



2026 OVERNIGHT CAMPER HANDBOOK

Thank You for registering for camp this summer! Please use the checklist below to make sure you're ready for registration and your camper is prepared to have their BEST WEEK EVER!

Regarding illness: It is our priority to provide a healthy and safe experience for all campers and staff! We believe the best way to keep our camp community healthy is to focus on prevention. Camp Orchard Hill asks all campers to evaluate their health before arriving for their program and adhere to the following:

- ☐ If you have a fever of 100.4 or greater, or have 2 or more of the following symptoms of illness, please remain at home. Symptoms include fever, chills, sore throat, cough, common cold symptoms like runny nose and head congestion or nausea and diarrhea.
- ☐ If you experience symptoms of illness or any injury while you are a camper, please notify your counselor and the nurse right away.

Registration Checklist for Parents/Guardians: **Please complete registration tasks online before July 1!**

- ☐ **Check Your Email!** This is our main form of communication, and we expect to send you a detail email prior to July 1!
- ☐ **Health History Form** – You completed your Health History update for your camper during registration. Please revisit the form to update injuries, illness or medications prior to July 1. From your main account screen, click on your camper's name in blue. Scroll down to MY FORMS and select the Health History Form. *If you have trouble accessing your form, please contact us at (570) 333-4098 x100 or office@camporchardhill.com*
- ☐ **Balance Payment** – Full payment for Overnight Camp sessions is due on July 1. Please plan to log in and pay your balance online through your Ultra Camp account. You can also mail a check to 640 Orange Road Dallas, PA 18612. From the dropdown menu on your account, select MAKE PAYMENT and enter your payment info. *Feel free to call the office at any time with questions about your balance. (570)333-4098 x 100 or office@camporchardhill.com*
- ☐ **Snack Shop (Apple Tree) Money** – Our shop offers a variety of snacks, drinks and souvenirs and will be open for purchases each afternoon and evening. From the dropdown menu on your account, select CAMP STORE, then STORE DEPOSIT. You can add money and view purchases on your camper's account. Please communicate limits to your camper. If you need assistance from our Shop Manager, email appletree@camporchardhill.com
- ☐ **Camper Medications** – If your camper will need medication (including supplements, vitamins and over the counter) during their camp week, please log the details on your account prior to July 1. Bring the meds to camp in the ORIGINAL pharmacy container that shows your camper's name and dosing instructions. Have medication available to hand in to the nurse during Sunday registration. On our health form, you can review the list of over the counter meds that will be stocked in our health center. Plan to send all other needed meds including antihistamine and laxatives.

Medication Note for 2026: In order to gather an accurate list of camper medications, ***please log ONLY the medication, supplements or vitamins that our nurse will administer while your child is at camp.*** Remove outdated items and those that your child will take at home. Revisit this list prior to July 1 for accuracy!

Check-In and Check-Out Details:

- ☐ **Sunday Check In Procedures** Our registration line will be in the *Lakeview Terrace* beginning at 3pm and unfortunately we can't accommodate early check ins. Each camper should be present in line and must be seen by our Health Screeners. (Expect a temp check and basic health questions.) ***Please evaluate your health before leaving home. Anyone who has a temperature or other symptoms of illness should not attend camp programs.***
- ☐ **Cabin Check-In** – Parents/guardians should sign their camper in to the cabin using the counselor clipboard and can help settle their camper in the cabin. Parents will be ready to leave camp at 4:15pm.
- ☐ **Medication Check In** – Medication should be logged on your account prior to July 1 and brought to camp in the original packaging to hand in to the nurse at registration. Parents may speak to the nurse to clarify any medical needs.

- ☐ **Saturday Check-Out Procedures** – Parent/guardians should arrive at 10am on Saturday morning and should sign their camper out using the counselor clipboard in the cabin. Help your camper pack the car and plan to attend our Closing Camp party for campers and parents. Families will be ready to leave camp by 11am.
- ☐ **Changes to pick-up plan** – Please notify the camp office at office@camporchardhill.com or (570) 333-4098x100 with any changes in your pick-up plan including early departure. Any adult picking up a camper must be listed as an approved pick-up in Ultra Camp or be verified in writing by the camper's parent/guardian. All adults besides the parent/guardian will need to provide ID at time of pick-up.
- ☐ **Appointments and Practices** – Overnight Camp is a unique experience and not structured for pick-ups and drop-offs during the week. Parents may schedule an early departure; however, we are not able to accommodate campers leaving and returning to camp for appointments and practices.

Communication While At Camp:

- ☐ **Camper Mail** – You can mail letters or packages to your child with the following address:
Camper Name | Session | Camp Orchard Hill | 640 Orange Road | Dallas, PA 18612
- ☐ **Two Way Emails** – Once your camper's session has started, you will be able to purchase a block of 5 emails through your online account. We will print and deliver your emails each night at dinner and scan in your camper's response in their own handwriting the next morning. Instructions on how to do this will be included in your welcome pack at Sunday check-in. ***Your camper will receive their first email at Monday dinner and you will receive your first reply on Tuesday morning.***
- ☐ **Camp Office** – You will be able to reach someone in our camp office during the hours of 8am-5pm daily. Please use the main office phone number at (570) 333-4098 x100 or our main email office@camporchardhill.com. You can notify us of any changes to your pick-up plan or any concerns you may have during the week.

