

# KIRKMONT CENTER CAMP HANDBOOK



Helping you and your campers  
have the best experience at camp



Dear Parents and Guardians,

Thank you for the opportunity to be a part of your family's life this summer! For the past 60 years, Kirkmont Center has given children the experience of a lifetime – a place where kids can make friends, explore, learn more about themselves and being in a community. Our goal is to create an environment that is safe, supportive and spiritually enriching. A strong partnership between parents, campers and staff strengthens the opportunity for a positive and fulfilling camp experience.

This Handbook is supplemented by our FAQ's (Frequently Asked Questions) about summer camp on our website. The FAQ goes into more detail concerning cabent life, our staff, program, health and safety, and food service. This handbook covers the ins and outs of camp preparation, check-in and check-out, as well as our policies. We hope this information will help you in preparing for your time at Kirkmont Center.

Please be sure to follow us on Facebook for updates, check out our website, and feel free to call our office if you have any questions or concerns.

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Executive Director

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# WHY CAMP?

**Escape the frantic pace of life build confidence, and gain freindships.**

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During your camper's time at Kirkmont Center they will get to experience many activities and life skills unique to our natural setting and camping style. During the week your camper will be able to explore nature on our 278 acres through hiking, the fen, waterfalls, or at the pond. They will play fun games like cageball or 9-square and find opportunities to work together with others to solve challenges, games, and mysteries. They can even learn new skills like archery, wall climbing, or crafts.

Campers have the unique experience of staying in Cabents, a mix of cabin and tents, for a more rustic camping experience. Campers stay in groups of 4-10 sleeping in each cabent with 1-2 counselors. Campers have a short walk to bathrooms and showers from their cabents as well as a short walk to the dining hall where all meals are held.

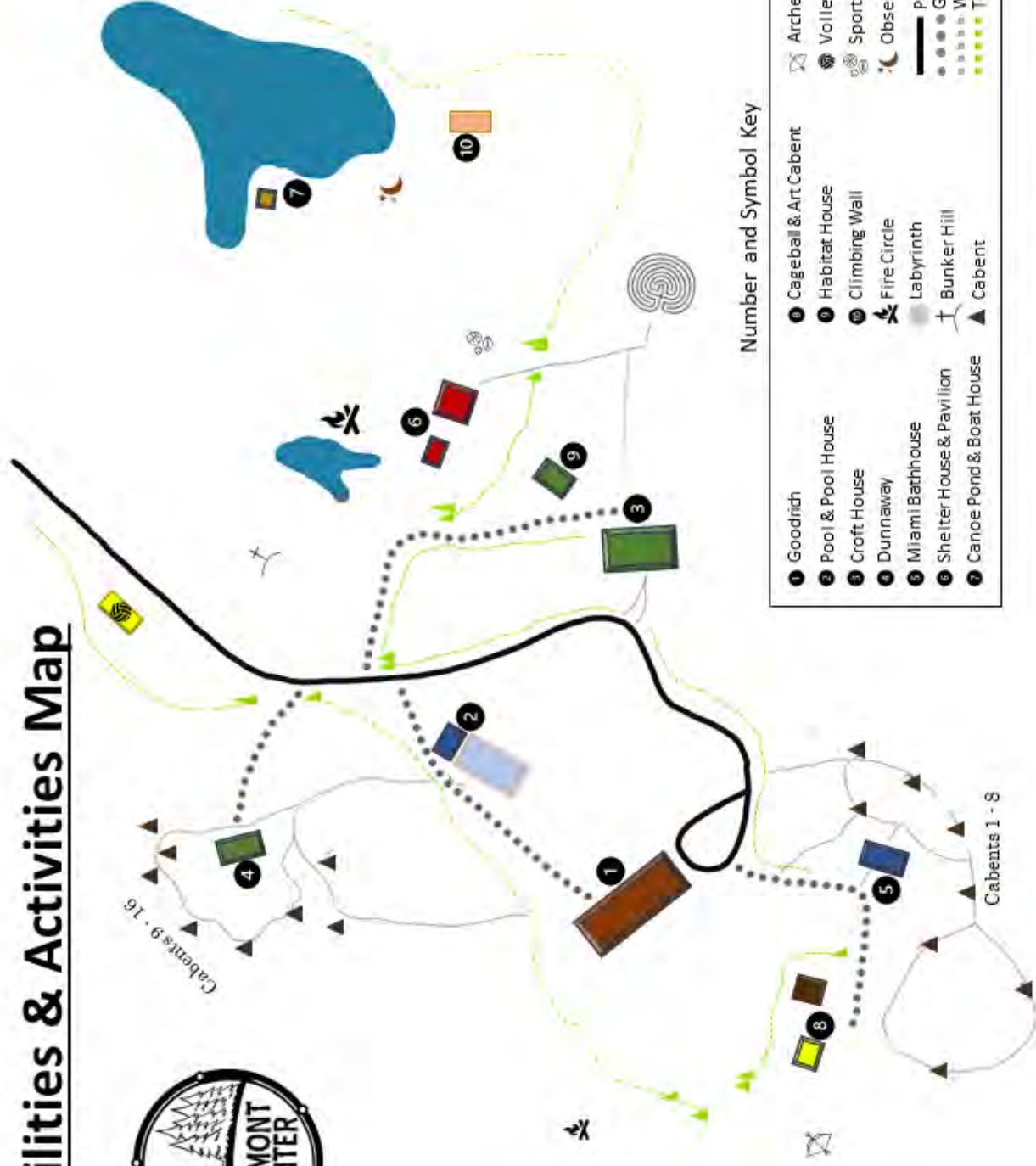
Children will get to escape the frantic pace of life and the outside world's expectations to build relationships and friendships in a space where our goal is to make every camper feel loved and accepted as they are. Research also shows that exploring the woods and life creates problem solving and creativity skills in children. Taking a break from technology is also great for development and the improvement of people skills. Our entire program is built around helping each and every camper we encounter gain confidence and self-efficacy, build friendships, and develop a sense of community.



