



# PARENT/GUARDIAN HANDBOOK

**Winter Office (August 20- June 1):**

PO Box 2515

Staunton, VA 24402

**Summer Office (June 1- August 20):**

428 Camp Alleghany Road

Caldwell, WV 24925

Ph: 304-645-1316

Fax: 304-362-0134

[info@campalleghany.com](mailto:info@campalleghany.com)

[campalleghanyforgirls.com](http://campalleghanyforgirls.com)





**WELCOME LETTER** (& EEC, Confidentiality, & MESH)

**TO DO CHECKLIST & FORMS**

**SUPPLIES (NECESSARY & PROHIBITED ITEMS)**

**SUNDAYS, OCCASIONS, MAIL, & PERFORMANCE SHOWS**

**HEALTH**

**TRAVEL: IN CAMP, TO/FROM CAMP, BUS**

**POLICIES AND FORMS**

**PARENTS AND GUARDIANS' GUIDE TO ALLEGHANY**

**CLOSING NOTE & RESOURCES**



A WELCOME NOTE FROM

**ELIZABETH**

CAMP ALLEGHANY DIRECTOR



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**.

- ***Policy regarding electronic devices.***
- ***Camper Code of Conduct.***
- ***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 **April 1 each year**. You may log in to your online account with CampMinder on our secure website — [here](#) — 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:

- **304.645.1316**
- **Info@campalleghany.com**

We look forward to seeing your camper this summer!

Sincerely,

Elizabeth Shreckhise  
*Director*

# ESSENTIAL ELIGIBILITY REQUIREMENTS



## ESSENTIAL ELIGIBILITY CRITERIA

*These requirements are not intended to be exclusionary, but to provide a safe and positive environment for both campers and staff members. As such, using ACA guidelines as a framework, we have formulated the Essential Eligibility Criteria (EEC) below to not only determine if the Alleghany experience is a good fit for your camper but also to know criteria for contacting Elizabeth to confidentially discuss specific needs your camper has to thrive at Alleghany and to determine our ability to provide those needs as we are limited in our ability to provide rehabilitative or therapeutic programming. We may ask you to pick up your camper and voluntarily withdraw should any MESH issues arise during her stay which exceed our ability to serve your camper or present a danger to herself or others.*

It is our goal to partner with parents and guardians to work together to determine if the Camp Alleghany program will be a positive experience for your camper prior to her enrollment. Safe participation in the programming at Camp Alleghany requires certain physical, mental, emotional, and social health abilities, and you will understand that we are limited as to the types of accommodations we are able to provide by the scope of our program and facilities. As each camper's ability to participate is unique, decisions to accept a participant are made on an individual basis. As such, **we request that parents/guardians contact Elizabeth upon enrolling their camper to discuss any of these points, should they be concerning to you.**

*(continued next page)*

# ESSENTIAL ELIGIBILITY REQUIREMENTS



Please use the following criteria, developed according to American Camp Association recommendations, as a guide to assess your camper's readiness for Camp Alleghany. A baseline for participation in our programming, without added accommodations entails the following.

Participants are:

- Entering 2<sup>nd</sup> through 10<sup>th</sup> grade; Leaders-in-Training are entering 11<sup>th</sup> or 12<sup>th</sup> grade.
- Female in gender, in keeping with our mission to serve the unique needs of girls in today's world.
- In good health physically and emotionally, and have the ability to participate as part of a supportive community in a socially healthy way.
- In good mental, emotional, and social health and be able to function in a group setting in a positive and cooperative manner that displays tolerance and respect for self and others.
- Able to interact responsibly in a group and work together as part of a team.
- Equipped with the emotional maturity to handle the sleep-away-from-home aspects of the camp program, including living independently in a group setting and taking care of their own personal needs: dressing themselves, sleeping independently, showering independently and adequately, brushing their hair, teeth, etc.
- Able and willing to follow all instructions and refrain from behaviors that pose a risk to self or others and are expected to contribute to a safe learning environment, using respectful language and appropriate physical behavior as detailed in the Camper Code of Conduct.

Camp Alleghany will endeavor to provide individuals with disabilities integrated (that is, not separate, except in special circumstances) access to our programs – and to make reasonable modifications to facilitate that access, so long as appropriate and practical. Camp Alleghany is, however, limited in the accommodations we can make given the nature of our operations. Camp Alleghany will not be able to accommodate a disability if that accommodation would be considered “unreasonable” in terms of cost, safety considerations, or an alteration of the fundamental nature of our program.

