



Camp Alleghany for Girls

Parent Handbook
&
Parents' Guide

2012

Dear Camp Families,

We are very much looking forward to another great summer at Alleghany! We hope that you and your daughter are excitedly preparing for her summer season along the Greenbrier River.

This handbook provides you with important information, policies, and medical forms. Please read through it thoroughly, and then fill out, sign, and return all appropriate forms **by June 1, 2012**. There is a checklist in this handbook that will assist you.

Please specifically note our policies regarding electronic devices in camp and for parent visitations, and our No Gossip Policy for Campers. These are explained in detail within this handbook as well as in the Parent Guide section. Please read these carefully with your daughter so that you both understand each and that your daughter's camping experience is a positive one.

Note that **the remainder of your balance is due by June 1, 2012**. You may log in to your online account with CampRegister (found on our website under Parents, then Register, then Click here to log back in) to make payments on your daughter's tuition. If you have not paid in full by June 1, Camp Alleghany will automatically bill you the remainder on that date. You may also purchase clothing items, register for a bus ride, and add money to your daughter's Store account from the "Buy" tab on the top of you account page.

If you have any questions or concerns that have not been addressed by this handbook, please contact us by phone or e-mail.

Sincerely,

Sam Dawson, Director
& the entire Camp Alleghany Family

HOW TO CONTACT US:

WINTER (August 15- June 1)

Address: P.O. Box 664
Fredericksburg, VA 22404

Phone & Fax: (877) 446-9475
(540) 898-5475

SUMMER (June 1- August 15)

Address: P.O. Box 86
Lewisburg, WV 24901

Phone & Fax: (304) 645-1316
(304) 645-1384

E-MAIL & INTERNET – YEAR ROUND

Sam@campallegghany.com
www.campallegghany.com

Mini Camp dates:

June 17 – 23, 2012

First Term dates:

June 24 – July 14, 2012

Second Term dates:

July 15 – August 4, 2012

Family Camp dates:

August 5 – 12, 2012

Checklist to do by June 1, 2012

- ___ Log in to your online account and finalize your tuition payments, or we will automatically bill you for the remainder by this date.
- ___ Complete the Health Forms and return them with a copy of your insurance and/or prescription cards.
- ___ Sign and return the *Camper Code of Conduct* and the *Handbook Parent Signature Form*.

Checklist to do by Start of Camp

- ___ Put your daughter's name on absolutely everything with a permanent laundry marker or name tapes.
- ___ Tape the Trunk List inside your trunk lid.
- ___ Prepare a bag lunch and drink for your daughter if she is taking one of the camp buses to camp.
- ___ Share the *Bunk Notes* and *Sealed with a Kiss* information with relatives and friends.

Please send all payments and forms to:

Before June 1st: Camp Alleghany for Girls
P.O. Box 664
Fredericksburg, VA 22404

After June 1st: Camp Alleghany for Girls
P.O. Box 86
Lewisburg, WV 24901

Additional Forms:

This handbook and accompanying forms can be printed from our website www.campallegghany.com. Under the Parents section, click on "Forms."

***NOTE ABOUT SENDING FORMS!** We would love for you to SCAN and EMAIL your forms to Info@campallegghany.com to ensure that we get them on time, and they do not get lost in the post.

WHAT TO BRING

For what to pack see the Trunk List on the camp website. Generally, campers bring one **standard sized trunk**/footlocker and one **duffle bag**. Each piece of camper luggage must be clearly labeled on the outside.

For fire safety and space reasons **we no longer accept plastic dresser drawers.**

WHAT NOT TO BRING:

- Oversized footlockers
- Valuables, jewelry, makeup
- Plastic dresser drawers*
- Electronic devices*
- Cell phones*
- Candy, gum, snacks*
- Tobacco, matches, lighters*
- Weapons*
- Animals*

**These items are prohibited and will be confiscated.*

CAMP STORE

We carry basic necessities (batteries, snacks, drinks, toothpaste, sanitary supplies, etc), clothing (Alleghany shorts, tee shirts, sweatshirts, etc) as well as stamps in our camp store. We suggest that each camper have \$75.00 per term spending money in her store account. Unused money from the account will be given to her to take home. We no longer allow campers to spend more than they have in their account; however you may log in to your online account and add money during the term if you receive word from us that your daughter is close to her limit.

Clothing Items for Pre-Order

The following items can be purchased prior to camp by logging in to your online account. They will be waiting for your daughter when she arrives at Alleghany.

Camp Alleghany Short-Sleeved White T-Shirts

Girl's sizes: S(6-8), M(10-12), L(14-16) \$20.00

Women's sizes: S, M, L, XL,XXL \$20.00

Camp Alleghany Sweatshirts (without hood)

Specify navy or gray

Girl's sizes: S(6-8), M(10-12), L(14-16) \$25.00

Women's sizes: S, M, L, XL,XXL \$25.00

Camp Alleghany Sweatshirts (with hood)

Specify navy or gray

Girl's sizes: S(6-8), M(10-12), L(14-16)\$ \$35.00

Women's sizes: S, M, L, XL, XXL \$35.00

Camp Alleghany Shorts

Mini camp: navy only

Term camp: navy and white (please specify)

Girl's sizes: S(6-8), M(10-12), L(14-16) \$20.00

Women's sizes: S, M, L, XL, XXL \$20.00

**All items pre-ordered will be held at camp until the camper's arrival.*

These items along with long-sleeve t-shirts, sweatpants, and more are also available during the summer at the camp store.

