



## *Camp Alleghany for Girls*

### Parent Handbook & Parents' Guide

2016

Dear Camp Families,

We are very much looking forward to another great summer at Alleghany! We hope that you and your daughter are excitedly preparing for her summer season along the banks of the Greenbrier River.

This handbook provides you with important information, policies, and medical forms. Please read through it thoroughly, and then fill out, sign, and return all appropriate forms by May 1, 2016. There is a checklist in this handbook that will assist you.

Please specifically note our *policy regarding electronic devices* in camp, and our *Camper Code of Conduct* and *No Gossip Policy for Campers*. These are explained in detail within this handbook as well as in the Parent Guide section. Please read these carefully with your daughter and ensure that you both understand them, so that we can make certain that your daughter's camping experience is a positive one.

Note that the remainder of your balance is due by June 1, 2016. You may log in to your online account with CampMinder (found on our website under For Parents, then Make a Payment) to make payments on your daughter's tuition, as well as download the necessary forms. You may also reserve a bus and add money to your daughter's Store account within your CampMinder account page.

If you have any questions or concerns that have not been addressed by this handbook, please contact us by phone or e-mail. We look forward to seeing your daughter this summer!

Sincerely,

Sam Dawson  
*Director*

Elizabeth Dawson Shreckhise  
*Assistant Director*

## HOW TO CONTACT US:

### WINTER (August 20- June 1)

Address: P.O. Box 2515  
Staunton, VA 24402

Phone: (877) 446-9475  
Fax: (304) 362-0134

### SUMMER (June 1- August 20)

Address: P.O. Box 86  
Lewisburg, WV 24901  
Phone: (877) 446-9475  
Fax: (304) 362-0134

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## E-MAIL & INTERNET – YEAR ROUND

Info@campallegghany.com  
www.campallegghany.com

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**Mini Camp dates:**  
June 19 – 25, 2016

**First Term dates:**  
June 26 – July 16, 2016

**Second Term dates:**  
July 17 – August 6, 2016

**Family Camp dates:**  
August 7 – 14, 2016

## CHECKLIST TO DO BY MAY 1, 2016

- Log in to your online account and finalize your tuition payments
- Complete the Health Forms and return them with a copy of your insurance and/or prescription cards.
- Sign and upload the *Camper Code of Conduct* and the *Handbook Parent Signature Form*.

## CHECKLIST TO DO BY THE START OF CAMP

- Put your daughter's name on absolutely everything with a permanent laundry marker or name tapes.
- Tape the Trunk List inside your trunk lid.
- Prepare a bag lunch and drink for your daughter if she is taking one of the camp buses to camp.
- Add money to your daughter's Store account (through your CampMinder account online)
- Register for one-way emails and photo viewing using CampStamps through your CampMinder account

## GETTING YOUR FORMS TO US

- All the necessary and required forms are located in your CampMinder account (on our website go to For Parents > Make a Payment to log in)
- Some of the forms are web-based and you may fill them out on your computer
- Other forms require that you download them and fill them out by hand
- When finished filling out by hand, please **scan the documents** back to your computer, and **upload to your CampMinder account**. Instructions are within CampMinder, but please contact [Office@campallegghany.com](mailto:Office@campallegghany.com) with any troubles
- *Please do not mail your forms, with our mail forwarding system they could easily get lost in the shuffle!*

## Additional Forms:

This handbook and accompanying forms can also be printed from our website [www.campallegghany.com](http://www.campallegghany.com). Under the For Parents section, click on "Forms & Info."

## WHAT TO BRING

For what to pack see the Trunk List on the camp website. Generally, campers bring one standard sized trunk/footlocker and one duffel bag. Each piece of camper luggage must be clearly labeled on the outside.

Please do not bring trunks larger 32"L x 18"W x 16.5"H. For fire safety and space reasons we no longer accept plastic dresser drawers.

First-time campers are encouraged to bring a couple of blue tee shirts and a couple of gray tee shirts if you don't know what team you will be on. Additionally, bringing one solid shirt in each of the primary colors will help with some of our evening activities! Lastly, having a small camping chair (such as a Crazy Creek) is beneficial for Campfire, Vespers, and other activities. Call if you have any questions about this.

**\*Packing bedding/linens in a separate carry-on duffel or soft bag is recommended for Opening Day so that you may help your daughter make her bed while waiting on her other luggage to be delivered.**

### WHAT NOT TO BRING:

- Oversized footlockers  
(*no larger than 32"L x 18"W x 16.5"H*)
- Valuables, jewelry, makeup
- Plastic dresser drawers\*
- Electronic devices\*
- Cell phones\*
- Candy, gum, snacks\*
- Alcohol, drugs\*
- Tobacco, matches, lighters\*
- Weapons\*
- Animals\*

\*These items are prohibited and will be confiscated.

