



## We're happy that you are attending Camp Otterbein!

**Welcome!** We are excited for you to experience summer camp at The West Ohio Conference Camp Otterbein in Logan, Ohio. We promise to provide plenty of adventure and fun-filled opportunities to grow in faith.

To ensure your camp experience is a pleasant one, we want to make you aware of some important details to prepare you, your parents, and our staff for your arrival.

**All campers and volunteers will be required to do a home Self Health Assessment for the 10 days prior to arrival at camp. There is much more information posted about health, safety, cancellations, and refunds on our webpage, [www.westohiocamps.org](http://www.westohiocamps.org). We require masks worn during Check-In and Check -Out.**

### **PLEASE READ THROUGH THIS LETTER, AS SOME INFORMATION HAS CHANGED**

**Registration:** After registration and completing all online forms, you will receive a confirmation email. If you did not receive the confirmation, please contact us. In late May you should receive or download the 10-day Self Health Assessment form. **Every camper MUST bring this form to camp at Check-In or they cannot stay.**

**Medical:** If you bring **any medications** to camp (prescription or non-prescription), they must be in the original container with the camper's name and dosage on it. To help with the check-in process, please place each camper's medication(s) in a clear zip-lock bag clearly labeled with their name. The health officer will confirm with you that correct dosages/times match what is listed on the camper's health form. You may also choose to include a note with dosages/times of day if turning in multiple medications. You are encouraged to only bring the amount of medication needed for the days at camp and not full bottles. All medication will be turned in to the camp health officer to be dispensed to your camper. Please feel free to call us ahead to discuss your camper's medical needs.

If medical expenses are incurred on behalf of a camper injured in an accident at camp, the camper's family insurance is first line coverage. Camp insurance (up to policy limits) can pay for the expenses not covered by the camper's family insurance. Camp insurance does not cover medical expenses incurred because of an illness.

**Health Checks:** Upon arrival at camp, campers will first be welcomed at the registration table and be asked a few wellness questions: "Are you arriving at camp with any recent injuries or illnesses?"... "Has anything changed on your health form since you submitted it?"... and "Did you bring any medications with you to camp?" Also, the same questions on the Self Health Assessment will be asked and temperature checked. If any of these are Yes answers, you will meet with the Health Officer to update. Campers must be clear of all the COVID-19 symptoms on the time of arrival and the ten days prior. Each camper will have their temperature checked, touchless, at least once daily for fever.

**Heat Treatment / Bed Bug Policy:** As a final step before meeting and signing in with your camp counselor for the week, every camper will drop off their luggage at our heat treatment shed. In response to the increase of bed bug infestations nationwide, where Ohio is one of the most prevalent states, we at Camp Otterbein are choosing to take an active approach to ensure that these pests are

not derailing the great experiences that happen while at camp, and that only positive memories are brought home. We are here to work with you through this prevention method. Prior to your arrival, cabins are cleaned and inspected and include preventative measures taken by a licensed professional. As heat has been shown to be the most effective method of treatment, we have adopted a process of heat-treating luggage and belongings in our heat treatment shed before participants may move into their lodging. Luggage will be treated to a high temperature for several hours, after which luggage can be moved into cabins before bedtime. Further information can be found in our Packing List at the end of this document. If you are arriving after your scheduled group time, you will be asked to place your items in our dryers before moving into cabin.

**Start a good practice** for you and your family when travelling to any destination. Upon returning home, unpack directly into laundry machines. A cycle in a household dryer at high temperatures kills the bed bugs and their eggs. If you would like further information, feel free to view the EPA's website at [epa.gov/bedbugs](http://epa.gov/bedbugs)

**Cancellations & Refunds:** If it is necessary for you to cancel, please call the West Ohio Conference Camp Office as soon as possible at 614-781-2630 (M-F 10 am – 6 pm.) If you need to inform us of a cancellation on a weekend, please call the Camp Otterbein office directly at 740-385-5712. In the event of a cancellation, the following guidelines apply:

- In all cases, an attempt is made to reschedule the camper into another event this year.
- For cancellation up to 14 days before camp, a refund will be made for the full amount paid minus \$50.
- There will be no refund for cancellation within 14 days of the campevent.
- Exceptions are made for serious family issues, illness and COVID-19 symptoms.