# CONFIDENTIAL INFORMATION



## CONFIDENTIAL INFORMATION

Upon consideration of these criteria and the determination that your camper is able to participate in the programming at Camp Alleghany, please consider any other factors that could impact your camper this summer. Whether your camper is new or returning, if she has experienced any of the following this year, please contact Elizabeth to partner with our staff to make certain that this summer's camp experience at Camp Alleghany is a successful one for your camper.

Contact Elizabeth if your camper has:

- Had any physical health concerns including recent illnesses, broken bones or sprains, concussion, mobility issues, surgery, etc.
- Had any mental health concerns, including anxiety, depression, self-harm, trauma, suicidal ideation, or any case in which your camper has required the care of a mental health professional or a school counselor in the past school year.
- Been diagnosed with any learning challenges, including dyslexia, ADHD, etc.
- Been prescribed medication for any MESH, learning or behavior conditions
- Had a difficult year at school either academically or socially
- Experienced any changes to her living situation or family life, including separation, divorce, or death of a loved one.

Our goal is to confidentially exchange information about your camper, camp life, and any behaviors of concern in order to ensure that your camper is able to participate in the programming at Camp Alleghany, and, if necessary, make any required accommodations. We also want to make sure that our staff is able to be equipped, when possible, with a plan to facilitate that camp experience within the professional constraints of our programming, as the staff at Camp Alleghany does not specialize in serving those with special needs, including mental, social, emotional, or behavioral difficulties.

# MENTAL HEALTH (MESH)



There has been an increased focus on mental, emotional, and social health (MESH) issues at camp. These issues have become so prevalent in our society, and camp professionals are making these a top priority. We have adapted the following from the ACA article "MESH Essential Eligibility Criteria: Creating a Recipe for Camper Success" by Diane Tyrrell, CCD, MAEd and the ACA's "Assessment of a Camper's Behavior of Concern" in order to be certain that we at Camp Alleghany are doing what we can to work with parents and guardians to manage mental, emotional, social health in addition to physical health at camp.

"This information won't come as a surprise to health providers, counselors, clinicians, teachers, or even [parents and guardians] who've seen a rise in depression, anxiety, and related incidents firsthand. The number of kids and young adults struggling with MESH issues is staggering. According to the Department of Health and Human Services, more than three million adolescents aged 12–17 reported at least one major depressive episode in the past year, and more than two million reported severe depression that impeded their daily functioning (Schrobsdorff, 2016). According to research presented at the 2017 Pediatric Academic Societies Meeting, the number of children and adolescents admitted to children's hospitals for thoughts of suicide or self-harm more than doubled during the last decade (American Academy of Pediatrics, 2017).

According to a survey by the Association for University and College Counseling Center Directors, more than half of the college students who visited their campus counseling centers during the 2015–16 academic year reported symptoms of anxiety (Tate, 2017)."

These statistics, as well as our own experience with a rise in MESH issues affecting the camper experience at Camp Alleghany, have made partnering with parents essential for assessing camper eligibility to give Camp Alleghany staff and potential campers (and their parents/guardians) the information needed to make an accurate, objective assessment when deciding if the individual's abilities are a good fit for camp.

**These requirements are not intended to be exclusionary, but to provide a safe and positive environment for both campers and staff members.** As such, using ACA guidelines as a framework, we have formulated the aforementioned Essential Eligibility Criteria (EEC) to not only determine if the Alleghany experience is a good fit for your camper but also to know criteria for contacting Elizabeth to confidentially discuss specific needs your camper has to thrive at Alleghany. The EEC enables us to determine our ability to provide for those needs as we are limited in our ability to provide rehabilitative or therapeutic programming. We may ask you to pick up your camper and voluntarily withdraw should any MESH issues arise during her stay which exceed our ability to serve your camper or present a danger to herself or others.



## **2023 SUMMER CAMP DATES:**

**Mini Camp: June 18-24**

**First Term: June 25-July 15**

**Second Term: July 16-August 5**

**Full Term: June 25-August 5**

**Family Camp: August 7-16**

## **CHECKLIST TO COMPLETE BY MAY 1 each year:**

- Log in to [your CampMinder online account on our website](#) 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 to your online account.

