

CAMP TRACKERS

Parent & Guardian Overnight Camp Handbook

Drop Off & Pick Up

SUNDAY CHECK-IN

12:30-1:30pm
SE Headquarters
4617 SE Milwaukie Ave.
Portland OR 97202

FRIDAY PICK-UP

2-2:30pm
SE Headquarters

Running Late? Call **June**

Health Forms & Medications

Please complete
BEFORE check-in
Sunday:

- ❖ Health History
- ❖ Medication Form

Find them on our website
camp pages OR at the
end of this handbook.

**Health or medical needs
that require special
attention during camp?**

Contact Us!

June Jacobson
june@trackersearth.com
or 503.758.4509

Thank you for
choosing our
Overnight Programs
in the beautiful
*Marmot Valley in
Sandy, Oregon!*



Please read this
document thoroughly,
complete the forms
and bring them with
you when you check in
to camp. Do not mail or
fax these forms to camp. Call or email us if you have
any questions or concerns about your session at camp,
including special dietary concerns based on allergies
or medical conditions.

Thank you for your attention to these important
details and we look forward to seeing you this
summer!

Table of Context

Welcome...pg 1

Camp Activities & Packing...pg 2

Check-In...pg 3

Check-Out & Meals...pg 4

Mail...pg 5

Costumes, Homesickness & Medical care...pg 6

Communications...pg 7

Camp Success & Open House...pg 8

Our Camps and Villages

All of our overnight programs attempt to create a villages of people who learn to care for each other, the land, and its inhabitants. Our goal is to send students home with a new awareness of their own abilities to make functional decisions that affect their daily life and the lives of the people in their communities.

Camp Activities

Trackers believes that people are capable of more than they are often given credit or opportunity to express in today's world. This means that we do our best to help each individual find their learning edges at camp, building competencies while also having a great time...it is Summer Camp after all!

Skills they may have the opportunity to build at camp depending on the theme:

Rangers *Firemaking, shelter building, wildlife tracking, trap-making, survival bow-making, hide-tanning, animal butchering(this is always optional!), archery, stealth and evasion scenarios, camouflage, safe water collection, wild foraging, cordage making, throwing weapons, fishing*

Wilders *Wild food foraging, outdoor cooking, cheese making, soda making, fiber works, animal husbandry, gardening, homemade ice cream, medicine making, woodworking, wetland restoration*

Mariners *Fishing, net-making, bone hook crafting, primitive fishing spears, wetland restoration*

Artisans *Role playing, prosthetic and costume creation, skit building, safe boffer weapon building and training, blacksmithing, leatherwork, storytelling*

Packing for Camp

COMING IN JUNE or EARLY JULY?

Our valley is cold and damp in the mornings and cool in the evenings. And you can almost always depend on rain, sometimes pouring for days, in June. Please watch the weather and make sure campers come with proper rain and warmth layers, no matter what the weather report says. Many pair of wool or synthetic socks and base layers can make a big difference when campers are wet. Cotton does not keep them warm in most circumstances. We may ask that you provide extra layers during the week if the ones sent are not meeting campers needs. Thanks for your understanding here!

Clothing

Socks (5-6 pairs)	Sweatshirt or sweater
Rugged Shorts (2 pairs)	Pajamas
Shirts (3)	Swimming Suit
Rugged Pants (2 pairs)	Underwear(5 pair)
Jacket or Coat	Thermal underwear(optional)
Shoes (2 pair: one sturdy pair that can handle getting wet and dirty. Sandals or sneakers are a good second)	

Bedding & Toiletries

NO TENT NEEDED

Sleeping Bag

Towel

Non-aerosol insect repellent

Sunscreen

Other

Water Bottle

Playing Cards

Plastic bag (for dirty clothes)

Stationary, pens & stamps

Mess Kit

Sleeping Pad

Pillow(optional)

Camera/film Headlamp

Carving Knife

Large brimmed garden hat(Wilders!)

Favorite Knitting or crochet needles

What to leave at home

Trackers overnight camps are an opportunity to spend a week living close to the land and appreciating the shift in awareness a more rustic lifestyle can bring. This is why we require campers to take a break from electronic technology such as phones, iPods, iPads, and games. If you're spending multiple weeks with us, you are welcome to bring a phone and we will keep it safe for you until approved times.

