



CAMP TWIN CREEKS

Camper & Parent Handbook

Mission Statement

Camp Twin Creeks is a youth development organization in a summer camp setting. Everything we do—from our staff training, to our programming, to our rules & norms—is based on our Youth Development Philosophy. This philosophy has been informed by decades of experience working with children, both in and out of camp.

Iain & Amy McClements. Directors since 2001

www.camptwincreeks.com

**9235 Huntersville Road
Minnehaha Springs, WV 24954
tel: 914 345 0707**

This handbook is designed to be a reference guide for the upcoming summer. Keep it on hand when you have questions regarding any of the logistical aspects of Camp. Please reach out with any questions, anytime!



CAMP TWIN CREEKS

Summer Session Dates

(All sessions start on Sunday, end on Saturday)

Session 1: Sun, June 22nd – Sat, July 5th

Session 2: Sun, July 6th – Sat, July 19th

Session 3: Sun, July 20th – Sat, Aug 2nd

Session 4: Sun, Aug 3rd – Sat, Aug 16th

Dear Parents!

Welcome to our 2025 Parent Handbook; our way of providing a lot of the same information as before and some new important information!

If this summer is your first summer **or** you are a returning camper and family, please be sure to review everything fully to best prepare for the summer.

We're so excited to be at camp after a busy winter of growth, future planning and more with our fantastic leadership team.

Once again, our **Camper Code of Conduct** is featured and is a required online form to read and acknowledge. We are also continuing with a revised procedure for packaging medications. Please be sure to read and plan accordingly.

Please reach out anytime with questions or concerns. We aim to support each parent and child to make the Camp Twin Creeks experience the best possible one!

Iain and Amy



CAMP TWIN CREEKS

Communication

Writing Into Camp

You are able to send email messages to your child every day through Bunk1 (code TCFAMILY25). All messages are printed and delivered to cabins after lunch each day.

Campers Writing Home

We recommend sending pre-addressed postcards or envelopes for your child to send home. Mail is sent out from camp each day but do expect a few days of lag time before delivery at home.

Daily Picture Updates

We share hundreds of photos each day through Bunk1. We aim to feature every child on a regular basis without making this a pressure point for the child or parent.

Director Updates

All first time families will receive a call from camp within the first 3 days of camp with an update on your child. We will also be in touch should we see your child struggling in any respect.

Our aim is to help you, the parent, and your child to work through any struggles together.

If you anticipate homesickness, we strongly suggest that you do not tell your child that they can call or simply come home. This may only delay their adjustment to camp life and makes our job more challenging in helping them integrate into the camp community.

Phone Calls Home

We offer campers an optional phone call home towards the middle of the 2-week session. These calls are set up in advance. Contact the office to set up your call. If you are unsure if a call with your child is a good idea, reach out to Amy and Iain to discuss further.





CAMP TWIN CREEKS

Communication (2)

Care Packages

We do not accept care packages at our camp office. The only exception is for prearranged necessities that were not packed. Please contact the office to request permission.

By restricting packages sent into camp, our aim is to minimize the emphasis on material items, reduce trash and lost items whilst also taking into account our small admin space that is often overwhelmed with people, noise and more.

Any packages sent without prior permission will be returned to sender or donated to a local charity.

Food Packages

No food items are allowed to be sent with your child to camp or to your child once they arrive at camp.

Any food or beverage packages sent without prior permission will be returned to sender or donated to a local charity.

Camper Birthdays

If your child has a birthday at camp we will be happy to arrange an extra phone call home. If parents are apart on the day, multiple calls can be made.

A special birthday care package can also be sent ahead of time. We suggest items and games that can be shared with the entire cabin.