## CAMP STORE

We carry basic necessities (batteries, snacks, drinks, toothpaste, sanitary supplies, etc), clothing (Alleghany shorts, tee shirts, sweatshirts, etc) as well as stamps in our camp store. We suggest that each camper have \$30.00 per week spending money in her store account. Unused money from the account will be reimbursed through your online account. We no longer allow campers to spend more than they have in their account; however you may log in to your online account and add money during the term if you receive word from us that your daughter is close to her limit. While your daughter is at camp, please contact our Store Managers using [Store@campalleghany.com](mailto:Store@campalleghany.com) should you have any questions regarding Store matters.

## UNIFORM

Campers must wear navy blue shorts and a white shirt for dinner Monday through Saturday. Blue or denim cut-offs are not acceptable. On Sundays, white shorts and a white shirt are required until 5:00 p.m. White tennis dresses or skirts are acceptable. Navy blue and white Camp Alleghany shorts, and white Alleghany shirts are available for purchase at the camp store.

**\*Please Note\*** - A “white shirt” that is acceptable for dinner/Sunday may have a design or slogan on the back, and something small on the front pocket, but nothing large on the front.

## SPORTS EQUIPMENT

Girls may—and are encouraged to—bring sports equipment such as a tennis racquet, lacrosse stick, or field hockey stick and keep them in their tents. Rifle and archery equipment may be brought as well, although these items will be checked in by our staff and stored in the rifle or archery hut when not in use by your daughter. Please make certain your child's name is on **every piece of equipment**.

## TELEPHONE & MAIL

The camp office phone is for camp business only. Campers are not allowed to make or receive phone calls except in the case of an emergency as determined by the Camp Director. We do encourage family members and friends to send mail. The postal service in rural areas is a bit slower than in the city. Please consider this when sending or awaiting camper mail.

Additionally, one-way camper emails can be purchased using CampStamps (log into your CampMinder account to sign up) and are delivered within 24 hours of submission.

### *Camp Alleghany's mailing address for campers is:*

Camper's First Name and Last Name (don't forget this!)

Junior/Senior Tent # \_\_\_\_\_

Camp Alleghany

P.O. Box 86

Lewisburg, WV 24901

### *If you are mailing something UPS, please send to:*

Camper's First Name and Last Name (don't forget this!)

Junior/Senior Tent # \_\_\_\_\_

Camp Alleghany

Stonehouse Road

Lewisburg, WV 24901

## PACKAGES FROM HOME

While Alleghany has long held a very relaxed policy on packages, in recent years we have noticed packages causing a growing rate of negative side effects. The subject of packages, including who was receiving them and what was in them, began causing jealousy and unnecessary competition, as well as an influx of excessive and wasted "stuff" that hampered the camp experience. In efforts to celebrate the unique, simplistic lifestyle that camp allows and to promote unity within the camp family, **Camp Alleghany is going package-free.** Please send letters only, up to the size 6x9. **If something requires more postage than a standard First Class letter stamp, that is considered a package** and must be sent to the Office.

We encourage you to use creative ways of interacting with your camper through non-package letters, such as including word puzzles, a comic clipping from the newspaper, riddles, and pictures.

Note: If you need to send an **essential** item that was forgotten at home, such as a retainer, glasses, or a spare inhaler, please send them TO Camp Alleghany Office with a note inside indicating the recipient's name. Camp staff will open the package and deliver the item to the camper. Please be certain to notify the office that such a package is on its way so we are expecting it. If a camper's birthday occurs during camp, she may receive a food- and candy-free package for her birthday. Please mark "Birthday!" clearly on the package and send it to the Office. **Any other packages sent to campers will be returned to the sender unopened.** Please be sure to share this information with family and friends who may be planning to send packages!

## BIRTHDAYS AT CAMP

If your daughter's birthday occurs while she is at camp, she will receive a birthday cake at dinner. The other campers and counselors will sing to her (several times!) during the day, and her counselor will be sure to make it a special celebration for her throughout the day.

## LAUNDRY

The camp fee includes the cost of weekly laundry service. The laundry is taken out of camp once each week. Washing machines are not available for campers' use, except in the case of an emergency. Only staff members may operate the laundry machines.

## TOBACCO, ALCOHOL, & UNPRESCRIBED DRUGS

Campers are not permitted to use, or have in their possession, tobacco, alcohol, or non-prescribed drugs in any form. No illegal substances will be permitted by anyone at Camp Alleghany. Campers are expected to report any known violation of this policy to a counselor in camp.

## VEHICLES

Campers are not permitted to have a vehicle at camp, even if they have their driver's license.

## SUNDAYS

On Sundays we hold a short, non-denominational Christian church service in our Play Hall. It lasts about 15 minutes and the focus is generally on a camp subject such as friendship. Campers who wish to attend Catholic church on a chaperoned trip out of camp may do so if they sign up a day in advance. Non-Christian campers may choose not to attend, and will have an activity supervised by a non-Christian counselor.

