



CAMP COLE

A place TO SHINE

PARENT HANDBOOK

Everything you need to know about sending your camper to Camp Cole.

1571 CROSSING CREEK ROAD, EASTOVER, SC 29044
803-849-8697

WELCOME TO CAMP COLE!



Dear Parent/Guardian,

Thank you for believing in the mission of Camp Cole. We sincerely appreciate you trusting us with your most precious gift, your child. At Camp Cole, we take safety and security seriously, so throughout all of our programs you are going to find set standards, protocols, and procedures. Additionally, all our staff, volunteers, counselors, medical care professionals, etc. have undergone specific training that helps ensure that your camper will be well taken care of during their camp experience.

While at Camp Cole, your camper will enjoy a variety of fun and engaging activities that all take place on our state-of-the-art inclusive campus. Our hope is that your camp experience will be filled with meaningful new friendships, long-lasting memories, and a transformative time. We appreciate sharing your child with us!

To shining a light for others,

A handwritten signature in blue ink that reads "Kelsey S. Carter". The signature is written in a cursive, flowing style.

Kelsey Carter
Co-Founder and Executive Director

Dear Camp Summer Smiles Families,

Camp will be here before we know it, and we couldn't be more excited to welcome our campers back for another amazing week!

We are looking forward to days filled with laughter, new friendships, and unforgettable memories. Our team has been hard at work planning a week full of fun, creativity, and meaningful experiences for every camper.

Thank you for trusting us with your child. It means so much to be part of their summer, and we are committed to making it a safe, happy, and meaningful time for every camper! We can't wait to see all of our returning campers and meet the new faces joining our camp community. It's going to be a wonderful week!

