

THE KELLOGG PEAK INITIATIVE



LAKE VALLEY CAMP

Parent/Guardian & Camper Handbook

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Welcome to Lake Valley Camp

Dear PEAK/Lake Valley Camp Participant Family,

Attending overnight camp is more than just a “one-and-done” summer experience. By participating in PEAK programming this summer at Lake Valley Camp, you are committing to investing in a character, life-skills, and leadership development program that spans from childhood into adulthood. As our young people grow and progress, so do PEAK's programs and offerings. We commit to do all that we can to ensure that our youth have the opportunity to explore and understand their strengths and passions, are challenged to overcome hurdles, and are supported in reaching their full potential, understanding that anything is possible with hard work, determination, and consistent encouragement.

We have high expectations for our young people, partners, and families. We know that each and every PEAK participant is capable of doing great things not just tomorrow, but today. We also know you have the same high expectations of us. This is a mutual relationship of trust and open communication. We'll work hard to maintain and keep that trust, and we ask that you communicate with us about your experiences and you stay involved as much as you can.

For many of our young people this is the start of a 10+ year journey together and we are excited to call you family. We're in this together for the long haul...it's going to be fun!

Welcome,

The PEAK Team

Mission

PEAK's mission is to bring out the limitless potential in young leaders through extraordinary experiences and nurturing relationships.

Vision

Our vision is that PEAK alumni shape their communities with poise, persistence, confidence, and character, and that the PEAK Initiative is the recognized expert in preparing young people for a life of leadership and purpose.

The Four Beliefs

Every living being has inherent value.
Everyone has the power to change their world.
The community is better when everyone contributes.
We can only grow when we are honest about our mistakes.

Lake Valley Camp is licensed by the State of Wisconsin and is accredited by the American Camp Association (ACA), which means that the camp operates in accordance with the highest industry-accepted and government recognized performance standards, particularly those related to program quality and the health and safety of campers and staff.



The Kellogg PEAK Initiative - Milwaukee
2480 W Cherry Street
Milwaukee WI 53205

Lake Valley Camp - Boscobel
40526 Hoover Hollow Road
Boscobel WI 53805

Questions? Call our Milwaukee office at (414) 431-4508

Camp Life

Lake Valley Camp is a purpose built facility located amidst the picturesque hills and valleys of Southwestern Wisconsin on a privately owned 650-acre property near Boscobel, WI. Every summer we build our camp community with the purpose of providing a safe and transformative outdoor experience for our staff and participants that promotes independence, care for the environment, creativity, working together and making positive choices.

Cabin Assignments

At Lake Valley Camp, campers and staff live together in cabins that are separated into villages according to age and gender. The Pioneer Villages house campers grades 3-5. The Voyager Villages house campers grades 6-8. The Leadership Training Village houses interns who are in high school.

When families complete the registration process, campers are placed in cabin groups according to their level within the program. All cabins are assigned staff members who live with, support, and care for each camper according to their individual and age-appropriate needs. Each village has a bath house with flushing toilets and showers.

Camp Curriculum

All of Lake Valley Camp's programs focus on building leadership skills by using the Four Beliefs.

With these goals in mind the PEAK team has developed programming at Lake Valley Camp to include rigorous and rewarding activities, courses and structured exploration. Along with that are reflective and collaborative activities to challenge and support campers mentally, physically, socially and emotionally. Campers will have daily opportunities for physical activity and healthy meals as guided by the Summer Food Service Program. Campers will participate in team building and check-in activities, and will contribute to the community by helping to set their cabin's table for meals and performing other acts of community service. Campers will participate in regular reflection and mindfulness activities.

Throughout their stay at camp, campers have the opportunity to attend structured lessons in a variety of program areas led by qualified and well trained program instructors. Campers will gain skills, knowledge, and/or ability in program areas that include swimming, boating, archery, low ropes/team building, team sports, visual arts, performing arts, nature exploration, outdoor living skills, garden/horticulture, and horseback riding. Some campers will also participate in outdoor tent camping, which is held on site at Lake Valley Camp. Each session also has scheduled time for cohort activities, variety shows, campfires, and supervised free time.

Food Service

PEAK employs a full staff at Lake Valley Camp to operate the camp kitchen and provide meals for all campers and staff throughout the summer. Kitchen staff members are trained in correct food and sanitation procedures, and our kitchen leadership staff is ServSafe certified. Meals are planned and prepared following USDA guidelines.

While at camp, your child's nutritional needs will be taken care of by providing three balanced meals each day along with two healthy snacks. Care is taken to provide fresh and plentiful meals that appeal to the campers' tastes. Our food service staff work closely with the garden staff to incorporate freshly grown and harvested fruit and vegetables into our food service options, when possible.