## CELL PHONES & ELECTRONIC DEVICES

It is prohibited for campers to use or possess the following items at Camp Alleghany:

- Cell phone
- iPad
- Video camera
- Digital camera
- Video games
- Any device that has internet connectivity (including iPods with such capacity)
- Any device that shows/records videos (including iPods with such capacity)
- Any other electronic device with camera, internet, or video capacity

Should a camper have one of these devices at camp, it will be kept in the office until closing day. A simple mp3 player without video/internet capacity is allowable, but campers may not charge these items, and counselors may not charge them for campers. Radios/discmen are acceptable.

We take this policy very seriously, and we thank you in advance for respecting our rules.

Please see the **Parent Guide** section for more information on this policy.

## VISITATION

Camp Alleghany does not hold a scheduled Parents' Visitation Day. However, for those parents who have daughters performing in the Dance or Drama Shows, please read below for guidelines on attending these performances (should you choose to come).

### *Dance and Drama Shows*

Parents are welcome to attend the Dance and Drama Shows if your daughter is performing in them. Parents are welcome in to camp at 7:00 p.m. (please arrive by 6:45) and must leave directly after the shows since the campers must begin getting ready for bed at that time. Below are this year's Dance and Drama Show dates:

First term Drama: July 12, 2016

First term Dance: July 13, 2016

Second term Drama: August 2, 2016

Second term Dance: August 3, 2016

**\*Please Note\*** - If there is thunder or lightening at the time of your arrival at camp, we are NOT permitted to bring you across the river until it has subsided. This is an ACA regulation that we are required to enforce for your safety.

### *Mini Camp*

There remains no visitation during Mini Camp at all; however, Mini Camp parents are encouraged to come meet our staff and see our facilities on opening and/or closing days.

## HEALTH

### ***Basic Information***

We have a stocked camp Infirmary and have both a nurse and a doctor in residence every week of camp who handle minor injuries and illnesses free of charge. The Greenbrier Clinic and the Greenbrier Medical Center are conveniently nearby. We do not provide accident insurance nor prescription medicines. IT IS YOUR RESPONSIBILITY TO PROVIDE HEALTH INSURANCE for your child. In the event there is a need for medical treatment outside of camp, the local doctor's office, hospital, or pharmacy will bill your medical insurance.

### ***Medical Policy***

We expect our campers to be healthy when they arrive at camp and to remain healthy throughout their stay. Realistically, living in such close quarters among several hundred others, we know that there may be mishaps or routine illnesses. If your daughter becomes ill or is injured while at Alleghany, our staff will be available 24 hours a day to attend to her needs. We will notify you by telephone or email if we feel her injury/illness warrants your concern. Routine ailments (cuts, scrapes, sore muscles, poison ivy, etc) may not warrant notifying parents. We will always notify you if a doctor's visit or x-ray is necessary, if your daughter has been confined to the Infirmary for 24 hours or more, or if prescription medication is needed.

### ***Routine Medications***

All medication that campers or counselors take must be kept in the Infirmary and will be administered by the camp medical staff. Please be certain that any/all medications are sent well-labeled and in their **original** containers.

### ***Health History and Health Examination Forms***

The parent or guardian of every camper must complete the Health History and the Health Examination Forms, located in your CampMinder account. Please make certain your **signature** is on the form, and that you include your **insurance information**.

Please make a copy of your health insurance card and prescription card (if separate) and include with your health form.

### ***Camp Alleghany's No Lice/Nits Policy***

Head lice have reappeared over the past few years in schools and camps across the U.S. Self-contained communities like camps are especially vulnerable and must be vigilant to control this problem. To combat head lice, Camp Alleghany contracts the services of an experienced, professional company to screen all campers on the first day of camp. Although our medical staff has done these checks in the past, we feel better served by outside specialists.

If any positive cases of lice are found, they will treat the camper on-site. The camper's parent will be billed for this service. We will begin treatment immediately so that campers can stay in their tents on the first night of camp. We will also put all of that camper's clothing and bedding in a hot dryer for 20 minutes before she unpacks.

We encourage you to have your child checked for head lice by a school nurse, pediatrician, or other specialist two weeks prior to departure and again immediately before camp begins. If any sign of head lice is found, please call your pediatrician to arrange for appropriate and immediate treatment well before your child leaves for camp and **let us know that such treatment has taken place**. If your child had head lice or was exposed to it (family member, friend, schoolmate, etc.) within four weeks of her arrival to camp, please notify us. We are committed to doing all we can to keep lice out of our community.

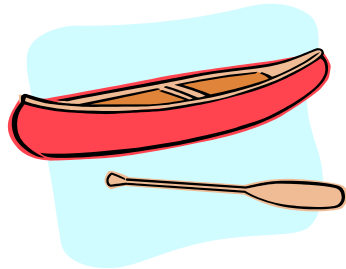
**\*Please Note\*** - Having your pediatrician check for lice prior to arrival at camp is NOT always a guarantee, as there is a 3 to 7 day period of gestation during which the nits are invisible.

