

## Mt. Lebanon

### GENERAL CAMP INFORMATION AND POLICIES

#### GUIDELINES FOR LEADERSHIP

**Medication:** All medications must be administered by the Mt. Lebanon health center staff. All non-prescription (*over-the-counter*) medicines must remain in original containers. Prescription medications must be in pharmacy-labeled containers with the camper's name on the container. Loose pills will not be accepted. Camper health forms and medication charts must be turned in during camp registration and kept in the Mt. Lebanon health center.

**Registration:** Each camper must submit upon arrival a completed *2010 Camper Registration Form and Health Statement*. Each adult is required to submit upon arrival a completed *2010 Adult Registration and Screening Form*. Each adult must be authorized by his/ her church to work with and supervise minors. Each adult must have completed a *Child Protection Training Course* and received a *Course Certification*. An original copy of the *Course Certification* must be submitted at registration. (Church leader should make copies of each application, including the CPT Certification, and have available during their stay at camp. Copies of applications are confidential and should be securely stored.)

**Conduct:** Campers are expected to conduct themselves in a safe manner, and respect the rights, privacy and property of other campers. Campers are expected to be responsive to their church leadership and camp staff authority. Church leadership is responsible for the conduct of its campers, and campers should humbly submit to the decisions and instructions of their adult leaders. Campers are subject to being sent home, because of disciplining problems, at church's expense and without a camp fee refund. The possession or use of any illegal substance, alcoholic beverage, or tobacco in any form is strictly prohibited!

**Attendance:** Campers are required to attend all worship services, participate in all scheduled events and to observe the daily routine of camp life. No Campers are not to be left in buildings without supervision. Sick campers should be taken to the health center for proper care and supervision. If leaving camp during the week, all campers must "check-out" and "check-in" at the health center.

**Visitors:** No unauthorized visitors. Churches must present their list of authorized visitors at registration time.

**Building Use:** Please respect the camp facilities and camp property. Treat Mt. Lebanon in a way which protects and preserves all property. Any building or property damage will be assessed by Mt. Lebanon management, and repairs or replacement costs will be the responsibility of the camper or camper's church. Do not use staples, tacks, nails, adhesive tape, or other similar items to attach materials to the interior paneling/ or walls of any building. (If needed, our office will provide a removable, "sticky-tack" adhesive for your use.)

**Swimming Pool:** The swimming pools are off-limits, except for scheduled times only. Do not enter the pool area until instructed to do so by a Mt. Lebanon lifeguard. Certified lifeguards must be present at all swimming sessions. No running, or any food or drink containers inside the pool area. Every swimmer, including adults, must obey the instructions and commands of the lifeguards or forfeit swim time. Swimmers must be covered, and have proper footwear while going to and from the pools.

**Vehicles:** All vehicles must remain parked while at Mt. Lebanon. However, while in use, do not exceed 10 MPH while on camp roads and do not allow campers on outside of any vehicle. Please park vehicles only on paved driveways, or to the side of camp roads. Do not drive or park vehicles next to buildings. Secure your vehicle; Mt. Lebanon is not responsible for any loss or damage to your vehicle.

**Fire Warning:** Because of the existing dry and hot weather conditions, there is an extreme danger and risk of fire. Do not start any outdoor fire, or campfire. Group campfires may be scheduled through the Mt. Lebanon office, if safe conditions allow. No fires in the lodge fireplaces during summer camp. No lighters, matches, explosives, or fireworks are allowed!

**Challenge Course Warning:** The Challenge Course areas are off-limits, except for scheduled times only. No unauthorized use of the Challenge Course. Climbing and other vertical pursuits are by their nature life threatening. There is an extreme risk of personal injury in unauthorized use of the Alpine Tower, Zip Tower, and Climbing Tower. The challenge courses are to be used only under the supervision of authorized personnel. Do not enter the Alpine Tower, Zip Tower, or Climbing Tower areas until instructed to do so by authorized Mt. Lebanon staff.

**Insurance:** Participants, and staff, are covered by an Excess, or Secondary Plan which is underwritten by Nationwide *GroupProtector* Camp and Conference Accident and Sickness Insurance. This coverage requires other collectible insurance, such as one's primary family health insurance or employer health insurance, to respond first to an accident or illness claim.