## **CHECKLIST TO COMPLETE BY THE START OF CAMP:**

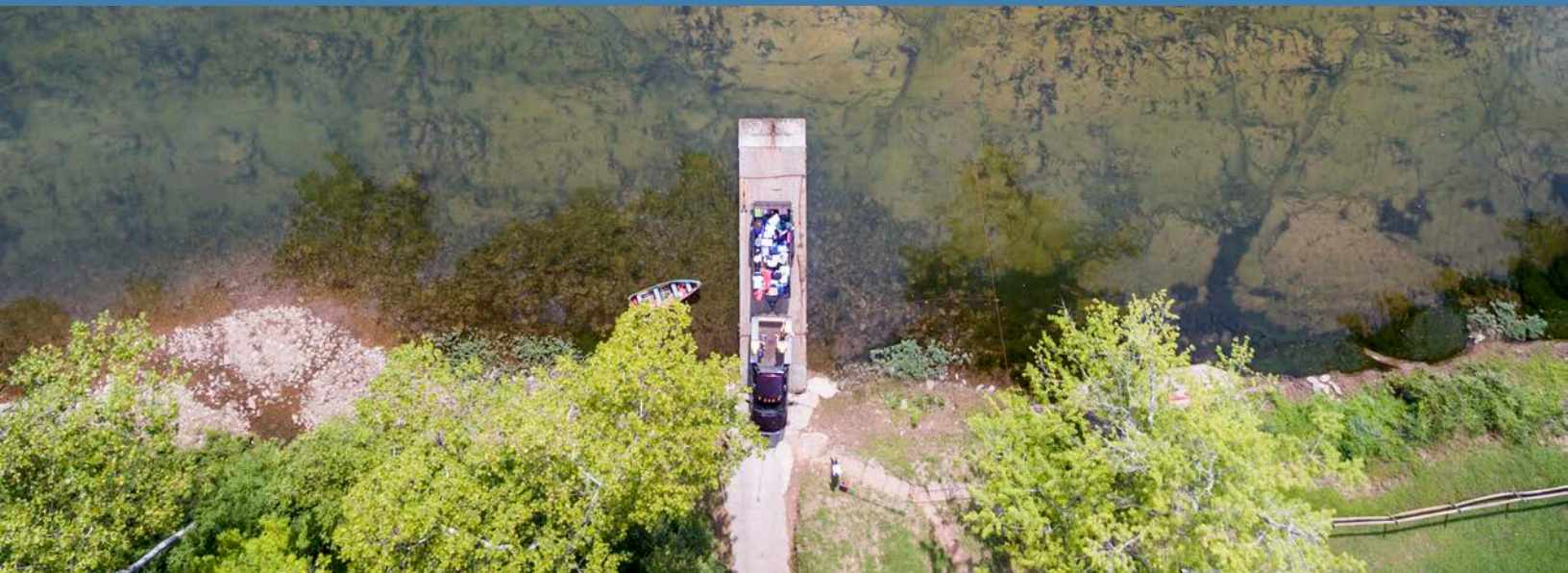
- Put your daughter's name on absolutely everything with a permanent laundry marker or name tapes.
- Tape the Trunk List inside your trunk lid.
- Add money to your daughter's Store account through your CampMinder account.
- Register for one-way emails and photo viewing using CampStamps through your CampMinder account.

## **GETTING YOUR FORMS TO US:**

- All the necessary and required forms are also located in [your CampMinder account](#).
- 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 [e-mail our Office](#) with any troubles.
- Please do not mail your forms, with our mail forwarding system they could easily get lost in the shuffle!
- This handbook and accompanying forms can also be printed from [our website's Forms & Info page](#).



# SUPPLIES (NECESSARY AND PROHIBITED ITEMS)



## WHAT TO BRING

For what to pack see the [Mini Camp and Term Camp Trunk Lists](#) on our 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 than 32"L x 18"W x 16.5"H.

For fire safety and space reasons ***portable plastic dresser drawers are prohibited.***

First-time campers who won't yet have been assigned a color team are encouraged to bring a couple of blue and a couple of gray tee shirts so that, once assigned, she'll have some spirit shirts for her color team. Additionally, bringing one solid shirt in each of the primary colors will deepen participation at some of our evening activities when these colors are encouraged.

