



## We're happy that you are attending Summer Camp with us this summer!

**Welcome!** We are excited for you to experience summer camp. We promise to provide plenty of safe and engaging opportunities to have fun, encounter God, learn, and grow in faith in a nurturing community.

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.

### **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 our Guest and Camper Engagement Coordinator Lisa ([camps@wocumc.org](mailto:camps@wocumc.org) or 380-223-2267, opt. 1).

**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?" If any of these are Yes answers, you will meet with the Health Officer to update. Campers will have regular symptom checks and are encouraged to report signs and symptoms of illness during their time here.

**Changes, Cancellations & Refunds:** If it is necessary for you to cancel or change your registration, please call the West Ohio Conference Camp Office as soon as possible at (380) 223-2267 opt. 1. In the event of a change in registered events the following guidelines apply:

- For changing your registration to a different event up to 20 days of the original event, an additional \$15 change fee will apply.
- For changing your registration to a different event within 21 days of the original event, an additional \$25 change fee will apply.

In the event of a full cancellation the following guidelines apply:

- For cancellation up to 20 days before camp, a refund will be made for the full amount paid minus the \$50 deposit.
- There will be no refund for cancellation within 21 days of the campevent.

- **Arrival & Departure:** Most events throughout the summer follow the schedule of **Check-In** beginning **Sunday** at **5 pm** (dinner is provided) and **Check-Out** beginning **Friday** at **noon** (**lunch is not provided, please plan for your evening meal accordingly**). Each location will have staff to help you park and walk through the check-in process. Please remember to bring your **Photo ID** with you to check-out. Some special events **do not** follow the regular Sunday 5 pm to Friday noon schedule. Please review those check-in and check-out times on the [westohiocamps.org](http://westohiocamps.org) website events listing.

**Pictures, Email, & Camper Mail:** Upon check-in at camp, you will be given information on how to access photos of camp and how to contact/write your camper a digital note while they are away. If your camper will be celebrating a birthday while they are with us, please let us know upon check-in so we can help 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 our Guest and Camper Engagement Coordinator, Lisa Nevels at (380) 223-2267 opt. 1 or email [camps@wocumc.org](mailto:camps@wocumc.org).

### **OTTERBEIN CAMPERS ONLY**

**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 traveling 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)

# Packing List for WIDEWATER & WESLEY

Use this list to help pack for your stay at camp

What	Optional items to Pack	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"/> 2 pair shoes (sneakers or hiking)</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, lake towel</li> <li><input type="checkbox"/> Pajamas</li> <li><input type="checkbox"/> Pillow &amp; pillow case</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"/> Toiletries: soap, shampoo, toothbrush, toothpaste, deodorant</li> <li><input type="checkbox"/> Sunscreen and insect repellent</li> <li><input type="checkbox"/> Small backpack or reusable bag to carry personal items around camp</li> <li><input type="checkbox"/> Personal, reusable water bottle to use</li> <li><input type="checkbox"/> Prescription or OTC medication in original container (separate bag)</li> </ul>	<p><b>Ziploc or Plastic Shopping Bag</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Rain poncho</li> <li><input type="checkbox"/> Camera (non-expensive)</li> <li><input type="checkbox"/> Flashlight and batteries</li> <li><input type="checkbox"/> Book or notebook</li> <li><input type="checkbox"/> Bible, Pencil</li> <li><input type="checkbox"/> Stationary with pre-addressed and stamped envelopes</li> <li><input type="checkbox"/> Empty plastic tote/laundry bag for in cabin organization</li> <li><input type="checkbox"/> Shower shoes/Crocs</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Candy, gum, or food</li> <li><input type="checkbox"/> Immodest/inappropriate for a day at school clothing</li> <li><input type="checkbox"/> Cell phones, electronics, game devices</li> <li><input type="checkbox"/> Fireworks</li> <li><input type="checkbox"/> Money or other 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>

*\*\*West Ohio Camps is not responsible for lost or damaged items \*\**

# Packing List for OTTERBEIN

Use this list to help you prepare for your stay at camp. Please read thoroughly as there are **details regarding our** heat treatment at. Following the list helps make sure you have the best camp experience possible. There may be other items that you find necessary to bring. We ask that you pack in a fabric, mesh bag, or duffel. Any zippers or closures will be opened. This ensures items are packed loosely enough to be efficiently heated. Please no hard sided luggage which may be damaged in the heating process. Toiletries, medications, and personal items will not be heated and must be packed separately in a plastic bag. You may bring an empty 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.

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"/> 2 pair shoes (sneakers or hiking)</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, lake towel</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> </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</li> <li><input type="checkbox"/> Laundry bag for dirty clothes</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"/> Camera (non-expensive)</li> <li><input type="checkbox"/> Flashlight and batteries</li> <li><input type="checkbox"/> Book or notebook</li> <li><input type="checkbox"/> Bible, Pencil</li> <li><input type="checkbox"/> Stationary with pre-addressed and stamped envelopes</li> <li><input type="checkbox"/> Empty plastic tote for in cabin organization</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 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"/> Immodest/inappropriate for a day at school clothing</li> <li><input type="checkbox"/> Cell phones, electronics, 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>

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# 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.

## Camper Mail:

Please send camper mail to the following address:

Camper Name  
Camper Event  
Camp Name  
Camp Address

Please send letters by 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:

Camp is a great place for campers to explore and learn lifelong skills of self-care. 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 older 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 vehicles. Campers on trips are closely monitored by our staff and never allowed to separate from the group.

## Camper Pick-Up:

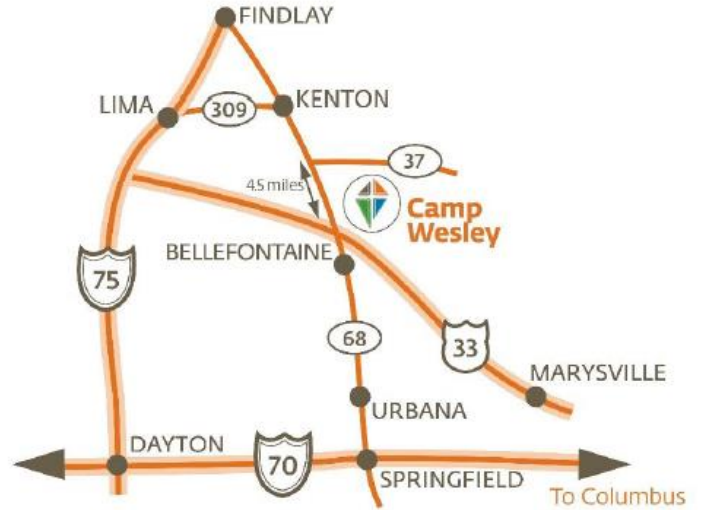
Please have a photo ID ready to sign your camper out. If you are picking your camper up early, please notify us ahead of time so that they are ready when you arrive.



Widewater Retreat Center  
4050 Co Rd 424  
Liberty Center, Ohio 43532  
330-223-2267, opt. 4



Camp Wesley  
653 Twp Rd. 37 E  
Bellefontaine, OH 43111  
330-223-2267, opt. 3



Camp Otterbein  
15779 Cox Rd.  
Logan, OH 43138  
330-223-2267 opt. 2