Please do not bring candy, gum, alcohol, tobacco, drugs, weapons, pets or other animals, vehicles and sports equipment, inappropriate reading material and/or valuables for the protection of all involved.

Exceptions for special equipment related to camp themes may be made during check-in. Please keep it out for inspection!

The First Day of Camp

Check-In @ 12:30-1:30pm



Check-in takes place at our NEW SE Portland Trackers Headquarters(as of August 2014): 4617 SE Milwaukie Ave, just 3 blocks North of our old location. Inside, our staff will collect your ALREADY FILLED OUT Health Forms and medications form, and confirm who is authorized to pick up campers on Friday. Please ask us for an INDEPENDENT RELEASE FORM at drop off if you would like your son or daughter to check themselves out of camp on Friday.

There will be items available for sale in our camp store, in case campers need or want a knife, t-shirt, sweatshirt or water bottle.

After collecting forms and information, staff will direct you to the activities area, where you will say your good-byes. At this time, Trackers staff will take over supervision until pick-up.

Health & Medication Forms

Please fill out health forms and medication forms before you arrive at drop off. Although our Health Officers will speak with campers briefly during check-in, this is not the ideal time to discuss or inform us of any complex health or dietary issues campers have. Please call or email June Jacobson with to discuss how we can support your camper before drop off.

You must bring medication in its original container!

Prescription medication needs to be in the camper's name and in its original container. You will have the opportunity to fill out the medication check-in form and speak with the Health Officer in order to give specific instructions about medications.

Sending Medications? You'll find our medication form online on any of our overnight camp pages. Scroll down, print and bring it filled out to camp.

Thank you for checking your camper thoroughly for head lice during the weeks leading up to camp. This is critical!

Transportation to Camp

After all campers are checked-in and the gear is loaded onto the gear bus by staff, campers will board the passenger school bus in an orderly fashion led by staff. No camper should board the bus prior to this time. Staff will review emergency procedures with all passengers before we head into the beautiful Marmot Valley in Sandy, Oregon.

Village Assignments

Trackers Ranch has two villages. Each village has fire pits, canvas yurts with cedar bark chip floors, and tents. Where campers are placed depends on the specific camp and the number of campers.

We make every effort to place campers with "cabin buddies" if you have requested this on your waiver form during registration. Please understand that we do not guarantee all requests, as we try to place age groups together in yurts and will not move a camper out of their age group to accommodate someone else's buddy from another age group. With that said, please email our Regional Director with requests.

The Last Day

Check-Out @ 2pm

Check-out on Friday happens at SE Portland Headquarters. Please make every effort to meet this timeframe. If you are unable to make it, please sign up for our After Camp Program on our website, available until 6pm and let our Regional Director know you're planning on this.

Photo ID Required

Unless we have an Independent Release Waiver on file for your son or daughter, we will require parents or guardians to present a photo ID that matches up with one of the names provided on our authorized pick up list. You will provide us with these names during check in on Sunday.

Lost and Found

We will make every effort to return lost and found items while your son or daughter is in camp. Unclaimed items will be brought to the check-out area on the last day of the session. Please look to see if your son or daughter is missing any items. After one month, any unclaimed items will be donated to a local charity. Trackers Earth is not responsible for lost, stolen, or damaged articles.

***On the rare occasion that our vehicles are running behind schedule or experience an emergency situation, our staff at our Portland office will contact parents as soon as possible with a report on the situation and change of schedule.

Camp Meals

Meals are prepared in our outdoor kitchen in mostly wood-fired earthen ovens and rocket stoves. Depending on the camp and village, campers may share meals around the campfire, at picnic tables or in a shady spot in the grass. Thursday night is Feast Night, when the kitchen goes all out and includes a special entree, multiple sides and dessert. A snack is also available each day between lunch and dinner.

