



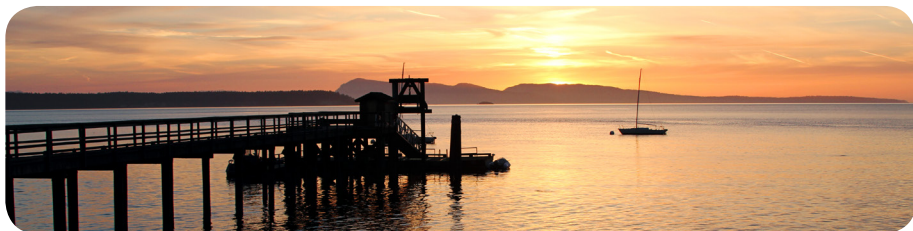
FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY



# WELCOME TO CAMP ORKILA

2020 Parent & Camper Handbook  
YMCA CAMP ORKILA

THANK YOU FOR CHOOSING YMCA CAMP ORKILA!  
**WELCOME FROM THE CAMP DIRECTOR**



Thank you for choosing YMCA Camp Orkila for your camper(s) this summer. You have given your camper a true gift: the opportunity to build a community of friends and role models, develop skills and passions, and create confidence and memories.

Built on the Y's core values of caring, honesty, respect and responsibility, Camp Orkila is a place where campers can be themselves. Your camper will be guided through this experience by our talented team of staff, who come from a wide variety of backgrounds and experiences, and take pride in helping kids explore, learn and grow.

As you prepare for your camper's summer adventure, please read through this handbook for important information, including specifics about camper drop-off and pick-up, communication with staff, and more. If you have a question you don't see answered here, give us a call at (206) 382-5009 (Seattle office) or (360) 376-2678 (Orkila office).

We are honored you have chosen the Y for your camper this summer.

In the Orkila spirit,

Dave Affolter  
Camp Orkila Executive Director  
daffolter@seattlymca.org

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## WHO WE ARE

### YMCA OF GREATER SEATTLE'S MISSION STATEMENT

Building a community where all people, especially the young, are encouraged to develop their fullest potential in spirit, mind and body.

### EQUITY STATEMENT

The Y actively promotes a culture free from bias and injustice. We are dedicated to removing institutional and systemic barriers that result in oppression and racism. We will be accountable to marginalized communities for creating equitable and sustainable environments where social justice is woven into every facet of our programs, and by caring for our communities in a culturally versatile and respectful manner.

### YMCA CORE VALUES

The YMCA of Greater Seattle has identified the values of **respect**, **responsibility**, **honesty** and **caring** as essential in a child's character development. YMCA Camp Orkila programs incorporate these values into the overall camp experience each day. Our approach toward values formation is designed to reinforce the lessons that families strive to teach their children every day. Through staff and camper role modeling and living together at camp, campers

depart from YMCA Camp Orkila with a better understanding and recognition of these character traits in themselves and in others:

- **Caring:** Considering the needs and feelings of others
- **Honesty:** Being trustworthy and truthful
- **Respect:** Following the golden rule by treating yourself and others with dignity
- **Responsibility:** Accepting accountability for your actions and role in the community

### VALUES SESSIONS

Every day, generally in the evening, cabins will gather for a short discussion and sharing time. It's a great way to create bonds among campers and let everyone's voice be heard. Staff will choose age-appropriate topics, such as "who inspires you," to help guide the discussion.

### VALUES AWARDS

In addition to emphasizing the core values in daily life at YMCA Camp Orkila, campers who exemplify these values are recognized in the fall at a gathering in Seattle. Values Awards are given to campers who, through words or actions, demonstrate inclusion and respect toward others as well as show an enthusiasm for camp. At the end of their session, campers select fellow campers within their cabin who best exemplify each value.



## COMMUNICATION

### VISITING CAMP ORKILA

During the summer season, Camp Orkila is very busy with campers and activities. If you need to visit camp during this time, please make arrangements in advance with the Camp Director.