## TRAVEL WHILE IN CAMP

Alleghany provides some out-of-camp trips for the girls each summer (listed below). For each outing, safety procedures are followed and the campers are closely monitored by Alleghany staff members. All transportation is provided by a charter bus or an approved vehicle driven by those at least 21 years of age who have demonstrated safe driving skills in accordance with ACA regulations.

Upon registering for camp online, you were given the option to approve your daughter attending the following events. If you have changed your permission regarding any of these events, please contact us at [Office@campalleghany.com](mailto:Office@campalleghany.com) to notify us.

- Dances with our brother camp, Camp Greenbrier, accredited by the American Camp Association like Alleghany.
- Rifle, Archery, and Tennis matches against Camp Greenbrier (only those competing will travel).
- An out-of-camp event such as a canoe trip or a field trip to a local tourist attraction such as Organ Cave or a state/national park
- An evening in downtown Lewisburg at the Greenbrier Valley Theatre for 15- and 16-year old campers.
- Weather-permitting, a day trip to Blue Bend (a park on the river) for the 16-year old campers.



## TRAVEL TO/FROM CAMP

**\*Please Note\*** - Upon registering for camp online, you were asked to note how your daughter will be arriving to and departing from camp. If your travel plans have changed, please contact us at [Office@campalleghany.com](mailto:Office@campalleghany.com) to notify us.

### *By Car*

Traveling WEST on Interstate 64: Take I-64 West to the second exit in WV, #175. At the bottom of the exit ramp, turn right towards US-60. At the intersection, turn left on to US-60 West. Immediately after crossing the Greenbrier River, turn right on to Stonehouse Road. Follow this to the Camp Alleghany sign, turn right, and follow to the camp parking lot.

Traveling EAST on Interstate 64: Take I-64 East to exit #175. At the bottom of the exit ramp, turn left towards US-60. Follow above directions.

See [www.campalleghany.com](http://www.campalleghany.com) for more detailed directions.

### *By Train*

Some cities offer train service to camp. Please check with Amtrak for the schedule to White Sulphur Spings, WV. You are required to make a reservation in advance. If you chose this option when registering for camp, we will be sure to meet your daughter's train upon arrival. Amtrak does not permit trunks as luggage on the train, so you may ship the trunk to camp via UPS prior to the beginning of the session.

### *By Plane*

Continental Airlines and Delta Airlines service the Greenbrier Valley Airport in Lewisburg, WV. We will pick up campers flying into the Greenbrier Valley Airport on opening day of either session. Campers may also fly home on the closing day of either session. There is no fee for pick up or drop off at Greenbrier Valley Airport. Please email all flight information to us at [Office@campalleghany.com](mailto:Office@campalleghany.com).

You may choose the Roanoke, VA airport instead, but there is an extra \$50 fee each way per camper for pick up and drop off. We are unable to pick up from any other airport.

## DROP OFF/PICK UP PROCEDURES

### *Opening Day*

- Campers traveling by car should be dropped off between 11:00am and 4:00pm on the first day of the term. We will not be able to let any families in before 11:00 a.m.
- The buses usually arrive between 1:30pm and 3:30pm on opening day; please keep this in mind as you make your travel plans.
- When you reach the Camp Alleghany parking lot, stop at the green cabin and check in with a counselor, who will point you in the direction of where to unload your car
- Drive to the opposite end of the parking lot where your luggage will be unloaded onto a trailer
- After unloading, find a parking space on the way back toward the entrance to camp
- Your daughter's luggage will be taken across the river separately and dropped off at her tent (the ACA requires that luggage and people must go across separately; we thank you for your patience).
- All luggage will get to the tents, it may just take some time.
- If you wish to help your daughter make her bed, please pack her linens in a separate carry-on bag that you can carry across the river.
- Before crossing the river, your daughter's temperature will be checked, she will be screened for lice, and you will be asked a few questions regarding her current health as well as her health over the school year.
- All campers must be IN camp by 4:00 p.m., so please plan to arrive no later than 3:30, if not earlier.
- All parents must exit Camp Alleghany by 4:30 p.m. at the latest.
- For the safety of all families and Camp Alleghany staff members in the parking lot, please strictly adhere to the counselors' directions.
- Should there be a change in plans that would affect your arrival/departure, you will receive an email or a phone call from one of the directors prior to arriving at camp.

### *Closing Day*

- When you arrive at camp, check in with a counselor and they will help you load your car with your daughter's luggage, which will already be waiting for you across the river.
- We will send for your daughter and you may wait in the parking lot for her, OR you may go across the river to collect her yourself
- Pick up time is between 9:00 a.m. and 11:30 a.m. Please come within this time frame, no earlier or later.
- Medications will be packed in your daughter's trunk.
- Any remaining Store account balance will be refunded online directly to the account you paid with.
- **Upon registering online, you noted who is authorized to pick your daughter up in your absence. We will not allow campers to leave with anyone other than who you listed on the application. Please notify the Office if anything has changed. Valid photo ID must be presented upon arrival on Closing Day.**
- For the safety of all families and Camp Alleghany staff members in the parking lot, please strictly adhere to the counselors' directions.
- Should there be a change in plans that would affect your arrival/departure, you will receive an email or a phone call from one of the directors prior to arriving at camp.

