



# 2011 Parent Survival Guide

*Operation Purple/Catholic Youth Camp – McGregor, MN*

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# Camp Director's Welcome...

Dear Parent/Guardian,

Thank you for enrolling your child(ren) at Operation Purple – Camp McGregor, hosted by Catholic Youth Camp. We are looking forward to having your child(ren) at Camp. **Camp runs from Sunday afternoon through Friday afternoon.**

This handbook includes answers to commonly asked questions and ways to help plan for your child(ren)'s time at camp. Please direct any questions or concerns to the Camp Staff through the information below.

We want to ensure a safe and fun-filled session for all of our campers. We have many exciting activities planned for the week you will share with us. We aim for Operation Purple to be a one-of-a-kind experience in which each camper can grow and create lasting memories!

Welcome to Operation Purple Camp-McGregor!

Sincerely,

Natalie King  
Executive Director  
[natalie@cycamp.org](mailto:natalie@cycamp.org)  
(651) 636-1645

## **Hold My Spot Fee (REQUIRED)**

All participants planning to “claim” their spots must submit a \$25 per child (\$50 max per family) “Hold My Spot” fee by May 27. Please write check to NMFA (National Military Family Association).

**Checks written to CYC will be returned.**

This is a deposit check – it will be returned to you once you arrive at camp for your session or if you cancel with office more than 2 weeks before the start of camp.

*Cancellations with less than 2 weeks notice do not receive a refund.*

## **Camp Store Funds (NOT required – but most campers have some \$)**

**Camp store fund checks should be made out to “CYC”.**

Please see additional information regarding Camp Store policies on p. 5.

## **Operation Purple Mission**

When you hear “*Operation Purple camp*” you should think: Kids Serve Too! The National Military Family Association’s *Operation Purple camp* is a time for having fun, making friends, and reminding military kids that they are the Nation’s youngest heroes.

## **Camp Programs**

At Operation Purple Camp-McGregor, campers of all ages will enjoy traditional camp activities including archery, arts and crafts, canoeing, kayaking, fishing, drama, dance, sports, tomahawk throwing, the slingshot range, tug-of-war pit, horseshoes, and swimming. Campers will be placed in groups based on age and activities will be progressive to accommodate different skill levels. All-camp activities include large group games, songs, skits and theme activities

All programming for OPC is nondenominational. Catholic Youth Camp is honored to be an Operation Purple Host camp and follows all guidelines and curriculum set forth by the National Military Family Association.

## **CYC Office Locations**

### **Roseville Business Office**

2131 Fairview Avenue N., Suite 200  
Roseville, MN 55113  
Phone: 651.636.1645  
Fax: 651.628.9323  
[office@cycamp.org](mailto:office@cycamp.org)

### **CYC On-Site McGregor Location**

(May 15 to August 25 only)  
19590 - 520<sup>th</sup> Lane  
McGregor, MN 55760  
Phone: 218.426.3383  
[natalie@cycamp.org](mailto:natalie@cycamp.org)

## **CYC Staff Contact Information**

Natalie King  
*Executive Director*  
651-636-1645  
[natalie@cycamp.org](mailto:natalie@cycamp.org)

Julie Strahan  
*Business Manager & Registrar*  
651-636-1645  
[office@cycamp.org](mailto:office@cycamp.org)

## Summer Staff

The heart of camp is staff. They are hired because they bring energy and passion for kids and the outdoors. They create an environment that nurtures and encourages growth in each camper.

- CYC staff must be 19 years old or completed a year of college to be eligible for hiring.
- Potential staff must complete an application, interview with the Executive Director, provide both personal and professional references, and pass a background check.
- All CYC staff must be CPR and First Aid certified prior to the beginning of the summer.
- Upon hiring, staff complete 80 hours of onsite training which covers safety and emergency procedures, child abuse awareness, CYC code of conduct and expectations, behavior management, leading activities and other necessary topics.
- CYC staff complete a mid-summer performance evaluation with the Executive Director.