All campers receive a birthday t-shirt and a special dessert at dinner as well as our special 'kings and queens' song in the morning from the entire camp! They always feel the love from everyone :)





CAMP TWIN CREEKS

Clothing and Packing

We have minimal uniform requirements for Camp but **we do ask for each camper to purchase a green TC shirt for our final banquet meal of each session.** This shirt is only available at our online spirit store. Most families also like to purchase a couple of items ahead of the summer. We're using our female-owned local small business again this year with all orders being delivered directly to your home address. Here's the website: <https://twinkleink.com/collections/camp-twin-creeks>

NEW

Overall, our culture ensures that a preoccupation with clothing, makeup and expensive items is not a part of life at Camp Twin Creeks. Makeup and nail polish are not allowed and no fancy or dress clothes are needed.

Packing and Laundry

We provide onsite laundry service a minimum of one time per session* and we ask that you send color fast items only that are clearly labelled. Our packing list can be found on our website. To further help you with your packing, please also note the following:

1. All campers should bring at least 2 water bottles with a name on it.
2. We recommend the use of large sports equipment bags or soft trunks. For storage, durability and ease of handling we feel they are superior to the standard camp trunk.
3. All girls' swimsuits should be one-piece, tankini or athletic style 2-piece. This is for their comfort and ability to transition from activity to activity with ease.
4. We cannot be responsible for any damage or loss of expensive items, such as jewelry and expensive watches.
5. Please enclose an accurate list of what your child has packed inside his or her luggage.
6. We request that you mark every packed item with your camper's last name to omit any confusion over lost property. Please also mark the outside of luggage with a camper or family name.

*Services are available for any accidents/last-minute essentials





CAMP TWIN CREEKS

Transportation

Transportation and Departure

Normal service with our luxury buses to and from camp is offered once again! There is an additional cost of \$55 each way. Limited spots are available and we ask for all transportation information to be submitted by **June 1st**.

This information must be provided online at our Parent Dashboard.

For metro DC area families taking the bus, we leave and depart at the following address:

Dulles North Transit Center

23200 Pacific Boulevard, Sterling VA 20166

Buses leave at 9:30am on the **Sunday** at the start of the session. We ask families to be present by 9am to check in and ensure a timely departure. Buses typically return at 2pm on **Saturday** at the end of a session. We send email updates enroute with revised timing if applicable.

Driving to Camp

We do recommend driving to Camp if this is your first summer at Camp Twin Creeks. Use the driving directions on our website - or simply input Minnehaha Springs, WV as the destination in apps such as WAZE - this option is highly recommended. **Arrive after 11am and plan to leave camp by 2pm.**

Flying to Camp

Book flights into Washington DC Dulles Airport (IAD) to arrive between 10am and 2pm if you are flying from overseas or within the US. Departure flights at the end of the session should depart after 4pm. If you are booking flights and are unsure of suitability simply call our office to confirm beforehand, 914 345 0707.





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Camp Guidelines

We aim to make Camp Twin Creeks as wonderful an experience for your child as possible. In a group living environment, cooperation is essential and we find that campers are most comfortable when they know what is expected of them. We ask that you and your child keep some important guidelines in mind:

- 1.** We have a zero tolerance policy towards bullying, be it physical, social or mental. This is further detailed in our **Camper Code of Conduct**.
- 2.** Campers who choose to leave their cabin after lights out will be asked to leave camp directly. Our primary concern is always camper safety and well being.
- 3.** Electronics Policy: iPhones and gaming devices are not allowed in camp. Any device with video brought for the journey to camp will be kept in the office and returned at the end of Camp. E-book devices such as Kindle or Nook are allowed for reading only.
- 4.** Gratuities: There is NO TIPPING at Camp Twin Creeks.
- 5.** Food: Please do not send candy, gum, bottled water or foodstuffs to camp. Campers are not allowed to keep any such items at camp. Food attracts small animals to the bunk, whilst gum is very difficult to remove from the surface of camp athletic facilities, equipment and furniture.
- 6.** Pocket Money and Valuables: There is no need for money at camp. We do not assume responsibility for any money or valuables kept by a camper in his or her bunk.
- 7.** Appliances: Electrical power is very limited at camp and we cannot handle the strain caused by appliances. All such equipment, including stereos and electric fans, are not permitted in camp. We cannot be responsible for any broken or misplaced small electrical items.
- 8.** Prohibited: No firearms, crossbows, knives, slingshots, personal domestic pets or weapons of any type are permitted at camp.
- 9.** Drugs/Alcohol/Tobacco: No smoking or possession of any tobacco or alcohol products or any controlled substance will be tolerated at anytime by any camper or staff member. We are a non-smoking, alcohol and drug free environment. Camp Twin Creeks staff are also subject to random drug testing throughout the summer. Any camper or staff member violating any of the above policies is subject to immediate dismissal from Camp Twin Creeks.





