



2024
Group
Planning
Packet



FORT BLUFF CAMP
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Dear Youth Leader,

We are excited and thankful that you have chosen to come to Fort Bluff Camp this summer. We have been working hard to prepare for your students to have the best week of their summer. The information contained in this packet is to help you prepare your group for summer camp.

We look forward to seeing you soon!

Sincerely,

Fort Bluff Camp Team

I. Registration information

A. Before Arrival

- **Fort Bluff Summer Camp Agreement** – This form must be filled out and signed by either the pastor or youth leader.
- **Camper Deposit – \$25.00** per camper must be received by Fort Bluff to reserve your group's registration and group hold numbers. Deposit is **non-refundable** and **non-transferable**. Deposit is due at registration and is applied to the remaining balance.
- **Balance** - is due in full **one week** before arrival via our website, credit card, or check.
 - Teen Camp: \$335 per camper/counselor in the Dorms/Quail Run cabins; \$380 for lodge.
 - Junior Camp: \$300 per camper/counselor the Dorms/Quail Run cabins; \$345 for lodge.
 - The church is required to pay in full for your group. Any money needed to be collected from parents for their camper attendance is your responsibility.
- **Scholarships** – for every 10 paid campers, 1 unchurched camper may come free of charge. There is a max of 4 unchurched campers per church. Unchurched campers must be designated in the registration process.
- **Group Hold** - your group numbers must be given when you fill out the registration form to reserve a specific group hold number for your campers/counselors to register. **Final head** counts are to be given to Fort Bluff no less than **4 weeks prior** to your arrival. Any available spots still open in your group within 4 weeks of your arrival will be opened to other groups on the waiting list to register.
- **Housing** – All housing is assigned based on group size and availability. Fort Bluff Camp reserves the right to modify housing assignments as needed. Lodging on campus does not include linens, towels, or toiletries.

Quail Run Cabins – 12-28 people per cabin: restroom facilities at gym or in the separate bath house immediately behind the cabins. The Quail Run Cabins will be designated as all-male or all-female.

Dorms (Black Bear Ridge, Eagles Nest, or Red Fox Den) – 12-27 people per room: shared restroom facilities located within the building. Each dorm will be designated as an all-male or all-female dorm.

Brown Deer Lodge – 16-18 people per room: private restroom in each room.

B. Arrival

- **Check-in** is on Monday from 1pm to 4pm and various activities will be open. All Camp Orientation (**required**) is at 4:30 pm EST. The first dinner is served at 5:30 pm. If you will arrive late, please call the office at 423-567-4510.
- **Medications** – All medications must be checked in with the Camp Nurse during the registration process. There is a full section later in this document that outlines the medication check in process.

C. Departure

- **Check Out** – Friday morning from 10am-11am. Please make sure that rooms are clean to avoid an **Excessive Cleaning Fee** of \$50.00 being assessed. Rooms that are “pranked” will also be assessed a \$50.00 fee.
- **Medication Pick-Up** – All medications will need to be picked up from the Camp Nurse. The Camp Nurse will be in the rear of the Chapel until all medications are picked up by campers.
- **Lost and Found** – Lost and Found will be in the back of the Chapel. All unclaimed items are disposed of after thirty days. Claimed items are returned at the camper’s expense.

II. Camp Operations

Each leader will be supplied with a daily schedule at Check-In and kept informed of any changes during camp.

A. Procedures/Rules

Fort Bluff Camp is a Christian camp. The standards we maintain apply to every camper and leader. Any camper or leader who is not cooperative is subject to dismissal without a refund.

It is the Youth Leader/Parent’s responsibility to communicate the rules, dress code, and standards of conduct clearly before coming to Fort Bluff Camp.

- Foul language will not be tolerated
- Bullying of any kind is not acceptable
- Young men should not be in the ladies sleeping areas, and young ladies should not be in the young men’s sleeping areas for any reason
- Vandalism or defacing of property is prohibited and persons found committing it will be responsible for damages
- Using camp equipment for anything other than instructed is not acceptable
- Inappropriate physical contact with other campers will not be tolerated
- All groups must have at least 2 adults per 10 campers in all sleeping areas
- Fort Bluff Camp is a drug, alcohol, e-cigarette, and tobacco free campus
- An adult should never be alone with a minor for any reason
- Appropriate clothing for Christian environment must always be worn

B. What should my camper not wear?

- Spaghetti straps
- See-Through, or Short Shorts (Shorts should come to the bottom of the fingertips or mid-thigh)
- Clothing with offensive language or promoting persons, bands, or products which are offensive.