Sample 11-day Menu

BREAKFAST										
SUNDAY (Day 1)	MONDAY (Day 2)	TUESDAY (Day 3)	WEDNESDAY (Day 4)	THURSDAY (Day 5)	FRIDAY (Day 6)	SATURDAY (Day 7)	SUNDAY (Day 8)	MONDAY (Day 9)	TUESDAY (Day 10)	WEDNESDAY (Day 11)
	FRENCH TOAST	FLOUR TORTILLAS	OATMEAL	PANCAKES	CORN TORTILLAS	WAFFLES	COFFEE CAKE	BISCUITS	PANCAKES	SCRAMBLED EGGS
	APPLESAUCE	SCRAMBLED EGGS	CINNAMON APPLES	TURKEY SAUSAGE PATTIES	SCRAMBLED EGGS	CHICKEN SAUSAGE LINKS	YOGURT	SCRAMBLED EGGS	CHICKEN SAUSAGE LINKS	BREAKFAST POTATOES
	SYRUP & BUTTER	SHREDDED CHEESE	GRANOLA	SYRUP & BUTTER	CHORIZO	CHERRIES	MIXED BERRIES	TURKEY SAUSAGE PATTIES	SYRUP & BUTTER	BACON
	BACON	CHICKEN SAUSAGE LINKS	BROWN SUGAR, SYRUP & BUTTER	MIXED BERRIES	SALSA	SYRUP & BUTTER		CHEESE SLICES	APPLESAUCE	TOAST
	APPLE JUICE	ORANGE JUICE	APPLE JUICE	ORANGE JUICE	APPLE JUICE	ORANGE JUICE	APPLE JUICE	ORANGE JUICE	APPLE JUICE	ORANGE JUICE
	BREAKFAST BAR	BREAKFAST BAR	BREAKFAST BAR	BREAKFAST BAR	BREAKFAST BAR	BREAKFAST BAR	BREAKFAST BAR	BREAKFAST BAR	BREAKFAST BAR	BREAKFAST BAR
LUNCH										
Bring your own bag lunch to check-in at PEAK!	SLOPPY JOES	GRILLED CHEESE	MEATBALL SUB	CHICKEN QUESADILLAS	CHEESY PULL-APART BREAD	TURKEY & CHEESE SANDWICHES	CHICKEN TENDERS	PHILLY CHEESESTEAK	BBQ CHICKEN	TURKEY & CHEESE SANDWICHES
	CHEESE SLICES & PICKLES	TOMATO BASIL SOUP	MOZZARELLA CHEESE & MARINARA SAUCE	TORTILLA CHIPS	MARINARA SAUCE	CHIPS	SMILEY FACE POTATOES	PEPPERS & ONIONS	MAC & CHEESE	CHIPS
	FRIES	MANGO	POTATO CHIPS	SALSA & SOUR CREAM	SPICY POPCORN CHICKEN	APPLE or ORANGE	APPLE SLICES	PEACHES	COLESLAW	APPLE or ORANGE
	GREEN BEANS		GRAPES	HONEYDEW or CANTALOUPE	CUCUMBERS & RANCH	FRUIT SNACK	CARROTS AND RANCH	POTATO CHIPS	PINEAPPLE	FRUIT SNACK
	SALAD BAR	SALAD BAR	SALAD BAR	SALAD BAR	SALAD BAR	JUICE POUCH	SALAD BAR	SALAD BAR	SALAD BAR	JUICE POUCH
DINNER										
SPAGHETTI	"KFC BOWL"	TACOS	ROASTED TURKEY	GYROS	BAKED CHICKEN	CHICKEN ALFREDO	BURGERS & HOT DOGS	CHICKEN TERIYAKI	CRISPY CHICKEN SANDWICH	
MARINARA SAUCE	CHICKEN NUGGETS	BEANS	RICE	FRENCH FRIES	MASHED POTATOES	STEAMED BROCCOLI	ROASTED CORN	RICE	PICKLE SLICES	
MEATBALLS	MASHED POTATOES & GRAVY	CHIPS	CHEESY CAULIFLOWER	TATZIKI SAUCE	ROASTED ROOT VEGGIES	MANDARIN ORANGES	WATERMELON	STIR FRIED VEGGIES	WAFFLE FRIES	
GARLIC BREAD	ROASTED CORN	SALSA & SOUR CREAM	DINNER ROLL	SUGAR SNAP PEAS	DINNER ROLL		ASSORTED CHIPS		GRAPES	
ROASTED ZUCCHINI	BISCUIT	PINEAPPLE			SPARKLING JUICE		CHEESE, CONDIMENTS			
SALAD BAR	SALAD BAR	SALAD BAR	SALAD BAR	SALAD BAR	SALAD BAR	SALAD BAR	LEMONADE	SALAD BAR	SALAD BAR	
ICE CREAM	COOKIE	CHURRO	BROWNIES	LEMON BAR	STRAWBERRY SHORTCAKE	COOKIE	S'MORES	FRUIT COBBLER	ICE CREAM	

Special attention is paid in regards to individual food allergies and special diets. If your child has a restricted diet, this information should be provided in your **Health Form during Registration**. In

addition, you may talk with the camp staff prior to arrival at camp to ensure we are prepared to accommodate your child's needs.