### *Places to stay near Camp Alleghany*

#### In White Sulphur Springs (15 minutes from camp)

James Wylie House B&B	(304) 536-9444
Lillian's B&B	(877) 536-1048
White Oaks B&B	(304) 536-3404
The Greenbrier Hotel	(304) 536-1110

#### In Lewisburg (10 minutes from camp)

Brier Inn	(304) 645-7722
Days Inn	(304) 645-2345
General Lewis Inn	(304) 645-2600
Super 8 Motel	(304) 647-3188
Hampton Inn	(304) 645-7300
Fairfield Inn	(304) 645-7999



## BUS INFORMATION

Camp Alleghany will provide chartered and chaperoned bus service from locations listed on the following page. The buses travel on the first and last days of each term. Please give your daughter a bag lunch—the buses will NOT stop for lunch. Plan to arrive 30 minutes earlier than departure time to allow for loading of the bus. When picking up your daughter at the end of the term please check with the chaperone before leaving the drop-off site so all campers can be checked off properly and all belongings accounted for.

Traffic and other unforeseen factors may influence approximated schedules. We will make every effort to follow the stated schedule.

Bus fees cover the cost of transportation and of two pieces of luggage (one standard-sized trunk/footlocker and one duffel). If you are sending any information for the Camp Office or Infirmary (camp forms, medications, etc) please do not put these in the camper's trunk. Rather, put them in a labeled bag or marked envelope and give them to the bus chaperone.

The Bus Safety Rules will be sent by email to all campers registered for the bus prior to departing. Please review these rules with your daughter before she leaves for camp.

### ***Bus Dates***

First term: Sunday, June 26 and Saturday, July 16, 2016  
Second term: Sunday, July 17 and Saturday, August 6, 2016



## ***Bus Information for Opening Day***

### BALTIMORE, MD AREA

***Departure Point:*** the grounds of Roland Park Country Day School, 5204 Roland Avenue

***Departure Time:*** 8:00 a.m. (please arrive by 7:30am)

***Cost:*** \$85.00 one way

### ALEXANDRIA, VA AREA

***Departure Point:*** St. Stephen's & St. Agnes Middle School Campus, 4401 West Braddock Road

***Departure Time:*** 10:00 a.m. (please arrive by 9:30 a.m.)

***Cost:*** \$80.00 one way

### NORFOLK/VIRGINIA BEACH AREA

***Departure Point:*** Quality Suites Hotel, Lake Wright 6280 Northampton Blvd, Norfolk, VA 23502

***Departure Time:*** 9:00 a.m. (please arrive by 8:30 a.m.)

***Cost:*** \$85.00 one way

### RICHMOND, VA AREA

***Departure Point:*** Collegiate High School, lot in front of the Fine Arts Building, N. Mooreland Road

***Departure Time:*** 11:30 a.m. (please arrive by 11:00 a.m.)

***Cost:*** \$75.00 one way

### CHARLOTTESVILLE, VA AREA

***Departure Point:*** the Comfort Inn I-64 and US-250 East (off of exit 124 from the interstate), in the lower parking lot

***Departure Time:*** 12:30pm; please arrive by 12:00pm

***Cost:*** \$65.00 one way

If there is a significant delay or change in the published schedule we will contact you at your home telephone number.

### **Camp Alleghany's Bus Refund Policy**

We work hard to fill each bus, and have to pay for the entire bus no matter how many riders are on it. If you withdraw your daughter from a bus after June 1<sup>st</sup>, you will still be responsible for the full payment. We thank you for understanding.

## ***Bus Information for Closing Day***

### BALTIMORE, MD AREA

***Arrival Point:*** same as departure

***Arrival Time:*** estimated 2:00-2:30 p.m.

***Cost:*** \$85.00 one way

### ALEXANDRIA, VA AREA

***Arrival Point:*** same as departure

***Arrival Time:*** estimated 12:30-1:00 p.m.

***Cost:*** \$80.00 one way

### NORFOLK/VIRGINIA BEACH AREA

***Arrival Point:*** Norfolk Academy School,  
1585 Wesleyan Drive

***Arrival Time:*** estimated 3:00-3:30 p.m.

***Cost:*** \$85.00 one way

### RICHMOND, VA AREA

***Arrival Point:*** Collegiate Middle School, next to the Oates Theater, 103  
N. Mooreland Road

***Arrival Time:*** estimated 11:15-11:45 a.m.

***Cost:*** \$75.00 one way

### CHARLOTTESVILLE, VA AREA

***Arrival Point:*** same as departure

***Arrival Time:*** estimated 10:00-10:30 a.m.

***Cost:*** \$65.00 one way

If there is a significant delay or change in the published schedule we will contact you at your home telephone number.