### SEND MAIL TO YOUR CAMPER

Please allow enough time for the mail to reach your camper before the end of their session. **Please do not send any food to campers.** Food in cabins invites unwelcome visitors (animals!). Additionally, we do not serve nuts at camp. Any food or candy containing nuts or processed in a facility with nuts will be disposed of by a staff member.

When sending care packages, encourage your camper to share with the entire cabin. This will help maintain a happy social dynamic. The last day campers receive mail is Monday for Tuesday departures, Friday for Saturday departures, and Tuesday for Wednesday departures (session 9).

Ideas for things to send to your camper include: books, games, cards, address books, small drawing pads, small stuffed animals, and/or items to share with a group.

### PACKAGES & MAIL MAY BE SENT TO

#### for USPS:

Camper's Name  
Session & Program  
YMCA Camp Orkila  
P.O. Box 1149  
Eastsound, WA 98245

#### for FedEx/UPS:

Camper's Name  
Session & Program  
YMCA Camp Orkila  
484 Camp Orkila Rd.  
Eastsound, WA 98245

Please be aware, the Orcas Island Post Office is closed on the weekends so there is **NO WEEKEND MAIL DELIVERY.**

Any packages received after your camper's session has ended will be returned at the sender's expense.

### SEND CAMPERS EMAIL & VIEW PHOTOS

Through your online account in UltraCamp, you may send one-way emails to your camper. Campers will not have access to computers to reply. **NEW THIS YEAR:** In an effort to reduce our environmental impact, we will print out emails 2 times for each week-long session, once for short sessions (Sundays & Thursdays), and deliver them at snack time the following day. We will also have a mailbox available at our check-in locations if you would like to drop a standard letter, greeting card or postcard to be delivered to your camper on the first full day of their camp session.

Our Media Team will post photos throughout the week for you to view on our password protected photo site, SmugMug. This information is distributed via email a few days prior to your camper's session, and is also available at check-in locations.

### CAMPER PHONE USE

The camp experience is a way to develop a greater sense of independence. Therefore, no phone is available for campers to routinely make or receive calls. However, should your child need to call home, a director will arrange a time and, together with the camper, they will make the call home. Electronics are NOT allowed and will be confiscated and returned at the end of the session (see packing list for specifics).

### CONTACTING YOUR CAMPER IN AN EMERGENCY

Should you need to contact your camper under emergency circumstances, please do so through the Camp Orkila office at (360) 376-2678. For after-hours emergencies, call the Director-on-Duty at (360) 317-6852. A director will contact you and offer their assistance as to the best way to be in contact with your child. Other contact numbers are on the back page of this Parent & Camper Handbook.

## **EMERGENCIES & EVACUATION PROCEDURES**

In the unlikely event that the YMCA decides to evacuate Camp Orkila, we will attempt to contact the family starting with the lives-with parent or guardian, then the emergency contact person, in that order. At that time, the person we make contact with will be given further instructions on how the evacuation will proceed. For this reason, it is truly important that we have accurate contact information for parents and emergency contacts during your child's camp experience.

Based on the type of emergency, the YMCA will make a decision on the most prudent way to return campers safely home. Such an emergency may require parents or contacts to pick up their child at camp. If the need arises, general information regarding evacuation will be listed on the website at [camporkila.org](http://camporkila.org).

## **PARENT COMMUNICATION**

Staff are trained to handle day-to-day situations that might arise during your camper's visit to Camp Orkila in a safe and caring manner. Instances when you might expect to hear from camp staff for consultations or to arrange to pick up your camper may include:

- Medical care outside basic first aid, including bee stings, fractures and sprains
- Emergencies and evacuations (see above)
- Severe homesickness
- Illness, including vomiting or respiratory symptoms coupled with a fever above 100 degrees
- Behavioral issues, including bullying or verbal or physical aggression.
- Nits or head lice

## **TALK BOX**

If your camper is having a problem at camp and having difficulty finding the right person for help, he/she can write a confidential message and place it in one of the locked talk-boxes. The message will go directly to the team of Inclusion Specialists, who will follow up as needed.