Lastly, having a small, low to the ground, easily portable 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.**

## 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 in Term Camp only, **white shorts and a white shirt** are required until 5:00 p.m. White tennis dresses or skirts are acceptable. **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.**

Navy blue and white Camp Alleghany logo shorts, and white Alleghany logo shirts are available for purchase during camp at the on-site Camp Store or anytime [via our online store](#).

## OPENING DAY ARRIVAL CLOTHING

Campers must arrive at camp wearing **Blues & Whites, closed-toed shoes, and no make-up.** This tradition helps set a tone of inclusion and shared identity right from the start of camp. It also means that your camper doesn't have to think/stress about what to wear to camp that very first day.

We also take Yearbook pictures on Opening Day, so it is critical to be in the uniform for that photo.

You and your camper can read more about this policy in a blog post I wrote, "[Opening Days in Blues & Whites.](#)"

## LAUNDRY

Camp tuition includes the cost of weekly laundry service. The laundry is taken out of camp once each week. Please label all clothing/supplies for your camper prior to camp.

Our onsite washing machines are not available for campers' use, except in the case of an emergency. Only staff members may operate the laundry machines.

## CAMP STORE

Our on-site Camp Store carries basic necessities (batteries, snacks, drinks, toothpaste, sanitary supplies, etc), clothing (Alleghany shorts, tee shirts, sweatshirts, etc) and stamps. We suggest that each camper have \$50.00 per week spending money in her store account.

Unused money from the account will be reimbursed through your online account at the end of camp. We don't allow campers to spend more than they have in their account; however you may log in to your online account to add money during the term if you receive word from us that your camper is close to her limit.

While your camper is at camp, [please e-mail our Store Managers](#) should you have any questions regarding Camp Store matters.

## 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 Huts when not in use by your daughter.

Please make certain your child's name is on **every piece of equipment.**

## VEHICLES

Campers are not permitted to have a vehicle at camp, even if they have their driver's license. **Other prohibited items are listed on the next page.**

## **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 including Internet-enabled digital cameras\*
- Video cameras\*
- Cell phones\*
- Candy, gum, snacks\*
- Alcohol, drugs, tobacco, matches, lighters\*
- Weapons\*
- Animals

*\*These items are prohibited and will be confiscated.*

## **TOBACCO, ALCOHOL, & UNPRESCRIBED DRUGS**

Campers are not permitted to use, or possess, tobacco, alcohol, or non-prescribed drugs in any form. No illegal substances will be permitted by anyone at Camp Alleghany.

As per our Honor Code, campers are expected to report any known violation of this policy to a counselor in camp.

## **CELL PHONES & ELECTRONIC DEVICES PROHIBITED**

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

- Cell phone
- iPad
- Video camera
- Digital camera with video or Internet capabilities
- Video games
- Any device that has Internet connectivity (including iPods or cameras with such capability)
- Any device that shows/records videos (including iPods or cameras with such capability)
- Any other electronic device with Internet or video capabilities

Should a camper have one of these devices at camp, it will be kept in the Camp 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. Non-Internet connected 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 how parents are expected to support this policy.

# SUNDAYS, OCCASIONS, MAIL, AND PERFORMANCE SHOWS



## SUNDAYS

Per your answer on our registration form about what your term camper will do for Sunday activities, she will either:

- Attend a short, non-denominational, Christian church service in the Play Hall focused on a camp subject such as friendship.
- Attend an alternative but also reflective activity supervised by a non-Christian counselor and held in various camp locations.

If you have questions about this, or need to change your choice, [please e-mail the Office](#).

## BIRTHDAYS AT CAMP

If your camper'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!

## 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 Directors. We do encourage family members and friends to send mail either using one-way e-mail through CampStamps in your CampMinder account (delivered to a camper within 24 hours) or using the old fashioned United States Post Office.