Provided meals are all omnivore and due to the rugged and outdoor kitchen style set-up, we often cook large one-pot meals over the wood stove. This makes it very difficult to make accommodations for food preferences. With that said, we will accommodate any medically related food restrictions that lead to systemic reactions. We will also always have tofu dogs available for registered vegetarians, so please make sure this is stated in the health form. **We are a peanut free camp.**

At time of registration, online or at our office, you had the opportunity to inform us of any allergies or medically related food restrictions. You will have a chance to confirm or modify these on your Health Form. ***If your child has a medically severe food allergy or restriction that was not reported on their waiver during registration, please email us june@trackersearch.com so that we can discuss how we can accommodate his/her needs with plenty of advance notice.***

Examples of Meals from Summer 2014:

Breakfast: Most breakfasts include a nut-free granola or muesli w/ nuts and an examples from the following: ***Hard-boiled eggs, bagels and cream cheese, yogurt & fruit, scrambled eggs and sausages.***

Lunch: All lunches include a salad bar and example of the following: ***burritos, sandwiches, chicken, tuna or egg salad wraps, fruit***

Dinner: All dinners include a salad bar, a side dish and example of the following: ***Stir-fry, Campfire hotdogs, pasta, tomato sauce and meatballs, Tacos, Chicken Curry, Smoked Pork***

Don't Forget Your Mess Kit!

Each person needs a mess kit that includes a plate and bowl(or plate that can double as a bowl), fork and spoon or spork, and a cup for hot beverages. Stores like Fred Meyers, New Seasons or Next Adventure should have mess kit essentials available. Each student will be assigned a 12" x 10" cotton mesh bag provided by Trackers that will hold their mess kit and hang to dry. We launder and sanitize the bags at the end of each week of camp.

Mail or Packages

Sometimes sending letters can help a student make a smoother transition into camp life. Placing letters and packages in the mail the Friday before your camper's session can ensure it arrives during their week. Letters and packages sent after the Tuesday of camp will probably not arrive on time.

Care Packages

A care package can be another way to remind a camper that you're thinking of them. If you decide to send a care package, we need your help: ***please do not send candy***. Packages with candy are an invitation to ants and can negatively complicate camper relationships. Thank you for this!

See next page for address!

Please address letters and packages in the following way:

Camper's name

Camp Trackers

53305 SE Marmot Rd.

Sandy, OR 97055

Costumes

Students coming to our Realms of Cascadia, Zombie Survival, and BPRD Camps are welcome and encouraged to create costumes that fit within the theme of that camp. Since safety comes first at our camps, homemade props such as foam weapons, melee or boffer weapons must be approved by our staff on the first day of camp.

Homesickness

As we try to encourage independence and the gift of being present in all our campers, we want to ask parents to take the "no news is good news" approach to communications.

Trackers camps are purposely more rugged than others out there and our staff work hard to care for, engage and build confidence in students during their stay with us. WE WILL respect a student's choice to return home, however, if our early attempts at redirecting the homesickness are unsuccessful and it is negatively affecting their overall experience. We will kindly encourage them to come back and give us another try in the future. WE DO expect the cooperation of families with this policy because cultivating a camper's personal collaboration is vitally important to us as educators.

Parents of younger students can help them develop healthy expectations about their camp experience ahead of time. You can explain how camp will be fun, how they will meet new people and learn new awesome skills, but also remind them they they may run into challenges too, and that challenges are normal and expected..

Challenges you might choose to discuss: How Trackers embraces rainy days and getting dirty, about not always getting your way when a group is making decisions together, sleeping in a rugged setting outside in the woods, worries they might have about not being “good” at an activity or about making friends.

Let them know that there may be problems to solve, feelings of worry or sadness to overcome, and/or insecurities to work on and that Trackers staff understand that these problems and feelings are normal. Our staff will do their best to role model how to face challenges with grace and a sense of humor, while encouraging competency and self-confidence in campers who might be struggling with some of these challenges.

Medical Care

All of our staff have been First Aid/CPR and AED Certified by a Nationally recognized provider. They are also trained to administer Epinephrin in case of severe systemic allergic reactions. A resident staff with a Wilderness First Responder or sometimes higher level of training, acts as our Health Officer and is responsible for collecting, containing and reminding campers to take their medications, as well as addressing and assessing minor medical concerns throughout the week.

In case of an emergency, arrangements for treatment have been made with Northwest Urgent Care in Sandy or Mt. Hood Medical in Gresham. Should any serious accident or illness occur at camp, parents or guardians are notified immediately. In case of minor illness, parents are informed if their child remains in the Medical Tent for more than 2 hours or if they have an ailment that needs monitoring.

We reserve the right to send a child home if the Health Officer and Site Supervisor concludes it is in the best interest of the child or the other campers. If you plan to be away for any length of time during camp, please arrange for a relative or friend to be able to pick up your child should he or she become ill. Please include their contact info on the Health Form.