## **BULLYING DESCRIPTION**

Bullying is intentional, repeated aggressive behavior. It can take the form of physical or verbal harassment and involves an imbalance of power. For instance, a group of children can target another child, or someone who is physically bigger or more aggressive can intimidate someone else.

Bullying behavior can include teasing, insulting someone (particularly about their weight or height, race, sexuality, religion or other personal traits), shoving, hitting, excluding someone, or gossiping about someone.

Bullying can cause a child to feel upset, afraid, ashamed, embarrassed, and anxious. It can involve children of any age, including younger grade-schoolers and even kindergartners. Bullying behavior is frequently repeated unless there is intervention.

## **BULLYING POLICY**

It is our intent to make camp a safe and welcoming space for all. Our staff training covers anti-bullying and abuse prevention.

We ask that parents talk to their campers about bullying before camp begins. Encourage them to tell a staff member, or friend/cabinmate if they are having problems and to be respectful of other campers. To ensure the emotional and physical well being of all campers at camp, parents or guardians will be contacted immediately to help assist with any bullying issues.

## A TYPICAL DAY AT CAMP

TIME	YOUNGER TRADITIONAL	TIME	OLDER TRADITIONAL	TIME	SPECIALTY CAMPERS
7:00	Wake Up	7:45	Wake up	7:45	Wake up
7:45	Breakfast,	8:45	Breakfast	8:45	Breakfast
9:00	Activity #1	10:00	Activity #1	10:00	Activity #1
10:00	Activity #2	11:15	Activity #2	11:15	Activity #2
11:45	Lunch	12:45	Lunch	12:45	Lunch
1:00	Siesta	2:00	Activity #3	2:00	Specialty Camp Activity
2:00	Activity #3	3:15	Snack	3:15	Snack
3:15	Snack	3:30	Activity #4	3:30	Specialty Camp Activity
3:30	Activity #4	5:00	Siesta, Cabin time	5:00	Siesta, Cabin time
5:15	Dinner	6:15	Dinner	6:15	Dinner
6:30	Evening Activity Values Session	7:30	Evening Activity, Values Session	7:30	Evening Activity, Values Session
9:30	Lights Out, Bedtime	10:30	Lights Out, Bedtime	10:30	Lights Out, Bedtime

## ACCOMMODATIONS & MEALS

### CABINS

Our 40 youngest campers generally stay in the Wally Fisher Lodge, which is enclosed, heated, and has electricity and in-house bathroom facilities.

Older campers stay in one of our 34 cabins or platform tents, which feature doors and screened windows but no electricity. Single-gender bathrooms and showers are in separate buildings a short walk away. Horsemaster campers live in cabins in Horsemaster Village or in main camp cabins depending on session availability. Campers in

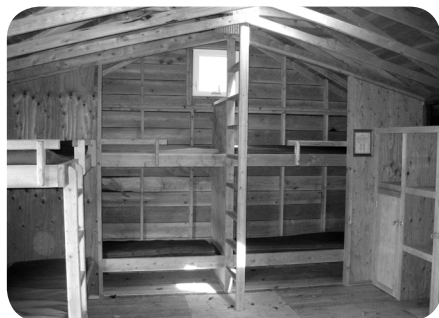
other specialty programs stay in main camp or Tracy Strong Village.

### MEALS

Camp serves nutritious, well-balanced meals. A vegetarian option is available at every meal for vegetarian campers. There is a buffet at breakfast with hot and cold cereals, fruit, and yogurt, in addition to a hot main dish. Lunch and dinner include a salad bar in addition to an entree and side dishes. Healthy snacks consisting of fruit and another item are served in the afternoon. Water consumption is encouraged throughout the day.