**\*REMINDER!\***

Bag lunches will be provided for all campers traveling to Baltimore, Alexandria, and Norfolk (this excludes girls traveling to Fredericksburg, Richmond, and Charlottesville, as the buses should arrive home prior to lunch time).

## **POLICIES AND FORMS**

In your CampMinder account, you will find the following forms to sign:

1. The Parent Handbook Signature Form
2. The Camp Alleghany Camper Code of Conduct
3. The Camp Alleghany Camper No Gossip Policy

**Please sign these forms, scan them, and upload them to your CampMinder account, along with your completed Health Forms.**

**Questions? [Office@campalleghany.com](mailto:Office@campalleghany.com).**

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*Thank you for taking the time to read this important handbook, and please continue reading below for our helpful Parents' Guide!*



# A Parents' Guide to Alleghany

*Useful hints to help you and your daughter get the most out of the Alleghany experience.*

- ✓ Working with us
- ✓ Tent Requests
- ✓ Getting help when you need it
- ✓ Homesickness
- ✓ Mail
- ✓ Electronics
- ✓ Keeping track of belongings



SO, now that you have read the facts, let's get down to business! You're getting ready to send your daughter away for three (or six!) weeks. Whether this is your first time or you're an old pro, it can be a hard thing for both parent and child. We hope the following information will help you both get ready for the wonderful experience of summer camp.

Camp Alleghany's mission each summer is to inspire growth through honor, loyalty and friendship. We provide young girls with a safe place away from home in which to develop a stronger sense of self-esteem and confidence. Much of this is achieved by trying new experiences that may seem different or even scary at first, but in the end help girls to branch out on their own and become more self-assured young ladies. In order to achieve these goals, we all need to work as a team—you, us, and your daughter. The following information will lay the groundwork for helping to prepare your child for a magical and life-changing experience at Alleghany.

You will notice a running theme in this Guide, and that is "trust us." We are camp professionals who have been in this business for a long time. Though we aren't perfect, we constantly strive to make each and every summer a wonderful one for the campers. With decades of experience behind us, we truly know what works, what doesn't, and what is best for Alleghany's campers.

## Working With Us

One of the most important things we ask of parents is to work *with* us. This means taking our goals and mission seriously, and helping your daughter to prepare positively for camp. Sit down with her and ask her what she hopes to gain out of camp. What are her goals? How will she achieve them? What might be hard along the way? What will be the most exciting part? Having this conversation ahead of time, even more than once, will really set the tone for the exciting adventure ahead. Even if her main goal is simply to "have fun," that is excellent! We want her to start thinking positively and be excited about her time at Alleghany.

Revealing your own anxiety to her about her leaving home can set a negative tone and could hinder her progress in preparing for camp. If she sees you are worried about her leaving, she may model that behavior and become worried herself. It is normal for both parent and child to feel some anxiety, and talking about it together can be productive and helpful as long as it is couched in positive terms (such as all the exciting things she has to look forward to).

Remember, there will be bumps along the road, just like there are at home. One of our favorite books is called *The Blessing of a Skinned Knee*. These "skinned knees" often provide tremendous growth opportunities for your child. And we promise if there is a major issue, we will contact you. Otherwise, trust us to handle the small stuff!



## Tent Requests

Camp Alleghany does not honor tent requests. If we were to honor all 200 campers' requests to be in the same tent as a friend from home, we would not be true to the very ideals and principles on which Camp Alleghany was founded. As stated previously, our goal each summer is to inspire growth through honor, loyalty and friendship. In order for the campers to develop a stronger sense of self-esteem and confidence, new experiences that may seem different or scary at first - such as being in a tent with all new campers - are essential for growth. As you know, Alleghany is a small community, and your daughter and her friends from home will see a lot of each other. They may very well take all four activity classes together, spend free time with each other, and play together at evening activities. They could essentially spend all day together if they so choose, but when it comes to tenting Alleghany's directors remain in control of those choices, in the hopes that new friendships as well as old ones will be cultivated.

We have a Parent FAQ section on our website, which touches on this very topic. It is enclosed again here for you to read, as it is explained further, in a different way:

### ***Why are tent requests not granted?***

### ***Why is it so important to not stay in a tent with a friend?***

*Your child already knows "Mary" and if they are in the tent together, they will get to know fewer new children. If they don't stay together, your child will not only meet her new friends in her tent, but will also meet the children in Mary's tent. Also if your child stays with Mary in a tent, the other two children in that tent will definitely be left out from the start.*

Again, this is a situation where we ask you to work with us and trust us. We have been in operation for close to 100 successful summers and have seen the downside to honoring tent requests. This policy is part of our mission and philosophy, and we thank you for trusting us to make good choices in the best interest of all our campers!

