



Parent Information Guide



Camp Dates: June 6-10, 2018

Location: Camp Tontozona

235 Camp Tontozona Rd. Payson, AZ 85541



Dear Parent/ Guardian/Caretaker,

We would like to thank you for choosing to send your child to Tonto Creek Camp for a few days this summer to experience our entrepreneurship camp for youth. Our hope throughout the summer is to help build life-long memories, friendships and gain skills to help them achieve their dreams. We believe in what we do, and we will do our best to provide this for your child.

Enclosed in this packet are the forms required for your child's attendance at camp. We ask that you please take the time to fill out the necessary forms completely. You will also find information regarding Health and Wellness, our Camp Policies, a Packing List, and a list of Frequently Asked Questions. The FAQ should answer most general questions. Reviewing this information with your youth prior to their arrival can better prepare him/her for camp.

My staff and I look forward to providing a safe and memorable camp for your child. If at any time you have any questions or concerns, please don't hesitate to contact us. Again, we want to thank you for trusting us to provide an amazing camp experience.

If you have any questions regarding your child's trip to Tonto Creek Camp, feel free to call us. If you are unable to reach our Program Coordinator please contact me at (480) 442-7031.

Thank you!

Jamie Aiken

*Jamie Aiken
Executive Director
and the entire Tonto Creek Camp Staff*



IMPORTANT INFORMATION & FORMS

NUMBERS TO KNOW

Camp Leader:

Hayden Prouty

hayden.p@tontocreekcamp.org

(401) 338-0637

Tonto Creek Camp after hour phone number :

(928) 978-6359

TRAVEL

Your child will travel to Tonto Creek Camp, seventeen miles outside of Payson city limits, by bus. The drop off and pick up location for all campers is Steele Indian School Park • 300 E. Indian School Rd. Phoenix, AZ 85012, located at the northeast corner of Indian School Rd and Central Avenue.

Camper Drop off:

Campers will gather together for a special SEND OFF to camp (*hosted by our Title Sponsor, The Aspiring Youth Academy*) at 300 E. Indian School Rd. 85012 on JUNE 6TH. Drop-off is between 7:30-8:30AM and all parents/families are encouraged to attend the special event. Bus Departure to camp will occur promptly at 9:0AM. Please make every effort not to be late.

Camper Drop off:

Campers will return to Phoenix for a Welcome Home Moment (*also sponsored by our Title Sponsor, The Aspiring Youth Academy*) on Sunday, June 10th. The camp bus will arrive at The charter bus will arrive at Papago Plaza between 1:30 and 2:00pm. All campers must be picked up by 2pm at the latest.

Papago Plaza

1402 N. Scottsdale Rd., Scottsdale AZ 85257

Papago Plaza is located on the southwest corner of Scottsdale Rd. and McDowell Rd. The buss will be located behind Dutch Brothers Coffee.

PREPARING FOR CAMP

Appropriate Camp Shoes

Campers should wear closed toed, shoes and socks every day. In addition, campers can bring flip flops (or similar) if they have them for wearing in the shower, during evening in the cabin, et cetera but they are not essential.

Hair

Campers with medium to long hair should always have something to tie their hair back with, as they are outdoors.

Backpacks

Backpacks are great for keeping the campers belongings together. Campers are welcome and encouraged to bring them. Backpacks should be clearly labeled with your child's name. Additionally, Tonto Creek Camp will provide each camper with a drawstring backpack as well.

Sunscreen and Lotion

Almost all activities at camp will be outside. We request that sunscreen be worn as a sunburn can occur as easily in the mountains as it can in the valley.

Camp Days

Expect your camper to come home a little dirty, tired and rumpled after a few days of camp fun!

Lost & Found

Campers are responsible for their belongings. Our Camp Counselors will do their best to ensure that campers keep up with gear. Parents are responsible for the cost to ship Lost & found items home .

Packing for Camp

Please take the time to thoroughly review the included packing list. Your camper's experience, in many ways, hinges on the equipment they bring to camp. Please be sure to include all of the necessities on the packing list. Additionally, many parents / guardians find it helpful to label everything their camper brings. All of our activities require closed toe shoes.

Meals

The food at Tonto Creek Camp is delicious! All of our meals are nutritious and well-balanced. Each week a unique menu is designed by our chef. If you denoted any food allergies or dietary restrictions on your child's registration then we will have tasteful alternative foods prepared for them. However, if you didn't denote this on your child's registration information but should have, then please contact us immediately so that we're aware of it. Additionally, there's always a fruit bowl out at all times in the event someone needs a snack.