UNIFORM

Campers must wear navy blue shorts and a white shirt for dinner Monday through Saturday. Blue or denim cut-offs are not acceptable. On Sundays, white shorts and a white shirt are required until 5:00 p.m. White tennis dresses or skirts are acceptable. Navy blue and white Camp Alleghany shorts, and white Alleghany shirts are available for purchase at the camp store.

PLEASE NOTE! A “white shirt” that is acceptable for dinner/Sunday may have a design or slogan on the back, and something small on the front pocket, but **nothing large on the front**.

SPORTS EQUIPMENT

Girls may—and are encouraged to—bring sports equipment such as a tennis racquet, lacrosse stick, or field hockey stick and keep them in their tents. Rifle and archery equipment may be brought as well, although these items will be checked in by our staff and stored in the rifle or archery hut when not in use by your daughter. Please make certain your child’s name is on **every piece of equipment**.

PACKAGES FROM HOME

Please do not send food or gum with your camper, nor send them to her during her time at camp. Food on tent row can attract mice, skunks, snakes, bears, and other unwanted critters. We do trunk inspections to ensure that no food is in your daughter’s belongings. All food found will be confiscated. We request that you please respect this rule for the sake of your daughter’s experience at camp. Having food and such animals on tent row only makes for a negative camping experience, and we want your daughter to enjoy every moment at Alleghany.

BIRTHDAYS AT CAMP

If your daughter’s birthday occurs while she is at camp, she will receive a birthday cake at dinner. The other campers and counselors will sing to her (several times!) during the day, and her counselor will be sure to make it a special celebration for her throughout the day.

TELEPHONE & MAIL

The camp office phone is for camp business only. Campers are not allowed to make or receive phone calls except in the case of an emergency as determined by the Camp Director. We do encourage family members and friends to send mail. The postal service in rural areas is a bit slower than in the city. Please consider this when sending or awaiting camper mail.

Bunk Notes (see camp website for direct link) can be purchased and are delivered within 24 hours of submission. We will email all parents the Alleghany pre-approval code prior to the start of camp. Sealed with a Kiss (see camp website for direct link) packages are designed for safe camper “goodies.” All other packages will be screened by camp staff in the presence of your daughter to be certain that food, candy, fireworks, and other unwelcome items do not get into camp. Such items will be confiscated.

Camp Alleghany’s mailing address for campers is:

Camper’s First Name and Last Name (**don’t forget this!**)

Junior/Senior Tent # _____

Camp Alleghany

P.O. Box 86

Lewisburg, WV 24901

If you are mailing something UPS, please send to:

Camper’s First Name and Last Name (**don’t forget this!**)

Junior/Senior Tent # _____

Camp Alleghany

Stonehouse Road

Lewisburg, WV 24901

LAUNDRY

The camp fee includes the cost of weekly laundry service. The laundry is taken out of camp once each week. Washing machines are *not* available for campers’ use, except in the case of an emergency.

TOBACCO, ALCOHOL, & UNPRESCRIBED DRUGS

Campers are not permitted to use, or have in their possession, tobacco, alcohol, or non-prescribed drugs in any form. No illegal substances will be permitted by anyone at Camp Alleghany.

CELL PHONES & ELECTRONIC DEVICES

We do not permit campers to use cell phones on the camp side of the river. **Please do not send cell phones to camp.** If cell phones come across the river they will be confiscated, and secured in the camp office until departure day.

iPods with internet access, or any device showing videos are also prohibited at Alleghany and will be confiscated. Similar to cell phones, we do not allow Alleghany campers to have internet access while at camp. Videos are not allowed because every parent is different in what they allow their children to view.

Electronic devices such as iPods, Nintendo DS, and MP3 players are also not allowed. They take away from the true camp experience, and there is no place to charge these devices. Camp Alleghany assumes no responsibility for any electronic devices brought into camp.

We take this policy very seriously, and we thank you in advance for respecting our rules.

Please see the Parent Guide section for more information on this policy.



VISITATION

For those parents who choose to visit, visitation is on the second Saturday of each term ONLY. The schedule is as follows:

Saturday: Visiting Hours from 2:00 – 5:00pm. You may visit with your daughter and tour the camp from 2:00 to 3:15, after which she must attend her regularly scheduled activities. You may accompany her to her activities and observe her while she participates, but she may not leave her activity. You are welcome to join in and participate! (where appropriate and applicable).

**Parents will not be permitted into camp after 4:00 p.m., as we will begin asking parents to leave shortly after that. All parents are asked to be out of camp by 5:00 p.m.*

Not all parents will be able to, nor will choose to, visit, and this is ok! We will “buddy up” campers without parents to visit and tour with their friends’ parents.