## Getting Help When You Need It

At Camp Alleghany, every counselor, staff member, and employee is there to help. Our goal is to provide a safe, memorable, and happy experience for your daughter. Talk to her ahead of time about asking for help when needed. She will never be denied the help she requests! Look at the camp website together and check out the "Meet Your Staff" page as a way for her to familiarize herself with the many helpful and friendly faces of our wonderful counseling staff. From the Junior Counselors all the way up to the Directors, we are always there to help, as long as we know that help is needed. **Encourage your daughter to communicate her need for assistance.** Remind her that we can't read minds, and while the counselors are very in tune to their campers' wants and needs, many times the campers will need to verbally state their need for help.

Similarly for parents, we directors are more than happy and willing to assist in any way, but we can't help if we don't know there is a problem. Please contact us when you need help.



## Homesickness

It happens! Though not very often, common, or long-lasting, homesickness can occur at Alleghany, as at any sleep-away camp. We have an experienced staff that is highly trained in the methods of working with homesick campers. If it occurs at all, homesickness usually happens in the beginning and quickly dissipates as the camper gets settled in to camp life. The first few hours and days are a normal transition phase for everyone, and it is fine for girls to all adjust at different paces. There are a few things a parent can do ahead of time to help prevent long-lasting homesickness:

- **Show confidence in your daughter** that she will do great and will not experience much homesickness. Send the message to her that you believe in her ability to go away for a week or three, and you know she will have a wonderful time!
- **Never bargain with your child.** Saying something like “if you’re really homesick, I promise I’ll come pick you up right away” sends the message to your daughter that you don’t have faith in her, and that you aren’t confident in her ability to stick it out. It also prevents your daughter from being able to settle in to the routine and enjoy camp life, especially if she continues to think, “if I keep crying, my mom will just come get me.” At Alleghany we strive to help girls learn how to adjust happily and overcome any uncomfortable feelings that may be felt in a time of adjustment. Learning these skills now will only help her in the future, should she go away for a longer time, or when she is ready for college, a study abroad program, or even just moving out of the house into adulthood! These are the life skills taught at Alleghany that will last a lifetime.

- Lastly, should your daughter ask “what if I get homesick?” **assure her that it is normal and ok, and remind her of the many people available at camp to help.** We have a very small camper-to-counselor ratio to provide a family-like feeling. There are several counselors, head counselors, and directors available for help at any time.

During the session should you receive a letter from your daughter saying she is homesick, remember that campers often write home when they are feeling down, and may exaggerate their feelings for sympathy. When they are happy and excited they don’t have time to sit down and write a letter. Also remember that several days have passed since your daughter wrote you the letter, so things may have drastically changed since she wrote it. Don’t jump to conclusions just yet. Write her back an encouraging letter, reminding her of your confidence in her abilities—remember not to bargain! If you continue to receive homesick letters, call one of the directors and we will investigate the situation. Please keep in mind, however, that our counselors are well-trained and on top of these situations at all times. If we feel there is a major issue, we promise to contact you.



## Mail

Mail Call is a fun and important time of the day at Camp Alleghany! Writing letters is a great way to stay in touch. The Parent Handbook outlines the basics on what to send and what not to send, as well as information on the Bunk Notes one-way email option. We would just like to take a moment here to discuss some important things to remember when writing to your daughter.

- **Good news is encouraged!!** Please don't send information regarding the death of a family member or pet. If you really want your daughter to know that Fluffy passed away in his sleep, call the office and speak to one of the directors. We will discuss options and then make a decision to determine the best way to relay that information to your daughter, if at all. There is nothing your daughter can do with this information while at camp; therefore, in most cases it is best to wait until she gets home to share the news in person.
- Mail is good, but **there is such a thing as too much mail.** Your daughter is at Alleghany to experience being away from home, and if she is inundated daily with letters and emails it may take her attention away from her camp experience. We encourage a couple of letters per week and no more than one email per day, please (*if even that!*). Packages are not allowed. (refer to page 4 regarding packages).
- **Try not to comment too much about the pictures you saw of her online.** We post pictures for your enjoyment, but if you constantly mention this in your communication to your daughter, it could feel like an invasion of privacy to her. We hope to allow girls to experience independence and life away from home, so help us out by sending her letters about what YOU are doing at home, and let HER be the one to tell you what she's up to at camp.
- **Remember not to bargain!** No matter how tempting it may be to tell your daughter you will come rescue her in a heartbeat, it sends the wrong message about your confidence in her. It also takes away from her growth and development at camp, and delays the amount of time it will take for her to adjust and transition in to camp life. Thank you for working with us on this!