Emergency & Non Emergency Communications

In case of a medical or family emergency, please call our:

#1)June Jacobson, Overnight Director’s Cell @ 503.758.4509.

#2)Camp Trackers ground line @ 503.826.9666

#3)Trackers General Phone @ 503.345.3312

Telephone Contact

Week Long Stay

Our experience is that campers’ telephone conversations with parents tend to exacerbate or kick-start missing home, so students do not have access to a telephone. In the event a camper requests to make a phone call, staff will assess the situation and make advance contact with the

parent/guardian to discuss the potential. When calling the camp ground line to check in, please understand that we like our seasonal directors to be out of the office, supporting staff and creating fun opportunities for campers. We will get back to you as soon as we can.

Extended Stay

We allow students to call home or use their cell phones during selected times on the weekends during extended, multi-week stays. Times we may allow cell phone use are during meals or free time.

Staff, LIT & Student Communications

If your camper has a relationship with a Trackers staff or Leader in Training(LIT) prior to a Trackers Camp experience, we expect that familiar and family approved communications are continued as usual. We would like you to know our policy on post-camp communications regarding new relationships created during Trackers camp, so that you are able to address them as you see fit:

- Trackers staff and LIT's WILL NOT share personal contact information with campers, including social media contacts, without parent consent.
- Campers are welcome to write letters to staff or LIT's and send them directly to our physical Camp Trackers address above, or email letters to june@trackersearch.com and they will be forwarded on.
- If a contact between staff, LIT's or Campers occurs without parent consent, please contact June Jacobson: 503-758-4509 or june@trackersearch.com

Camp Success is Collaborative

On the first day of camp, staff will go over our Trackers Rules and Code of Conduct. This will include a site specific orientation, behavioral expectations and ways to successfully work together as a village.

When it comes to behavioral management, our staff will always focus on being positive role models and using positive reinforcement to accomplish challenging tasks.

As a commitment to the safety and enjoyment of camp by each person, we want you to know our usual steps for redirecting challenges. When a student's behavior has the potential to create an unsafe or potentially hazardous environment for others or themselves, our staff will move through the steps listed below expediently:

STEP #1: Staff will verbally address the behavior they need modified and why it isn't functional. They will also be clear about the time the camper has to modify the behavior.

STEP #2: If the student does not modify their behavior after this first warning, staff will verbally identify consequences, involving other staff or supervisors as necessary. Potential consequences include:

- Taking a break from the activity or not participating in that activity for rest of camp
- Parent or guardian picks them up from camp
- Missing a day of camp
- Expulsion from camp

NOTE: Trackers Staff will choose consequences that reflect the challenging behavior to the best of their ability. It WILL NOT be a punishment, nor referred to as such. It WILL BE presented as a strategy to returning the entire group to the equilibrium necessary to continue to function as a healthy community or team.

STEP #3: After a conversation with the Site Director, we will call home and let the parent/guardian know the approaches that staff have tried and ask for advice or for suggestions that work at home.

STEP #4: Staff will follow through with consequences.

There are some behaviors that may result in immediate dismissal from the camp program. These include, but are not limited to: *physical violence, possessing alcohol, tobacco, or drugs, possessing weapons with intent to harm, damage or theft of property, sexual misconduct and bullying.*

Open House

Mark your Calendar: Saturday, June 6, 10-12pm

How to Get to 53305 SE. Marmot Rd. Sandy OR 97055

From Portland

Take highway 26 east towards Mt. Hood and into the town of Sandy. The road splits and becomes one way. Where the road comes back to two ways, you'll see a traffic light at Ten Eyck Rd. The road sign on the right says "Oral Hull Foundation/Dodge Park". Take this left onto Ten Eyck Rd. At approximately 2 miles, Ten Eyck continues around a hairpin turn. You'll go straight here, onto Marmot Road. At approximately 9 miles, you should see a sign marking a long drive on the left with our address. Turn left into the gravel drive shared by multiple houses. This 3/4 mile driveway dead ends at Camp Trackers and our parking lot. When you reach a gate with a sign marked "TRACKERS", drive another 1/4 mile and park in the large gravel lot. Follow the signs for a short tour and Q &A.