Weather

While at camp, your child will spend the majority of their time outdoors so it is vital that they are prepared to play and learn in a variety of environments. Shelter is provided during times of inclement weather and camp staff are trained to respond to changes in the weather and weather emergencies.

In preparation for your child's attendance at camp please prepare them to be outdoors in both sun, rain, and buggy conditions by providing appropriate clothing and special items such as sunscreen, bugspray, a rain jacket or poncho, and comfortable shoes for walking, running, and water activities. If you need assistance in obtaining any of these items please talk with PEAK staff prior to your camper's session.

Daily Schedule Example

7:00	Wake Up, Get Ready for Day
8:15	Flagpole
8:30	Breakfast
9:15	Program Activity 1
10:30	Program Activity 2
12:30	Lunch
1:00	Rest & Reading Time
2:15	Program Activity 3
3:15	PM Snack
3:30	Program Activity 4
5:15	Flagpole
5:30	Dinner
6:15	Supervised Free Time
7:30	Evening Program
8:15	Night Snack
8:30	Shower Schedule Starts
9:15	Evening Reflections
9:30	Lights Out Schedule Begins (based on age)
11:15	All Camp Lights Out/All Staff Back in their Cabins

Note: Gaps in the schedule are allotted for transition time between activities and provide time for campers to have a bathroom and water break.

Camp Staff

Lake Valley Camp staff are a vital element of our summer program. Great care is taken to hire and train qualified, competent and compassionate adults to facilitate our camp program. Our diverse staff team is recruited from the local area, across the country, and internationally. All staff members go through a detailed interview process which includes a comprehensive background screening and reference checks.

Questions? Call our Milwaukee office at (414) 431-4508

Staff/Camper Ratios

Great care is taken to ensure that campers have the quality guidance and care they need while at camp and it is Camp Policy that our campers are under constant adult supervision. Our staff team is made up of cabin counselors, program instructors, health staff, kitchen staff, and administrative staff. Each plays a vital role in administering and facilitating the camp program.

Our staff to camper ratios are 1:8 for our younger campers and 1:10 for our older campers. During program activities and meals these ratios are typically closer to 1:4. These ratios are also followed on all off-site trips and expeditions. Exceptions to these general ratios may occur during supervised free time, all-camp activities, or when campers are being transported to and from camp.

Staff Training

All staff members attend a training program at camp prior to your child's arrival. Our training includes a complete review of camp policies and procedures, professional ways to work with children, training in program activities, safety and emergency response training, physical, emotional, and mental health training, and relevant healthcare training. Key staff members are certified in CPR and First Aid. All staff are responsible for following the camp policies, procedures, and mission in providing a safe, nurturing environment for your child.

Specialized training is provided to program instructors to ensure that they are educated and certified in their program area. Aquatics staff members are all certified lifeguards, and archery and equestrian staff have the appropriate training. All waterfront and activity staff members are trained to follow approved safety procedures in their areas.

Our year round administrative team is made up of youth development professionals with a variety of qualifications and experiences in the camping field. Lake Valley Camp's leadership team remain current in their field by attending training, conferences, and workshops throughout the year.

Camper Health and Safety

The health and safety of your child is of utmost importance to us at PEAK and that is why we take pride in ensuring that our program is planned and implemented following government, American Camp Association (ACA), and agency acceptable standards. Knowing that the wellbeing of your child is placed in our hands during their stay at camp, we have implemented policies and procedures to guide us in providing care to your child for both routine and emergency circumstances.

Our on-site Camp Health Team includes a 24/7 Health Coordinator and Health Assistants who manage the health & wellness of campers and staff following the medical directives signed by our Consulting Physician. Our Health Team also includes an on-call Registered Nurse available for our camp team to connect with daily, for scheduled consultations and 24/7 as-needed support. The Health Staff have appropriate training to monitor and administer camper medication, provide first aid

treatment for all campers and staff, and respond to emergencies at camp. In the event that further medical treatment is necessary, local first responders and ambulance service can respond within 15 minutes.

Parents/guardians will be contacted if their child is sick or injured beyond the normal bumps and bruises children experience as they learn, play and grow. If a child experiences a serious communicable illness, arrangements will be made for the child to return home.

Camper Health History

It is very important that camp staff have accurate and up to date health information about your child to be able to ensure adequate care and provide the right treatment in the event of sickness or injury . All campers must have a completed health history, including immunization record and copy of current insurance cards, to be eligible to stay at camp. This information is requested as part of your completed registration. If you need to add pertinent health information, please contact PEAK staff.

Due to proximity to emergency services a doctor's physical is not required. Families are welcome to send a copy of the physical exam along with their application if they desire.

Camper Medications

All prescription and over-the-counter medications as well as vitamins and supplements that campers bring to camp will be collected and reviewed during the Camper Departure Health Checks.