## Electronics

### Camp Alleghany's Electronics Policy

While technology and electronics remain an important part of today's fast-paced society, and being technologically savvy will be important in your daughter's future, we ask that you support us in viewing her time at Alleghany as a "break" from the modern world. After all, Alleghany's philosophy is:

*... that when young women spend time together in a structured yet fun setting, away from their male friends, school, peer pressure, and academic expectations, they grow into confident and successful individuals, capable of excelling in whatever they choose to put their minds to. Alleghany offers a chance to experience new activities, to express one's self, and to broaden one's horizons. Living under an honor system and in the safety of the wilderness away from the distractions of modern technology, the girls build new skills, lasting friendships, and solid self-esteem.*

Therefore, it is prohibited for campers to use or possess the following items at Camp Alleghany:

- Cell phone
- iPad
- Video camera
- Digital camera
- Video games
- Any device that has internet connectivity (including iPods with such capacity)
- Any device that shows/records videos (including iPods with such capacity)
- Any other electronic device with camera, internet, or video capacity

Should a camper have one of these devices at camp, it will be kept in the office until closing day.

A simple mp3 player without video/internet capacity is allowable, but campers may not charge these items, and counselors may not charge them for campers. Radios/discmen are acceptable.

*(continued)*

## Electronics Continued

### *Digital Cameras*

Many newer digital cameras have internet capabilities, so to protect the innocence of our campers only disposable cameras will be allowed at camp. We sell disposable cameras in the camp store for \$10. You can get any disposable camera developed onto a digital CD for no extra charge at Wal-Mart, or for \$0.97 more they will create an online gallery for you. We do have a staff member taking photos every day, and we post hundreds of photos each summer on our password protected gallery.

### *Electronics on Camp Alleghany's charter buses:*

Once Camp Alleghany assumes responsibility for a camper, all of Camp Alleghany's rules apply, including the Electronics Policy. Therefore, campers will not be allowed to use a cell phone, iPod or any other electronic device on the bus. **Please do not send these items with her on the bus.**

### *Electronics on the camp side of the river on Opening/Closing Days:*

Please do not allow campers' cell phones or other electronic devices on the camp side of the river on Opening or Closing Days. When you drop your daughter off at camp or pick her up, please leave all her electronic devices, including cell phones, in the car! The only campers who should bring a cell phone into camp are those who are arriving by plane, and they will check their phones into a locked safe in the office upon arrival.

### *Camp Alleghany's Camper Code of Conduct and Honor Code:*

The Camp Alleghany Camper Code of Conduct addresses this electronics policy, and all campers are expected to uphold this, as we abide by an Honor Code at Alleghany. Parents and guardians, we ask that you help us fulfill our mission by not packing these items in your camper's bags. Please set an example for your child by discussing the Electronics Policy together, and talking with her about why it is beneficial and even enjoyable to spend some time away from the internet and other modern technology. Just a little encouragement from you will go a long way to helping her to enjoy the timeless joys of summer camp. If your daughter seems unable to part with her electronics, refer back to the goals you made with her and talk to her about what she wants to gain from Alleghany—fun in the outdoors, new friendships, experiencing Alleghany at its best! These goals are much more achievable without distracting electronic toys.

[Read more about our Electronics Policy here.](#)

## Keeping Track of Belongings

And along the same lines of belongings...you might worry that your daughter will come back with less (or more!) than she came with to camp. We have a few suggestions to help her keep her things in order.

- **Put her name on EVERYTHING!** And we mean *everything*. We can't tell you how many un-marked Lost & Found items turn up every year. Often the girls don't always recognize that a particular pink sock or pair of white undies is theirs, because they look just like everyone else's. Be sure to put your daughter's name on every single item that comes to camp with her.
- **Don't send anything to camp that you would miss terribly if it didn't come back home.** We're talking valuables, jewelry, those electronics discussed above, etc. We're an all-girls' camp, and while good hygiene is stressed, we don't fuss over appearances. This is a time for girls to be themselves without all the decorations needed. So please, don't send the Mary Janes and pearl necklaces. They might not come home, or they might return in a state that you are not happy with.
- **Don't overpack!** Follow the guidelines on the "What to Bring" list located on the website, and you will be fine. What is able to fit in a medium-sized trunk and a duffle bag is plenty. The tents are small and storage space is limited.
- **Work with your daughter ahead of time** on keeping track of and taking care of her belongings. Talk to her about what your expectations are in terms of letting friends borrow things, and everything coming home at the end of the term. If she has a sense of this from the beginning, it will help her during the term.



- Along those lines, **involve your daughter in the packing process.** Too often the campers don't even know what is in their own trunk, making identifying an unlabeled article of clothing even more difficult. If she is involved in the packing process and knows what she brought to camp, it will greatly help in the chance that she misplaces something.

We hope that these guidelines will help you and your daughter prepare for and experience all that Alleghany has to offer this summer. We thank you for trusting us to take care of your daughter while she is away, and we also thank you for respecting our goals, mission, and policies. We look forward to working with you and your daughter as a team to ensure a magical and memorable summer at 'Ghany!

Sincerely,

*Sam & Elizabeth*  
Camp Alleghany Directors

*Camp Alleghany*  
*for Girls*

See you this summer!