Please be mindful that postal service in rural areas is a bit slower than in the city. Please consider this when sending or awaiting camper mail. But everyone loves to receive mail (*we don't accept packages, see below*), so if you'd like to send letters, our summer camper addresses are on the next page:

## Via USPS:

Camper's First Name and Last Name **(don't forget this!)**  
Camp Alleghany  
428 Camp Alleghany Road  
Caldwell, WV 24925

## Via UPS:

Camper's First Name and Last Name **(don't forget this!)**  
Camp Alleghany  
428 Camp Alleghany Road  
Caldwell, WV 24925

## PACKAGES FROM HOME PROHIBITED

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 an effort to celebrate the unique and simple lifestyle that camp creates, and to promote unity within the camp family, **in 2016 Camp Alleghany became a package-free camp. Please only send letters requiring ONE first class stamp.**

Essential forgotten items that must be mailed may be **addressed directly to the Camp Office.** Please include a note with your daughter's name but do not include treats/goodies. Camp staff will open the package and deliver the item to your daughter.

If a camper's birthday occurs during camp, she may receive a food-free, candy-free package for her birthday. Please mark "Birthday!" clearly on the package and send it directly to the Office. Camp staff will deliver it to your daughter on her birthday.

Any packages sent directly to campers will be held unopened in the office until the end of camp. Please share this information with any family or friends who may plan to send your camper mail. We thank you for supporting this important policy.

## DANCE AND DRAMA SHOWS

If at Term Camp your daughter decides to take Dance and/or Drama as one/two of her four Activity Class choices she will perform in our end-of-term performances(s).

Our Dance/Drama shows are now being held for the in-camp community **only** (campers, counselors, staff, but no visitors). Each show will be videotaped and uploaded to the Parent Portal in the CampMinder interface so that parents, friends, and family at home who have access to the account can watch the shows. We will attempt to upload the videos within ten days of the end of each Term Camp session.



## 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 located 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.

## 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 them with your uploaded health form.

## ROUTINE MEDICATIONS

Medications are kept safely locked in the Infirmary and will be dispensed by our medical staff per your physician's instructions. Medications are NEVER allowed in the tent or outside the Infirmary, except in very rare instances with explicit instructions from your physician. **Only ESSENTIAL doctor prescribed and those medications taken daily should be sent to camp.** Due to the volume of medications we receive, we are unable to accept any other vitamins or non-essential medications. **Our Infirmary supplies all routinely needed non-prescription medications, so please only send medications that your camper takes on a daily basis (for example, if your camper takes an allergy medication such as Zyrtec as needed, not every day, do not send this to camp, we have this in stock at the Infirmary!).** Please label all medication appropriately; we will not dispense medication labeled for another person (i.e. siblings may not share). Do not send any medication to camp with your camper that is not listed on the Camper Health Form. If your child requires any medication during camp (prescription, or daily over-the-counter), it must be brought to the Infirmary on the first day of camp. **Regular, daily medications must be brought to camp in separate dosing packets/bags for each dose, with the camper's name, date, time of day the medication is to be taken, and medication name and dose listed on the packet.** This means that if she takes medication twice a day for three weeks, you will bring with you 42 packets of medication, fully labeled with all the pertinent information, for her entire stay (21 days) at camp. If she takes more than one medication at the same time, both medications can be in the bag/packet and they must both be listed on the label. You can use a pharmacy service for the pill packs, or package them yourself. If the camp doctor determines that your child needs additional medicine, you will be notified, we will obtain the medication at a local pharmacy, and your child's account will be billed accordingly.

## NO LICE/NO NITS POLICY

Head lice have reappeared over the past few years in schools and camps across the US. 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.

**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 American Camp Association (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 [the Office via e-mail](#) to notify us.

### **Our out-of-camp trips may include:**

- Dances with our brother camp, Camp Greenbrier, which, like Alleghany, is accredited by the ACA.
- 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 14- and 15-year-old campers.
- Weather-permitting, a day trip to Blue Bend (a park on the river) for the 15-year old campers.
- Several out-of-camp trips for the Leaders-in-Training (LIT) participants.

## TRANSPORTATION AUTHORIZATION

**NOTE:** It is imperative that you fill out the Transportation Authorization Form in your [CampMinder account](#) to notify us who has permission to pick up your camper on Closing Day. We will not allow anyone other than those listed on this form to pick her up from camp. If you need to change or update this form before Closing Day, [please notify the Office](#).

### **REMINDER ON CAMPERS' VEHICLES:**

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



## DIRECTIONS TO CAMP 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 dead end/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.

If you use Google Maps, you'll find us as **Camp Alleghany, 428 Camp Alleghany Road Caldwell, WV 24925**. See the [Directions page on our website](#) for more detail if needed.