Dance and Drama Shows

Parents are welcome to attend the Dance and Drama Shows if your daughter is performing in them. Parents are welcome in to camp at 7:00 p.m. (please arrive by 6:45) and must leave directly after the shows since the campers must begin getting ready for bed at that time. Below are this year’s Dance and Drama Show dates:

1st term Drama: July 11, 2012

1st term Dance: July 12, 2012

2nd term Drama: July 31, 2012

2nd term Dance: August 1, 2012

PLEASE NOTE! If there is thunder or lightening at the time of your arrival at camp, we are NOT permitted to bring you across the river until it has subsided. This is an ACA regulation that we are required to enforce for your safety.

HEALTH

Basic Information

We have a stocked camp Infirmary and have both a nurse and a doctor in residence every week of camp who handle minor injuries and illnesses free of charge. The Greenbrier Clinic and the Greenbrier Medical Center are conveniently nearby. We do not provide accident insurance nor prescription medicines. **IT IS YOUR RESPONSIBILITY TO PROVIDE HEALTH INSURANCE** for your child. In the event there is a need for medical treatment outside of camp, the local doctor's office, hospital, or pharmacy will bill your medical insurance.

Medical Policy

We expect our campers to be healthy when they arrive at camp and to remain healthy throughout their stay. Realistically, living in such close quarters among several hundred others, we know that there may be mishaps or routine illnesses. If your daughter becomes ill or is injured while at Alleghany, our staff will be available 24 hours a day to fulfill their needs. We will notify you by telephone if we feel her injury/illness warrants your concern. Routine ailments (cuts, scrapes, sore muscles, poison ivy, etc) may not warrant notifying parents. We will always notify you if a doctor's visit or x-ray is necessary.

Routine Medications

All medication that campers or counselors take must be kept in the Infirmary and will be administered by the camp medical staff. Please be certain that any/all medications are sent well-labeled and in their original containers.

HEALTH HISTORY & EXAMINATION FORM

The parent or guardian of every camper must complete the Health History and Examination Form included with these materials and sign the parent's authorization box on the first page of the form. Your daughter must also sign in the smaller box at the bottom of the first page. The fourth page is to be completed at the time of the camper physical. Health forms are required for each camper and are kept on file in the Infirmary.

Please make a copy of your health insurance card and prescription card (if separate) and include with your health form when you send it in.

Camp Alleghany's No Lice/Nits Policy

Head lice have reappeared over the past few years in schools and camps across the U.S. Self-contained communities like camps are especially vulnerable and must be vigilant to control this problem. To combat head lice, we will be contracting the services of an experienced, professional company to check all campers on the first day of camp. Although our medical staff has done these checks in the past, we feel better served by outside specialists.

If any positive cases of lice are found, they will treat the camper on-site. The camper's parent will be billed for this service if needed. We will begin treatment immediately so that campers can stay in their tents on the first night of camp. We will also put all of that camper's clothing and bedding in a hot dryer for 20 minutes.

We encourage you to have your child checked for head lice by a school nurse or pediatrician two weeks prior to departure and again immediately before camp begins. If any sign of head lice is found, please call your pediatrician to arrange for appropriate and immediate treatment well BEFORE your child leaves for camp and let us know that such treatment has taken place. If your child had head lice or was exposed to it (family member, friend, schoolmate, etc.) within four weeks of her arrival to camp, please notify us. We are committed to doing all we can to keep lice out of our community.

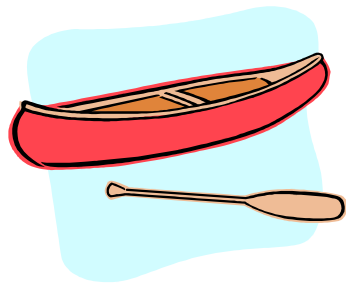
****Please be aware! Having your pediatrician check for lice prior to arrival at camp is NOT always a guarantee, as there is a 3 to 7 day period of gestation during which the nits are invisible.***

TRAVEL WHILE IN CAMP

Alleghany provides some out-of-camp trips for the girls each summer (listed below). For each outing, safety procedures are followed and the campers are closely monitored by Alleghany staff members. All transportation is provided by a charter bus or an approved vehicle driven by those at least 21 years of age who have demonstrated safe driving skills.

Upon registering for camp online, you were given the option to approve your daughter attending the following events. If you have changed your permission regarding any of these events, please contact the office at (540) 898-4782 to notify Sam.

1. Dances with our brother camps, Camp Greenbrier and Camp Virginia, both accredited by the American Camp Association like Alleghany
2. Rifle, Archery, and Tennis matches against Camp Greenbrier (only those competing will travel)
3. Canoe trips on the Greenbrier River, should conditions permit
4. An evening in downtown Lewisburg at the Greenbrier Valley Theatre for 15- and 16-year old campers
5. Weather-permitting, a day trip to Blue Bend (a park on the river) for the 16-year old campers



TRAVEL TO/FROM CAMP

IMPORTANT: Upon registering for camp online, you were asked to note how your daughter will be arriving to and departing from camp. If your travel plans have changed, please contact the office at (540) 898-4782 to notify Sam.

Driving Directions

See www.campalleghany.com for more detailed directions.

