

BIRCH ROCK CAMP'S

Family Guide

Building Character & Community

SINCE 1926

All Preparation Forms and Camp Journal @

www.birchrock.org

email: birchrock@aol.com

Winter Address: 30 Bellevue Avenue
South Portland, Maine 04106 USA
Telephone: (207) 741 – 2930

Summer Postal Address: PO Box 148
Waterford, ME 04088 USA
Telephone: (207) 583 – 4478

Summer Shipping (FEDEX or UPS):
293 McWain Hill Road
Waterford, ME 04088 USA

Dear Birch Rock Parent/Guardian(s):

As you prepare yourself and your camper for the upcoming season at Birch Rock Camp for boys, we would like to share with you some of our “partnership in parenting” goals. Birch Rock Camp will provide opportunities for each camper to stimulate his self-esteem and help them appreciate their natural surroundings while living as special individuals in a group setting. We help our campers set goals and challenges for themselves. Our quest is through the support and nurturing spirit of our talented staff, that these objectives be introduced and each camper’s talents and abilities be self-discovered:

- Campers will participate in getting-to-know games during the first 24 hours of camp. Orientation for new campers will also take place.
- Each camper will have the opportunity to select his own daily program with American Red Cross swimming as a core/mandatory activity.
- Staff will provide campers with positive commentary and mentoring guidance throughout their stay.
- Camper evaluations and feedback will be shared with the family in regard to program and skill development.
- Each camper will participate in at least one nature and primitive skill session while at camp.
- Each camper will write a weekly letter home to his family.
- At the beginning of each session, the campers will discuss as a group and in their cabin the importance of personal and communal stewardship and respect for the environment and natural world.
- Every camper will participate in the camp’s daily cabin and camp clean-up.
- Each camper will participate in the cabin and community living process.
- Campers will participate in family style meals and table manners.
- Campers will have the opportunity to participate in Wilderness Adventure Programs.
- Campers will learn at least one new skill at camp and enhance their sense of community spirit and lifelong learning.

The Mission of Birch Rock Camp for Boys

Birch Rock Camp is committed to the personal, athletic and character development of 7-to-16 year old boys in a non-competitive setting. We challenge campers to take responsibility for their own lives, and help them to appreciate the needs of others in emphasizing our camp motto: Help the Other Fellow. Birch Rock Camp for Boys also helps its campers and staff develop an appreciation for the natural world and our available resources.

ACADEMIC TUTORING One of the strongest benefits to the Birch Rock Community is our support & commitment to academic tutoring. **Tracy Goodwin** is our special education teacher and the camp's librarian. For those campers who need the opportunity to boost reading levels, reinforce basic math skills or refine proofreading and writing skills, Tracy would be happy to design a structured program with you and your son. Tutoring is available for an additional charge and may be arranged directly with **Tracy @ (207)966-1000**.

AIR TRAVEL Birch Rock is located 50 miles northwest of **Portland's International Jetport (PWM)**. Major carriers include: AIR TRAN, US AIR, UNITED, DELTA, JET BLUE, and CONTINENTAL. Arrangements to pickup campers may be made in advance with the Camp Director. There is a \$40 fee to and/or from camp for airport transportation. (\$80 round-trip). **Please let the Camp Director know if your son will be arriving via Air.** A special form with regard to flight transportation is included in this packet or can be found online at our website. **All air travel arrangements must be made by the family.** Upon arrival in Portland, please have your son(s) look for the camp representative the BRC logo on his shirt. Birch Rock will let you know who will be meeting and greeting your camper in advance.

TSA's website www.TSATravelTips.us contains helpful information to assist travelers in preparing for the security screening process. This website includes a complete list of prohibited and permitted items. Traveler and consumer information may also be accessed via the TSA's public website @ www.tsa.gov.

Please note the TSA Tips for Security Screening Form if your camper is planning to fly to/from PWM.

AUTO ARRIVAL Birch Rock encourages families to arrive with their camper(s) between **10am – 1pm** on his respective arrival date. Directions to the camp may be located on our website: www.birchrock.org. We cordially invite you to tour the campus with a veteran Birch Rocker and join us for our opening **Luncheon Buffet @ 12:30PM**. All BRC staff personnel will be on hand to meet, greet and help your son(s) get settled for the camp season. If you need to arrive at a different time, please contact the camp.

AUTO DEPARTURE Campers are expected to leave camp on their respective departure date. Pick up time is between **10am - 12 noon**. The BRC Staff will be standing by to say good-bye with luggage and awards in hand. Please check-out with the Camp Directors in the office prior to departure. All Birch Rock Boys leave camp with a clean trunk of clothes as long as they give their dirty clothes to their respective counselor in time!