## PLACES TO STAY NEAR CAMP ALLEGHANY

If you are dropping off or picking up your daughter to/from camp and are looking for accommodations nearby so that you can visit the area, we are familiar with the following places:

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

- [James Wylie House B&B](#) 304.536.9444
- [The Greenbrier](#) 855.453.4858

### In Lewisburg (10 minutes from camp)

- [General Lewis Inn](#) 304.645-2600
- [Home2Suites](#) 304.647-5936
- [Holiday Inn/Express Suites](#) 304.645-2345
- [Super 8 Motel](#) 304.647-3188
- [Hampton Inn](#) 304.645-7300

## 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 any 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 us to pick up or drop off your camper at Greenbrier Valley Airport. Please e-mail all flight information to our [Office](#).

## **BUS INFORMATION**

Camp Alleghany provides chartered and chaperoned bus service to the location listed below. The buses travel on CLOSING DAYS ONLY.

Bag lunches will be provided for those riding the Alexandria bus.

When picking up your daughter at the end of the Term from her bus stop, **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. If there is a significant delay or change in the published schedule we will contact you at your home telephone number.

Bus fees cover the cost of transportation and two pieces of luggage (one standard-sized trunk/footlocker and one duffel).

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 Closing Day: Saturday, July 15, 2023

Second Term Closing Day: Saturday, August 5, 2023

## **CLOSING DAY BUS DROP-OFF LOCATIONS**

### **ALEXANDRIA, VA**

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

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

**Cost:** \$100.00 per bus rider

---

## **CAMP ALLEGHANY'S BUS REFUND POLICY**

We work hard to fill each end-of-term camp bus, and we 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 1st, you will still be responsible for full payment of the bus prior to the first day of camp. We thank you for understanding.

---

# POLICIES AND FORMS



## 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 each of these three forms, scan them, and upload them to your CampMinder account\*, along with your completed Health Forms. If you have any questions about forms, [please e-mail us](#).

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



## **USEFUL HINTS TO HELP YOU AND YOUR CAMPER GET THE MOST OUT OF THE CAMP ALLEGHANY EXPERIENCE.**

SO, now that you have read the details and specifics of camp, let's take our relationship deeper. You're getting ready to send your camper away for one week (Mini Camp) three weeks (Term Camp) or six weeks (Full Term). Whether this is your first time or you're an old pro, or you're an alum parent/guardian or a new camp parent/guardian, going away to sleepaway summer camp can be a hard thing for parents/guardians, and children.

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 camper. The following information will lay the groundwork for helping to prepare your child for a meaningful, fun, 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. 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.

And the best way to trust us is to read all of our information fully, turn in all relevant forms for your daughter, and to faithfully support the rules and policies of Camp Alleghany for Girls. In the next section, Working With Us, you'll learn some specifics about how to do that.

## WORKING WITH US

One of the most important things we ask of parents/guardians is to work *with* us. This means taking our goals and mission seriously, and helping your camper to prepare positively for camp. Communication is key. Sit down with her and ask her:

- What does she hope to gain out of camp?
- What are her goals while at camp?
- How will she achieve them?
- What might be hard along the way?
- What will be the most exciting part?

Having this conversation before camp, maybe even more than once, or as an ongoing “no pressure” topic, will really help set the tone for her unknown but exciting adventure ahead.

Even if her main goal is simply to have fun, that is excellent — we do fun at Camp Alleghany, that’s for sure! We want her to start thinking positively and be excited about her time at Alleghany.

However, 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 or thinks you are worried about her leaving, she may model that behavior and become worried herself.

It is normal for both parent/guardian and child to feel some anxiety about the unknown, a new place, being separated, or just trying something different. 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 likely be bumps along the road, just like there are at home. One of our favorite books is called *The Blessing of a Skinned Knee: Using Timeless Teachings to Raise Self-Reliant Children*. These symbolic “skinned knees” — a lost item, not reaching a goal as fast as she’d like, or feeling occasionally unsure about things — often provide tremendous POSITIVE 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 requests for your child to be placed in a certain tent with friends.**

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 an aim to cultivate new friendships, as well as nurture old ones, but also to strengthen ties throughout

the Alleghany community. We have consistently found that one of our strengths is that we are not a cliquish camp, and that we don't tolerate a "Mean Girls" culture. This is best supported when the Directors diversify the community through tent placement.