## Goals for Camper Development

Camp staff does everything with the following two goals in mind:

1. Campers are physically and emotionally safe.
2. Campers develop life skills while having a fun experience.

### **SAFETY:**

To ensure safety, our counselors are trained to:

- Scan the area for risk factors (broken or dangerous equipment, natural hazards in the area or building, etc.)
- Be aware of potential causes of physical injury caused by the activity (falling, overheating, burning oneself, etc.)
- Consider potential causes for emotional injury caused by the activity (poor sportsmanship, fear of trying something new, teasing, etc.)
- Identify other aspects of the activity that could become an issue (could this activity cause homesickness, is there potential for behavior problems, etc.)
- Practice strategies for preventing injury or behavioral issues
- Have a plan of action if injury or behavioral issues happen despite prevention efforts

### **LIFE SKILLS:**

The goal at CYC is for every activity to be done for the intentional purpose of building campers' life skills. Every activity should be fun **and** help campers learn and develop the following skills:

**Leadership**

**Creativity**

**Teamwork**

**Faith**

**Independence**

**Confidence**

**Problem Solving**

## A TYPICAL DAY FOR ALL CAMPER

7:30	Rise and Shine
8:00	Cabin Clean-Up
8:15	Breakfast
8:45	Flag Raising & Morning Prayer
9:00-9:55	Cabin Activity*
10:00-10:55	Individual Activity*
11:00-11:30	Morning Break (visit camp store, bathroom break, relax)
11:30-12:25	Individual Activity*
12:30	Lunch
1:15-1:45	Quiet Time (return to cabins to get mail, read, and rest)
1:50-3:45	Individual Activities*
3:45-4:15	Afternoon Break
4:20-5:30	Cabin Activity*
5:30	Dinner
6:15-6:45	Capers (service projects around camp)
6:50-7:50	All Camp Activity*
7:55-8:20	Flag Lowering, Praise & Worship
8:25-8:35	Snack Time
8:45-9:45	Heads/Meds/Beds (wash and ready for bed, head to cabins)
10:15	Lights Out!



\*Individual and cabin activity choices include: archery and slingshot, arts and crafts, canoeing, drama/dance, fishing, sports, swimming, and more! Campers choose their individual activities and are assigned with campers from their own age group. All camp activities include Capture the Flag, Angels and Demons, a dance party, a talent show and many theme based programs.

## Camp Store



Each day, campers have a chance to visit the CYC store! T-shirts, sweatshirts, stuffed animals, backpacks, souvenirs, notepads, envelopes, stamps, bug spray, snacks, drinks, and water cost from \$1-\$25. Families generally deposit \$5-\$50 per child into store accounts. Many of the items have CYC logos on them.

You can deposit money into your child's Camp Store account by ONE of the following:

- 1) Mailing the amount with your OP paperwork. (Preferred)
- 2) Contacting the camp registrar at 651-636-1645 to pay by credit card.
- 3) Turning in funds at the check-in table on the first day of camp.

Camp store balances in excess of \$10 after camp can be refunded if the request is made in writing (for tracking purposes) no later than October 1<sup>st</sup>. Emails, fax or mail are acceptable. Unclaimed funds or those with less than \$10 are donated to Cell Phones for Soldiers. Refunds will be issued by the same method as payment was received.

We ask that campers NOT bring cash to camp.

**The Camp Store has a 1 sweet per day policy.  
Campers are only allowed to purchase more than one treat on Family Day.  
Campers are not limited on healthy snacks and bottled water sold in the store.**

## What to Bring to Camp!

At camp we get dirty, wet, spend time at arts and crafts (with paint, glue, etc.), and do a variety of activities that will cause clothes and shoes to come home much rougher than when they came to camp. **Please, do not send items that are valuable or you don't want to get dirty. CYC is not responsible for lost or broken items.**

**\*\*Please label all items with your child's name\*\***

**\*A photo of the parent serving in the military for the Wall of Honor - this photo will be returned at the end of camp. Bring with you to camp—no need to send ahead.**

Bring **used cell phones** to donate to Cell Phones for Soldiers - they provide cell phones for military members stationed overseas.