If your child takes prescription medications, they must be sent to camp in the original packaging with the prescription label attached, including written documentation from your child's doctor of how they are to be administered. Please send enough medication for your child's entire stay. Over-the-counter medications, including vitamins, must also be sent in the original packaging or we cannot administer them. **Please do not repackage any medications in pill boxes or bags.**

INHALERS: If your child has an inhaler, be sure to send that with them as this medication is often needed when at camp. **Often, families forget to bring the original prescription label for inhalers because the label was attached to the outer box, and the box gets discarded after the inhaler is opened. You MUST bring the original prescription label for inhalers or we will not be able to accept them.**

If the medication is not correctly documented on your child's health form, camp staff will not be able to administer it. If the medication is required for the child's health and well being, camp staff may need to schedule an appointment for your child to be seen by the local clinic in Boscobel, WI at your expense.

Camp Health Center

The Camp Health Center has a stock of some general over the counter (OTC) medications that we can administer to your child on an as-needed basis if you have signed the permission on the registration form. All OTC medications are given following the directions on the package and in accordance with the camp's standing orders that are reviewed annually and signed by the camp consulting physician. If you have any questions or concerns regarding the types of medications that are available at camp, please talk with the health staff during your child's health check in.

The health center also has first aid supplies available for campers, and is open for walk-in care after each meal. The camp health team is available on-call 24/7 to provide medication and first aid care as needed.

Allergies

If your child has any allergies, please ensure that this information has been provided on their health form. Camp staff will work with your child in managing their allergy while at camp. Campers with severe environmental or food related allergies will be permitted to carry their emergency medication with them at all times.

Special Diets

If your child requires a special diet, please include that on their health form. We will make every attempt to accommodate their needs. If your child has severe food allergies please contact us at least 2 weeks before your child's camp session so we can make appropriate arrangements.

Special Needs

If your child has any special needs, please discuss them with the camp staff during registration, or contact us at camp at least 2 weeks before your child's camp session so we can be informed of the best ways to work with your child during their stay at camp. Special needs may include behavioral concerns, bedwetting, food allergies and health concerns.

Informing Parents & Guardians of Illness/Accidents

In the event of participant illness or injury, or if there are any health-related questions regarding the participant, the participant's parent/guardian will be notified via phone by designated Health Care staff as soon as possible. Parents/guardians will be notified by phone about significant concerns or ongoing treatment that occurred during the participant's stay at camp.

Examples of significant concerns or ongoing treatment include:

- Visits to Urgent Care/Emergency Room.
- Any stay in the Health Center that lasts more than 4 hours
- Removal of embedded tick
- COVID testing or Exposure
- Repeat visits for more than 3 days with similar or worsening symptoms (i.e. ice pack for knee pain 3 or more days in a row, ongoing medication for cold symptoms)

If Health Care staff cannot reach a parent/guardian by phone, attempts will be made until contact is made. If immediate medical attention is necessary and the participant's parents/guardians cannot be reached, the Health Care staff will provide medical care and contact the parent/guardian as soon as possible afterwards.

PEAK is not responsible for any medical expenses for your child. All expenses will be charged to you, your insurance company, or your Medical card.

Changes Related to Events or Emergencies

In cases of an event or emergency where PEAK needs to contact our families regarding a change in programming (ie: location, pick-up/drop-off, length of session, weather, etc), impacted families can expect to receive communications first via our robo-calling system outlining key information and updates, along with a contact number to return a call should the family have questions. Additionally, an email will be sent to impacted families outlining the same information. In cases of emergency or events requiring that direct contact be made with a family, PEAK will distribute call lists to our Administration and Camp Leadership Teams to make phone calls to every listed contact for a family until direct contact is made.

Emergency Procedures

PEAK has developed plans for all emergencies and is dedicated to ensuring the safety of all campers and staff. Staff members are trained on all emergency procedures during staff training including fire drills, emergency evacuations and unauthorized personnel. Staff and campers practice emergency drills on the first day of camp to ensure that everyone knows the correct procedures. Camp is located on private land away from traffic, and campers are supervised by staff 24/7.

The City of Boscobel Police Department is available to respond to any emergency calls within 10 minutes. In the event of a medical emergency, camp health staff members are trained to respond to the matter until our EMT professionals arrive. The wait time for our emergency care is 15 to 20 minutes to camp.

If your child needs to be transported for health reasons while at camp, they will travel in a camp vehicle with a staff member that is an approved driver. Camp vehicles are regularly maintained and inspected for safe use. In the event of an emergency, it may be necessary for your child to be transported by approved medical or government officials.

If a camper is involved in an emergency situation, parents/guardians will be notified by the Camp Director or a designated PEAK staff member as soon as possible. Should a camper need to leave camp, arrangements will be made between the Camp Director and the parents/guardians. If you have a family emergency and need your child to leave camp early, you are required to make arrangements for someone to collect them from camp. All camper departures must be approved by the Camp Director.