**Arrival & Departure:** Most events throughout the summer follow the schedule of **Check-In** beginning **Sunday** at **4 pm** (dinner is provided) and **Check-Out** beginning **Friday** at **5 pm** (dinner is not provided, please plan for your evening meal accordingly). A new drive through **Check-In** and **Check-Out** will occur with details to be announced. There will not be a closing program this year. Please remember to bring your **Photo ID** with you to check-out. The **Camp Store** will not be available this year. **New this year with COVID-19 concerns we are asking that only one parent (who has not been showing symptoms and is fever free) be the only person to attend drop off and pick up with their camper.**

Please see the list below for events that do not follow the regular Sunday 4 pm to Friday 5 pm schedule:

Event Name	Event Start Date	Check-In Begins	Event End Date	Pick Up Time
Adventure Camp (week 1)	June 6	4:00 PM	June 10	5:00 PM
Explorer Camp	July 6	4:00 PM	July 8	5:00 PM
Treehouse Explorer Camp	July 6	4:00 PM	July 8	5:00 PM
Family Camp	July 9	7:00 PM	July 11	11:00 AM
Family Camp - Church Leaders	July 25	7:00 PM	July 27	11:00 AM

**Pictures, Email, & Camper Mail:** Pictures are securely posted and password-protected at [www.westohiocamps.smugmug.com](http://www.westohiocamps.smugmug.com) during your time at camp. Personal emails may also be sent to campers through our website [www.westohiocamps.org](http://www.westohiocamps.org). Messages are printed out daily and distributed to your camper (campers will not have access to respond via email). Upon check-in at camp, you will be given a flyer with the website username and password for the event, as well as instructions for accessing the photos and utilizing the online email. To ensure that postal mail arrives to your camper during their stay, mail it at least four days before check-out day and add the camper's name and the camp event above the address line. If you have any requests for special occasions like a **camper's birthday**, feel free to let us know upon check-in, so we can help to make their day a great one! We kindly request that **no care packages** be sent to your camper.

**Questions** about registration or financial arrangements may be directed to the Administrative Coordinator, Lisa Nevels at 614-781-2630 or email [camps@wocumc.org](mailto:camps@wocumc.org).

# Packing List

Use this list to help you prepare for your stay at Camp Otterbein. Please read thoroughly as there are **significant changes** to properly care for your items during the heat treatment. Following the list helps make sure you have the best camp experience possible. There may be other items that you find necessary to bring. In order to make this process go as smoothly as possible, we ask that you pack in a fabric or mesh laundry bag. This ensures items are packed loose enough to be efficiently heated. Toiletries, medications, and personal items will not be heated and must be packed separately in a plastic bag. Hard sided luggage may be damaged in the heating process. You may bring a plastic tote to place items in after heat-treatment and for use in cabin. Thank you in advance for helping make this process go as smoothly and efficiently as possible.

