

ORPAC Kids Camp 2018

Critical Information for Churches, Children's Pastors/Directors (Local Camp Registrars)

New in 2018!

- **Name changes!** Primary camp is now **Rock Creek Camp** for those entering 2nd-3rd grade. Junior camp is now **Umpqua Camp** for those entering 4th-6th grade.



Rock Creek is southeast of Sutherlin and flows into the North Umpqua before joining up with the Umpqua River. The Umpqua River flows by Kellogg Springs Campground and these names seemed like fitting names for our Kids Camps. No more confusion between junior camp and junior high camp. 😊

- **New Themes!** This year's theme for all kids' camps will be **STAR VOYGAER!** The kids will go on a journey with Star Voyager's crew member Reese Craterton as he discovers exactly who he is and who God made him to be. Space and science will be a big part of this year's camp!
- **New Online Registration!** No more paper registration forms to keep track of. The families of your church can now register online. Parents can even pay online! They can also pay your local church and your local church can send one check made out to: Church of the Nazarene for all your church kids to the District Camp Registrar (address below). When sending a check to the District Camp Registrar please include a Registration Ledger with the check (included in this packet). Parents will even be able to pay partial amounts in the event that the child receives a District or local church scholarship. You will be notified as a child from your church registers (especially if you have reserved your spots with the District Children's Camps Coordinator). Families can register online by going to www.orpac.org/children. Registrations **opens** on **March 15, 2018** and will **close** on **June 15, 2018**.
- **New Online Staff Applications!** No more gathering and mailing staff applications. Just have your volunteers go to www.orpac.org/children and fill out their applications beginning on **March 15, 2018**. Lead Pastors and Children's Pastors/Directors will still need to fill out reference forms for each volunteer.
- **Reservations RECOMMENDED and available now!** In order to keep Umpqua A and B camps and Rock Creek A and B camps as equal as possible, we have to limit the number of kids/churches at each camp. This means we cannot guarantee a certain camp for your church but we will take reservations on a first come, first serve basis. The earlier you notify the District Children's Camp Coordinator, which camps your church plans on attending and how many kids you think will be coming to each, the more likely you are to get the camps you want. If you wait until May to register and have not reserved your camps you run the risk of being told that camp is already full.

- **New Due Dates!** In order to be sure each camp has adequate adult child ratios and directors can plan appropriately for each camp. Please note the following due dates:
 - **Camper Registration opens on March 15, 2018. Please have all your families register their campers by MAY 31, 2018.**
 - **Registrations received after May 31st will be subject to a \$50 late fee.**
 - **Registration for all kids' camps will be CLOSED as of June 15, 2018.**
 - **Staff Applications are due by May 31, 2018. Staff applications received after June 1st will only be considered if there is a need for more staff in the area they are applying for and at the sole discretion of the camp director.**
 - **Scholarship Applications must be postmarked no later than April 20, 2018.**

- **Camp Registration Fee Increase.** This may be a little bit of a sticker shock to some churches and some families who have attended kids' camps for some time as it is more than a \$5 increase. We want you to know that we did not take the increase lightly. This increase came after careful review of all the numbers and the need for our fee to match the actuals costs of camp. **Umpqua \$195, Rock Creek \$125.**

- **No drawing contest.** This year we will not hold a drawing contest for the t-shirt design.

STAFFING REQUIREMENTS: Please read carefully!

Physical/Mental Requirements:

- All camp staff must be physically able to navigate Camp Kellogg's unique terrain (hills, hills, and more hills).
- Sleeping arrangements are bunk beds in cabins, some have bathrooms in the cabin and others have bathrooms close by. All camp staff are expected to stay in cabins or staff housing.
- All camp staff need to be willing to carry out their job duties as assigned by the camp director. Job assignments are applied at the time of application but are assigned at the discretion of the camp director and are not guaranteed.
- All camp staff/counselors are expected to invest in every child equally.

Age Requirements:

- Adult Counselors are 21 years and older.
- Teen Counselors are 16-20 years old.
- Junior Staff are teens 15-17 years old (there is limited space for these helpers)

Staffing Ratios:

- Churches are required to provide adequate volunteer staffing to allow us to fulfill our staff/camper ratios (1 staff per every 4 children).
- Cabins will be staffed with 2 adults, or 1 adult counselor and 1 teen counselor.
- Staying each cabin will have be 8 children and 2 counselors, allowing for a ratio of 1 to 4.

- If your church or a child from your church requires additional supervision please contact the District Children’s Camp Coordinator.
- If camper/staff ratios are not meet and your church has not provide the required staff, your church may be placed on a holding list until adequate staffing can be found.
- If you are sending children with special physical or behavioral needs, your church will be asked to send additional staff depending on the level of assistance those kids require.

LOCAL CAMP REGISTER RESPONSIBILITIES

As the local camp registrar, it is your responsibility to make sure camper and staff application forms are completed online and submitted BEFORE the due dates. The District Camp Registrar will notify you if any of your campers or staff applications information is incomplete and it is you responsibility to make sure their information is updated in order for the person to be considered for camp.