Traveling WEST on Interstate 64:

Take I-64 West to the second exit in WV, #175. At the bottom of the exit ramp, turn right towards US-60. At the intersection, turn left on to US-60 West. Immediately after crossing the Greenbrier River, turn right on to Stonehouse Road. Follow this to the Camp Alleghany sign, turn right, and follow to the camp parking lot.

Traveling EAST on Interstate 64:

Take I-64 East to exit #175. At the bottom of the exit ramp, turn left towards US-60. Follow above directions.

Train

Some cities offer train service to camp. Please check with Amtrak for the schedule to White Sulphur Spings, WV. You are required to make a reservation in advance. If you chose this option when registering for camp, we will be sure to meet your daughter's train upon arrival.

*Please note, Amtrak does not permit trunks as luggage on the train. You may ship the trunk to camp via UPS prior to the beginning of the session.

Plane

Continental Airlines and Delta Airlines service the Greenbrier Valley Airport in Lewisburg, WV. We will pick up campers flying into the Greenbrier Valley Airport on opening day of either session. Campers may also fly home on the closing day of either session. There is no fee for pick up or drop off at Greenbrier Valley Airport. Please email all flight information at Sam at CampGhany@gmail.com.

You may choose the Roanoke, VA airport instead, but there is an extra \$50 fee each way per camper for pick up and drop off.

DROP OFF/PICK UP PROCEDURES

For those parents driving their daughters to camp on **Opening Day**, please follow the procedures outlined below:

- Campers traveling by car should be dropped off between 10:00am and 5:00pm on the first day of the term. We will not be able to let any families in before 10:00 a.m.
- The buses usually arrive between 1:00pm and 3:00pm on opening day; please keep this in mind as you make your travel plans.
- When you reach the Camp Alleghany parking lot, turn RIGHT at the green house and check in with a counselor, turn in any paperwork that has not been turned in yet, and the counselors will then help you unload your car.
- Then drive down the wooded path on the LEFT that will lead you to the other side of the parking lot, where you may find a parking place.
- Your daughter's luggage will be taken across the river separately and dropped off at her tent (the ACA requires that luggage and people must go across separately; we thank you for your patience).
- All luggage will get to the tents, it may just take some time.
- *If you wish to help your daughter make her bed, please pack her linens in a separate carry-on bag that you can carry across the river.*
- Before crossing the river, your daughter's temperature will be checked, she will be screened for lice, and you will be asked a few questions regarding her current health as well as her health over the school year.
- All campers must be IN camp by 5:00 p.m., so please plan to arrive no later than 4:30, if not earlier.
- All parents must exit Camp Alleghany by 5:00 p.m. at the latest.

For those parents planning to pick their daughter up on **Closing Day**, please follow the procedures outlined below:

- When you arrive at camp, check in with a counselor and they will help you load your car with your daughter's luggage, which will already be waiting for you across the river.
- We will send for your daughter and you may wait in the parking lot for her, OR you may go across the river to collect her yourself
- Pick up time is between 10:00 a.m. and 12:00 p.m. Please come within this time frame, no earlier or later.
- Medications will be packed and store accounts will be settled.
- **Upon registering online, you noted who is authorized to pick your daughter up in your absence. We will not allow campers to leave with anyone other than who you listed on the application. Please notify Sam if anything has changed.**

Places to stay near Camp Alleghany

In White Sulphur Springs (15 minutes from camp)

James Wylie House B&B	(304) 536-9444
Lillian's B&B	(877) 536-1048
White Oaks B&B	(304) 536-3404
The Greenbrier Hotel	(304) 536-1110

In Lewisburg (10 minutes from camp)

Brier Inn	(304) 645-7722
Days Inn	(304) 645-2345
General Lewis Inn	(304) 645-2600
Super 8 Motel	(304) 647-3188
Hampton Inn	(304) 645-7300
Fairfield Inn	(304) 645-7999



A word about restaurants....

The historic Lewisburg area has many fine local eating establishments ranging from causal to fine dining; however, very few places are open for food service on Sundays. Larger "chains" are open such as Applebee's and Ruby Tuesdays. Unfortunately, Jim's Drive-In, Julian's, Star Dust Cafe, the Tavern, and other favorite local establishments are not open on Sundays.

Buses: General Information

Camp Alleghany will provide chartered and chaperoned bus service from locations listed on the following page. The buses travel on the first and last days of each term. Please give your daughter a bag lunch—**the buses will NOT stop for lunch.** Plan to arrive 30 minutes earlier than departure time to allow for loading of the bus.

When picking up your daughter at the end of the term please check with the chaperone before leaving the drop-off site so all campers can be checked off properly and all belongings accounted for.

Traffic and other unforeseen factors may influence approximated schedules. We will make every effort to follow the stated schedule.

Bus fees cover the cost of transportation and of two pieces of luggage (one standard-sized trunk/footlocker and one duffel). If you are sending any information for the Camp Office or Infirmary (camp forms, medications, etc) please do not put these in the camper's trunk.

Rather, put them in a labeled bag or marked envelope and give them to the bus chaperone.

