



# CAMP BILLINGS

OFFICE OF CAMP REGISTRAR  
TELEPHONE: 802-333-4317  
WINTER 717-627-7475

Dear Camp Families:

We have received your camper registration and your child is registered for the session indicated on your receipt. Please check this receipt carefully and contact us immediately if there is any question or concern about the session for which your child is registered. Thank you for the confidence you are placing in our camp. We are sure you will find that Camp Billings will offer a valuable, memorable and fun experience for your child.

Your receipt is attached along with our packing list and rules and regulations concerning the camp. **PLEASE READ ALL OF THIS INFORMATION CAREFULLY AND SAVE IT FOR FUTURE REFERENCE.**

Continuing this summer, Camp Billings will be partnering with CampDoc.com. CampDoc.com is an electronic health record system for camps allows us to consolidate and integrate camper health information into a centralized and secure location. Their system gives our nurses instant access to camper health information, a key component in providing quality patient care. The security, confidentiality and privacy of your camper's personal health information will always be protected. Only Camp Billings' health staff will have access to camper health information, and the CampDoc.com site is secure, encrypted and password protected. You will receive a "Welcome E-mail" from CampDoc.com with information about how to complete your camper's health information within the next few weeks.

All tuition must be paid in full and received by April 30, regardless of which session your child is attending. All checks should be made payable to Camp Billings and mailed to the Pennsylvania address below. Please note that the \$500 deposit per session is non-refundable and non-transferable once your child is registered. We are able to switch sessions for your child at charge as long as there is space available.

We appreciate your careful attention to all of our detailed paperwork. Thank you again for your interest in Camp Billings and we look forward to seeing you this summer. If at any time, you would like further information, or have questions and concerns, please contact us.

Jay and Wendy Lance

ON LAKE FAIRLEE • 1452, ROUTE 244



FAIRLEE, VERMONT 05045-9620

MEMBER AMERICAN CAMPING ASSOCIATION

JAY AND WENDY LANCE – REGISTRARS  
223 WEST WOODS DRIVE • LITITZ, PA 17543  
registrar@campbillings.org

**CAMP BILLINGS**  
**IMPORTANT INFORMATION TO BE READ CAREFULLY BY**  
**CAMPERS AND PARENTS.**

**TRANSPORTATION AND DIRECTIONS TO CAMP BILLINGS**

**DRIVING**

If traveling **NORTH on Interstate 91**- take exit 14 marked Thetford, VT. At the end of the exit, turn left onto 113, go up hill and proceed about 5 miles to Post Mills, VT. After passing small store (Bakers) and gas station on right, turn **RIGHT** on Rte. 244. One mile on the right is Camp Billings and Lake Fairlee.

If traveling **SOUTH on Interstate 91**- take exit 15 marked Fairlee, VT. Take left at end of exit and 300 feet later take a right onto Route 5 South. Proceed about 2 miles to Ely, VT. At the bottom of a large hill take a right onto 244. It is about 4 miles to camp on your left.

Lake Fairlee and Camp Billings can be reached **from Central Vermont** by traveling Rt. 113 East from Chelsea, VT., to Post Mills. Take left on Route 244, and about one mile to Camp Billings on right.

**PUBLIC TRANSPORTATION**

West Lebanon, NH, is the only airport from which we will pick up campers. It is a 30 minute trip from camp and we will pick up campers for a \$40 fee. Greyhound or Vermont Transit has regularly scheduled buses that come to White River Junction, VT. Again it is a 30 minute trip from camp and a \$40 fee will be charged for pick-up. In both cases, the office will need to know of the camper's arrival at least **5** days in advance. Please buy round-trip tickets, if needed. It will be an \$80.00 round trip fee for picking up and returning campers to public transportation. Please plan accordingly with the camper's spending account money.

**TRUNKS AND LUGGAGE BY MAIL**

United Parcel Service handles the delivery of trunks and luggage. Please bring return shipping labels with you at drop off and arrange to have UPS pick up the trunk on the Saturday of departure. Our UPS address is: Camp Billings, VT Rte 244, Lake Fairlee, VT 05045.