CAMP TWIN CREEKS

Camper Code of Conduct

Each summer, we are so proud of the positive behavior and fun spirit that pervades throughout Camp. Amy and Iain lead all counselor staff by example with encouraging language and actions and we expect our staff to do the same for campers. This code of conduct is being introduced to ensure everyone present this summer is fully aware of this expectation; each summer a very small fraction of our children might appreciate this reminder.

Whilst at Camp Twin Creeks, each camper and counselor should expect to be respected for who and what they are; tall or short, young or old, skinny or heavy, athletic or non-athletic, quiet or boisterous. Whatever campers look like or like to do, wherever they come from, however they identify, how they worship, all children at Camp have the right to be themselves and have others accept them.

It's our ultimate goal for every camper to feel safe during their time at Camp; mentally, physically, emotionally. Safe in every conceivable respect. If an individual camper is making that challenging for others then it may be in the best interest of all concerned that that camper is no longer at Camp.

The following behaviors or actions would necessitate at best a formal discussion between camper, parents and directors, and at worst a decision for a camper to head home.

Unacceptable behaviors include but not limited to:

- bullying (including cyberbullying outside of camp)
- physical or verbal abuse
- repeated profanity or harsh language and actions
- disrespect of fellow campers, staff, or camp property
- bigotry
- racist comments
- homophobic comments
- inappropriate sexual behavior
- intentional exclusion of others
- use of or possession of drugs, alcohol, or tobacco products (including vaping or "juuling")
- use or possession of any type of weapons, look-alike weapons or objects that may be used to threaten, intimidate, or harm others
- hurtful Internet, cell phone, messaging, or social media use outside of camp

...or any other harmful behaviors to others and self.

Whenever possible we aim to offer an understanding environment in which second chances can be granted and emotional growth can be achieved through learning and understanding. Each situation we encounter during the summer can offer many different perspectives and factors. As a result it is not practical to guarantee an outcome from an action but we can guarantee that we will always make the best decision for the collective community of Camp Twin Creeks.

Campers and their families must understand that a consequence of unacceptable behavior can mean immediate removal from Camp Twin Creeks with no financial compensation.

By reading this code of conduct and acknowledging as such, your camper agrees to contribute positively towards the environment of Camp Twin Creeks before, during and after their time at Camp. As a family you agree to stress the importance of positive behavior, empathy, compassion and understanding to your child or children.

This form must be read, signed and acknowledged prior to the summer. You can find this form online at our Parent Dashboard.



Camper Medication

As a continued measure this summer, taking into account our desire to work with best industry practice and to be in full compliance with the ACA standards for medication dispensing, we are requiring that regular, daily medications be brought to camp in separate dosing packets/bags for each dose, with the camper's name, date, time of day, and medications listed on the packet. **Pills that are taken together at the same time of day should be packaged together (e.g., morning pills together, night pills together). Liquid medications, creams, or gels may be sent in their original container.**

There are multiple ways to prepackage your camper's pill doses:

- Amazon Prime offers a free service called Amazon PillPack.
<https://www.pillpack.com/> Many pharmacies also offer a similar service such as Walgreen's Alliance RX.
- You can use blister packs (search 'blister pack' on Amazon) that you assemble on your own, making sure to fully and clearly label these. If you choose this option, include the original package that the medication came in so our medical staff can view the dosage and other important information.
- Alternatively, you can do the work yourself by using mini bags designed for medications, available at most pharmacies or on Amazon (please, no snack or sandwich sized ziploc-style bags) and typing or writing on mailing labels with all the information on them. Include the original package that the medication came in so our medical staff can view the dosage and other important information.