Remember that buses run on the first and last day of each term:

- *Sunday, June 26 and Saturday, July 16 for first term
- *Sunday, July 17 and Saturday, August 6 for second term



Bus Information for Opening Day

BALTIMORE, MD AREA

Departure Point: the grounds of Roland Park Country Day School, 5204 Roland Avenue

Departure Time: 8:00am; please arrive by 7:30am

Cost: \$75.00 one way

ALEXANDRIA, VA AREA

Departure Point: St. Stephen's & St. Agnes Middle School Campus, 4401 West Braddock Road.

Departure Time: 9:00am; please arrive by 8:30am

Cost: \$70.00 one way

FREDERICKSBURG, VA AREA

Departure Point: The Bed, Bath, & Beyond parking lot at the corner of Route 3 and Taskforce Drive (BB&T on the corner).

Departure Time: 10:00am; please arrive by 9:30am

Cost: \$65.00 one way

NORFOLK/VIRGINIA BEACH AREA

Departure Point: Norfolk Academy school, 1585 Wesleyan Drive

Departure Time: 8:00am; please arrive by 7:30am

Cost: \$75.00 one way

RICHMOND, VA AREA

Departure Point: Collegiate Middle School, next to the Oates Theater, 103 N. Mooreland Rd.

Departure Time: 10:00am; please arrive by 9:30am

Cost: \$65.00 one way

CHARLOTTESVILLE, VA AREA

Departure Point: the Comfort Inn at I-64 and US-250 East, in the lower parking lot

Departure Time: 11:30am; please arrive by 11:00am

Cost: \$55.00 one way

Return Bus Times for Closing Day (same locations as opening day)

Approximate arrival times for girls riding the bus home are as follows:

Baltimore, MD—2:00pm
Alexandria, VA—1:30pm
Fredericksburg—12:30pm
Norfolk, VA—3:30pm
Richmond, VA—11:30am
Charlottesville, VA—10:30am

If there is a significant delay or change in the above schedule we will contact you at your home telephone number.

REMINDER!

Bag lunches will be provided for all campers traveling to Baltimore, Alexandria, and Norfolk (this excludes girls traveling to Fredericksburg, Richmond, and Charlottesville, as the buses should arrive home prior to lunch time).

***If you would like to reserve a place on a bus for your daughter and you did not do so upon registering online, please log back in to your online account, click the “Buy” tab at the top, and add the bus you would like.**

If you are uncertain of your daughter’s travel plans for going home at this time, you may wait to reserve a space on the closing day bus. While we prefer all decisions are made by June 1st, we understand family travel plans may change. The deadline for the bus home from camp will be **Saturday, July 7th** for 1st term, and **Saturday, July 28th** for 2nd term. Log in to your online account by these dates to reserve your closing day bus.

Camp Alleghany Camper Code of Conduct

1. Campers must remain within camp boundaries at all times, unless escorted by a counselor.
2. Campers must abide by the *Alleghany Honor Code*: we do not lie, cheat, or steal, nor do we tolerate those who do.
3. Campers must abide by the *Alleghany No Gossip Policy*.
4. Campers must obey the camp rules set by the directors and counselors in camp and on tent row.
5. Campers must obey the rules set by the department heads in each department.
6. Campers must keep all medications in the infirmary.*
7. Campers are not to use any telephone in camp, unless instructed by the Director.*
8. Campers are not to bring a cell phone to camp, nor use a cell phone while in camp.*
9. Campers must not bring any electronic devices with video or internet capabilities to camp, nor use such devices while in camp.*
10. Campers must not bring illegal substances to camp, nor use illegal substances while attending camp (includes cigarettes, alcohol, drugs).*

**Infractions of these rules will require an immediate meeting with the Director, and could result in immediate dismissal from camp.*

By signing your name below, you understand and agree to follow the expectations outlined in the Camper Code of Conduct.

(camper signature)

(camper printed name)

(parent signature)

(date)

NO GOSSIP POLICY FOR CAMPERS

Please read this with your daughter(s) and discuss it so she understands it fully. If you have any questions, please do not hesitate to contact Sam or Elizabeth.

The goal of this policy is to eliminate camp gossip, which can strain relationships between campers and counselors. The policy will prohibit gossip about fellow campers, counselors, as well as exclusive cliques among the members of Alleghany's community. The policy is aimed at creating a more team-oriented, positive culture at Alleghany. Alleghany's counselors learned about, signed, and adhered to this policy beginning last summer. We have chosen to now present it to the campers and greater Alleghany community.

We know that some of your best friends are here at camp and that you only get to see them for these three or six weeks a year. In no way do we mean to say that you cannot enjoy those close friendships – these bonds are what keep you all coming back here each summer, and Alleghany thrives on that. But sometimes close friendships turn into exclusive friendships that make others feel unwelcome.

We also know that there are times when the actions of others at camp cause you to want to vent to a friend. But in doing so, you need to ask yourself: is my discussion of this issue aimed at getting it off my chest so that I can return to my day feeling better, or am I doing this in a mean-spirited way, aimed at hurting or mocking, rather than aimed at resolving the issue? Often, the better way to vent your feelings is to discuss the issue with the person who caused it.