### PACKING LIST:

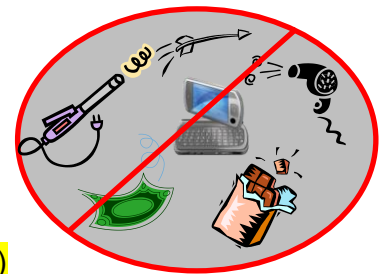
- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Sleeping bag   | <input type="checkbox"/> Shampoo               | <input type="checkbox"/> Underwear & socks                     |
| <input type="checkbox"/> Pillow   | <input type="checkbox"/> Brush/comb            | <input type="checkbox"/> Swimsuit (one piece for girls)        |
| <input type="checkbox"/> Pajamas  | <input type="checkbox"/> Bath towel/wash cloth | <input type="checkbox"/> Beach towel                           |
| <input type="checkbox"/> Flashlight   | <input type="checkbox"/> Pair of shorts        | <input type="checkbox"/> Raincoat/light jacket                 |
| <input type="checkbox"/> Sunscreen  | <input type="checkbox"/> Pair of long pants    | <input type="checkbox"/> 2 pairs of shoes (1 that can get wet) |
| <input type="checkbox"/> Bug repellent  | <input type="checkbox"/> T-shirts/tanks        | <input type="checkbox"/> Water bottle                          |
| <input type="checkbox"/> Toothbrush/paste   | <input type="checkbox"/> Long-sleeve shirt     |  |
| <input type="checkbox"/> Soap   | <input type="checkbox"/> Sweatshirt            |  |
| <input type="checkbox"/> <b>*A set of clothes that can get muddy/sticky/stained/etc.*</b> |  |  |

### OPTIONAL ITEMS:

- Books to read
- Stuffed animal
- Stationary/envelopes/stamps
- Camera/film
- Hat/sunglasses

### **SORRY - NOT ALLOWED ITEMS:**

- × Food/candy (attracts critters)**
- × Blow dryer/curling iron (fire hazard)**
- × Cash (see page 8 for Camp Store info)**
- × Hazardous sports equipment (archery items, etc.)**
- × Electronics (video games, iPods, cell phones, etc.)**



Campers, staff and guests are expected to respect each other and oneself at all times. This includes appropriate behavior, language and conversation, and dress. Anyone not acting appropriately will be asked to change (behavior, language, clothing) or will be asked to leave. In order to avoid an embarrassing and upsetting situation, we ask that you please help your camper (even pre-teen) pack. Here are some guidelines for packing:

### **Clothing**

- No inappropriate words or pictures printed on any clothing (ie- vulgar language, violent, sexual, discriminatory or offensive content, tobacco or alcohol promoting content)
- No visible underwear or extremely tight clothing.
- You must be fully dressed in all common areas (i.e. shirts must stay on while playing sports, etc.).
- No cleavage-baring and/or midriff-baring shirts.
- Shirts that are transparent (see-through), expose a bare back, halter tops, and tube tops are prohibited
- Tank top straps must be at least 1 inch wide
- Bottoms must be worn at the waist (sagging is not allowed). No short shorts

### **Bathing Suits**

- Females- one-piece suits recommended, however, two-piece suits are allowed if modestly cut. No string, thong or crochet suits allowed.
- Males- swim trunks only (no Speedo or bikini style)

### **Shoes**

Flip flops are for the **shower only!** Uneven terrain, active programming and overall camp environment require more support and coverage than flip flops offer. High heeled or dress shoes are not appropriate.

## Transportation – Arrival at Camp on SUNDAY



### Driving to Camp

- Plan to arrive at CYC at approximately 3:30pm on the first day of camp (Sunday).
- Please, do NOT arrive early - we are busy planning for your arrival!
- **Both parent and child** should report to the Welcome Center (see map – page 9) for check-in.
- Be prepared with any medications or camp store funds ready to turn in.