All medications sent to camp must be logged into the Camp In Touch system by the parent via the Health History Form. This form can be continually updated as medications or dosages change. *Please ensure all information is accurate before the first day of camp.*

While we understand this takes a little work ahead of your camp session, our health center and nursing staff are be able to operate more efficiently and responsibly at the start of each session. We thank you in advance for your cooperation and understanding.

As a reminder, all camper and counselor medications are stored in the health center for everyone's safety - not in cabins, luggage etc. The only exceptions to this rule would be rescue inhalers and epi pens.





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Healthcare

Each camper's medical history is reviewed carefully by our Medical Staff prior to camp's opening. Please keep in mind that the more we know about the health habits and history of your child, the better care we can take of him or her.

All medical information must be filled out completely and submitted online by June 1st. We advise that you make your appointments now in order that you may complete your medical form by June 1st. This physical exam must be performed within the past 12 months. Campers who do not have a completed medical form at camp will not be permitted to participate in camp activities.

Any and all information pertaining to your child's psychological development, including any ongoing or past counseling, is enormously helpful as we work to maximize your child's experience at Camp Twin Creeks. **Please be assured this information is treated in a totally confidential manner.**

As part of our regular communications plan, you will be contacted by the health center should your child a) suffer a significant injury OR b) spend a night in the health center OR c) require a visit to the local hospital OR d) exhibits consistent behavior that concerns us.

There is no need to send common, occasional, over-the-counter meds such as Advil, Tylenol, Tums, etc., as we stock these in the Health Center.





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Healthcare (2)

To further help us in this area, we ask you to adhere to the following guidelines:

1. Please enter accurate and up to date medication information in the online portal prior to your child arriving at camp. Do not send any over-the-counter medications or vitamins. **All medications** are stored in the health center for everyone's safety - not in cabins, luggage etc.
2. **Sports physical and school physical forms signed by your physician may be submitted in place of our own required form.**
3. West Virginia makes mandatory the listing by physicians of immunization dates for diphtheria, measles, mumps, polio and rubella. Anti-tetanus injections must be given where needed. The COVID vaccine and booster is strongly recommended but not required for camper attendance this summer. **All immunizations must be entered manually in the Health History form by a parent/guardian.**
4. Dental and orthodontic work must be completed before camp. Please send special instructions from your orthodontist should adjustment or treatment be necessary.
5. Camp Twin Creeks requires that each camper provide written proof of insurance. All insurance information can be submitted on each camper's health form.
6. For those campers that wear glasses, *please send a second pair of glasses.*
7. Please note any special diet instructions on the medical form.
8. Advise camp of any contact your child has had with any contagious disease after June 1st.
9. To minimize the chance of an outbreak of head lice, we suggest your child's hair be treated with the appropriate medicated shampoo immediately before departure for camp. Some people like to use tea tree oil as it may help prevent lice. We check all campers for lice upon arrival and midway through the camp session.





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COVID Policy 2025

As we approach the 2025 summer, the fourth summer with COVID in our lives, we're excited to be moving on from testing related to camp attendance. We will not be requiring a PCR test prior to camp starting nor a rapid test on arrival.

Our health center staff and doctor will treat COVID in the same way as any other communicable disease this summer. Campers will be isolated and asked to rest for as long as necessary and may be tested for COVID should they display multiple symptoms consistent with COVID. They will return to regular camp life once they feel better.

We are asking for COVID vaccination information as part of our general immunization history. An updated COVID vaccine and booster is recommended but not required.

If your child tests positive for COVID they may either be quarantined or asked to be taken home at the discretion of the camp director and camp medical team. In either instance, no refunds will be provided for any days missed.