YOU  
BELONG  
HERE



# Facilities & Activities Map



Number and Symbol Key

1 Goodrich	11 Cageball & Art Cabent	20 Archery & Axe Throwing
2 Pool & Pool House	12 Habitat House	21 Volleyball Court
3 Craft House	13 Climbing Wall	22 Sports Shed
4 Dunnaway	14 Fire Circle	23 Observation Deck
5 Miami Bathhouse	15 Labyrinth	24 Pavement
6 Shelter House & Pavilion	16 Bunker Hill	25 Gravel Path
7 Canoe Pond & Boat House	17 Cabent	26 Wooded Paths
		27 Tree Line

Our campgrounds feature two fire circles, play areas, a climbing wall, sand volleyball, a canoe and fishing pond, waterfalls, a fen, craft room, cageball arena, archery and axe throwing area, and many natural areas to explore.

# REGISTRATION

Registering is easy! Simply go to [kirkmontcenter.org](http://kirkmontcenter.org) and click on "Register Now" you will be re-directed to our online registry. You will need to create a new account on Camp Brain or log-in using last years information. As you register online you will need to pay a \$100 non-refundable deposit for each session. You can call our Office at 937-593-2141 or log on to our Camp Brain Dashboard for assistance with this process. Fees for each program are listed on our website.

# PAYMENT

You can choose to pay online during registration in the full amount or just the deposit. There are several ways to pay your remaining camp balance if you did not pay the full amount during registration.

