



## Younger 4-H Camp Staff

June 12-17, 2011

**Training Date:** Saturday May 21<sup>st</sup> 10-3 at Camp Frame.  
Bring a bagged lunch & drink. Staff select Cabin/Bunks

**Chiefs & Sags** meet Camp Staff Thursday June 9<sup>th</sup> 6-8 p.m. at Camp Frame. Finalize Staff Responsibilities

**Check-in Sunday 6:00-6:30 P.M. in the Dining Hall**

Questions call or email me.

*Doug*

304 433-6540 Doug.Hovatter@Mail.WVU.edu



### \*Please complete the Health, Agreement and Code of Conduct forms and return to me on/or before June 1st

Dear Staff,

We have one month to go before our exciting week of camp. Our Theme is "Falling Into 4-H" as we celebrate our 86<sup>th</sup> year of 4-H Camping at Camp Frame. Our staff of 60+ should do just fine with our campers.

**Staff Paperwork** Please take a few minutes and complete the attached staff paperwork and return to me on/or before June 1<sup>st</sup>. (Complete and bring it with you on the 21<sup>st</sup>)

**Important Staff Training** Saturday May 21<sup>st</sup> 10-3 at Camp Frame. This year we have a few areas of training that are mandatory for all camp staff, i.e. 4-H Essential Elements.

We'll have 4-hours of training and from 2-3 we'll greet and meet first time campers.

Staff will have time to select their cabin and bunks.

Bring a bagged lunch and drink and remember this is also Camp Frame Chicken BBQ.

**Meet our Chiefs & Sags** Thursday June 9<sup>th</sup> 6-8 p.m. at Camp Frame. We did this last year and I believe it really helped the tribal leadership and got us into a good week of camp on Monday.

**Check-in** - Tri County 4-H Younger Camp Staff check-in is Sunday June 12<sup>th</sup> - 6:00-6:30 p.m. at the Dining Hall. We request you stop at the Dining Hall first to sign in and get your evening job assignments. Get moved in, make your bunk, and meet your other staff members and cabin counselors and help get camp ready for opening Monday. We'll have our opening meeting and a snack around 8-8:30.

**So You Think you Can Dan?** - This year in place of the "Talent Show that Wouldn't END" we're going to have a dance contest and we have a spot for you. Thursday evening will be our Camp Dance Contest and you are encouraged to try out. Get in touch with other staff members and plan to be a part of our Camp Dance Contest.

**HEALTH** - There will be trained medical staff at Younger Camp. All drugs and medications (including Tylenol) must be turned in to the Camp Nurses on the opening day of camp or you must provide a locked container. Please discuss this with camp nursing staff.

**VISITORS** - No visitors are allowed in camp from Monday Noon until Friday at 10:00 a.m. unless an emergency arises or prior approval is received from the Camp Director in charge. This policy will be enforced.

**LEAVING CAMP** - All staff is to report to the Camp Director in charge before leaving camp and upon returning. All staff that must leave camp for any reason must "sign out" when leaving and "sign in" upon returning at the dining hall.

**INSURANCE** - Each staff member and camper is covered by accident insurance during their stay in camp. In the event of a serious accident, parents or guardians or family member will be contacted.

**MISBEHAVIOR** - The Camp Director in charge has the authority to send a camper or staff member home prior to the end of camp in situations of breaking camp rules or misbehavior. Counselor Code of Conduct has been signed by all staff and it is my expectation all staff will follow and obey the rules.

**Taking Care of Personal Needs** All staff is requested to shower and take care of personal needs when campers are not present. No showering when campers are showering, no exhibitionist.

**Never be alone with Campers** **Watch what you say and how you Act.** **Campers' Eyes are on you.**

**CAMP CLOSING** - Younger Camp will end after closing awards council circle Friday morning, no later than 11:30 a.m. following flag lowering. Staff should be out of camp by 12:30-1:00, so if you are being picked up be sure your ride is on time. Closure is an important part in the lives of our campers and with that in mind I request all staff stay in camp until after closing ceremonies and camp is closed down. Parents and guests are welcome after 10:30 a.m. to participate in the morning schedule with their camper. Again, please make every effort to stay for Closing Ceremonies!

**PERSONAL ITEMS** -Remember to bring your pillow, pillowcase, sheets, blankets (or sleeping bag), towels, washcloth, personal items, small electrical fan, flashlight and jacket. Mattress covers are not provided. Bring a sheet to cover your mattress.

**NO CELL PHONES** Campers are not allowed to have cell phones and staff should not use their cell phones except for emergencies or a couple times a day to check and/or return messages. Please keep cell phone use to a minimum.

**No food is allowed in the cabins by campers or staff.** We will have drinks & snacks in the dining hall for staff and campers.

**CLASSES** - Check with me prior to unloading your class supplies. Class location and campers taking your class will be handed out on Sunday. Each day of class you are to take roll and report to the Dean of Men/Women anyone not attending your class. Please complete a reimbursement sheet for any cost related to your class. Only three days of classes.

**CAMP PICTURE** - Will be taken Monday Noon in tribal T-Shirt at council circle. Each camper and staff member will receive an 8" x 10" color picture.

**VALUABLES** - Do not bring them to camp. The camp staff will not be responsible for items lost or damaged. Campers are not allowed to have C. or Tape players at Younger Camp. Younger 4-H Camp is Un-plugged which means No Cell Phone. Staff may keep their cell phones but do not use the phone to check time on the phone or text messages in the presences of campers. Do not call campers parents or allow the camper to use your cell phone to call

**BATHING SUITS & Shoes** - Modesty is the key word for what you wear at 4-H Camp. No two piece bathing suits and shorts need to be finger-tip length. No **Flip-Flops except to and from the pool,** Staff is requested to wear sneakers and no bare feet are allowed outside of the cabins/pool area. T-Shirts or some type of top is to be worn by staff after leaving the pool area. School Dress Code is enforced at Younger Camp.

**SECURITY** - Younger Camp has **professional security personnel** on duty at all times.

**CAMP ADDRESS** - Tri-County 4-H Camp  
1362 Camp Frame Rd.  
Hedgesville, WV 25427

Telephone No. 304 433-6540  
**TO BE USED ONLY IN**  
**CASE OF EMERGENCY**