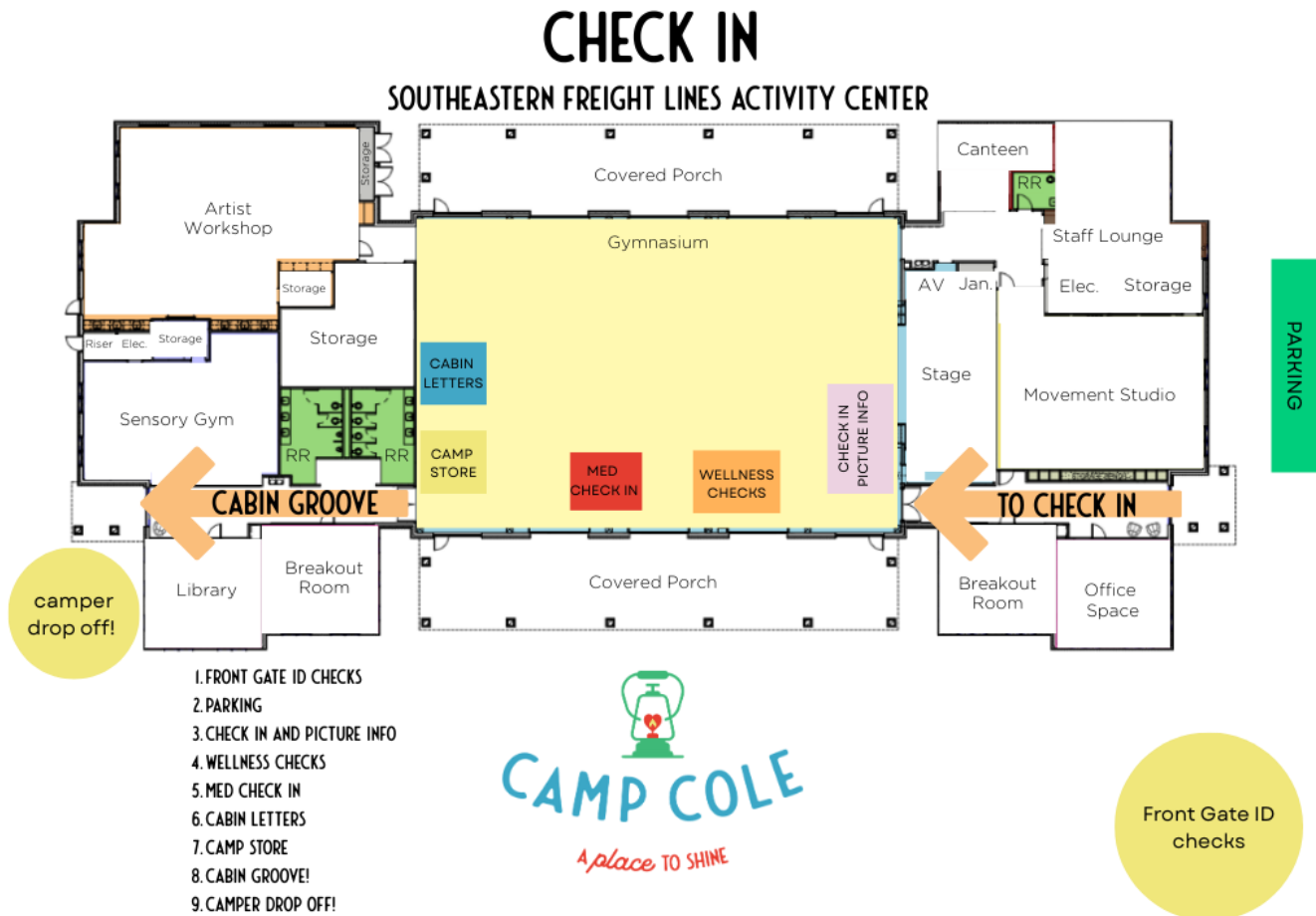
Warmly,

The Camp Summer Smiles Team



Check-In Procedure

- Review the diagram below for how the flow of check-in will take place.
- An email will be sent prior to camp with time of check-in specific to your camp.
- Parents/Guardians should be prepared to help campers unload their daily bag. Camp Cole staff will be available for assistance.
- If your camper has medications, you will need to make sure that all medications are in a separate Ziplock bag and NOT included in your child's luggage.
- PLEASE only bring the quantity of medication needed for camp and the medication needs to be in its ORIGINAL CONTAINER. This also includes any over-the-counter medications you plan to send with them.

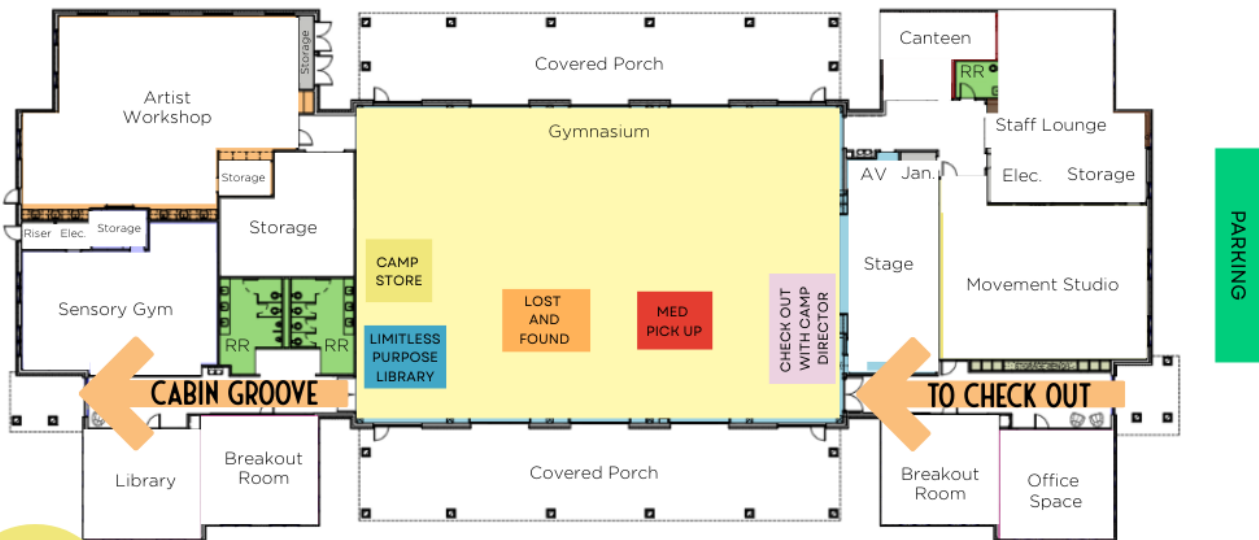


Check-Out Procedure

- Review the diagram below for how the flow of check-out will take place.
- An email will be sent prior to camp with any specifics to your camp.
- An identification card is required to pick up your camper and Camp Cole will only release campers to those listed as an authorized pickup within their camper application in the UltraCamp System.
 - Log into UltraCamp, Go to My Account>Overview>Scroll down to Pickup Authorization>Edit Authorizations
- Be sure to collect ALL camper belongings prior to leaving camp. Review our Lost & Found policy for more information on how items left at camp are handled.

CHECK OUT

SOUTHEASTERN FREIGHT LINES ACTIVITY CENTER



camper and luggage pickup

1. FRONT GATE ID CHECKS
2. PARKING
3. CHECK OUT WITH CAMP DIRECTOR
4. MED PICK UP
5. LOST AND FOUND
6. CAMP STORE
7. LIMITLESS PURPOSE LIBRARY
8. CABIN GROOVE
9. CAMPER AND LUGGAGE PICKUP!



Front Gate ID checks

Recommended Packing List

Your child will participate in water activities in the morning and will change into dry clothes for afternoon

activities.