There are also situations where you're not the one initiating the gossip. While you might not think you're "to blame" merely by listening, remember that if no one was there to listen, the negative statements would never be made in the first place. Even as a passive participant, just by going along with it, you are contributing to the negative environment.

We ask that you help us in establishing this new policy by asking yourself:

- Am I contributing to a team-oriented atmosphere, or am I (even unintentionally) making others feel unwelcome in a conversation?
- Am I allowing a frustration to fester and then making it worse by discussing it with others?
- Am I disrespecting a camper or counselor by mocking her to my friends?
- Am I giving someone an opportunity to gossip by participating in the conversation?
- Am I repeating or promoting a rumor about camp about which I have no personal knowledge?

We ask that you pledge to help us establish this new policy as a sign of your commitment to make the Alleghany environment the best it can be.

As a camper of Camp Alleghany, I promise:

- To be inclusive of others in conversations, activities, and free time;
- To refrain from becoming a part of a clique or exclusive group, so as not to hurt feelings or make others feel unwelcome;
- To refrain from talking about anyone (campers, counselors, other staff members) in a negative or destructive way, and to refrain from participating in conversations where others are doing so;
- To keep my negative thoughts to myself, or if necessary, vent them privately to an appropriate person, such as a counselor or leader, in an effort to resolve the frustration;
- To befriend new campers and help them learn the traditions and rules of Alleghany in a friendly and non-judgmental manner;
- To refrain from spreading rumors that I do not have facts to prove as true, and, if necessary, to ask an authority figure if something is true before repeating it;
- To not tolerate anyone in camp who does not adhere to the above behaviors.

Your signature on the Camper Code of Conduct indicates your pledge to adhere to the No Gossip Policy.

HANDBOOK PARENT SIGNATURE FORM

Please be certain that both the front and back of this paper have been properly filled out and signed; remove from the book and return to Sam Dawson by June 1, 2012.



A Parents' Guide to Alleghany

I have received the *Camp Alleghany Parent Handbook and the Parents' Guide* and have reviewed the contents, including the pertinent information on travel, health and medical, uniforms, cell phones, electronic devices, and mail. I understand the policies and procedures as outlined, and I understand that violations of the Code of Conduct may result in dismissal of my child from camp.

Useful hints to help you and your daughter get the most out of the Alleghany experience.

Printed Name of Parent

Printed Name(s) of Daughter

Signature of Parent

Date

- ✓ Working with us
- ✓ Tent Requests
- ✓ Getting help when you need it
- ✓ Homesickness
- ✓ Mail
- ✓ Visitation
- ✓ Electronics
- ✓ Keeping track of belongings

Camp Alleghany
P.O. Box 664
Fredericksburg, VA 22404



SO, now that you have read the facts, let's get down to business! You're getting ready to send one of your daughters away for three (or six!) weeks. Whether this is your first time or you're an old pro, it can be a hard thing for both parent and child. We hope the following information will help you both prepare for the wonderful experience of summer camp.

Our goal each summer is to provide young girls a safe place away from home in which to develop a stronger sense of self-esteem and confidence. Much of this is achieved by trying new experiences that may seem different or even scary at first, but in the end help girls to branch out on their own and become more self-assured young ladies. In order to achieve these goals, we all need to work as a team—you, us, and your daughter. The following information will help set the tone as you help your child prepare for a magical and life-changing experience at Alleghany.

You will notice a running theme in this Guide, and that is “trust us.” We are camp professionals who have been in this business for a long time. Though we aren't perfect, we constantly strive to make each and every summer a wonderful one for the campers. With decades of experience behind us, we truly know what works, what doesn't, and what is best for Alleghany's campers.

Working With Us

One of the most important things we ask of parents is to work *with* us. This means taking our goals and mission seriously, and helping your daughter to prepare positively for camp. Sit down with her and ask her what she hopes to gain out of camp. What are her goals? How will she achieve them? What might be hard along the way? What will be the most exciting part? Having this conversation ahead of time, even more than once, will really set the tone for the exciting adventure ahead. Even if her main goal is simply to “have fun,” that is excellent! We want her to start thinking positively and be excited about her time at Alleghany.

Revealing your own anxiety to her about her leaving home can set a negative tone and could hinder her progress in preparing for camp. If she sees you are worried about her leaving, she may model that behavior and become worried herself. It is normal for both parent and child to feel some anxiety, and talking about it together can be productive and helpful as long as it is couched in positive terms (such as all the exciting things she has to look forward to).

Remember, there will be bumps along the road, just like there are at home. One of our favorite books is called *The Blessing of a Skinned Knee*. These “skinned knees” often provide tremendous growth opportunities for your child. And we promise if there is a major issue, we will contact you. Otherwise, trust us to handle the small stuff!



Tent Requests

Camp Alleghany does not honor tent requests. If we were to honor all 200 campers' requests to be in the same tent as a friend from home, we would not be true to the very ideals and principles on which Camp Alleghany was founded. As stated previously, our goal each summer is to help the campers develop a stronger sense of self-esteem and confidence. Much of this is achieved by trying new experiences that may seem different or scary at first, such as being in a tent with all new campers. As you know, Alleghany is a small community, and your daughter and her friends from home will see a lot of each other. They may very well take all four activity classes together, spend free time with each other, and play together at evening activities. They could essentially spend all day together if they so choose, but when it comes to tenting Alleghany's directors remain in control of those choices.