HEALTH AND WELLNESS

The health and safety of your child is our number one priority! Because campers are in a residential situation – learning, living, playing and dining together – the focus on healthy habits and illness prevention are critical to us.

A trained health staff (EMT or higher level-of-training) is on-call 24 hours a day. Health staff will address first-aid and illness, as well as distribute all camper medications. If your child requires any kind or specialized medical care, please contact our camp leader, hayden.p@tontocreekcamp.org, immediately. The Safety Information Form, in the accompanying packet, must be completed and signed, for all campers! It is required in order for your child to attend.

All campers are required to be checked for head lice and nits prior to drop off. If your child appears to be afflicted with lice (reddish-brown wingless insects), nits (grayish-white, oval shaped and are attached at an angle to the side of the hair shaft) then you must provide the lice treatment of your choice in a timely manner to ensure your child is nit free for minimally 24 hours prior to boarding the bus for camp.

During camp, if a camper reports illness he/she will be evaluated by health staff. Any illness or injury which involves a sustained fever, repeated vomiting, severe injury, etc. will be reported by phone immediately to the parent/guardian. If it is determined that a camper must leave camp, a parent or guardian will be notified and asked to transport their child home. For your benefit (and ours), do not send sick children to camp.

INJURIES

In addition to our staff being CPR/1ST Aid trained, a CRP/First Aid certified Cabin Counselors are present on campus and in the cabins in case of an emergency. Campers need to notify the Camp Leader of any injuries they sustain while attending camp.

We reserve the right to delay or cancel any activity to maintain the safety of our campers and staff. The Emergency Contact number at Tonto Creek Camp is (928) 978-6359.

MEDICATION

If your child will need to take any medication, ***a Medication Form must be filled out by a parent or guardian.*** We must know the prescription, dose, time, and instructions for administration of medication. This includes over the counter medication. No medications will be given without this release. Only medications provided by parent or guardian will be given. Medications will be dispensed to your child by TCC's trained health staff only. Medications must be in their original containers with prescription information included, this is also in effect for any inhalers, nasal sprays, and epi pens.

CAMPER PARTICIPATION / EXCLUSION FROM ACTIVITY

Tonto Creek Camp strives to include all campers in all camp activities. However, in certain instances we do reserve the right to deny participation. These instances include but are in no way limited to: a child who does not have proper attire, refuses to follow directions and/or refuses to follow the camp rules, is not medically cleared to participate, has an untreated medical condition, does not have proper medication, parent/guardian limits participation, is a danger to his/herself or others. If you wish to limit the activities in which your child will participate, please include a note in the space provided on the Participant Information Form, included with this package, detailing the requested limitations.

Tonto Creek Camp makes every effort to follow our three strike compliance process. However, certain circumstances may arise that require a camper's expulsion from camp without prior notification of the parent/ guardian. To this point, Tonto Creek Camp reserves the right to send a camper home at our own discretion. In the event that a camper's departure is recommended for behavioral reasons, depending on the severity the parent/ guardian may be requested to pick-up a camper, as determined by Tonto Creek Camp.

CAMP BEHAVIOR EXPECTATIONS

Our behavior compliance policy was developed to ensure your child has a safe and positive camp experience. Below is Tonto Creek Camp's **THREE STEP METHOD** for dealing with inappropriate behaviors:

STEP ONE: Verbal notice will be given to the camper informing them that a rule has been broken and that they are acting inappropriately. The camper will be asked to explain the behavior and be warned not to continue. With each step, a camp counselor will address any problems with the camper that could be causing undesirable behavior. The camper and the counselor will look for a solution to correct the problem.

STEP TWO: If a camper's behavior remains unsatisfactory after verbal notice, they will be asked to take a time out. Once in time out, a camper will sit out the activity for up to ten minutes depending on their age.

STEP THREE: The final step is the discipline report. If a camper continues to demonstrate a behavior that is harmful to themselves or others, the parent/guardian/caretaker will be called/notified of their camper's behavior. An incident report will be filled out by the camper and camp counselor specifically stating what the camper did, what they should have done, and comments by the Fresh Air camp leader. A camper can go directly to an incident report if the behavior warrants immediate attention by the camp leader and parent/guardian/caretakers. If a camper receives three or more incident reports during the camp, the camper will be excluded from further participation at camp and the parent/guardian/caretaker will be called and asked to pick up their camper.