**TELEPHONE AND EMAIL**

Our office and infirmary phones and computers are for emergency and business use only. **PARENTS MAY NOT CALL, FAX OR EMAIL CAMPERS OR ASK CAMPERS TO CALL OR EMAIL THEM.** Campers arriving via public transportation may call home upon their arrival. The office is generally open from 9:30 am to 4.00 pm and some evening hours. We will talk with parents and deliver important messages. Parents who cannot make a visiting day may telephone their child **ONCE** each two weeks.

**ARRIVAL AND DEPARTURE INFORMATION**

Campers may register between 1:30 pm and 4:00 pm on registration Sundays. On registration days, early arrival (10:00 - 11:30am) is designed to accommodate those families that are traveling a great distance, and wish to return home before night fall. Therefore, Camp Billings will **ONLY** accept early arrivals from families that are traveling more than 200 miles to camp, without exception. Requests for early arrival registration **MUST** be submitted to camp (not the registrar) in writing or via fax after June 15, and must be received at least 72 hours in advance. While Camp Billings would like to be able to meet the needs of all our families, our nursing staff can only process a minimum number of families

during the early registration process. Our standard registration hours are 1:30 - 4:00pm. Thank you for your consideration. The office will be closed 11:30 am to 1:30 pm. Departure, at the end of each session, is Saturday between 1:00 and 4:00 pm. If a morning departure is needed please call the camp office at least two days in advance so that we can be sure that your child is packed and ready.

### **VISITING SCHEDULES AND RULES**

Visiting days, Saturdays and Sundays, are held every TWO WEEKS, on the weekends that campers are departing and arriving at camp. Please check the dates with the camp office if you are unsure. Parents wishing to take their children out of camp may do so only after informing the camp office and the child's counselor. Parents may not take other campers out of camp unless we have the written permission from that child's parent. This is for your child's welfare and safety.

### **FOOD**

We feel that the camp menu is varied and ample enough to serve all our needs. We DO NOT allow food to be stored in the camper's cabins. We must strictly enforce this rule. Food stored in the cabin can create a big problem with animals – chipmunks, skunks, raccoons. **PLEASE DO NOT SEND FOOD PACKAGES.** All food packages, regardless of the contents, will be thrown away. We carefully check all packages sent to camp, and there will be no exceptions to this rule.

### **LEAVING CAMP**

It is the policy of the camp that NO camper shall leave the camp property except for an emergency or to participate in an organized camp trip. If anyone, other than you, needs to transport your child, we must have written permission.

### **LAUNDRY**

Laundry service is not available for two week campers. PLEASE send enough clothing for two weeks. For campers staying longer than one session, laundry will go out every two weeks. There is a charge and it will be taken out of the campers spending account money. **PLEASE LABEL EVERYTHING.** We are not responsible for any lost clothing.

### **CABIN / TENT ASSIGNMENTS**

All cabin and tent assignments are made by age and grade level. We encourage campers to attend without concern for hometown friends. We find that being in a cabin with friends from home can sometimes strain relationships, prevent other cabin friendships from forming easily and undermine a camper's ability to learn to live and get along well with new people. One of the greatest benefits of overnight camp is making new friends from different places. Encourage this openness and flexibility to ensure your camper's healthy adjustment and great camp experience.

Cabin requests are not routinely accepted at Camp Billings. Only first time campers may request a bunkmate and the request must be mutual. Bunkmate requests for returning campers are not considered. Requests are not guaranteed. We will do everything we can to honor requests, but please be prepared to be gracious if we cannot accommodate your request. Cabin placements are carefully and thoughtfully made to create cabins that consider the welfare of both the individual as well as the entire cabin group. Parents' support of their child's cabin placement is directly related to their camper's positive adjustment to camp. Thank you for your support. **Cabin assignments will not be changed on registration day.**

Parents may request that certain campers NOT be placed together. Please make us aware of your specific circumstances so that we may honor your request.

### **LETTERS / MAIL**

Address all mail to the camper c/o Camp Billings, 1452, Route 244, Fairlee, VT 05045-9620. Please include the cabin number and be sure to write often - kids love letters!

### **PACKAGES**

Campers are limited to two packages regardless of the number of sessions that are attending. Please respect our limited time and space for storing and processing these items.

