin number on the package or letter.

- We highly recommend that all care packages be brought in on opening day and NOT mailed to us later that week. Sometimes packages will arrive via mail after the camper has gone home. If you want the care packages given on certain days, please write that day on the package. We will do our best to deliver the package on the day you request.
- Please keep these packages reasonable (1-2 per week), as campers share a cabin with 10-12 others. Remember, only pre-packaged food is permitted, including treats. No nuts or latex products are permitted as there may be other campers with severe allergies in your child's cabin.
  - We recommend only 1-2 packages per week as more than that may cause the camper to lose focus on the camp experience. Notes of encouragement are always welcome!

## Cell Phones

Campers will not have access to a phone or e-mail while they are at camp. We ask that you only call the camp in case of an emergency.

Camp is not responsible for lost or stolen cell phones, please keep all cell phones at home. In case of emergency, campers can use the camp phone if needed.

# DURING THE WEEK OF CAMP

## **Swim Test**

Each camper will take a swim test. Wristbands are given to show the camper's swimming level. Some activities require a higher level of swimming ability.

## **Wristbands (Store Card)**

Every family will be able to deposit money into their camper's account for use during their week of camp. This can be done during the weeks before camp, during check-in, or even online while your child is at LGYC. Each child will have a wristband (Store Card) that works as a "spending account". It can be scanned and used to purchase snacks, crafts, merchandise, and drinks. We recommend approximately \$25-\$30 for the entire week. Everything your child purchases can be viewed online, and you will also receive an email when your child's account balance reaches \$5.

## **Visitation**

While your camper is here at LGYC we ask that there are no visitors, for camper safety reasons, until the Closing Ceremony at the end of your camper's week. This will help ensure our campers' safety, as well as making sure that your camper fully enjoys their distraction-free camp experience.

Visitors are only allowed in an emergency situation and they must check in at the main office (near gate #6) and receive a visitor's pass to maintain security on the grounds. Special visits must be arranged with the Camp Program Director. Generally, campers don't want to leave and miss out once they are here and in "camp-mode". We appreciate your cooperation in making the camp experience excellent for each camper.

## **Excess Medical Insurance Policy**

Our policy is such that in the event of an accident requiring medical attention, claims will first be filed against the parent's or guardian's insurance company. Once the limits of that policy have been exhausted, or to recover any deductible amounts, claims may be filed against our limited insurance. In the absence of any group or individual policy, our insurance will provide coverage with the limits and provisions of the policy. In the event of an accident, every effort will be made to contact you before any action is taken. If this is not possible, the Camp Program Director and Camp Nurse will make a decision based on what treatment your camper may need. You will be contacted as soon as possible.

# CLOSING DAY: SATURDAY 10:00 A.M. TO 10:45 A.M.

## **Closing Ceremony**

Camp ends with a closing ceremony at 10:00 a.m. All campers must be picked up at this time. Please do not be late.

Parents/guardians are encouraged to attend the ceremony and share in the awards, singing, video and all the excitement with their child. Luggage will be in the camper's housing area and can be picked up after the closing ceremony.

All campers must check out with their counselor before they leave.

- **Classic Camp Closing Ceremony**

Enter and park at Gate #7. Staff will direct you to the closing ceremony in the Camp Chapel.

- **Primary Camp Closing Ceremony**

The Closing Ceremony will be Wednesday morning at 10:00 a.m. in the Carriage Room. Enter at Gate #3 and park by the Gym. The Carriage Room is on your right as you head toward the Gym parking lot.

## **Camper Pick Up Information**

If someone other than a listed pick-up person or parent/guardian listed on the registration form is going to pick up your camper, we must have permission from a parent/guardian in advance. Email or call us if you are making any changes.

**Phone:** (262) 248-5500

**E-Mail :** registrar@lgyc.org

## **Photo and Store Card Balance Pick-up**

Pre-ordered photos will be given out by the counselors, at the cabins.

For the remaining Store Card account balances, we will have a table set up by the

Canteen, where we will be giving back any remaining money in your Store Card account.

If the money is not picked up, it will be donated to our Camper Sponsorship Fund. We will also have copies of the camp photo if you would like to purchase one. If you pre-order a video, a link and password will be emailed to you.

# DIRECTIONS:

**PRINTABLE MAPS CAN BE FOUND ON OUR WEBSITE AT [WWW.LGYC.ORG](http://WWW.LGYC.ORG)**

## from Chicago & Vicinity

1. Take I-90 west and exit at IL Hwy. 47. Go north. IL Hwy. 47 becomes Hwy. 120 at the Wisconsin border (not to be confused with IL 120, which you will cross in Woodstock, IL). Follow Hwy. 120 for about 3.5 miles north of the state line until the 4-way stop. Proceed straight ahead (now County Road BB) for about one mile, staying to the right at the “Y,” onto South Lake Shore Drive. You will pass Geneva Lake on left side and Big Foot Beach State Park on the right. At the top of the next hill, turn right onto South Street. Enter at Gate #7, on your right.

2. Take I-94 west into Wisconsin and exit at Hwy. 50. Go west to Lake Geneva (26 miles). In Lake Geneva, turn left on Hwy. 120 (Edwards Blvd.) at Walmart. Continue on Hwy. 120 for about one mile. Turn right onto Bloomfield Rd by Immanuel Lutheran church. At the 4-way stop, go straight (Bloomfield becomes South Street). Go about 0.75 miles down the road to LGYC. Enter at Gate #7, on your left.

3. Take Hwy. 12 (Rand Rd. in Northwest suburbs) into Wisconsin. Exit at Hwy. 50/120/H exit. Go west on Hwy. 50. Turn left on Hwy. 120 (Edwards Blvd.) at Walmart. Continue on Hwy. 120 for about one mile. Turn right onto Bloomfield Rd. by Immanuel Lutheran church. At the 4-way stop, go straight (Bloomfield becomes South Street). Go about 0.75 miles down the road to LGYC. Enter at Gate #7, on your left.

## From Madison

Take I-90 east and exit at U.S. 14. Where U.S. 14 meets Hwy. 11, take Hwy. 11 (toward Delavan). In Delavan, turn right (at the stop light) onto Hwy. 50. Continue on Hwy. 50 approximately 10 miles into Lake Geneva. Turn right onto South Lake Shore Drive, and continue for about 1.5 miles. Turn left onto South Street (see camp sign). Enter at Gate #7, on your right.

## From Milwaukee

Take I-43 south and exit at Highway 12. Go East on 12 and exit at Hwy.50/120/H exit. Proceed west on Hwy. 50, then turn left on Hwy. 120 (Edwards Blvd.) at Walmart. Continue on Hwy. 120 for about one mile. Turn right onto Bloomfield Rd. by Immanuel Lutheran church. At the 4-way stop, go straight (Bloomfield becomes South Street). Go about 0.75 miles down the road to LGYC. Enter at Gate #7, on your left.

Thank you for choosing Lake Geneva Youth Camp!