We have a Parent FAQ section on our website, which touches on this very topic. It is enclosed again here for you to read, as it is explained further perhaps a different way:

Why are tent requests not granted?

Why is it so important to not stay in a tent with a friend?

Your child already knows "Mary" and if they are in the tent together, they will get to know fewer new children. If they don't stay together, your child will not only meet her new friends in her tent, but will also meet the children in Mary's tent. Also if your child stays with Mary in a tent, the other two children in that tent will definitely be left out from the start.

Again, this is a situation where we ask you to work with us and trust us. We have been in operation for 89 successful summers and have seen the downside to honoring tent requests. This policy is part of our mission and philosophy, and we thank you for trusting us to make good choices in the best interest of all our campers!

Getting Help When You Need It

At Camp Alleghany, every counselor, staff member, and employee is there to help. Our goal is to provide a safe, memorable, and happy experience for your daughter. Talk to her ahead of time about asking for help when needed. She will never be denied the help she requests! Look at the camp website together and check out the "Meet Your Staff" function as a way for her to familiarize herself with the many helpful and friendly faces of our wonderful counseling staff. From the Junior Counselors all the way up to the Directors, we are always there to help, as long as we know that help is needed. **Encourage your daughter to communicate her need for assistance.** Remind her that we can't read minds, and while the counselors are very in tune to their campers' wants and needs, many times the campers will need to verbally state their need for help.

Similarly for parents, we directors are more than happy and willing to assist in any way, but we can't help if we don't know there is a problem. Please contact us when you need help.



Homesickness

It happens! Though not very often, common, or long-lasting, homesickness can occur at Alleghany, as at any sleep-away camp. We have an experienced staff that is highly trained in the methods of working with homesick campers. If it occurs at all, homesickness usually happens in the beginning and quickly dissipates as the camper gets settled in to camp life. The first few hours and days are a normal transition phase for everyone, and it is fine for girls to all adjust at different paces. There are a few things a parent can do ahead of time to help prevent long-lasting homesickness:

- **Show confidence in your daughter** that she will do great and will not experience much homesickness. Send the message to her that you believe in her ability to go away for a week or three, and you know she will have a wonderful time!
- **Never bargain with your child.** Saying something like “if you’re really homesick, I promise I’ll come pick you up right away” sends the message to your daughter that you don’t have faith in her, and that you aren’t confident in her ability to stick it out. It also prevents your daughter from being able to settle in to the routine and enjoy camp life, especially if she continues to think, “if I keep crying, my mom will just come get me.” At Alleghany we strive to help girls learn how to adjust happily and overcome any uncomfortable feelings that may be felt in a time of adjustment. Learning these skills now will only help her in the future, should she go away for a longer time, or when she is ready for college, a study abroad program, or even just moving out of the house into adulthood! These are the life skills taught at Alleghany that will last a lifetime.

- Lastly, should your daughter ask “what if I get homesick?” **remind her of the many people available at camp to help.** We have a very small camper-to-counselor ratio to provide a family-like feeling. There are several counselors, head counselors, and directors available for help at any time.

During the session should you receive a letter from your daughter saying she is homesick, remember that campers often write home when they are feeling down, and may exaggerate their feelings for sympathy. When they are happy and excited they don’t have time to sit down and write a letter. Also remember that several days have passed since your daughter wrote you the letter, so things may have drastically changed since she wrote it. Don’t jump to conclusions just yet. Write her back an encouraging letter, reminding her of your confidence in her abilities—remember not to bargain! If you continue to receive homesick letters, call one of the directors and we will investigate the situation. Please keep in mind, however, that our counselors are well-trained and on top of these situations at all times. If we feel there is a major issue, we promise to contact you.



Mail

Mail Call is a fun and important time of the day at Camp Alleghany! Writing letters is a great way to stay in touch. The Parent Handbook outlines the basics on what to send and what not to send, as well as information on the Bunk Notes one-way email option. We would just like to take a moment here to discuss some important things to remember when writing to your daughter.

- **Good news is encouraged!!** Please don't send information regarding the death of a family member or pet. If you really want your daughter to know that Fluffy passed away in his sleep, call the office and speak to one of the directors. We will discuss options and then make a decision to determine the best way to relay that information to your daughter, if at all. There is nothing your daughter can do with this information while at camp; therefore, in most cases it is best to wait until she gets home to share the news in person.
- Mail is good, but **there is such a thing as too much mail.** Your daughter is at Alleghany to experience being away from home, and if she is inundated daily with letters and bunk notes it may take her attention away from her camp experience. We encourage a couple of letters per week and no more than one bunk note per day, please (*if even that!*). One to two packages per term is perfectly acceptable, but sending more will just increase the amount of "stuff" your daughter will have to pack up when it's time to come home.
- **Remember not to bargain!** No matter how tempting it may be to tell your daughter you will come rescue her in a heartbeat, it sends the wrong message about your confidence in her. It also takes away from her growth and development at camp, and delays the amount of time it will take for her to adjust and transition in to camp life. Thank you for working with us on this!