### **CABIN AND CAMP DUTIES**

The cabin counselor assigns each camper a daily cabin duty (sweeping, table waiter, etc...) in addition to taking care of their personal belongs. The cabin is also assigned a daily camp duty (watering flowers, setting tables, campus litter, etc...) This helps the campers to learn to do things for themselves as well as others, which is at the heart of our philosophy. Service to others has been a part of the Camp Billings "tradition" since its beginning.

### **OUR PROGRAM**

All our programs are elective on a daily basis except for swim instruction. **The camper must attend swim instruction each morning**, unless excused by the camp nurse. We offer a wide variety of activities to choose from. Programs are announced after each meal and posted on a bulletin board. The younger campers also have a schedule of activities posted on their cabin door. The counseling staff encourages involvement and will help campers make good choices. We strive for a balance of both instructional and recreational activities, allowing for some free time. We offer competitive and non-competitive programs. In the evening, the campers come together for a large group activity.

### **RELEASE OF INFORMATION**

Due to the possibility of infringement of individual rights, Camp Billings will not release the names or addresses of campers unless permission is given by at least one of the parents. This is also true of any medical information requested by any agency or any other camper's parents.

## **FROM THE CAMP BILLINGS NURSE**

Once again, Camp Billings is partnering with CampDoc.com. CampDoc.com is an electronic health record system for camps that allows us to consolidate and integrate camper health information into a centralized and secure location. This system gives our camp nurses instant access to camper health information which is a key component in providing quality patient care. The security, confidentiality and privacy of your camper's personal health information will always be protected. Only Camp Billings' health staff will have access to camper health information, and the CampDoc.com site is secure, encrypted and password protected.

- You will receive a "Welcome E-mail" from CampDoc.com with information about how to complete your camper's health information.
- Click the link in this email to set a new password for your CampDoc.com account.
- Follow the instructions, and complete the health history for your camper. Alerts will appear for any missing required information.
- Upload any required documents to your CampDoc.com account.
- Return to CampDoc.com at any time to make changes/updates to your camper's health information before camp begins.
- Please set register@campdoc.com as a 'safe sender,' to avoid accidental delivery to junk and spam folders.

## **MEDICATIONS**

Please list ALL medications (over-the-counter and prescription) that the camper will be bringing to camp (including vitamins). Per ACA regulations ALL medications MUST be stored in the infirmary. Our nurses have standing orders to administer certain medications. Please note that it is NOT necessary to send the following medications to camp: acetaminophen (Tylenol), ibuprofen (Advil, Motrin), Benadryl, cold medications, Neosporin, Bactitracin, Solarcaine or Orajel. Do NOT send these medications.

If you are sending medications to camp please note the following:

- ALL medications (over-the-counter and prescription) must be in the ORIGINAL container. Do not send medications in weekly pill dispensers or in plastic bags;
- Label all medications including nasal sprays and inhalers (not just the boxes) with the camper's name;
- Send enough medication for the entire camp stay. Arrange to send refills if necessary in advance of running out of medication;
- Check expiration dates on medications especially inhalers;

## **DIETARY**

Vegetarian meals are available to campers who for philosophical or health reasons do not eat meat. A camper must opt for either regular or vegetarian meals for his/her entire stay.

## **IMMUNIZATIONS**

Please ensure that your camper has had a tetanus booster shot within the past ten years.

## **BED-WETTING**

If your camper wets the bed please make a note of so we can handle any accidents discreetly.

## **OTHER**

If your camper is ill e.g. has a cold or fever or has been exposed to any infectious diseases, please contact the camp before arriving on opening day.

You will be notified if your camper becomes ill at camp and requires an overnight stay in the infirmary and/or a visit to the camp pediatrician, sustains an injury requiring medical attention or experiences severe homesickness.

Our experience with campers with ADD/ADHD coming off their medications during camp indicates that frequently it is not a wise decision and can negatively impact their camp experience. If your camper takes medication during the school year for conditions like ADD/ADHD and you feel the medication is unnecessary during the camp stay, please contact our camp nurse to discuss how to ensure a positive camp experience for your child.