Theme: _____

Camp Week: _____

Trackers Health History Form - Bring completed to CHECK-IN

Campers full name: _____ Age at camp: _____

Address _____

Gender: Male Female

Birthdate _____

Emergency Contacts-

#1 Relationship: _____ Full name: _____

Home Phone: _____ Cell: _____ Work: _____

#2 Relationship: _____ Full name: _____

Home Phone: _____ Cell: _____ Work: _____

Insurance Information - Is the participant covered by family medical/hospital insurance? Yes No If so, indicate carrier or plan name: _____

Policy# _____ Name of policy holder: _____

Relationship _____

Phone number of carrier _____ Birthdate of policy holder _____

Health History - The following information must be filled out by the parent/guardian or adult staff member. We use this data to provide healthcare personnel with background information on the camper/staff and to educate counseling staff on camper needs.

This participant has no known allergies.

Allergies: Please check all that apply to the participant.

This participant has an allergy to the following foods:

_____ Causes anaphylaxis? Yes No

Describe the reaction and what is done to manage it:

This participant has an allergy to the following medications:

_____ Causes anaphylaxis? Yes No

- This participant has an allergy to the following substances:

_____ Causes anaphylaxis? Yes No

Describe the reaction and what is done to manage it:

Diet: Please check all those that apply to participant. We can work with medically prescribed diets but cannot cater to individual food preferences. Contact our Overnight Director at 503.758.4509 if you have questions regarding the participant’s diet while at camp.

- Participant eats a regular, varied diet and is prepared to eat a wide range of foods.
- Vegetarian
- Vegan or Paleo

Chronic Concerns

- This participant has no chronic health concerns and is capable of full participation in this program.
- This participant has the following chronic health concerns:

Please provide information about supportive health care needed for the items above:

Name of family physician _____ Phone _____

Name of family dentist/orthodontist _____ Phone _____

General Health Questions - Please explain “yes” answers in the space provided.

Has/does the participant:

Had any recent illness, head injury or infectious disease? Y/N	Have you had mononucleosis in the past 12 months? Y/N	Ever had a head injury? Y/N
Ever had high blood pressure? Y/N	Ever been hospitalized? Y/N	If female, have an abnormal menstrual history? Y/N
Ever been knocked unconscious? Y/N	Wear protective contacts or eyewear? Y/N	Ever passed out during or after exercise? Y/N
Ever have back problems? Y/N	Ever had problems with joints (ex. knees, ankles)? Y/N	Have an eating disorder? Y/N

Notes on above:

Any current physical, mental or psychological conditions requiring professional treatment or additional consideration?

Are there any camp activities from which this participant should be exempt for health reasons? If so, please list.

Is there any other information which has an impact upon the participant’s ability to fully participate in our program? If so, please list.

Medications - Please fill out the “Medications Being Taken” card if your camper is to take medications during their stay at camp. Medications (both prescription and over-the-counter) will only be accepted and dispensed by the Health Officer if provided in their original container and with current prescription labeling. Please check medication labels and expiration dates prior to your arrival at camp. The following medications are used to manage illness or injury and provided with supervision as directed by our medical protocols. We will inform you when they are provided. Check the box next to those medications your camper SHOULD NOT be given:

- Ibuprophen**
- Benedryll**
- Tums**

Which of the following has the participant had?

_____Measles _____Mumps _____Chicken pox _____Hepatitis _____German Measles

Date of last TB Mantoux test Result _____

Please give dates of last immunizations Mth/Yr Vaccine

DTP (Diphtheria, Tetanus, Pertussis) _____ **Td (Tetanus booster)** _____
MMR (Mumps, Measles, Rubella) _____ **IPV/OPV (Polio)** _____
Hepatitis B Varicella(ChickenPox) _____ **Haemophilus Influenza B(flu)** _____

Parent/Guardian Authorization for Health Care: This health history is correct, and the person described has permission to participate in all camp activities except as noted by me on the backside of this form and/or a physician. I give permission to the medical personnel selected by Trackers Earth, Inc to release any records necessary for insurance purposes; and provide or arrange necessary related transportation for my child. If I cannot be reached in an emergency, I give permission to the physician to secure and administer treatment, including hospitalization, for my child. This completed form may be photocopied. I understand that information about my child’s health may be shared on a “need to know” basis with other camp staff.

Signature of custodial parent/guardian

Date

I also understand and agree to abide with any health related restrictions placed on camp activities.

Signature of minor participant(camper) or adult staff