Local Hospitals

Gundersen Boscobel Area Hospital and Clinics

Address: 205 Parker St, Boscobel, WI 53805

Phone: (608) 375-4112

<http://www.gundersenhealth.org/boscobel/>

IMPORTANT NOTICE: Bed Bugs

We are asking for everyone's cooperation to ensure that our facilities remain pest free for all our participants. If your child has been exposed to bed bugs in the last 30 days, and/or you have had your house treated for bed bugs in the last 90 days, please notify PEAK and DO NOT SEND YOUR CHILD to camp this summer. Your child will be given an excused absence and will be allowed to continue with PEAK programming in the future.

General information about bed bugs from the Center for Disease Control and Prevention:

Bed bugs, a problem worldwide, are resurging, causing property loss, expense, and inconvenience. The good news is that bed bugs do not transmit disease. The best way to prevent bed bugs is regular inspection for signs of an infestation.

What are bed bugs?

Bed bugs (*Cimex lectularius*) are small, flat, parasitic insects that feed solely on the blood of people and animals while they sleep. Bed bugs are reddish-brown in color, wingless, measure from 1/32 to 1/4 of an inch and can live several months without a blood meal.

Where are bed bugs found?

Bed bugs are found across the globe from North and South America, to Africa, Asia and Europe.

Bed bug infestations usually occur around or near the areas where people sleep. These areas include apartments, shelters, rooming houses, hotels, cruise ships, buses, trains, and dorm rooms. Their presence is not determined by the cleanliness of the living conditions where they are found. They hide during the day in places such as seams of mattresses, box springs, bed frames, headboards, dresser tables, inside cracks or crevices, behind wallpaper, or any other clutter or objects around a bed. Bed bugs have been shown to be able to travel over 100 feet in a night but tend to live within 8 feet of where people sleep.

Do bed bugs spread disease?

Bed bugs should not be considered as a medical or public health hazard. Bed bugs are not known to spread disease. Bed bugs can be an annoyance because their presence may cause itching and loss of sleep. Sometimes the itching can lead to excessive scratching that can sometimes increase the chance of a secondary skin infection.

How do I know if I've been bitten by a bed bug?

It is hard to tell if you've been bitten by a bed bug unless you find bed bugs or signs of infestation. When bed bugs bite, they inject an anesthetic and an anticoagulant that prevents a person from realizing they are being bitten. Most people do not realize they have been bitten until bite marks appear anywhere from one to several days after the initial bite. The bite marks are similar to that of a mosquito or a flea -- a slightly swollen and red area that may itch and be irritating. The bite marks may be random or appear in a straight line.

Because bed bug bites affect everyone differently, some people may have no reaction and will not develop bite marks or any other visible signs of being bitten. Other people may be allergic to the bed bugs and can react adversely to the bites.

How did I get bed bugs?

Bed bugs are experts at hiding. Their slim flat bodies allow them to fit into the smallest of spaces and stay there for long periods of time, even without a blood meal. Bed bugs are usually transported from place to place as people travel. The bed bugs travel in the seams and folds of luggage, overnight bags, folded clothes, bedding, furniture, and anywhere else where they can hide. Most people do not realize they are transporting stow-away bed bugs as they travel from location to location, infecting areas as they travel.

Who is at risk for getting bed bugs?

Everyone is at risk for getting bed bugs when visiting an infected area. However, anyone who travels frequently and shares living and sleeping quarters where other people have previously slept has a higher risk of being bitten and or spreading a bed bug infestation.

How are bed bugs treated and prevented?

Bed bug bites usually do not pose a serious medical threat. The best way to treat a bite is to avoid scratching the area and apply antiseptic creams or lotions and take an antihistamine. Bed bug infestations are commonly treated by insecticide spraying. If you suspect that you have an infestation, contact your landlord or professional pest control company that is experienced with treating bed bugs. The best way to prevent bed bugs is regular inspection for the signs of an infestation.

The University of Minnesota has an EXCELLENT website with valuable information about the detection and treatment of bed bugs. Please visit: <http://www.bedbugs.umn.edu/> for more information and helpful videos.

IMPORTANT NOTICE: Lyme Disease

As you prepare your child for camp this summer, below is information regarding ticks and Lyme disease. Lyme disease is an illness caused by bacteria and is transmitted by deer ticks. Deer ticks are very small black insects found throughout Wisconsin that attach to the skin. They are found mainly in areas with woods and tall grass. Lake Valley Camp is an environment where deer ticks could live.

How Do Children Get Lyme Disease?

If a tick is carrying the disease and attaches to your child's skin, it is possible that the disease will be transmitted to your child. If a tick is removed very carefully from your child's skin by the camp Health Team, the likelihood of transmission goes way down. Your child should never remove a tick from their skin on their own.

What Happens When a Child Gets Lyme Disease?

The most common way of knowing if a child contracts the disease is by the presence of a circular reddish rash around or near the site of the tick bite. Other common symptoms to watch for are unusual fatigue, headaches, nausea, abdominal pain, fever/chills, and joint pain. Lyme disease is treated with antibiotics and if caught early will have no long-term effects on your child. If untreated, long-term complications can occur.