To Be Heat Treated:	Not to be Heat Treated:	Do Not Bring
<p><b>Fabric or Mesh Laundry Bag</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Clothes, underwear, and socks for each day plus one extra</li> <li><input type="checkbox"/> One pair of jeans or long pants</li> <li><input type="checkbox"/> Light jacket / rain jacket</li> <li><input type="checkbox"/> Swimsuit (one piece or tankini for girls, boardshorts for boys)</li> <li><input type="checkbox"/> Pajamas</li> <li><input type="checkbox"/> Pillow</li> <li><input type="checkbox"/> Sleeping bag or twin sheets and blanket</li> <li><input type="checkbox"/> Bath towel and washcloth</li> <li><input type="checkbox"/> Lake towel</li> <li><input type="checkbox"/> Bible / Pencil</li> <li><input type="checkbox"/> Three washable cloth face masks. No disposables.</li> </ul> <p><b>Optional/Recommended:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Small backpack to carry personal items around camp (required for Treehouse)</li> <li><input type="checkbox"/> Trash bag or second laundry bag for dirty clothes</li> <li><input type="checkbox"/> Book or notebook</li> <li><input type="checkbox"/> Stationary with pre-addressed and stamped envelopes</li> </ul>	<p><b>Ziploc or Plastic Shopping Bag</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Toiletries: soap, shampoo, toothbrush, toothpaste, deodorant</li> <li><input type="checkbox"/> Sunscreen and insect repellent</li> <li><input type="checkbox"/> Prescription or OTC medication in original container (separate bag)</li> </ul> <p><b>Optional/Recommended:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Rain poncho</li> <li><input type="checkbox"/> Disposable camera</li> <li><input type="checkbox"/> Flashlight and batteries</li> <li><input type="checkbox"/> Empty plastic tote for in cabin organization</li> <li><input type="checkbox"/> Extra pair of closed-toe shoes (sneaker, sport sandal or hiking shoe)</li> <li><input type="checkbox"/> Shower shoes/Crocs</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Hard sided luggage</li> <li><input type="checkbox"/> Any clothing item that cannot be put through a dryer cycle on high heat</li> <li><input type="checkbox"/> Candy, gum, or food</li> <li><input type="checkbox"/> Halter tops, spaghetti straps, tops that bare your stomach</li> <li><input type="checkbox"/> Cell phones, iPods, game devices (will be damaged by heat treatment process)</li> <li><input type="checkbox"/> Fireworks</li> <li><input type="checkbox"/> Money and valuables</li> <li><input type="checkbox"/> Alcohol, cigarettes, vapes, illegal drugs</li> <li><input type="checkbox"/> Weapons of any kind</li> <li><input type="checkbox"/> Lighters</li> <li><input type="checkbox"/> Any other items that will detract from the purpose of the camp</li> </ul> <p>Camp Otterbein is not responsible for damaged items during the heat treatment process</p>

## Camp Address

Camp Otterbein  
 15779 Cox Rd  
 Logan, OH 43138  
 Office Phone: 740-385-5712

Director, Scott Seese  
 sseese@wocumc.org

Program Director, Andrew Templeman  
 atempleman@wocumc.org



# Parent/Guardian Information

Thank you for bringing your child to Camp Otterbein! We have prepared all year to provide an excellent experience for your camper. Our mission is to provide a spiritual, relational, and recreational environment where everyone can experience the love of Jesus. If you have any questions, give us a call at 740-385-5712.

## Camper Mail:

Please send camper mail to the following address:

(Camper Name) / (Camper Event)  
Camp Otterbein  
15779 Cox Rd.  
Logan, OH 43138

Please send letters prior to Monday afternoon to ensure they arrive before your camper leaves on Friday. Please do not send care packages/food. Any packages sent to campers will be held until check-out and given to the parents.

## Weather Emergencies:

Your camper's safety is our primary concern. We actively monitor weather conditions and warnings, and our staff are trained on how to respond to specific weather emergencies. If you are unable to reach the camp office, please call the West Ohio Conference office at (614) 844-6200 for updated emergency weather information.

## Campers Missing Home:

Some campers may miss home while at camp, especially younger campers and those away from home for the first time. Our staff are trained to provide comfort and care to these campers. In our experience, campers calling home at the first signs of missing home will only intensify these feelings. In persistent cases, we may call home for you to comfort them or to ask how to best proceed.

## Visitors:

We discourage parents from visiting as it may cause feelings of missing home for your camper and others in their group. Campers are not permitted to receive visitors such as friends, siblings, or grandparents while at camp.

## Parent/Guardian Notification:

You will be contacted if your camper experiences an injury or illness that prevents them from participating in their scheduled activities, or if they need advanced medical care. We will work with you to decide how to best care for your camper and whether they should remain at camp.

## Trips Off-Site:

Some campers may have the opportunity to experience an off-site trip such as rock climbing, kayaking, or hiking. These campers will be transported by licensed and trained drivers in regularly inspected, camp-owned vehicles. Campers on trips are closely monitored by our staff and never allowed to separate from the group.

## Camper Pick-Up:

Pick-up is at 5:00 PM on Friday. Please have a photo ID ready to sign your camper out. If you are picking your camper up early, please notify us ahead of time so that they are ready when you arrive.