AWARDS & RECOGNITION We feel strongly that positive cues and recognition are the cornerstone of a quality camp experience. Each day the BRC Community “*Shares Success*” and acknowledges both individual and group achievement. Additionally, activity charts in the main lodge record each camper’s progress in a specific skill, program and contribution to the community as a whole. At the end of each season, each camper will receive special recognition at our Award’s Ceremony with badges for his personal Birch Rock Banner!

BAGGAGE & SHIPPING We strongly recommend a footlocker/trunk for each camper. The footlocker is easily stored at the end of each camper’s bunk. Please be sure to mark your camper’s name on the trunk. If you are shipping footlockers/trunks to camp please do so by United Parcel Services or Federal Express.

The camp physical address for delivery by UPS & FEDEX: **Birch Rock Camp
293 McWain Hill Rd
Waterford, ME 04088 USA**

If you would like us to ship your son’s trunk home at the end of the season, please provide us with the correct shipping address. We will bill you directly for the shipping and handling charges. All trunks will be boxed at your expense. Footlockers can be purchased from C&N Footlockers (800-535-2057) or from Maine Camp Outfitters (800-560-6090).

BEDDING AND TOWELS Each camper is responsible for bringing his own **TWIN** sheets, blankets, pillow and towels to camp. Beds with mattresses are provided. Pillows are not provided. We can provide bedding and pillows for campers coming to camp from overseas.

BILLING AND PAYMENT Birch Rock is a nonprofit 501©3 corporation. Our camp program is not sustainable on seasonal tuition revenues exclusively. **We appreciate and request that tuition payments for the season are paid in full by May 1st.** Payments received after May 15 may incur an interest charge and/or forfeit the camper’s reservation minus the non-refundable deposit for the season. Please contact us if you need to make special payment arrangements. Prospects on the waiting list will receive notification of an opening for the season after May 1st. There are no refunds on tuition for early withdrawal and/or dismissal.

CAMP STORE Birch Rock maintains an inventory of sundries & toiletries for the campers. Some of the items include: *film, hygiene supplies, postage, water bottles*, and other small items that a camper may need for the summer may be purchased after lunch. Special services rendered, medicines, and sundries purchased through camp will be charged to the camper's incidental account. We feel the camp store is for necessities, not retail therapy for the camper.

CANDY Please do not send any candy or food to the camp! Any candy discovered will be discarded by the office unless it is appropriate for an all camp community treat. We strongly believe candy treats can cause more harm than good. We appreciate community treats and would be happy to discuss options with you.
See TREATS.

COMMUNICATION - Mail, Telephone, Fax, Visitation & Evaluations
Campers love to get mail at camp!!! All forms of written contact are encouraged ESPECIALLY cards, letters.....etc.

E-mail: Messages and correspondence to the camp via electronic mail are accepted. However, campers do not have access to computers; and therefore, cannot reply electronically. We encourage letter writing as the primary means of communication. The camp e-mail address: **birchrock@aol.com**.

Mail : Letters and cards to your children are very positive and personal. All mail is delivered to our campers on a daily basis except for Sunday. *Letters home are required to be written by each camper on Sunday.* We encourage letter writing and reading during daily rest periods. Additionally, the camp provides stamps for outgoing mail. This postage will be charged to the camper's incidental account. The camp mailing address for letters:

**Birch Rock Camp
PO Box 148
Waterford, ME 04088 USA**

Telephone: Birch Rock's business line is **(207) 583-4478**. The camp does not allow campers to use the phone unless special circumstances dictate that it would be appropriate - i.e. birthday or family emergency. If a situation warrants a conversation with your child via the phone, please contact the Director and an arrangement may be made at a designated time. If families need to notify the camp about specific family situations and/or prolonged absences from their home, please contact the camp during the day. Cell phones are not permitted at camp (nor do they work in our region).

Fax: Birch Rock's dedicated fax number is **(207) 583-4466**. You may direct correspondence via fax; however, there is a \$2.00 charge per page for a domestic fax; \$4.00 per page for an international fax. Campers will not be permitted to send facsimiles unless parents authorize this method of communication. *This has been the best way to send letters home for International Families.*

Evaluations: Each Birch Rock Camper will receive an evaluation from his cabin counselor with a message from the Camp Director at the end of the season. Additionally, the camp will provide an opportunity for each camper and his family to evaluate their summer experience at BRC. Please feel free to contact the Director throughout the summer if you would like some immediate feedback.

CLOTHING/UNIFORMS A packing list is enclosed for your review by Maine Camp Outfitters. Although there are many hot, sunny days in the summer, there are also cool, windy nights. We strongly recommend that each camper comes to BRC with enough warm clothes to be comfortable for the wonderful temperate climate of the Maine woods.