## Transportation – Departure from Camp on Friday

### Driving to Camp & Participating in the Closing Ceremony Celebration!

- Participating in the Closing Ceremony is not required, but join us if you are able!
- Arrive to camp at (not before as campers are in programming) 1:00 pm on Friday to participate in a closing celebration to begin promptly at 1:15 pm!
- Park on the soccer field and proceed to the fire circle (see camp map on page 9).
- Hear highlights from the week, see performances by each cabin, meet your child(ren)'s counselor, take a tour of camp, and visit the Camp Store!
- **PLEASE, SIGN OUT WITH YOUR CHILD(REN)'S CABIN COUNSELOR PRIOR TO LEAVING CAMP. REMEMBER TO PICK UP ALL GEAR AS WELL AS MEDICATIONS FROM THE NURSE.**

**IMPORTANT:** If anyone other than a custodial parent/guardian will pick up your child from camp, add that information to the online registration system or obtain a PICK-UP AUTHORIZATION form from the office. We will not release a child to a non-custodial parent/guardian/friend without this completed form.

*We cannot accept phone messages or notes at the pick-up point.*

## Directions to Camp

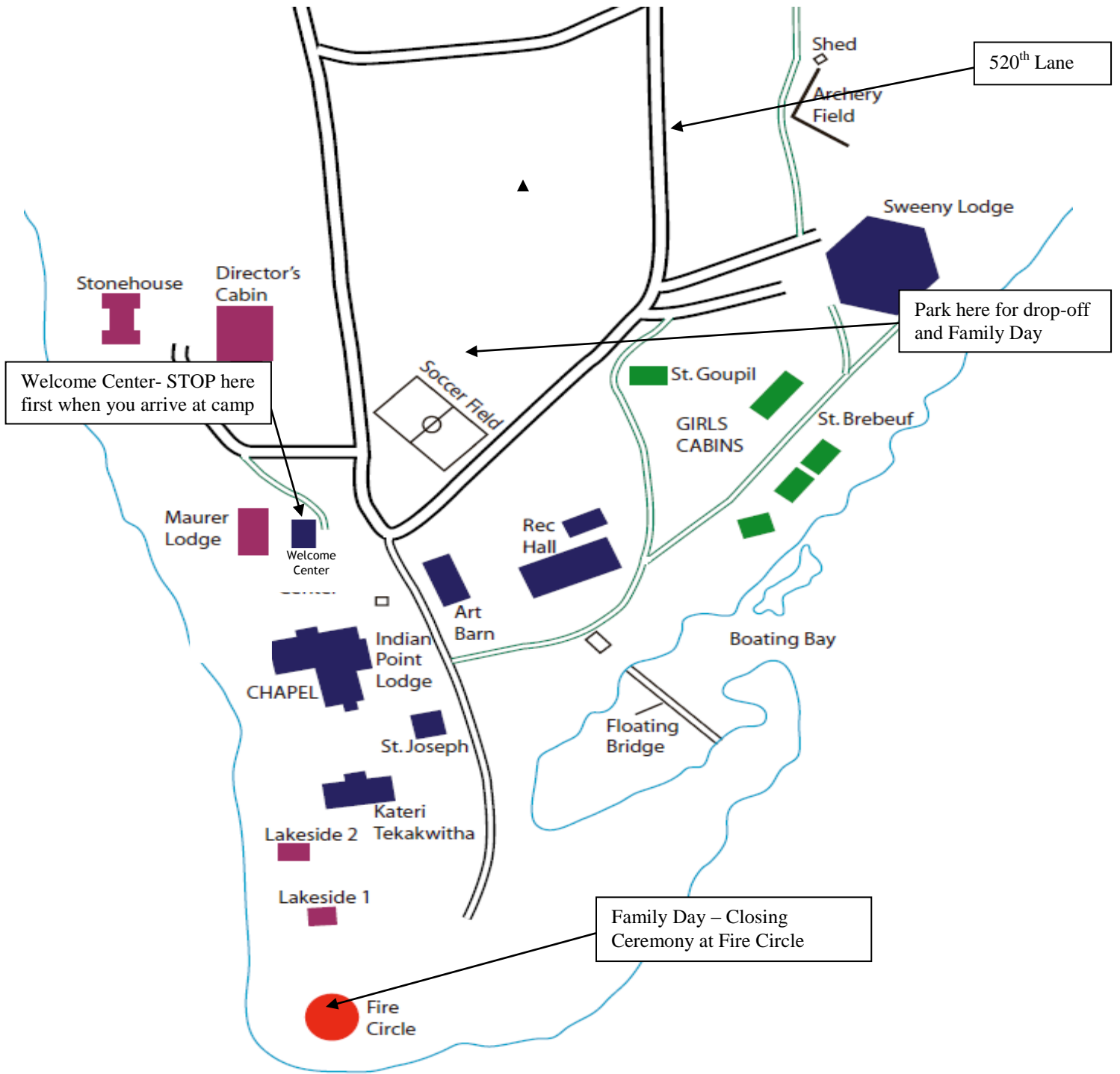
### From Minneapolis/St. Paul

- Take MN 65-north through Cambridge to MN 210 (approx. 110 miles north of Minneapolis)
- Turn Left at stop sign onto MN 65/210 (going into McGregor). Continue approx 1 mile.
- Turn right at stop sign on MN 65 North and continue approx. 7 miles to County Road 14 (Sather's Amoco on your near right).
- Turn right on County Road 14 (follow signs for Savannah Portage State Park); follow 5 miles to 520<sup>th</sup> lane.
- Turn Left on 520<sup>th</sup> lane (you will see CYC signs at this point).
- Follow the signs to camp (approx. 1 mile).

### From St. Cloud, Minnesota

- Take MN 23-east through Foley and Milaca to US 169 North (approx. 25 miles).
- Bear left on US 169-north. Follow 8 miles past Aitkin to MN 210-east (approx 70 miles).
- Turn right onto MN 210 east and follow to McGregor, MN.
- Turn left at stop sign on MN 65 North and continue approx. 7 miles to County Road 14 (Sather's Amoco on your near right).
- Turn right on County Road 14 (follow signs for Savannah Portage State Park); follow 5 miles to 520<sup>th</sup> lane.
- Turn Left on 520<sup>th</sup> lane (you will see CYC signs at this point).
- Follow the signs to camp (approx. 1 mile).

# Camp Map

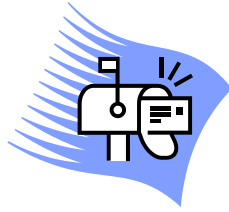