Camper Guidelines:

- ☐ Campers are not permitted to bring drugs, tobacco, alcohol, fireworks, firearms, pocketknives, sharp objects or other items deemed dangerous by our staff, pornography or text/internet enabled devices including tablets, games, watches and cell phones.
- ☐ Campers are expected to follow the camp schedule.
- ☐ Campers are to be in their cabins from the designated lights-out time until 6:30am except for emergencies.
- ☐ Male campers will not enter female cabins/restrooms and female campers will not enter male cabins/restrooms.
- ☐ Cabins are to be kept clean and will be checked daily.
- ☐ Please advise your camper to report injury or illness to their counselor and to the camp nurse right away.
- ☐ Campers should practice courtesy toward other campers and staff at all times.
- ☐ Campers will not be able to make or receive phone calls unless permission is granted from camp leadership including the Program Manager, Program Director or Executive Director.
- ☐ Camper Dress should be modest and appropriate for the activity:
 - * Bathing suits should be one piece or full coverage tankini for girls and trunks for boys.
 - * Clothes should be comfortable for high activity, provide full coverage from the shoulder to mid-thigh and be free of graphic images or language. All undergarments should be covered.
 - * Closed toed shoes will be required in certain activities.
 - * Shirts and shoes must be worn at all times except for swimming.
- ☐ Any form of bullying will not be tolerated. Bullying will be defined as physical, verbal or emotional abuse, hazing or threats. A pattern of continued behavior will result in dismissal.
- ☐ Camp Orchard Hill is committed to an environment that is free of discrimination and harassment. Actions, words, jokes, sexually graphic language or comments based on an individual's gender, race, ethnicity, age, religion or any other legally protected characteristic will not be tolerated. A pattern of continual behavior will result in dismissal.

What to Bring: **(REMEMBER TO LABEL ALL ITEMS WITH FULL NAME!)**

Suggested Packing List:

- ☐ Twin Bedding and Pillow (We recommend a fitted sheet plus a sleeping bag or warm blanket)
- ☐ Toiletry bag, bin or tote to carry to the Bathhouse (soap, shampoo, toothbrush/paste, etc.)
- ☐ Bible, notebook and pen
- ☐ Bathing Suit (One-piece suit or full coverage tankini for girls. Trunks for boys.)
- ☐ Comfortable clothes for high activity (see above for additional guidelines)
- ☐ Sneakers and extra socks
- ☐ Poncho or raincoat
- ☐ Crocs/Flip Flops for water activities
- ☐ Warm sweatshirt or jacket for chilly mornings and nights
- ☐ Flashlight
- ☐ Bath Towel and Beach Towel
- ☐ Sunscreen
- ☐ Laundry bag
- ☐ Refillable Water Bottle
- ☐ Spending Money added to camper's Ultra Camp Store Account

Optional Items:

- ☐ Insect repellent
- ☐ Baseball glove, cleats (no metal spikes), Roller blades/Skateboard/Bike w/ helmet & pads, Fishing Pole
- ☐ Watch or alarm clock (please no radio alarm clocks or internet/text enabled watches)
- ☐ Camera (Not text or internet enabled)
- ☐ Stationary and stamps

Lost and Found – Please label items with your camper's full name (especially commonly lost items like towels, sweatshirts and water bottles). Please check cabins and our lost and found table before leaving! If you are missing an important item, contact office@camporchardhill.com for assistance and a postage estimate.

Standard Discipline Strategy

- 1.) A 1st offense will result in a warning, explanation of undesired behavior, and review of behavioral expectations.
- 2.) A 2nd offense will result in a break from current or upcoming activity (duration of time will depend on the age: (ages 8-11 will be 5-7 minutes, ages 12-17 will be 7-10 minutes.) The purpose of this break is to help diffuse the situation and allow for reflection immediately following the offense. A strategy emphasizing personal responsibility will be used (e.g. throwing rocks might result in picking up those rocks and returning them to the correct location).
- 3.) A 3rd or repeated offense will result in reporting to the Program Director or Program Manager where a verbal or written contract will be made. Parents will also be notified.
- 4.) Continued infractions will result in dismissal from camp.

Camper Goals and Objectives

Camp Orchard Hill will:

1. *Provide opportunities that stimulate the development of each camper.*

Camper's will have the opportunity to choose activities, make friends and discuss the events of their day with their counselors. Counselors will work to create a physically, emotionally, relationally and spiritually safe place.

2. *Provide situations for each camper to set goals and challenge themselves while discovering their own abilities.*

Camper's will participate in a variety of activities that will challenge them and they will learn at least one new skill.

3. *Allow each child to experience group living.*

Camper's will live and eat together in groups and participate in group activities where they will have the opportunity to discuss their day together and make community building decisions.

4. *Help each camper appreciate their natural surroundings and take an active role in the stewardship of our environment.* Camper's will have the opportunity to recycle, keep the environment clean and respect the environment by staying on trails, not picking flowers, cleaning up, etc.

In case of emergencies:

Since the program has no way of determining what each person considers an emergency, the general camp practice is to contact parents when there is a concern about the camper's health and/or when a situation is not progressing as expected.

If outside medical attention is necessary, every attempt will be made to notify the parent/guardian prior to treatment and immediately after conclusion of treatment. All contact, successful and unsuccessful, will be documented on the individual's health form.

Camp Orchard Hill Mission Statement

Camp Orchard Hill exists to meet the physical, emotional, relational and spiritual needs of campers, families and our community through the love of Jesus Christ.