- AUTHORIZE US TO AUTOMATICALLY CHARGE YOUR CREDIT CARD MONTHLY TO SPREAD THE COST OF CAMP OVER SEVERAL MONTHS.
- IF YOU REGISTER FOR CAMP ONLINE THROUGH OUR ONLINE REGISTRATION SYSTEM, YOU CAN MAKE ADDITIONAL PAYMENTS ONLINE AS OFTEN AS YOU WOULD LIKE BY LOGGING IN USING THE EMAIL AND PASSWORD USED DURING REGISTRATION.
- MAKE CHECKS PAYABLE TO KIRKMONT CENTER AND MAIL TO US. MAIL TO:  
KIRKMONT CENTER - 6946 COUNTY ROAD 10 -  
ZANESFIELD, OH 43360

# AFFORDABILITY

If you cannot afford camp for any reason we have many ways to assist you. If you are a member of a Presbyterian Church ask them what kind of camp assistance they offer. If you are not or if the church cannot help you we have the DeLair Family Campership fund to help. Simply fill out an application (appendix pg 15) and submit to Sara in our office. Every camper should be able to attend camp.

## Affordability for ALL

Camp should be affordable for everyone. DeLair Family Camperships are based on need and special circumstances. If you can, please consider helping others through donations to the DeLair Campership Fund and our Annual Fund. By helping others, you can help the Kirkmont Center grow and serve.

# CHECK-IN

**CHECK-IN IS SUNDAYS FROM 3:00 - 4:30PM**  
**PLEASE DO NOT ARRIVE EARLY; OUR STAFF WILL NOT**  
**BE READY AND YOUR WAIT TIME WILL ONLY INCREASE**

Check in is a drive-through process and happens on the Sunday your camper's camp begins, from 3:00 - 4:30pm. If you arrive sooner than that your wait time will only increase as we do not start until 3:00. We ask that you make a line in your cars outside of the check-in tent.

A staff member will meet you at your car to ensure that all your camper(s)'s paperwork is in order, please ensure that you have the following completed online or brought with you as we will ask of them if not with you/completed:

Completed registration, including medical forms and permission forms.

Payment in full (you will be asked to complete payments at check-in if it is not complete) as well as any camp store funds.



After checking in with our staff you will park your car and then go with your camper to visit with the nurse. Please give all medication to the nurse at this time. After checking in with the nurse your camper is free to move into their cabent. Staff will be available to help with luggage. Parents are welcome to get their camper settled in the cabent and meet their counselors.

## WHAT TO PACK

FULL LIST ON PAGE 15

Campers need to have clothes for a week of camp, toiletries, swimsuit, towels, two pairs of shoes, and bedding for a twin bed or a sleeping bag, any comfort items, and quiet activities. Ensure that all items are labeled with your camper's name. Items you don't mind getting dirty/stained are recommended.



# DAY IN THE LIFE

**Below you will find what a day at camp looks like and examples of activities that happen at camp.**

## **Sample Schedule**

7:30 A.M. Rise and Shine!  
8:00 a.m. Breakfast  
9:30 a.m. Activities  
11:00 A.M. Family Time  
12:00 p.m. Lunch  
1:00 p.m. FOB (Rest Time)  
2:00 p.m. Christian Education  
3:30 p.m. Pool Time  
4:30 P.M. Activities  
5:30 p.m. Dinner  
6:30 p.m. Evening Program  
8:30 p.m. Snack  
9:00 p.m. Vespers (Campfire)  
10:30 p.m. Lights Out



## **ACTIVITIES**

- **SOCCER**
- **FLAG FOOTBALL**
- **VOLLEYBALL**
- **CAGEBALL**
- **BASKETBALL**
- **HUMAN FOOSBALL**
- **ARCHERY**
- **KICKBALL**
- **SOCCER GOLF**
- **CARPETBALL**
- **SOFTBALL**
- **CLIMBING WALL**
- **HIKING**
- **OUTDOOR COOKING**
- **FORT BUILDING**
- **GARDENING**
- **NATURE**
- **FISHING**
- **SWIMMING**
- **CAPTURE THE FLAG**
- **CANOEING**
- **QUIET GAMES**
- **JOHNNY RED**
- **YOGA**
- **MEDITATION**
- **QUIZ GAMES**
- **NIGHT SWIM**
- **STARGAZING**
- **AXE THROWING**
- **MUSIC/SINGING**
- **ARTS & CRAFTS**
- **DRAMA**
- **PHOTOGRAPHY**
- **ARTS AND CRAFTS**