Birch Rock does have a uniform required (**BRC maroon or ash T-shirt & khaki shorts**) on Saturdays & Sundays, day trips outside of camp and special occasions. *The BRC T-shirt will be mandatory during dinner and off-campus during the summer.* **The BRC maroon or ash T-shirts with the camp logo** may be purchased from **Maine Camp Outfitters** www.maine-camps.com (see enclosed catalog). Although we do not specify or supply a specific carrier for khaki shorts, we do recommend **L L Bean's** www.llbean.com in Freeport, Maine. The BRC Order Form for T-shirts, baseball hats, and camp sweat shirts is enclosed.

Our daily dress code is casual and practical. No cut-off shorts, torn jeans or pierced earrings/rings or body jewelry are permitted. We strongly recommend waterproof hiking boots and rain wear for trips, day adventures and rainy days.

DAILY PROGRAM. The Program Director and camp staff carefully plan and orchestrate an action-packed, quality program of activities each day for each age group. Each camper is assigned to a specific group - i.e. *Grizzlies, Moose, Beavers, Cubs* - and given a variety of choices from which to select his activities for the day. There are at least 4 activity periods a day, and the choices may include: archery, baseball, basketball, boating, campcraft, canoeing, lacrosse, soccer, sailing, windsurfing, tennis to name a few. American Red Cross Instructional Swimming is mandatory for all campers during one of the 4 periods. On rainy days, a modified daily schedule is followed with a variety of special choices included by the counselors such as: *art, music, games, adventure, storytelling, shuffleboard, first aid and safety and silent reading.*

DIRECTIONS Directions to our campus can be found on our website: www.birchrock.org under the "Directions to BRC" link. Please contact us if you have trouble with our site.

DRUGS & ALCOHOL The use, consumption or possession of drugs and/or alcohol will automatically result in immediate dismissal from the camp community. There is no tuition refund for dismissal.

GOALS & OBJECTIVES - see beginning of this FAMILY GUIDE

EMERGENCY NOTIFICATION In the event of an unfortunate family emergency, please contact the Camp Director. If you will be away from the numbers you have designated for contact, please let the camp know of your plans and itinerary.

The parent/guardian of any camper requiring serious medical attention or hospital care, will be contacted by the Camp.

HEALTH INFORMATION & SERVICES Your son's health and safety are our first and foremost concern! Birch Rock has received an A-1 rating from the state of Maine on health & safety. The camp has a Registered Pediatric Nurse Practitioner, Ms Cathy Roland, and at least one Wilderness First Responder on our senior staff. Birch Rock also has a physician on call from Stephen's Memorial Hospital in Norway, Maine just 15 minutes away.

Please take the time to fill out the **Medical Form** (found on the website) completely. The camp follows the ACA *American Camping Association's* practices of health and safety. **All campers and staff must file with the Camp Nurse the Health History Form and the Examination Form, completed within six months prior to camp attendance. These forms, attesting to a health examination within two years, and signed by a Licensed Health Care Professional must be received at camp two weeks in advance of the camper's arrival. Your son will receive a Health Screening from our nurse when he arrives at camp, departs from camp and before and after trips. All medical records are confidential.**

Any special medications or dietary needs should be discussed with the Camp Nurse and Camp Cook. Please note any special needs on the Parent Questionnaire Form (found on the website).

Medical and insurance coverage must be provided by each camper's family. Please be sure to send a copy of the camper's insurance carrier card attached to his medical form. If medical insurance is not carried by the camper's family, please give the camp a Visa or MasterCard # from which medical expenses may be charged in the event of necessary medical care.

If for any reason a child is hospitalized overnight or retained for observation by the Hospital, a signed release will be required before the child can return to the camp program.

INCIDENTAL ACCOUNT The camper's individual incidental allocation from his tuition covers expenses for sundries, special camp excursions and articles purchased from the camp store. A bill will be issued for charges incurred over the \$100 per session allocation at the end of your camper's season (\$200 allocation for full season). If there are any restrictions on spending, please let the office know in advance. There is no refund for allocated tuition dollars not used.

INTERNET/LETTERS/CALLS - SOCIALIZING. At BRC, we share a year-round commitment to our campers' healthy development. We work diligently, in our hiring practices, training programs, and communication policies, to educate, protect, and nurture our camper clients. We recognize that our staff and campers are entitled to a private life outside the boundaries of the camp community during the off-season. Our hope is that through education and understanding that our internet/communication use policy is consistent with the values expressed above and that correspondence between parties remains appropriate and forthright.

While we encourage communication within our community in the off-season and educate our staff during orientation week, camps and families can work together to teach responsible use of the Internet year-round. If you witness any inappropriate communication to/from a fellow Birch Rocker, please inform the Camp Director.