We thank you in advance for supporting this policy.

For further reading, we have a [Term Camp FAQ](#) on our website that touches on this very topic. I've excerpted it here for you to read, as the tent policy 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'll 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 campers 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 in us and our mission for your child. We've been in operation for 100 very 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 here to help. Our goal is to provide a safe, memorable, and happy experience for your daughter.

Please talk to your camper ahead of time about asking for help when needed. She will never be denied the help she requests! One helpful hint is to 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 [Our 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 in the Office](#) during camp if needed.

## **HOMESICKNESS**

On occasion, it happens!

Though not very often, common, or long-lasting, homesickness *can* occur at Alleghany, as at any sleepaway 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 at the beginning of camp 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:

**1. Show confidence in her.** Believe that she will do great at camp 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'll have a wonderful time!

**2. 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 thinks, "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's 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.

**3. Take your cue from her.** Should your daughter ask "*What if I get homesick?*" go ahead and reassure her. Let her know that homesickness is normal and ok, and remind her of the many people available at camp to help and that she can comfortably reach out to us.

We have a very small camper-to-counselor ratio to provide a family-like feeling at 'Ghany. There are several Counselors, Head Counselors, and Directors available for help at any time.

During the Term, 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'll investigate the situation. Please keep in mind, however, that our counselors are well-trained and are on top of these situations at all times.

If we feel there is a major issue, we promise to contact you.

## SUCCESS WITH 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 CampStamps one-way email option (for you to email your campers). We would just like to take a moment here to discuss some important things to remember when writing to your daughter, whether in email or in lovable old fashioned postal mail.

- **SEND GOOD NEWS:** The best kind of mail for your camper is upbeat news. 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.
- **A LITTLE MAIL GOES A LONG WAY:** Mail is fun, 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 about life back at home 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 that!*). Packages are prohibited. (Refer to the earlier section on packages.)
- **LEAVE THE ONLINE WORLD OUT OF IT.** Please avoid commenting on any camp pictures you might have seen of her online. We post limited pictures for *your* enjoyment. But if you bring this up in your emails/letters to your daughter, it could feel like an invasion of privacy to her, or make her self-conscious. We want our campers to experience some independence and get a small taste of life away from home. Please 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 into camp life. Thank you for working with us on this!

## A SUCCESSFUL DIGITAL DETOX

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, e-connected 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, we remind you that we expect parents and guardians to wholly support our [No Electronics Policy](#), which, to reiterate, prohibits campers from using or possessing the following items at Camp

- Cell phones
- iPads
- Video cameras
- Digital camera with video or Internet capabilities
- Video games
- Any device that has Internet connectivity (including iPods or cameras with such capability)
- Any device that shows/records videos (including iPods or cameras with such capability)
- Any other electronic device with internet or video capabilities

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.

## OTHER ISSUES IN ELECTRONICS

- **DIGITAL CAMERAS:** Many newer digital cameras have Internet and video capabilities, so to protect the innocence of our campers **only cameras without Internet or video capabilities will be allowed.** 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:** Whenever Camp Alleghany is responsible 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 Closing Day buses.
- **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* includes the above 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 camper 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 gadgets and toys and intrusive social media.

## KEEPING TRACK OF BELONGINGS

Going off to camp means organizing supplies and personal 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.

- **LABEL EVERYTHING WITH HER NAME:** 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 VALUABLES OR SPECIAL ITEMS:** 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 makes you unhappy..
- **FOLLOW THE PACKING LIST:** 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.
- **INVOLVE YOUR DAUGHTER:** Too often campers don't even know what's 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.
- **SHARE YOUR FAMILY RULES ON BELONGINGS WITH HER.** 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 about 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.

# CLOSING NOTE AND RESOURCES



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 camper 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 camper as a team to ensure a magical and memorable summer at 'Ghany!

We also hope you'll visit our website for more information, especially these pages:

- [About Page](#)
- [Forms and Info](#)
- [CampMinder Account Login](#)
- [Parent/Guardian Portal](#)
- [Parent/Guardian Resources](#)
- [Camp Blog](#)

I'm looking forward to seeing you all at camp!

— **Elizabeth Shreckhise**, *Director*, Camp Alleghany for Girls