Upon arrival, please have your child wear:

- Swimsuit
- Shorts
- T-shirt or swim shirt
- Water shoes
- Sunscreen
- Hat (optional)

Please pack in a bag everyday:

- T-shirt
- Shorts
- Socks
- Undergarments
- Close toed shoes
- Towel
- Water bottle
- Sunscreen
- Any hygiene items that your child might need
- Rescue medication (EpiPen or inhaler)

Do Not Bring:

- Cell Phones or other electronic devices (including smart watches unless used as primary communication device)
- Food
- Money or Wallets
- Expensive/valuable items
- Anything that could be considered a weapon (Firearms, fireworks, knives, etc.)
- Vaping or Tobacco Products
- Alcohol, Drugs, including over-the-counter medications, or any other controlled substance (all medications should be given to the camp nurse at check-in and are to be administered inside the Medical Care Facility unless directed otherwise by a physician and upon approval of the camp director and/or health care supervisor.)

Packing Tips:

- **Be sure all items are labeled with permanent marker** (or sticker labels) with your camper's first and last name. Only the lost and found items with names on them will

be held onto after camp to be returned to their owner.

- We recommend packing in 1 backpack to keep all items together and easily transported to and from their cabin.
- For younger campers, it is helpful to pack each day's worth of clothes bundled together in a gallon Ziplock bag. 1 bag per outfit (socks, underwear, shirt, shorts).

Lost and Found Policy

- Camp Cole is **not responsible** for items left behind, lost or stolen. Please have a conversation with your camper while packing so they understand what has been packed for them and how to best keep track of everything.
- We urge all parents and guardians to label EVERYTHING with a permanent marker (or sticker labels) with the camper's first and last name (not just initials).
- We will hold any items left that are labeled with First and Last names for 14 days. Any items not claimed after 14 days will be donated.
- There will be a \$20 shipping fee applied for anything that needs to be mailed home after camp. The fee must be paid before the items will be mailed.
- Items left behind that are not labeled will be donated at the end of each session.
- Lost camper items will be presented to campers at lunchtime each day. To get their items back, campers will do the 'chicken dance' together.

Communication Policies

Cell Phone Policy

- Campers are **not allowed** to have cell phones, tablets, laptops, or other electronics at any Camp Cole programs. Any electronics found on-site will be checked in and stored in the director's office until the session concludes. We strongly recommend that parents keep phones and electronics at home to keep them safe.
- All counselors are prohibited from using their phones and any electronics in the presence of campers.
- Camp Cole is not responsible for the loss or damage of any electronic devices at camp program.

Parent Communication Policy

- Camp is a great opportunity for children to grow in their independence and confidence, so we ask that you do not call Camp Cole to speak to your child or stop by for a visit while they are here. If there is an emergency and you need to get in touch with your camper, you are always welcome to call the camp office at 803-849-8697.
- It is also important for you to explain the parent communication policy to your camper prior to drop-off. This makes the transition much easier for them to understand. Our staff and counselors are here to help camper work through any signs of home-sickness and your camper will only grow from this experience!
- Campers are not allowed to have any cell phone or electronic device on campus (this includes smart watches). Please refer to our cell phone policy for more information on this.
- We will contact you directly if anything should arise with your camper. Be sure all emergency contact information is updated and correct in your camper's online UltraCamp profile.

Letters from Home

- Just because you can't talk on the phone to your camper while they are here doesn't mean you can't communicate with them! Campers LOVE receiving letters from home so be sure to plan in advance for this prior to drop off! Place any letters you'd like your camper to receive in a sealed envelope with their full name and the day in which you'd like for them to receive the note. (Ex: Jane Doe – Tuesday). All camper letters will be given to a staff member during drop-off. The Camp Cole staff hands out camp letters at breakfast!
 - We ask you to just include letters and/or pictures for your camper at this time (no care packages or food items will be accepted).

Camper Pictures

Camp Cole is excited to share photos via WALDO. Scan the QR code below or text COLE26 to

735343 to view galleries for Camp Cole directed Camps.
Facial Recognition is available with a Waldo PLUS subscription!

www.waldophotos.com/galleries code COLE26

<https://waldo.photos/@campcolesouthcarolina>

You can also keep up with photos on our Facebook & Instagram - @campcolesouthcarolina

Medical and Safety Information

Going to camp can be a life-changing experience for a child, but we also recognize leaving your child at camp can be hard on a parent. We want you to know that the well-being and safety of our campers is always a top priority for us at Camp Cole. You can send your child to camp knowing they will be well taken care of.

Visitors and Gate Access

Camp Cole has an electronically monitored main gate that remains closed during all camp sessions. Only camp staff and authorized personnel have access to the main gate code. All other visitors must be buzzed in after letting us know who they are and their purpose on site. All Visitors and Volunteers are signed in and out by staff at the Welcome Center, so there is always a record of who is on campus at all times.