# CAMPER MAIL

**Everyone loves to receive mail!  
Please send your camper several  
cheerful letters.**

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You can plan out a whole week of letters by stopping by the Camp Store and dropping off letters into our mailbox and they will be delivered on the day you request. Or mail them to your camper at the address below. OR you can e-mail your camper at [camper@kirkmontcenter.org](mailto:camper@kirkmontcenter.org)! Be sure to include your camper's name and cabent number as the subject of the email. E-mails must be received by 11:00am each day.



**[camper@kirkmontcenter.org](mailto:camper@kirkmontcenter.org)  
or send it through the portal  
on our website**



# CHECK-OUT

**Time will depend on Camp. Check your  
Camp Letter for More information.**

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**Like check-in, check-out is a "drive through" process. When you pull into camp follow the pavement all the way down to Goodrich. Parents will remain in the vehicle at all times. A staff member will ask you who you are here to pick up. All campers are to be signed out by authorized parents, guardians, or adults with a picture ID.**

**Staff will then direct you to a location where they will bring the camper(s), luggage, and medication to you.**

# POLICIES AND PROCEDURES

## VISITORS & COMMUNICATION

We ask that parents and/or friends do not visit or call campers during the camping session as campers are busy playing, developing independence and being kids. Unplug for the week!

Campers are not permitted to have cell phones at camp. This policy helps reduce homesickness and results in an improved program. Please feel free to call the camp office and speak with a Director for any extenuating or family situations.

## CELL PHONE POLICY

If staff find your camper with a cell phone, that cell phone will be confiscated and locked in the office and only returned at the end of camp. It may be your instinct to send a cellphone to camp with your child in an attempt to cut down on homesickness. Our experience consistently indicates the opposite result. Talking to or texting parents brings up memories of home. We find it increases homesickness. This not only affects your child but the children around them.

In addition, cellphones and other personal electronics reduce face-to-face connections that your child will make during their summer at Camp and hinder their ability to make new friends. We have also found in the past that campers are more likely to communicate with home rather than with their counselors or leaders if there is a problem leading to the problem only getting worse rather than allowing our highly trained staff to help solve the situation to make everyone involved happy and safe.

## ON HOMESICKNESS

Our staff are highly trained in handling homesickness and similar situations. We only allow campers to call home in emergency or extreme situations. However, you may hear from a staff member if your camper is feeling homesick to request an extra letter from home or to ask for any comfort activities you may do together at home when your camper is distressed.

## STAFF-TO-CAMPER COMMUNICATION POLICY

As part of our child abuse prevention policy, camp counselors are not permitted to communicate (email, social networking or telephone) or interact with campers after the camper departs. Our staff is asked to mark their social networking (Facebook, etc.) websites for private invitation only, preventing campers from viewing staff members' personal websites. We appreciate your cooperation in reinforcing this policy with your camper(s).

## BEHAVIOR & DISMISSAL POLICY

As a close-knit community, Kirkmont Center expects each camper to respect themselves and everyone at camp, as well as the rustic facilities and surroundings. All members of the Kirkmont Center community are expected to behave responsibly and appropriately at all times. After reasonable efforts to modify irresponsible or inappropriate behavior (including but not limited to bad language, use of threats or fighting), a camper may be dismissed. Direct threats of significant physical harm to self or others are grounds for immediate dismissal, as is the possession or use of tobacco, drugs, or alcohol while in a camp program.

Campers dismissed for disciplinary reasons are not allowed back in Camp for the remainder of the summer and may be asked not to return to Camp in the future.

If you have any questions or concerns please contact us at 937-593-2141 or email [info@kirkmontcent.org](mailto:info@kirkmontcent.org).