What we can do TOGETHER to keep your child safe!

PEAK pledges to do the following:

- 1) We will provide insect repellent for your child to wear at camp that repels ticks.
- 2) We will teach your child how to perform "tick checks" at the end of each day in the shower.
- 3) We will teach your child that if they find a tick that they should only have it removed by the camp Health Team.
- 4) We will communicate with you by phone if we find and remove a tick from your child's skin.

What you and your child can do:

- 1) Teach your child that it is important to apply insect repellent every day while at camp.
- 2) Teach your child that it is important to wear shoes, long socks, and long pants when they are in tall grass or wooded areas of camp.
- 3) Teach your child to look and feel for ticks at the end of each day in the shower.
- 4) Teach your child that they should never try and remove a tick themselves. They should tell their counselors about it and it should be removed by the camp Health Team.

Working together we can do a lot to prevent your children from contracting the disease in the first place. At the end of the camp session, you will receive information to guide you in the event your child does contract the disease. Remember, if your child does contract the disease it is easily treated with antibiotics.

Behavioral Expectations and Camper Orientation

At Lake Valley Camp we promote RESPECT and RESPONSIBILITY; respect for oneself, respect for others, respect for the environment, and responsibility for one's own actions. On the first day of camp, campers participate in an orientation that includes safety rules and guidelines, and expectations for behavior. The cabin group discusses their own rules for living together, agrees upon consequences for breaking these rules, and then cabin agreements are signed by the campers and staff and posted in a visible space in the cabin. During their stay at camp, campers are expected to follow the rules and expectations of camp, to live by the Four Beliefs, and treat all members of the camp community with respect. We have a team of Camper Support Coordinators on staff who oversee our behavior development program, support the direct line staff with behavior guidance and work one-on-one with campers that require additional behavioral support. All staff are trained to promote a consistent and encouraging approach to camper behavior development. PEAK promotes behavior and consequences that match our values and all behavioral consequences provide an opportunity for learning, growth, and improvement. Parents/guardians and campers are required to read our Community Expectations Contract and sign an acknowledgement during check-in.

Weapons, Drugs and Alcohol Policy

For the safety and well being of all participants, illegal drugs, alcohol, and weapons of any kind are prohibited. If PEAK has reason to believe these items were brought to camp, we reserve the right to search personal belongings. Campers found with these items will be removed from camp immediately.

Personal Animals at Camp

Campers are not allowed to bring pets or companion animals to Lake Valley Camp. The only animal that a camper could bring to Lake Valley Camp is a service dog, provided they comply with our policies. If your child requires a service dog at Lake Valley Camp, you (the parent/legal guardian) must contact the Camp Director, Eve Smallwood, at least one month in advance of your camper's session start date and must provide proof that the animal complies with our policies at least two weeks before your camper's session start date and have received confirmation in writing from the Camp Director. You can reach Eve at esmallwood@peakinitiative.org or text/call (414) 212-5476 during business hours.

Communication at Camp & Visitor Policy

Cell Phone/Electronics Policy

Campers are NOT ALLOWED to bring any electronic equipment with them to camp. This includes cell phones, musical devices, tablets and laptops. Any electronic items in a camper's possession will be confiscated during their stay and returned once they arrive back in Milwaukee.

Phone Calls, Letters and Emails from Family

Our experience has taught us that it is best for your child's overall experience to be fully immersed in camp life and therefore we do not offer telephone communication between campers and parents/guardians during camp sessions, except in extreme emergencies. Campers do enjoy hearing about the people they love at home, and an email or letter can bring a lot of joy to your child. You are welcome to stay in touch with your child in the following ways:

- **Send them an Email** – Send email to camper@peakinitiative.org with your child's name in the subject line. Emails will be printed and given to campers. Campers may not respond to emails. We do provide them with envelopes and stamps if they'd like to write you a letter.
- **Write them a letter** - Mail to: **Your Child's Name, Lake Valley Camp, 40526 Hoover Hollow Rd., Boscobel, WI 53805**
- Send them a package – No food items
Allow 4-5 business days for mail to arrive.

Getting Updates On Your Camper

- Lake Valley Camp does not allow visitors during camp sessions. This allows campers to fully participate in the camp experience and build their confidence and independence while at camp. We encourage you to use the following methods to get updates on your camper:
 - You may call the camp office at **(608) 872-2392** for an update on your child; please allow at least 24 hours for us to get back to you. You can expect to hear how your child is acclimating to their experience, activities in which they have participated, and about the campers they are spending time with.
 - We also encourage you to view session updates and photos on social media- we update them as often as our busy schedules and slow camp internet allows.
 - We stock writing materials and postage if your camper chooses to mail you a letter during their time at camp.

Early Release of Campers

When a Child Needs to Come Home Early

We do everything we can to keep participants positively engaged at Lake Valley Camp for the full time allotted. There are certain situations, however, that may occur that would result in your child returning home before the scheduled end of a camp session. We feel that being honest about these possible situations up-front helps parents/guardians not only prepare themselves, but also to prepare their child for the experience. Open communication about these scenarios assists in setting clear expectations for behavior.