## **Camp Communication** - There are many ways to keep in touch while your child is at OPMcGregor!

### **U.S. MAIL**

Mail is an important part of the camp experience. We encourage parents to send letters, postcards, or care packages to their campers. Please, allow ample time for delivery as mail service to camp can be slow. **Do NOT mail cash or valuables.** CYC is not responsible for lost mail. Any mail that arrives after a camper's departure will be forwarded to his/her home. Mail for campers should be addressed in the following manner:

(Camper Name)  
Catholic Youth Camp  
19590 – 520<sup>th</sup> Lane  
McGregor, MN 55760



### **TELEPHONE**

Camper phone use is limited to emergencies only as determined by the Camp Director. This applies to both incoming and outgoing calls. If you have an emergency or would like to check in with the Camp Director, please call 218-426-3383 or email to [natalie@cycamp.org](mailto:natalie@cycamp.org).

### **EMAIL A CAMPER**

#### **Camper Photos and Email**

We partner with Bunk1.com to provide an Online Photo Gallery and Bunk Notes (**one-way email - the campers do NOT respond**) services. Friends and family can view camper photos for **free** (while additional services are offered for a cost) and send Bunk Notes for a small fee (approx \$1 each). Follow these instructions to send your camper an email:



1. Go to the CYC website ([cycamp.org](http://cycamp.org)), click on “Operation Purple” at the right side
2. Click on “Photos and Email”
3. Read through the information on sending a message
4. Enter your Pre-Approved Registration Code: **119313CM**
5. Fill out all the required information
6. Purchase Bunk Note credits (you will need a credit card)
7. Send Emails! Email received before midnight will be delivered the next day at lunch.
8. If you would like family and friends to send messages to your camper, invite them to do so.
9. The best deals on Bunk credits are found at the initial sign-up. Share credits with your family and give them your access code.

### **CAMP PHOTO GALLERY**

Friends and family can view the camp photo gallery for **free**. You do not pay anything unless you wish to purchase additional items or emails. To view the camp photo gallery:



1. Go to the CYC website ([cycamp.org](http://cycamp.org)) and click on “Operation Purple” on the right side.
2. Click on “Photos & Emails”
3. Use Code listed above with emails – the PHOTO GALLERY is FREE! Purchase NOT required.