# PACKING LIST EXAMPLE

## Needed Items

- Sleeping Bag or Bedding
- Sheet for Bed (Fitted or Flat)
- Pillow
- Jacket/Sweater
- Long Sleeve Shirt for Evening
- Flip Flops for Shower/Waterfront
- Shoes (broken in!)
- Shorts
- T-shirts
- Jeans or Pants (at least one pair for hiking/woods)
- Socks and Underwear
- Rain Jacket or Poncho
- Swim Suit
- Bag for carrying items (Drawstring/Bookbag)
- Pajamas
- Toiletries (Toothbrush, paste, travel size shampoo, soap, washcloth, etc in Carrier)
- Feminine Hygiene Products
- Deodorant
- Shower Towel/Beach Towel
- WATER BOTTLE
- Sunscreen (SPF 15+) & Insect Repellent (30-70% DEET)
- Flashlight with spare batteries

## Optional Items

- Stationary, pens, stamps (can be bought in camp store)
- Books and Activities for Rest Hour
- Laundry Bag (For Dirty Clothes)
- Items to decorate the cabent/costumes for theme
- Hammock

# HOW DO I WRITE A GOOD LETTER FROM HOME?

(Via summercamphandbook.com)

A good letter from home is informative, upbeat, and encouraging. Your goal is to say a cheerful hello and give a positive report about what's been going on. You want to instill confidence and support your child's growing independence. Avoid mentioning sad things that your child can't do anything about. Save mild bad news until you can talk to your child face to face. (Obviously, if there is a major piece of bad news to report, and you need to tell your son or daughter immediately, you would not put that in a letter either. Instead, you'd call camp and talk to the director first.)

In a quality letter, it's fine to say that you miss your child, but don't say that you're miserable. Hearing bad news you can't do anything about makes kids feel helpless. Helplessness leads to homesickness, depression, and anxiety.

Here's an example of an informative, upbeat, and encouraging letter from home:

*Dear Chris,*

*How is camp going? Did you get a chance to do archery yet? I know you were pretty excited about that when we dropped you off. I'm sure you're getting to try lots of fun new activities.*

*What's your cabent leader like? He sure seemed nice when I talked with him. I think that's pretty neat that he's going to the same college as Aunt Kathy went to. What a coincidence!*

*Yesterday, I worked until about 4:30pm and then came home to weed the garden. I was surprised to find four big tomatoes that were already ripe! I picked them and brought them inside for dad to make spaghetti sauce later this week.*

*Spot is doing great. Dad and I take turns walking him. Yesterday, he found a tennis ball under the Borozan's hedges and he was running around trying to get me to play catch. I did for a while, but then the ball got really slimy. Yuck!*

*I'm so happy that you had the chance to go to camp this summer, Chris. What a wonderful experience! I just loved camp when I was your age. My favorite part was singing songs. Have you learned any camp songs? What about camp cheers?*

*Dad and I miss you and we love you a lot. We'll be there to pick you up on Friday the 13th. Until then, have a great time. I'll write more soon.*

*Love, Mom*

*P.S. I cut out the last three Thunder Cat cartoons from the paper and enclosed them. I'll send the Sunday cartoons on Monday. Enjoy!*

This letter sounds a little contrived because it is. You can surely write something more personal and sincere. The strength of this sample is that it contains the key elements of a good letter from home: It's informative, upbeat, and encouraging. Plus, it mentions when the parent will write again, and it contains a lot of questions. This invites the child to write back. (You can at least hope, right?) Finally, the letter includes some newspaper comics.

Interesting, age-appropriate newspaper or magazine clippings add interest to your letters. You can also insert photographs or drawings or whatever you dream up that fits in an envelope.