C. Swimsuit Requirements

- Everyone: Please be modest, no see-through, or low-cut
- Boys: are required to wear swim trunks
- Girls: are required to wear One-Piece or Tankini that covers the stomach

*Outside of the designated swimming areas all campers and leaders need to wear a cover up or t-shirt over their swimsuit.

D. Items to Bring

- Bible: if your camper does not own a Bible, inform our staff in advance and Fort Bluff Camp will provide them with one at no cost
- Notebook and Pen
- Casual (for Chapel) and Athletic (for activities) clothing for the week
- Rain gear (Recommended)
- Shoes – tennis shoes, water shoes, flip flops for showers
- Multiple swimming suits (boys – trunks; girls – one piece or tankini)
- Jacket, coat, or hoodie
- Laundry bag or 2-3 garbage bags for dirty laundry, bedding, and wet clothes
- Pillow and sleeping bag or twin bedding
- Towels, beach towel, and washcloths
- Toiletries: Soap, Shampoo, Toothbrush, Toothpaste, Deodorant, Etc.
- Bug spray and Sunscreen
- Flashlight with batteries
- Spending money for Canteen and the Nest (Optional)
- Fishing gear (Optional)

E. Can My Camper Bring Snacks?

- Campers are always welcome to bring snacks to camp. However, due to food allergies, campers are not permitted to share their snacks.
- All snacks brought to camp should be in a sealed container to prevent camp critters from sneaking into cabins!
- All campers have plenty of time to get snacks at The Nest and Canteen during the day.

F. Items to Leave at Home

- All Electronics: iPad, iPod, Tablet, Cell Phones, Video Games
- Prank Materials: Water Guns, Water Balloons, Shaving Cream, Etc.
- Valuable Items
- Alcohol, Tobacco, Illegal Drugs, Fireworks, any kind of Weapon

G. How Do I Communicate with My Camper?

Emergency: If you have an emergency and need to speak with or pick-up your camper early, and it is during **normal office hours**, Monday – Friday 8:30 am – 4:30 pm EST, please call the main office at 423-775-0488. Our office team will work in a timely manner to get communication to your camper.

If there is an **Emergency after normal business hours**, you are welcome to call our on-call number at 423-567-4510. Please limit calls to our on-call number for emergencies that simply cannot wait until normal business hours.

Non-Emergency: If you have non-emergency information which needs to be relayed to your camper, please call the office during normal business hours or email info@fortbluff.org.

Visits during Camp:

All guests or parents must call the office to ask for permission to be on campus as well as stop in at the office to get a visitor pass. We take the safety of our guests seriously and need to know who is on campus that is not an attendee.

Your camper will be fully engaged during their camp experience, so it is not possible for our staff to direct personal, non-emergency calls to campers. Assume your child is having a great time and trust our staff to contact you if otherwise. If an issue arises with your child, the Operations Manager will call you immediately. A Camp Nurse will contact you about any health or injury issues.

H. Medication Process for Campers

Before Camp: Complete these 3 steps.

- **Update Medical Information in each camper's account no later than 14 days before the camp start date.** All medications, allergies, and health history need to be up to date.
- **All Medications must be entered prior to arrival.** Log into your account, click on View Registrations, then choose the camper you would like to update. Click on the Health Form to enter or update medications.
- **Print out and Complete the Camper Medication List.** The list will be located on the website under Summer Camp tab. Place the list, along with the original medication containers in a Ziploc bag. Print the camper's First and Last name legibly on the bag.

Packing Medications: Provide enough medication to last the entire time your camper is at camp OR for the length of time that the medication is to be taken. Please do not send your child's entire supply of a medication in case the medication does not get picked up from the Camp Nurse.

Campers may not keep medication in their backpack/luggage – prescribed, over the counter, vitamins, essential oils, or homeopathic remedies should all be checked in with the Camp Nurse.

If an exception is needed and the medication needs to be easily accessible (ex: inhalers or epi-pen), this needs to be cleared through the Camp Nurse by special request. Once cleared by the Camp Nurse, the medication will be kept with the church group leader (or Counselor for Individual campers) for your camper's group. For safety reasons, campers are not allowed to carry medication with them at camp. If a counselor is carrying medication for a camper, they should always be within eyesight of that camper in case of emergency.