### **CAMP BLOG**

**The camp blog is the best way to find out about the weekly adventures at camp!** The blog is updated 3-4 times a week with pictures and information on what campers have been up to. The blog also may explain the pictures in the Photo Gallery! Visit the CYC blog at [www.cycamp.org/cycblog](http://www.cycamp.org/cycblog).

**The Blog is our primary form of communication while your campers are with us.**

## Behavior Guidelines



OP McGregor embraces a respectful, supportive and inclusive environment where each camper, staff member, volunteer, and visitor can fully experience camp. To promote safety and comfort, we ask all individuals to act appropriately, maturely, responsibly and respectfully at all times whether at our facilities or participating in our programs. The following camper behavioral expectations have been established:

- Campers will treat their peers, staff, volunteers, and camp guests with respect at all times, including respect for feelings and privacy.
- Campers will respect camp property and the property of others.
- Campers will remain in the presence of CYC staff at all times or have permission to visit other designated camp program areas.
- Campers will follow directions of all CYC staff and designated volunteers.
- Campers will not use obscene or offensive language or gestures (or wear it on their clothing) while participating in and/or being transported to/from CYC or its activities and events.
- Campers may disagree with others, but they are expected to share their disagreement calmly and privately with the person or persons with whom they disagree. If this is unsuccessful, they should discuss their disagreement with staff.

A camper unsuccessful in meeting the behavioral expectations will first be referred to the Camp Director's office to respectfully work on choosing appropriate behavior. If the problem continues, the parent/guardian of the camper will be notified and asked for additional assistance in helping the camper make positive choices. If the behavior cannot be resolved after exhaustive efforts, the camper will need to leave camp, and the camper's parent/guardian will be **required** to pick him/her up at camp.

### **The following behaviors are considered extremely serious and result in immediate removal from camp:**

- Possession and/or use of alcoholic beverages, tobacco products, narcotics, illicit drugs, drug-related paraphernalia, and all other controlled substances.
- Possession and/or use of any type of weapon including, but not limited to, guns, knives, martial arts type weapons, etc.
- Theft or vandalism of camp property or the property of others.
- Any behavior that seriously compromises the safety and/or well being of any camper, camp staff, volunteer or guest.



## Child Abuse Prevention

- CYC has a zero tolerance for any type of abuse. If you witness or feel that your child is in danger of any type of verbal, physical, sexual, or emotional abuse, please report to Natalie King, Executive Director, at 651-636-1645. Also, CYC staff members are mandated reporters. If staff members suspect a child is being abused at home, they must report the suspected abuse.
- Staff and volunteers should only contact your family regarding camp information through telephone, notes in backpacks, or in person. Computer communication (emails, chats, Facebook, etc) to children or families is not permitted (this excludes the Camp Registrar, Office Assistant, and Executive Director).
- Staff and volunteers should not ask children to participate in other activities outside CYC (unless previously cleared by the CYC Executive Director and parent/guardian in writing).
- Staff and volunteers are not allowed to transport children in their own vehicles.
- Staff and volunteers are not allowed to babysit children met through CYC outside the program area (unless previously cleared by CYC Executive Director and parent/guardian in writing).
- Staff and volunteers are not allowed to give special gifts to campers for any reason.

**IF STAFF/VOLUNTEERS HAVE BROKEN THESE RULES, CALL NATALIE KING IMMEDIATELY 651-636-1645.**

All policies in this Parent Survival Guide have been established using American Camping Association guidelines and approved by the Catholic Youth Camp Board of Directors.

## **MEDICATION & ILLNESS PROCEDURES**

CYC has a fully equipped Health Center staffed day and night by volunteer Registered Nurses or other licensed medical personnel. All staff members are certified in first aid and CPR. CYC is 12 miles from the clinic in McGregor and 40 minutes from emergency room care in Aitkin.

### **CAMPER HEALTH COMMUNICATION**

Certain health situations may require the camp's healthcare provider to contact you.