# STORE ITEMS



Retro Symbol  
Blanket  
\$25

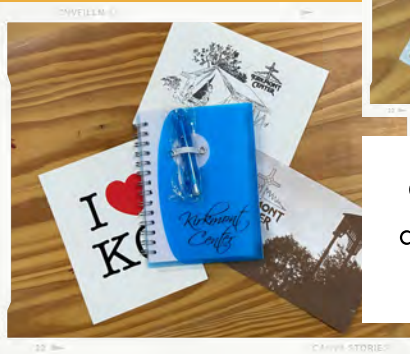
ITEMS ARE SUBJECT TO  
CHANGE BASED ON  
SUPPLY/SOURCING! THESE  
ARE JUST EXAMPLES.



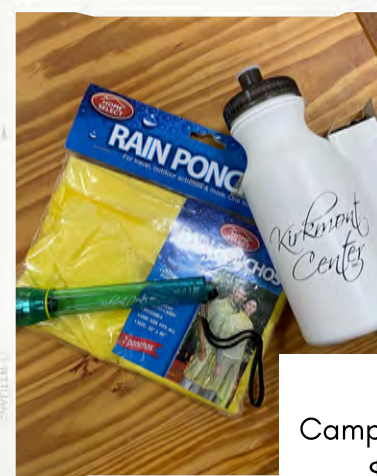
Kirkmont  
Branded Items  
\$1 - \$15



Kirkmont  
Clothing  
\$10 - \$25



Quiet Games  
and Stationary  
\$0.50 - \$3



Camp Essentials  
\$1 - \$2



6946 County Road 10  
Zanesfield, OH 4336  
937-593-2141  
(Toll free) 1-866-496-3214  
[info@kirkmontcenter.org](mailto:info@kirkmontcenter.org)  
[www.kirkmontcenter.org](http://www.kirkmontcenter.org)

## DeLair Family Campership Fund Application

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Rev. Ed DeLair believed that everyone should have the opportunity to experience the joy of camp. Kirkmont Center has established the DeLair Family Campership Fund, in honor of Ed, to help support and fund anyone in need. No child is turned away from Kirkmont Center because of the inability to pay the summer camp fee. Because the Campership Fund is based entirely on donations, the amount of available funds varies every year. Many churches offer youth scholarships. Please check with your church to see if summer camp funds are available. Kirkmont can help with up to 50% of the camp cost as funds are available.

Camper Name: \_\_\_\_\_

Camp Attending: \_\_\_\_\_ Grade Completed: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Email

Address: \_\_\_\_\_

Amount of Financial Assistance Requested: \$ \_\_\_\_\_

Please send a letter along with this application explaining your need. We are asking for this letter because it is important for donation purposes and for future fundraising efforts. These funds are only available because of the generosity of others.

### Additional Information:

Campership forms must be mailed to Kirkmont Center at least 4 weeks prior to camp start date. Financial assistance is given on a first come first serve basis. Campers will be notified by email with the status of their financial request. Camperships are limited to one camp per camper per summer. Kirkmont can help with up to 50% of the camp cost as funds are available.



6946 County Road 10  
Zanesfield, OH 43360  
937-593-2141  
(Toll free) 1-866-496-3214  
[info@kirkmontcenter.org](mailto:info@kirkmontcenter.org)  
[www.kirkmontcenter.org](http://www.kirkmontcenter.org)

### Church Scholarship Form

Parents and Campers are responsible for making arrangements with their churches regarding church scholarships for summer camp. Please have a Pastor, Christian Educator, Clerk or Treasurer from the church fill out the following information and mail it to Kirkmont Center. All forms must be mailed at least 4 weeks before the first day of camp.

Camper Name: \_\_\_\_\_

Camp Attending: \_\_\_\_\_

Amount of Church Scholarship: \$\_\_\_\_\_

(This must be an exact dollar amount not a percentage of the camp cost.)

Church: \_\_\_\_\_ Presbytery: \_\_\_\_\_

Church Address: \_\_\_\_\_

Name of Church Contact: \_\_\_\_\_

Position: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Discount Information

Presbytery Discount:

Campers from the Miami Valley, Scioto Valley and Maumee Valley receive a \$50.00 scholarship from the presbytery. This applies for all children and youth for any camp.