## WHAT TO BRING TO CAMP

Campers may wear whatever clothing they find comfortable and appropriate in the camp setting. The following is a list of items which we feel are important for each camper to bring. All personal belongings, including each piece of clothing, sleeping bags, tennis rackets, etc. must be labeled with the camper's name. Unlabeled clothing brought and lost by campers is a big problem. **PARENTS - please label everything!**

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| a. flashlight  | p. writing paper, stamps, pens, envelopes  |
| b. raincoat  | q. Kleenex   |
| c. t-shirts and shorts   | r. fishing pole, tennis racket, baseball glove (optional)  |
| d. sweatshirts and jeans (it gets cold!)                               | s. sneakers, running shoes (2)   |
| e. warm pajamas  | t. hiking boots (optional - for trips)   |
| f. flip-flops (for showering)  | u. water bottle (2)  |
| g. bathing suits (2 minimum)   | v. day pack (optional)   |
| h. laundry bag - labeled   | w. BEDDING - sleeping bag or sheets and blankets, pillow   |
| i. toilet articles and a small plastic pail to store and carry them in | x. several toothbrushes  |
| j. lots of socks and underwear   | * If bedwetting may occur with your child, send two sets of bedding. The bedding will be washed daily by the camp nurse. Please state this problem on the health form. |
| k. sanitary supplies, if needed  |  |
| l. 5 towels (2 bath, 3 beach)  |  |
| m. suntan lotion   |  |
| n. chap stick  |  |
| o. insect repellent  |  |

Please pack everything in a trunk, large suitcase or duffels. Put a list of all clothing inside - and LABEL EVERYTHING. Cabins lack space for storage so pack wisely. When you come to pick-up your camper, take inventory of the list, remembering to check clothesline and around the cabin. Any unclaimed items will be donated to a local charity.

**ALL BELONGINGS ARE BROUGHT TO CAMP AT YOUR OWN RISK.** We expect parents to be aware and responsible for what their children are bringing to camp. **Candy, gum and food of any kind must be left at home.**

**Camp Billings is technology-free!** No portable electronic devices of any kind are allowed at camp. This includes computers, cell phones, portable games, iPads, iPods or similar MP3 players. Any of these items brought to camp will be collected and kept in the camp office for the duration of the camper's stay. Camp Billings will not be responsible for any valuables that are lost or stolen. Please leave all valuables and electronics at home.

**NO KNIVES, FIREARMS, BICYCLES, SKATEBOARDS. If a camper has or uses any tobacco, drugs or alcohol he or she will be sent home immediately.**

### **GEARLIST FOR SENIOR BACKPACKING AND CANOEING TRIPS**

The purpose of this list is to help senior campers be more prepared for the overnight backpacking or canoeing trips. None of these items are required, nor will any preference be given to any camper with them.

- a. raingear or waterproof jacket
- b. hiking boots or any broken-in, waterproof footwear
- c. synthetic or wool socks – 2 pairs
- d. sleeping bag – a lightweight bag with a 25° rating will be fine for any trip

## **2017 Camp Billings Food Policies**

We are happy to provide a full explanation of our food policies for the summer of 2017:

- 1) We are a not-for-profit camp and have limited human resources and space available for food storage. Therefore, we are unable to accommodate highly specialized diets.
- 2) We provide a vegetarian option at each meal. There is no vegan diet available to our campers or staff. Cheese and eggs are used as meat substitutes. Examples of our main dish alternatives: vegetarian salads, bean salads, quiche and pasta.
- 3) We are able to accommodate children with food allergies (i.e. peanuts, nuts, seafood.) However, we are not a peanut-free camp.
- 4) We do not offer a gluten-free option.
- 5) We are not able to allow campers to bring their own food as we do not have the space available. It is also a concern for us from a food safety perspective to have foods brought in from outside and stored in our kitchen.
- 6) For “picky” eaters we do provide peanut butter, jelly and bread at each meal.
- 7) The vast majority of our food served is fresh from local VT farms. There is a salad bar as an option at every other lunch meal. We only serve dessert at dinner time, and we believe very strongly in the importance of providing healthy, balanced meals for our campers and staff.
- 8) Billings is NOT a chicken nugget camp...more like a Chicken Caesar Salad camp!