Tonto Creek Camp reserves the right to remove any camper from camp for inappropriate or unsafe behavior at any time.

CAMP RULES

PARENTS/GUARDIANS/CARETAKERS, PLEASE DISCUSS THE RULES WITH YOUR CAMPER BEFORE THE BEGINNING OF CAMP!

1. Please Know Tonto Creek Camp's rules and follow them at all times!
2. Stay with your group at all times, unless you have permission from your camp counselor.
3. Respect all fellow campers, counselors and other TCC staff.
4. Be courteous with the words you use. Inappropriate language will not be allowed.
5. Keep your hands & feet to yourself at all times. You are not allowed to touch another camper/staff member in a negative way.
6. Be respectful of others' belongings. Do not take anything that is not yours.
7. Respect your environment and the Tonto Creek Camp facility by throwing away all trash and returning equipment to the proper place after use.
8. 8. Should you choose to bring expensive items to camp (i.e. iPods & game boys, et cetera) we are not responsible for items that are lost or broken.
9. 9. Campers may bring cell phones, but they are responsible for keeping up with them and keeping it with their belongings. Tonto Creek Camp is not responsible if they are lost or broken.
10. 10. Always follow the Golden Rule by treating others as you wish to be treated.



CAMPER CODE OF CONDUCT AGREEMENT

Parent(s)/Guardian(s)/Caretakers: Please read this list with your camper. A camper signature and a parent/guardian/caretaker signature are at the bottom.

Camper's Name: _____ Organization (If applicable): _____

WHILE AT TONTO CREEK CAMP:

I will be honest and respectful (of my peers, my camp staff, and myself). I will follow directions and rules at camp. I will not act violently toward any camper or staff member. I will not steal or destroy property belonging to Tonto Creek Camp, other campers, or staff members. I will not use/practice inappropriate conduct and language. I will stay within camp boundaries. I will do my best to HAVE FUN!!!

INAPPROPRIATE BEHAVIOR WILL BE HANDLED IN THE FOLLOWING MANNER

STRIKE 1 – Camp Counselor involvement with camper.

STRIKE 2 – Camper will speak with Camp Counselor and Camp Leader and Camper's parent/guardian/caretaker will be notified. The parent/guardian/caretaker will have an opportunity to speak to the camper.

STRIKE 3– Parent/guardian is notified and camper is dismissed from camp.*

Verbal, emotional, and/or physically abusive behavior (bullying) will be dealt with on an individual basis and will likely result in dismissal from camp. Additionally, any camper found to be in possession of alcohol, drugs, or weapons will be immediately expelled from camp. *Should a camper be dismissed from camp, pick-up and transportation from camp is solely the responsibility of the parent/guardian/caretaker.

Camper:

By signing this form, I am agreeing to follow the above guidelines. I understand that the rules will again be explained to me when I arrive at Tonto Creek Camp. I understand that failing to follow these guidelines will result in the above action by the staff of Tonto Creek Camp, and may include removal from Fresh Air Camp.

Camper's Signature: _____ Date: _____

Parent(s)/Guardian(s)/Caretaker(s):

I have read, understand, and agree to the information and terms presented in this information packet. I understand that should my child require transportation from camp due to illness, behavior problems or other reasons, it will be necessary for me to provide his/her transportation in a timely manner. If attending through an organization, failure or refusal to transport your child within the designated time frame will result in involvement of the organization.

Parent/Guardian Signature: _____ Date: _____

FREQUENTLY ASKED QUESTIONS

Don't see your answer here, feel free to contact us at (844-411-CAMP (2267) x 8

Q. Who is Aspiring Youth Academy (AYA) Camp for?

A. High school students entering 9th, 10th, 11th or 12th grade in Aug/Sept 2018 as well as those who graduated in May 2018.

Q. What is AYA Camp?

A. It's a 4-day creative event that answers everything you wanted to know about starting your own business and building the skills to achieve your dreams. This is not your typical "sit-back and listen" workshop, this is a hands-on and interactive.

Q. Why AYA Camp?

A. There are so many reasons to come we're not sure where to start! Here are some of our favorites:

1. Obtain the know-how to turn your dreams into action
2. Learn from ASU Entrepreneur & Innovation Experts
3. Engage with successful business persons
4. Meet like-minded peers & professionals
5. Score some amazing free stuff, and have a great time!