LAUNDRY SERVICE Each camper changes his clothes daily and bed sheets weekly. Birch Rock sends laundry out on Friday or Saturday to the local Laundromat and it is returned to the campers after breakfast on Saturday or Sunday morning. Please mark all the camper's belongings especially the laundry bag. (A laundry pen works best)! Laundry is included in the overall tuition cost.

LIBRARY Birch Rock is very proud to have a quality library and a librarian for its campers. This is a long-standing tradition of the camp that was started by Mrs Brewster, Co Founder of the camp. The camp encourages reading for pleasure and also has a quality selection of books & games from which to choose. If your son has a reading list for school, please inform the librarian and his counselor.

LOST & FOUND **The camp is not responsible for clothing, equipment and other personal items that are left behind or misplaced. We ask that campers take responsibility for their personal belongings and keep a personal inventory. Please mark your personal belongings prior to arrival.**

MONEY, WATCHES & RADIOS, IPODS, WALKMANS & CELL PHONES, LAPTOPS & GAMEBOYS. There is no need for our campers to have money or any type of valuables including: *watches, radios, walkmans, laptops and any type of electronic device.....etc.* We are located in the beautiful foothills of the White Mountains and hear the cry of loons from dusk to dawn. The daily schedule is reviewed each morning with the camp community with a bell identifying the passage of time. **We request all electronic devices remain at home.** Each cabin counselor has a radio/music box for his cabin, which is used at his discretion. Please leave all electronics at home!

Money and electronics discovered on campus will be appropriated by the staff and stored in the camp office. They will be returned to the camper at the end of the summer.

NUTRITION The Head Cook takes great pride and care in the quality and quantity of food each camper receives daily. Meals are carefully planned with strong emphasis on variety and overall nutritional value. Most meals are served family style at the camp in order to place emphasis on table discussion and appropriate table manners. Campers will be encouraged to try new things. If there are any dietary restrictions, please let our cook know.

PLACES TO STAY There are many wonderful places to stay in the local **Oxford Hills Region**. Some of our favorites include:

Lake House

Rt 35 & 37, Waterford Flats
Waterford, Maine 04088
(207) 583-4182

Waterford Inn

Box 149
Waterford, Maine 04088
(207) 583-4037

Harrison House

Rt 35 & 117
Harrison, Maine 04040
(207) 583-6564

Greenwood Manor Inn

Harrison, Maine 04040
(207) 583-4445
www.greenwoodmanorinn.com

TRIP/WILDERNESS PROGRAM The camp provides a challenging and quality camp program both on campus and in the woods of Maine and NH. BRC's certified Trip Staff consider the value of outdoor trip/wilderness adventure one of the hallmarks of each camper's summer experience. Trips – hiking & canoe - are all carefully designed and implemented. Each camper is encouraged to take part in one or two overnight adventures. Trips are designed for campers by specific age and ability levels. *There is no additional charge for programmed wilderness trips during the camping season.*

Birch Rock does have a specialized and extended Trip Program designed for boys ages 14 –16 in addition to our boys' camp program. Please feel free to contact the camp for more information on our **Maine Wilderness Adventure Program.**

TREATS Birch Rock feels strongly that our campers and staff be well-fed and nourished with a proper diet and hearty meals. We would appreciate your cooperation with this and ask that you not send candy/snacks to your son. Special treats like candy and soda are given to the community for special occasions - i.e. *birthday, movie night, special event* - and at the discretion of the Camp Directors. If you would like to send a special treat for your son, we ask that you send a treat or a contribution designated for the entire community. All treats will be stored in the camp office in order to ensure distribution. Please call the Camp Directors if you would like a special camp treat arranged on your son's behalf. *A great treat is your camper's favorite ice cream!*

TRUNKS We recommend footlockers that can be positioned at the foot of the camper's bunk. We recommend C&N Footlockers(brochure) or Maine Outfitters(catalog). C&N Footlockers now offers our logo on their trunks, if requested.

TURNOVER WEEK BRC will have its official "Turnover Session" on July 18 & 19, 2009. This will mark the end of our first session on Saturday, July 18 and the beginning of our second session on Sunday, July 19.

VISITING DAY(S) & NO PETS We are always delighted to have visits from families of our campers after a two week adjustment period to the camp program. We strongly recommend Sunday as the premier day to visit your camper. Please come around 11:00 AM and join us for our Sunday Meal at 1PM. Departure time is approximately 2:30PM.

The designated days for the 2009 season:

Sunday, July 11²

Sunday, August 2

In consideration of others, we respectfully request that you do not bring your family dogs and/or other pets to visit as we do not want to create any disruption to the community at large or cause pack issues.

We appreciate advance notice of your arrival. Birch Rock discourages taking campers off campus for visitation purposes.

We look forward to having your son (s) with us at Birch Rock Camp this summer. Please feel free to contact us by phone and/or email: birchrock@aol.com with any questions and/or concerns.

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