Prescribed Medication must be unexpired and in the original container with a pharmacy label that has the camper's name, prescribing doctor's name, and directions for use. Do not place medication in medication organizers. Fort Bluff Camp Nurses need to be able to verify that the proper medication/dosage is being administered to your child.

Over The Counter Medications or Vitamins must be unexpired and in the original container and clearly labeled with the camper's first and last name.

Essential Oils or Homeopathic Remedies must be unexpired and in the original container and clearly labeled with the camper's First and Last name. Note: Our Camp Nurse will not dispense these. Campers are responsible for their own personal use of these but will be supervised by the Camp Nurse when using them.

Church Group Check-In: Give Ziploc bag containing the completed Camper Medication List and labeled medication containers to the church group leader before leaving for camp. The group leader will give all medication to Camp Nurse upon arrival at camp during Check-In.

During Camp: Please make every effort to be reachable by phone in case of an emergency or if your child becomes ill.

Last Day of Camp: Before leaving camp, please see the Camp Nurse in the Chapel to pick up all unused medications. Please be diligent in checking and verifying each camper has the proper medication before leaving Fort Bluff Camp. Church group leaders will be responsible for getting medication back to parents upon arrival at their church.

III. Competition

Competition is not required of any campers but recommended. The following events are listed to provide information to help your campers prepare.

A. Competition Events

1. Team Competitions all week
 - a. See schedule for details
2. Running events (Teen Camp only)
 - a. *THE BIG BAD BLUFF RUN* – a ½ mile race up and around the bluffs for the most adventurous.

B. Fort Bluff's Got Talent

1. Music entries – Entries can be individuals or groups. Each entrée must bring any music equipment needed. 90 second limit, must be Christian music.
2. Unique talent entries – may include comedy, interpretive dance, ventriloquism, spoken word, skit, rap, magic show, poetry reading, etc. 90 second limit, must use Christian music. All content must be appropriate material.
3. Art Entries – Must include full name, group name, and grade for each entree.
 - Pictures/Artwork - three categories: photography, pen or pencil, and painting.
 - All art entries must be placed in the back of the chapel on the designated table.

IV. Directions

From Atlanta, Georgia

Drive I-75 N towards Chattanooga, TN. Take Exit #4 (Highway 153) for 12 miles to 27 N. Turn right onto 27 N and drive 28 miles into Dayton. At traffic light #7 turn left onto Highway 30 W. Drive for 4.8 miles to the top of the mountain. Turn left onto State Road 443 W (Ogden Road). Drive one mile to the Fort Bluff Camp entrance on the left and follow the signs to the office.

From Nashville, Tennessee

From I-40 E, take the Highway 127 Exit in Crossville. Take 127 S into Pikeville. Follow signs to Highway 30 E. Take 30 E for 12 miles to State Road 443 W (Ogden Road). Turn right, drive one mile to the Fort Bluff Camp entrance on the left, and follow the signs to the office.

From Knoxville, Tennessee

From I-40, take I-75 S to Exit #49 (Athens/Decatur). Turn right onto Highway 30 W and drive 28.5 miles into Dayton to the top of the mountain. Turn left onto State Road 443 W (NOT 443 E). Drive one mile to the Fort Bluff Camp entrance on the left and follow the signs to the office.

From I-40 take Hwy 27 S (Harriman/Rockwood exit). Turn south onto Hwy 27 S and drive several miles (about a 45–60-minute drive) into Dayton. At traffic light #7, turn right onto Hwy 30 W, following the signs through town to stay on Hwy 30 W, and 4.8 miles to the top of the mountain. Turn left onto State Road 443 WEST (not 443 EAST). Drive one mile to the Fort Bluff Camp entrance on the left and follow the signs to the office.

V. Closing Notes

We trust that this summer will be life changing for many and are praying for your students even now! Please be in prayer for all our camps and activities this summer that God's Word would go forth and do what only it can do!

After camp is over, we will be sending surveys out to everyone for your feedback. Please fill those out for us and let us know how your experience was. Your feedback will help us improve things that need improved. Thank you so much for sharing part of your summer with us here at Fort Bluff Camp!

If there are questions about concerning the information in this packet, please contact the office prior to camp. Call us at 423-775-0488 or email at info@fortbluff.org.

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