Q. Do I need to have a brilliant idea to participate in AYA Camp?

A. No, we welcome any/all youth who want to learn about successful businesses based on their own or someone else's brilliant idea.

Q. Where is camp? Do we sleep in tents?

A. AYA Camp is held at beautiful Tonto Creek Camp, approx. 17 miles east of Payson. Its 36 acres is nestled in the Ponderosa Pines bordering Tonto National Forest. Campers sleep in comfortable, modern cabins, lodges and dormitories complete with heat/air, indoor bathrooms, hot water and more.

Q. Will I be fed during either AYA Camp?

A. Yes, we've got all of your meals and snacks covered. We provide campers with three delicious, well balanced meals each day. Additionally, we provide healthy in-between meal snacks such as apples, cheese, carrots, raisins or similar.

Q. What if I have allergies or a special diet?

A. Again, we've got you covered because we accommodate all diets. Whether gluten-free, lacto-free,

soy-free, peanut or tree nut free, vegan, vegetarian, vegan-vegetarian or carnivore, we ensure all campers are fully nourished to their liking.

Q. How do I prepare for either AYA Camp?

A. *YOU BRING* your clothing, toiletries, bedding and any personal items you'll need/want (i.e. medications) *WE PROVIDE* transportation to and from a designated TBA location, housing, meals, drinks, snacks, materials, and some great gifts.

Q. What happens when I arrive at either AYA Camp?

A. Upon arrival you will check-in to your cabin, attend a Welcome Orientation, meet our staff, mentors and cabin counselors. Then you'll hear from our keynote speaker before dinner.

Q. What happens on the next day?

A. You'll spend your morning you'll learn about ideation, product development & actually design a prototype, and in the afternoon you'll conduct Beta-Testing then you'll debrief before dinner.

Q. How much is AYA Camp and what is included in the cost?

A. AYA youth camp is \$400.00 per camper. It's an all-inclusive camp except for bedding and personal linens. Housing, meals, workshop materials, outdoor activities, evening events and transportation from the valley is included. It also includes some great gifts that we can't tell you about now.

Q. What if I want to go but can't afford it?

A. Thanks to the generosity of our sponsors *we have full and partial scholarships available.*

Q. What if I have more questions?

A. Contact our Program Coordinator, Hayden Prouty at hayden.p@tontocreekcamp.org or 844-442-7041

MEDICATIONS AT CAMP

If your child will need to take any medication, a **Camper Medication Form** must be filled out by a parent or guardian. We must know the prescription, dose, time, and instructions for administration of medication.

This includes over the counter medications and vitamins. No medications will be given without this release. Only medications provided by parent or guardian will be given.

Medications will be dispensed to your child by TCC's trained health staff only. Medications must be in their original containers by the prescription information included. This is also in effect for any inhalers, nasal sprays, and epi pens. Camper Inhalers must be sent in the original box with the campers printed on the box and on the inhaler itself. If your child is authorized to "carry" his/her inhaler on their person please denote this on the medication form.

Please place all medications and a completed Camper Medication Form inside of a zip lock bag with your camper's name on the outside to be turned in to TCC Staff at check in.

Emergency medications, such as inhalers, can be check out from TCC health staff if needed during physical activities.



MEDICATION LOG FORM

NAME	
DATE OF BIRTH	
ALLERGIES	
MAJOR MEDICAL CONDITIONS	

EXAMPLE		SAT	#	SUN	#	MON	#	TUES	#	WED	#	THUR	#	FRI	#
MEDICATION	Zrytec	<p style="text-align: center;">Example:</p> <p style="text-align: center;">Our health care staff will fill in the daily amount and time the medication was administered.</p>													
DOSE	1 Pill														
ROUTE	Orally														
COMMENTS	Daily AM														

		SAT	#	SUN	#	MON	#	TUE	#	WED	#	THUR	#	FRI	#
MEDICATION															
DOSE															
ROUTE															
COMMENTS															
MEDICATION															
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MEDICATION															
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COMMENTS															

_____ PARENT PRINTED NAME	_____ PARENT'S SIGNATURE	_____ DATE
_____ HEALTH CARE STAFF PRINTED NAME	_____ HEALTH CARE STAFF	_____ DATE