Healthcare Policies

- Camp Cole Program Staff members are responsible for maintaining health and safety standards in the activities they lead. These staff members are trained in CPR/AED focusing on their specific program areas and will address immediate needs for the camper if an emergency arises.
- All camps have at least one South Carolina licensed medical professional with current CPR, AED, and first aid training and certification from a nationally recognized body.
- All camper and counselor medications must be checked in the Medical Care Facility at the start of camp and are to be stored behind a locked door. All medications are administered by the on-site medical professional in accordance with orders of the camp physician or the ordering physician.
- Any first aid and emergency care administered to your camper will be documented and discussed with you if needed.
- **Medical Checks:** The American Camp Association requires a brief head-to-toe Medical Check to ensure our campers do not have any communicable diseases. If our medical staff

is concerned that your child has a communicable disease, your camper will not be able to stay at camp. During the Medical Check, a medical staff member will ask you questions about your child's application and medical history. **These Medical Checks ensure that all campers feel safe and comfortable at Camp Cole.**

The “Rule of Three”

To prevent compromising situations, Camp Cole follows the “Rule of Three” policy. At no time will staff be alone (1-1) with a camper - another adult will always be present or visible, i.e.: within the cabins, walking to the Medical Care Facility, etc. Some activities may require higher staffing levels.

Inclement Weather Policy

Unfortunately, mother nature is an area of camp we cannot control. However, our staff is fully trained to make sure your camper stays safe while still having fun during inclement weather. If there is lightning nearby, we will move all activities indoors until it is safe to resume normal programming. Please try not to call the camp regarding inclement weather. We will reach out to all parents/guardians should an emergency arise.

Water Safety

All Program Staff members are lifeguard certified. All Waterfront volunteers must take a swim test before volunteering. ALL campers, staff, and volunteers wear lifejackets at the waterfront because it is not clear water. All life jackets are fitted properly on arrival at camp. If a camper is unable to swim, they will remain in the shallow end at the pool and be accompanied by an adult while boating. If they wish to get in the deeper end of the pool, the camper must wear a life vest.

Daily Schedule

Each day at camp brings its own adventures so no two days will ever be exactly the same! Here are just some of the activities your camper could enjoy while attending Camp Cole. You also have an example daily schedule below to better understand the flow of the day for the campers.

- Swimming in our pool
- Kayaking or Paddle Boarding in our pond
- Fishing from our dock
- Sandcastle building and swimming in the pond
- Making memorable arts and crafts
- Playing with goats and chickens
- Yoga and/or movement activities
- Playing with musical instruments
- Theater activities
- Hanging out and making smores by the campfire
- Relaxing or grabbing a good book or board game from the library
- Playing outdoor/team-building games
- Archery
- And much more!

Sample day schedule

9:00-9:30	camper check-in		
9:30-10:15	pool	arts and crafts	waterfront
10:30-11:15	waterfront	pool	arts and crafts
11:30-12:15	arts and crafts	waterfront	pool
12:15	change for afternoon		
12:30-1:00	lunch		
1:15-2:00	music and theater	archery	tie dye
2:15-3:00	archery	music and theater	gym games
3:30	camper pickup		

Camper Behavior Agreement

Parents and Guardians, along with their camper(s) should review this camp behavior agreement to ensure ample understanding and unwavering commitment of meaningful contributions to the Camp Cole experience.

Camp Behavior Expectations

- I will be present and will participate in the entire week of camp which includes scheduled activities and community chores.
- I will treat EVERYONE at Camp Cole with kindness and respect.
- I will be respectful of the Camp Cole campus or activity and will not leave the campus property.
- I will be caring to the Camp Cole environment by refraining from littering, writing graffiti, or destroying property.
- I will dress appropriately for all activities and will not touch other's property.

Non-Negotiables

- I agree not to bring, use, or possess alcohol, illegal drugs, cannabis, THC, or tobacco products of any kind (including vapes and e-cigarettes).
- I will not participate in any inappropriate sexual or violent behavior, including bullying, harassment, or intimidation of any kind.
- I will not bring or use any weapons, including firearms, explosives, knives, or fireworks, including any lookalike weapons.
- I will not bring, use, or possess a cell phone or any other electronic communication device to camp.

I understand that the above agreements are designed to make this the best and safest camp experience. I promise to adhere to these non-negotiables and expectations while I participate as a camper at Camp Cole. I understand that if I choose to break the non-negotiables at any time during the camp duration, my parents will be called, and I may be removed from the community and sent home. If I choose to break expectations of the camp, the camp director will determine the appropriate consequences, which may be sent home.