Applicants for camp staff are required to have references completed by 2 church staff members and 1 non staff member. One by the Lead Pastor and one by the Children’s Pastor/Director. If your church does not have a paid Children’s Pastor/Director, your volunteer Children’s Ministry Coordinator or another pastoral staff member may complete that reference. These signatures are your churches’ endorsement of the applicant. The level of excellence brought by counselors and staff directly impact the quality of camp.

START TIMES/END TIMES:

- Rock Creek (formerly Primary) Camp begins at 11:00 am with lunch included.
- Umpqua (formerly Junior) Camp begins at 1:00 pm. Those driving a long distance to Junior Camp will need to have their campers bring a sack lunch or stop for lunch along the way.
- Both camps officially end at 1:00 pm but please be sure someone from your church is there for the closing ceremonies starting about 12:30pm in order to be part of the safe and orderly “sending off” of each church group.

HEAD LICE GUIDELINES:

Head Lice Checks:

- All churches are required to do a head lice check on all campers before immediate departure to camp.
- All campers will be inspected at camp for head lice before checking in at the registration table. **Local church personnel may not leave the camp grounds until all of their campers have passed this inspection.**

If Head Lice are Present:

- At registration time, the following steps will be taken:
 - Severe cases will not be allowed to attend camp.
 - If deemed treatable, the child’s local church personnel will be responsible for treatments and will reimburse the camp for needed supplies. The child will be isolated from other campers until treatment is successful.
- During camp, the following steps will be taken:
 - The child will be immediately isolated from the rest of the campers.
 - Parent/Guardian will be contacted and given the following options:

- Come and pick up or care for the child.
- Give permission for treatment by local church personnel and accept responsibility for cost.

REFUND POLICY:

- Cancellations made at least **14 full days** prior to the start of camp will receive a FULL refund.
- Cancellations made at least **7 full days** prior to the start of camp will receive an 80% refund.
- Later cancellations will receive 50% of the total fee.

DISTRICT SCHOLARSHIP PROGRAM:

- All scholarship applications must be postmarked by April 20th.
- Churches may apply for scholarships on behalf of a child without the parent or child's knowledge, in which case the parent's signature is not required. The signature of the church's staff will validate the scholarship need.
- Each scholarship is worth \$25. No partial scholarships will be awarded.
- Each church that applies will be offered at least two scholarships. When mailing more than two scholarship requests, indicate the order in which you want them placed on the waiting list (use box at the bottom of the application).
- Churches will be notified of their application status by the second week of May. Each recipient will be given a scholarship number. This number must be included on the Kid's Camp Registration Form.
- If a scholarship recipient decides not to attend camp, the camp treasurer will transfer the scholarship to another camper on the waiting list. The new recipient will receive a \$25 refund check after camp is over.
- All scholarships are awarded on a need basis only (the request form must be signed by a church staff member, indicating there is a financial need).

MAIL SCHOLARSHIP APPLICATIONS TO:

Heidi Fairbanks, District Camp Treasurer
Coquille Church of the Nazarene
997 W. Central Blvd
Coquille, OR 97423

For Questions:

heididenyelle@gmail.com

208-739-2592

DIRECTORY (If you have questions, please contact us below):

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| District Camp Registrar (Camper Registrations) | District Camp Registrar Shaun Stevenson 503.472.8476 sstevenson@hillchurch.com |
| Reservations, Questions about staff applications/requirements, etc. | District Children's Camp Coordinator Missy Humber 503.991.1150 kidzone@ssnaz.org |
| Rock Creek (formerly Primary) Camps | Missy Humber kidzone@ssnaz.org 503.991.1150 |
| Umpqua (formerly Junior) Camp A | Kelly Andresen gladnazkids@gmail.com 503.537.8936 |
| Umpqua (formerly Junior) Camp B | Pastor Michelle Connolly Coastal97145@gmail.com 541.661.2255 |

* - Contact Shaun ASAP if you have cancellations. Failure to do so may result in a partial refund.

MAIL KIDS REGISTRATION PAYMENT LEDGER AND CHURCH CHECK TO:

District Camp Registrar
Shaun Stevenson
700 NW Hill Rd
McMinnville, OR 97128

REGISTRATION PAYMENT LEDGER

KIDS CAMP

We are from this church: _____

You can contact us with questions at: _____

*This ledger is for local church use only, to pay for already registered campers. This form should be mailed on or around **May 31st**.*

| # | CAMPER NAME | REGISTERED ONLINE? | \$ AMOUNT PD ONLINE | \$ AMOUNT ENCLOSED | DISTRICT SCHOLARSHIP? | SCHOLARSHIP CONFIRMATION # | WHICH CAMP? |
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| | | Enclosed Check Total: | | | Scholarship Total: | | |

Make one check payable to "Church of the Nazarene." Send this sheet, along with check to:

District Camp Registrar
 Shaun Stevenson
 700 NW Hill Rd
 McMinnville, OR 97128

PAYMENTS MUST BE RECEIVED BY
MAY 31st