A Camper Would Likely be Sent Home for the Following Actions or Behaviors:

- Physical fighting or aggression that results in, or could result in, serious injury (regardless of who instigated or started the fight).
- Risk taking behavior or disobedience that threatens serious harm to themselves or to others.
- If a young person appears to be significantly stressed or depressed and the conditions persist or worsen during their time at camp (includes any time that evidence of self harm exists, (for example: cutting).

- Possession or suspected use of drugs, tobacco, or alcohol (includes illegal or prescribed drugs not in the camper's name).
- Intentional damage to PEAK facilities, equipment or property.
- Any kind of misconduct that is sexual in nature including but not limited to consensual sexual contact with another camper, sexual aggression, and/or sexual harassment of peers or staff.
- Persistent bullying or teasing of another camper to the extent that the other camper is experiencing significant distress or stress.
- Bullying or exclusionary practices based on the identity (race, religion, gender expression, etc.) of another individual.

Other Reasons a Child May Need to Come Home

- Illness that is chronic, transmissible and/or severe and may inhibit their comfort and/or ability to participate in programs.
- Significant injury that cannot be treated on-site quickly or requires rest and recovery time.

What Happens When My Child Needs to Come Home?

Getting a child home is a joint effort between PEAK and caregivers. We need to work together to make sure that it happens as efficiently and conveniently as possible.

If a child needs to return home for misbehavior or misconduct, it is the caregiver's responsibility to pick the child up. Or, caregivers can make arrangements with PEAK to have the child picked up by an authorized adult for transportation at, or near, our overnight camp in Boscobel, WI as soon as possible.

If a child needs to return home as a result of injury or illness we will work with you to identify the most efficient and safest measures to get your child home as quickly as possible. It is important to keep in mind that parents and caregivers need to be available for phone calls and to possibly pick up a child during their camp session. If you are leaving town during your child's time at camp, it is critical that we can still reach you AND you have designated someone who is authorized to pick up your child and is available to pick-up for any of the situations listed above.

If a child is sent home, they may not be eligible to return the following summer to participate in PEAK programs. Eligibility depends on the kind of behavior, frequency of behavior, and severity of behavior. We do our best to honor our belief that "we can only grow when we are honest about our mistakes" and to give our participants second chances. However, in some circumstances, the risk is too great for us to allow a child to continue. Our hope is that they are able to learn from their experience.

Lake Valley Camp Packing Checklist

LINENS		CLOTHING	
	Pillow		"Nice" Outfit for Camp Dance
	Pillowcase		Sweater/Jacket
	Beach Towel		Shirts (Short sleeved for hot days & Long-sleeved for cool evenings)
	Bath Towel		Long Pants
	Washcloth		Shorts
	Blanket (optional)		Underwear & Socks
<i>**Lake Valley Camp provides bed sheets and blankets. We do not provide pillows.**</i>			Pajamas
HYGIENE ITEMS			Bathrobe (optional)
	Comb or Hair Brush		Bathing Suit, Swim Trunks
	Hair Ties (if applicable)		Swim Cap (optional)
	Toothpaste, Toothbrush		Beach Sandals
	Shampoo, Conditioner		Raincoat or Rain Poncho
	Body Soap/ Body Wash		Closed-toe Running Shoes
	Lotion		Comfortable Walking Shoes (with ankle strap)
	Deodorant		Sun Hat/Protective Head Covering
	Shower Shoes/Sandals		
MISCELLANEOUS			
	Flashlight, Extra Batteries		Insect Repellant (also provided by Camp)
	Favorite Stuffed Toy for Nighttime		Sunscreen (also provided by Camp)
	Pencils, Paper, Envelopes, Stamps		Large Plastic Bag for Dirty Clothes
BRING TO CAMPER DROP-OFF			
	Camper Medications (these are collected by staff at Sunday Check-In)		Bag Lunch to eat on departure day!

Lake Valley Camp Packing Checklist Notes

Please pack enough clothing to last **the entire camp session**. Camper laundry will be done only in extreme circumstances.

Protecting your Personal Belongings: Please label your child's belongings when coming to camp and don't send anything that can't get dirty. While campers are encouraged to be responsible for their belongings, they are living in close quarters with each other and a name label is the best way to ensure that your child keeps all their belongings. Please do not send any valuables or sentimental items that cannot be replaced.

Unauthorized Items: Your child should not bring any of the following items to camp: PERMANENT MARKERS, ELECTRONICS, IRON, HAIR DRYER OR CURLING IRON, KNIVES/PENKNIVES, FIRECRACKERS, MATCHES, SPORTS EQUIPMENT, FOOD OR CANDY. These items will be confiscated during your child's stay at camp.

Clothing Guidelines:

Our general rule for camp attire is: Wear what makes you feel comfortable and helps you be active at camp, and functions in covering your body. We strongly believe in making our camp safe for all our campers and reserve the right to ask your camper to change out of inappropriate clothing if need be.