Examples include, but are not limited to:

- Inconsistent or incomplete information on the Physical Exam and/or Health History
- Clarification of medication dosage or administration
- An injury or illness that is deemed to be (or has the potential to be) more serious than our clinic can treat. This could include:
  - Potentially serious injury to the head or face
  - Fractures
  - Burns (other than simple sunburns)
  - Any illness or injury that does not respond to treatment
  - Any injury or illness requiring consultation with, or transfer to, a physician
  - Exposure/potential exposure to a communicable disease (chicken pox, ringworm, head lice, etc)



In non-emergent situations, like clarifying information, we will contact you at home, work, or on your cell phone utilizing information you provided. If we do not reach you, a message will be left indicating who is calling, the purpose of the call, and the number at camp (218- 426-3383) for a return call.

In emergent situations, when a camper must be transferred elsewhere for care, parents/guardians will be contacted immediately. If unavailable, emergency contacts (including relatives) will be notified. A copy of the camper's medical insurance card, which is required with the Physical Exam form, will accompany the child offsite. All medical costs incurred are the responsibility of the camper's family.

In cases of exposure or potential exposure to communicable diseases (i.e., chicken pox or head lice), notification may be done by email or letter to your home.

### **MEDICATIONS**

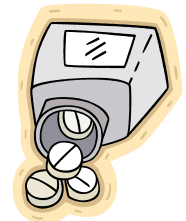
Please list all medications on the online registration form. Medications brought to camp must be current and in the original containers. They must indicate the camper's name, prescribing physician's name, medication name, dosage, and administration schedule. All medications will be turned into the Health Director during health screening (which occurs upon arrive to camp) or at the bus stop, whichever applies. For camper protection, all medications will be stored in the Health Center. The Camp Nurse will dispense medications as directed.

The Health Center stocks and administers non-prescription pain relievers, allergy medications, and topical lotions for rashes and minor abrasions. CYC discourages participants from bringing over-the-counter/non-prescription medications. When it is necessary to send non-prescription medications, please have the medications in their original package/bottle and check them in upon arrival.

### **HEALTH SCREENING**

Do not send your child to camp if he/she has any of the following:

- Fever over 100° (or accompanied by other symptoms, like diarrhea)
- Respiratory Problems (involving severe congestion and/or unexplained wheezing)
- Vomiting or Sore Throat (if accompanied by other symptoms)
- Rash (if cause is unknown or it's not being treated)
- Contagious Illness (chicken pox, scabies, ringworm, presence of lice or lice eggs, etc)



If you send your child to camp ill and the child must be returned home because of the illness, you may not receive a refund on your registration. Be sure to contact the CYC office at 651-636-1645 or the camp nurse at 218-426-3383 if you question whether your child is well enough for camp.

## Reducing Homesickness



It is common and natural for new and returning campers to miss home while at camp. To reduce homesickness, CYC staff work hard to make sure when each camper arrives that he/she feels comfortable and welcome knowing what will be happening the first day.

If your child shares a concern about missing home, let him/her know that those feelings are natural and okay, but try not to dwell on concerns. Here are some tips to reduce potential homesickness:

- Work together as a family to plan and pack for camp.
- Practice being away from home by spending a weekend at a friend's house.
- Consider arranging for a first-time camper to attend with a close friend, relative, or "buddy."
- Discuss and acknowledge feelings on what camp will be like before your child leaves. Consider role-playing anticipated camp situations, like using a flashlight to find the bathroom.
- Talk enthusiastically with your child about camp activities and experiences.
- Encourage your child to write home while at camp (pack stationary, envelopes, stamps), and let him/her know you will be sending letters.
- Let your child know you will miss him/her, but that you can't wait to hear about the fun had.
- Have your child bring a "comfort" item from home (stuffed toy, blanket, picture).
- Avoid suggesting your child can call home if he/she is upset. Do not say you will "rescue" your child if he or she does not like camp.
- Share positive camp experiences you had as a child.

Parents can email camp at [natalie@cycamp.org](mailto:natalie@cycamp.org) to check on their children's well being. However, phone contact with campers generally intensifies homesickness and is discouraged.