Visitation

It is our *strong suggestion* that campers not receive visitors. In our experience, visitation is not in the campers' best interest. Visits can provoke homesickness where none existed, even in campers who see others' parents. We believe limiting visitation is for the well-being of the entire camp.

For those parents who do choose to visit, please continue reading for information regarding visitation dates. Alleghany offers one Saturday afternoon per term for parents to visit their daughters and observe them in their activities. Parents may also visit during the Dance and Drama Shows to watch the performances. Please refer to Alleghany's website and Parent Handbook for the specific dates and times for visitation opportunities.

Our visitation hours have been set as such in an attempt to reduce camper homesickness. As so many of our brother and sister camps have experienced, limiting or omitting parent visitation has been of benefit to the overall well-being of the campers. We have found that parent visitation, especially trips out of camp with parents, can create homesickness where none existed previously. This is often true for girls who merely witness another camper's parents visiting. **We have set this policy with the best interests of all the campers in mind, and we thank you for understanding and supporting for our decision.**

Please Note: There remains no visitation during Mini Camp at all; however, Mini Camp parents are encouraged to come meet our staff and see our facilities on opening and/or closing days.

Electronics

While technology and electronics remain an important part of today's fast-paced society, and being technologically savvy will be important in your daughter's future, we ask that you support us in viewing her time at Alleghany as a "break" from the modern world. After all, Alleghany's philosophy is:

... that when young women spend time together in a structured yet fun setting, away from their male friends, school, peer pressure, and academic expectations, they gain confidence and leadership potential. Alleghany offers a chance to experience new activities, to express one's self, and to broaden one's abilities without the pressures of our fast-paced society. Living under an honor system and in the safety of the wilderness away from the distractions of modern technology, the girls build new skills, lasting friendships, and solid self-confidence.

Having a cell phone at Alleghany is strictly prohibited, and we expect that all campers and parents will respect this rule. We thank you for honoring this and for pledging your support by signing the Camper Code of Conduct.

Additionally, other electronics such as iPods, Nintendo DS, MP3 players and the like are not allowed at camp, as these are great distractions from the outdoor experiences offered daily at Alleghany. Being active outside is something many children don't get to experience very often any more, which is why the summer camp experience is even more crucial for children these days. **Cell phones, internet, and electronic devices simply take away from this experience!**

Moreover, there are no outlets to recharge these devices (and counselors are not permitted to charge them for the campers elsewhere!). Camp can be downright damp, dirty, and muddy at times, so these expensive electronics are better off left at home. If your daughter seems unable to part with her electronics, refer back to the goals you made with her and talk to her about what she wants to gain from Alleghany—fun outside, new friendships, experiencing Alleghany at its best! These goals are much more achievable without distracting electronic toys.

Please note, iPods with **internet services, as well as anything that plays **video**, are strictly prohibited at Camp Alleghany! Similar to cell phones, we do not allow Alleghany campers to have internet access while at camp. Videos are not allowed because every parent is different in what they allow their children to view. Thank you for your support.*

Keeping Track of Belongings

And along the same lines of belongings...you might worry that your daughter will come back with less (or more!) than she came with to camp. We have a few suggestions to help her keep her things in order.

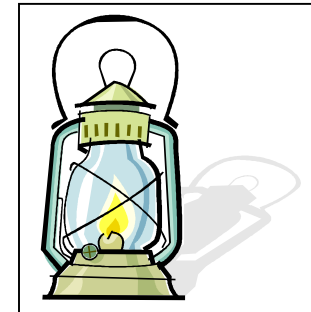
- **Put her name on EVERYTHING!** And we mean *everything*. We can't tell you how many un-marked Lost & Found items turn up every year. Often the girls don't always recognize that a particular pink sock or pair of white undies is theirs, because they look just like everyone else's. Be sure to put your daughter's name on every single item that comes to camp with her.
- **Don't send anything to camp that you would miss terribly if it didn't come back home.** We're talking valuables, jewelry, those electronics discussed above, etc. We're an all-girls' camp, and while good hygiene is stressed, we don't fuss over appearances. This is a time for girls to be themselves without all the decorations needed. So please, don't send the Mary Janes and pearl necklaces. They might not come home, or they might return in a state that you are not happy with.
- **Don't overpack!** Follow the guidelines on the "What to Bring" list located on the website, and you will be fine. What is able to fit in a medium-sized trunk and a duffle bag is plenty. The tents are small and storage space is limited.
- **Work with your daughter ahead of time** on keeping track of and taking care of her belongings. Talk to her about what your expectations are in terms of letting friends borrow things, and everything coming home at the end of the term. If she has a sense of this from the beginning, it will help her during the term.

We hope that these guidelines will help you and your daughter prepare for and experience all that Alleghany has to offer this summer. We thank you for trusting us to take care of your daughter while she is away, and we also thank you for respecting our goals, mission, and policies. We look forward to working with you and your daughter as a team to ensure a magical and memorable summer at 'Ghany!

Sincerely,

Sam
Director

Elizabeth
Assistant Director



Camp Alleghany for Girls

See you this summer!