Clothing - Clothing displaying logos, words, pictures, or other likeness related to alcohol, tobacco, drugs, firearms, profanity, or sexual conduct are not permitted. Campers will be asked to change out of swimwear immediately following water activities.

Shoes - During activities, campers should wear shoes which are comfortable, supportive, and allow for quick movement if necessary. Closed-toe shoes are encouraged, and required for some activities like the horse barn. Shoes and sandals should have, at minimum, a strap around the ankle. Flip flops and/or slides are to be used for shower and pool use only.

WE WILL NOT BE HELD RESPONSIBLE FOR LOST, STOLEN OR BROKEN ITEMS.

Lost and Found: If your child is missing something when they return, please contact us and we will attempt to find it. After the summer season all lost and found not claimed will be donated or placed in the camp laundry. The best way to ensure your child keeps all their belongings is to label them.

Transportation

Campers ride to and from camp on buses. We use a certified, insured company and follow American Camp Association standards. Staff are trained in the camp's transportation procedures and accompany campers at all times. Campers are expected to have appropriate behavior during transportation.

Sunday Morning Departure

All participants will leave from the PEAK Program Center at the Milwaukee location in Tiefenthaler Park. **Arrival time is anywhere from 11:00AM-12:00PM.** Families are asked to park on Galena Street or Cherry St and go directly to the check-in table in the parking lot driveway.

At Check-in, Parents/Guardians can expect the following:

- Camper luggage check-in.
- Review of [Community Expectations Contract](#).
- Camper Health Check - Every camper will be examined by our healthcare team prior to departure for camp. Parents/Guardians must be present for this check. This is where medications will be checked in and final health forms reviewed.

Once a camper has completed their health check, they will be supervised by a camp staff member and the parent/guardian is encouraged to leave.. When all campers have completed their health checks, groups will do a final bathroom break and then board the bus with a counselor. An assigned camp staff counts all campers and goes over the "Bus Rules" before departure. Bus rules include staying seated at all times, keeping all body parts and objects away from the windows and out of the aisles, no yelling or shouting, listening to the counselors, picking up all trash and respecting the bus driver at all times. Once at camp, staff wait for the bus to come to a safe stop before unloading the campers in their cabin groups.

Bus Rules

It is very important that your child understands what is expected of them while traveling to and from camp on the bus. Misbehavior will not be tolerated.

Please Review These Rules With your Child Prior to Arriving at the Pick-up Location:

1. Participants must listen to, and respect, the directions given by the staff riding the bus.
2. Seat belts must be worn at all times, if available.
3. Staff may open the windows to the specified height only.
4. All passengers must remain seated while the vehicle is moving.
5. Shouting, swearing and/or foul language will NOT be permitted.
6. Throwing of items is not permitted. Participants must pick up & remove all of their trash upon exiting the vehicle.

Return Drop Off

Our goal is for buses to arrive at the Program Center by 1:00PM. Caregivers on our robo-text list will receive an update with estimated time of arrival on the morning of return. Please be advised that campers will not receive confiscated cell phones until they arrive back in Milwaukee, so please do not expect them to text you about their arrival time. We also cannot ensure that confiscated phones will be charged upon return to Milwaukee. Campers will have had a hearty breakfast at camp and a bag lunch offered on the bus.

Campers will be released from the bus one by one to an authorized pick-up; Parents/Guardians must sign their campers out before they depart.

Who Can Pick Up Your Child?

When you registered your child, you provided us with adults who could serve as an authorized pick up for your child. To ensure the safety of our campers, we may ask to see a photo ID of the adult picking up your child. If you need to change or add an authorized pick up, please contact our office at (414) 431-4508.

Cancellation Policy

Once a child is assigned to their camp session(s), it is expected that they will attend. Cancellations made prior to June 1st will be eligible for a refunded deposit. If your family experiences an unforeseen conflict after the cancellation deadline, you are expected to contact PEAK immediately to inform us that your child can not attend their session. If you need to cancel please contact the PEAK office at (414) 431-4508. Unexcused/Unreported absences may result in ineligibility for future involvement. If your child is a no show on the first day of any Milwaukee-based day camp, their spot will be given to a child on the waiting list.

Questions?

For questions relating to our Lake Valley Camp Program please contact the following staff:

Eve Smallwood - Camp Director - esmallwood@peakinitiative.org

Haley Woods - Assistant Director of Camp Operations - hwoods@peakinitiative.org

Lucero Serna - Assistant Director of Camp Programs & Expeditions - lserna@peakinitiative.org

Jiselle Rivera - Camper Support Coordinator - jrivera@peakinitiative.org

Liz Sandmire - LT Program Coordinator - lsandmire@peakinitiative.org

Milwaukee Office: 414-431-4508

Boscobel Office: 608-872-2392 (Late May through Mid August)

Questions? Call our Milwaukee office at (414) 431-4508