STANDING MEDICATION ORDERS

The following is a copy of our standing orders for over-the-counter medications. These medications are given as needed to treat symptoms of illness or aches. Please check yes or no if you give permission for these medications to be given to your child. Sign and date at the bottom of the form. **We will not give any over-the-counter medications unless this form is file for your child.**

ORAL NON-PRESCRIPTION MEDICATIONS

- YES NO **Acetaminophen 500mg:** Children 12 years of age and older: For headache, sore throat, pain, or fever. One-two caplets every 4-6 hours prn
- YES NO **Acetaminophen Jr. Chewable Tablets 160mg:** Every four hours as needed for headache, sore throat, pain or fever. Children (6-8) 2 tablets, Children (9-10) 2 ½ tablets, Children (11) 3 tablets, Children (12 years) 4 tablets.
- YES NO **Children’s Liquid Tylenol (160mg/5ml):** For relief of headache, sore throat, pain, or fever. Children (6-8) 2 tsp. every 4 hours prn. Children (9-10) 2 ½ tsp. Every 4 hours prn. Children (11) 3 tsp. every four hours prn.
- YES NO **Ibuprofen 200mg:** Children 12 years of age and older: One to two tablets every 4-6 hours for pain or menstrual cramps. (Do not exceed 6 tablets in 24 hours)
- YES NO **Children’s Ibuprofen 100mg/5ml:** For relief of fever, minor aches and pains. Dosage: Children 6-8years 2 tsp., 9-10 years: 2½ tsp., 11 years: 3 tsp. Dose may be repeated every 6-8 hours prn.
- YES NO **Tussin DM Cough Formula:** For relief of coughs and chest congestion. Children 12 years and older: 2 tsp. every 4 hours prn. Children 6-12 years: 1 tsp. every 4 hours prn. Children under 6: ½ tsp every 4 hours prn.
- YES NO **Sore Throat Spray:** For relief of sore mouth, sore throat pain, and canker sores. Children 12 years and older: Spray 5 times on affected area. Children under 12 years: Spray 3 times.
- YES NO **Children’s Dimetapp Cold and Allergy:** for relief of nasal congestion, sneezing, runny nose, itchy, watery eyes. Children 12 years and older: 4 tsp. every 4 hours prn, Children 6-12 years: 2 tsp. every four hours prn.
- YES NO **Suphedrine 30mg:** For relief of nasal congestion. Children 12 years and older: 2 tablets every 4-6 hours prn. Children 6-12 years: 1 tablet every 4-6 hours prn.
- YES NO **Benadryl 25 mg:** For relief of runny nose, sneezing, itching of the nose or throat, and itchy, watery eyes. Children 12 years and older: 1-2 tablets every 4-6 hours prn. Children 6-12 years: 1 tablet every 4-6 hours prn.
- YES NO **Antacid Tablets 500mg (Tums):** For relief of acid ingestion and heartburn. Chew 2-4 tablets as symptoms occur.

TOPICAL NON-PRESCRIPTION MEDICATIONS

- YES NO **Triple Antibiotic Ointment (bacitracin):** To help prevent infection in minor cuts, scrapes, and burns.
- YES NO **Hydrocortisone 1% Cream:** For relief of itching associated with rashes and inflammation. Apply to affected area 3-4 times a day.
- YES NO **Diphenhydramine Hydrochloride 2% (Benadryl Cream):** Used for relief of itching from insect bites or rashes from plants, such as poison ivy. Apply to affected area 3-4 times a day. Consult a physician for children under 12 years of age.
- YES NO **Eye wash (sterile isotonic solution) :** For cleansing of irritated eyes and/or removal of loose foreign material. Apply drops to eyes as needed.

OTHER

- YES NO Warm Packs or Soaks for infection.
- YES NO Cold Packs for sprains, bruises, or other traumatic injuries.
- YES NO Povidone Iodine Scrub Solution as needed for cleansing of wounds.
- YES NO Aloe Vera Gel or Lotion for sunburn.
- YES NO Cough Drops for cough.
- YES NO Carmex for cold sores, fever blisters, and chapped lips.
- YES NO Anbesol for cold sores/canker sores.

I consent to the use of these over-the counter medications for my child. They will only be administered as needed and as ordered.

Camper Name: _____

Parent/Caretaker Name: _____

Parent/Caretaker Signature: _____

Date: _____