Typical Cabin Exterior



Typical Cabin Interior

## PACKING LIST

### SUGGESTED ITEMS

- Sleeping Bag & Pillow
- Towels & washcloth
- Toothbrush & toothpaste
- Shampoo & soap
- Sunscreen & chapstick
- Flashlight
- Water bottle
- Shorts
- T-shirts
- Jeans or long pants
- Sweater or sweatshirts
- Socks & underwear
- Pajamas
- Warm jacket
- Rain jacket/waterproof layer
- Hat
- Sandals/water shoes
- Closed-toe shoes
- Extra pair of shoes
- Swimsuit & beach towel

### OPTIONAL ITEMS

- Book, playing cards, etc.
- Disposable camera
- Sheets & blankets
- Costume item for a skit
- Self-addressed & stamped envelopes

**\*NOTE: Please label all belongings with your camper's first and last name.**

## PACKING TIPS

### KEEP IN MIND

- Campers should be able to carry their own luggage from the bus to their cabins. Avoid overpacking.
- Label all belongings with your camper's first and last name, including bedding.
- Since campers spend the majority of their time outside, please plan to send clothing that you don't mind getting dirty.
- All items on the clothing list are important at camp, especially the rain gear and warm layers.
- Closed-toe shoes are required to use challenge course.

## SPECIALTY PROGRAM ITEMS

### HORSEMASTERS

- Shoes/boots with a heel for riding. Shoes must be closed-toe, with a 3/4-inch heel and reach the ankle or higher. (required)  
*For safety reasons, campers are not allowed to ride in sneakers.*
- Jeans or long pants for riding (required)
- Riding gloves (optional)
- Camp Orkila will provide all campers with a riding helmet. You may bring a personal helmet if it is ASTM/SEI-certified for horseback riding. (model 1163 or greater)

### FISHING CAMP

- Fly or spinning rod (optional)

## WHAT NOT TO BRING TO CAMP

DO NOT bring the following items to camp! Prohibited items will be returned, if appropriate, on the last day of the camp session:

- Electronics: cell phones, smart watches, iPods, radios, e-readers, video recorders, etc.
- Alcohol/drugs/tobacco products/ e-cigarettes/vape devices
- Cash
- Matches or lighters
- Pocket knives/weapons of any kind
- Candy or food
- Valuable make-up or clothing
- Fireworks
- Animals
- Personal sports equipment, unless specified by your program
- Vehicles (campers may not drive themselves to camp)

## **PAYMENTS & REFUNDS**

**Final payment must be received in the YMCA Camping & Outdoor Leadership office no later than JUNE 1. After June 1, full payment is required at the time of registration.**

Make checks payable to YMCA Camping & Outdoor Leadership and send to 909 Fourth Avenue, Seattle WA 98104. There will be a \$20 charge for returned checks. We also accept Visa, MasterCard, American Express and Discover.

### **REFUND POLICY**

Deposits are non-refundable. If your camper is unable to attend camp, please notify Camping & Outdoor Leadership immediately. To receive a refund, you must notify us by June 1. According to how you originally paid the fees, a check or credit card refund will be issued, less the non-refundable deposit. Please allow two weeks for processing refunds. Any cancellations or refund requests received after June 1 will be at the discretion of the YMCA.

### **LATE ARRIVALS & NO SHOWS**

If your camper will arrive late to camp or will be picked up early, please notify the Camping & Outdoor Leadership office at least three weeks prior to the session to make arrangements. If a camper does not show up at camp by evening of the opening day, staff will call the primary contact to determine the camper's whereabouts. No refunds are given for late arrivals or no shows.

### **BEHAVIORAL CHALLENGES**

It is our policy to consult with parents on strategies for working with campers who exhibit unique and/or disruptive behaviors. Camp staff will make every effort to call the family starting with the primary contact,

then the emergency contact. When the welfare of the camper, other campers, or camp property/equipment is jeopardized, the parent(s) or guardian(s) will be notified to pick up their camper at their own expense. Travel arrangements will always be made in advance with the parent or guardian. Program fees will be forfeited.

## **ORKILA STORE**

### **BUYING ITEMS AT THE STORE**

All store purchases are made through your camper's prepaid store account. Please include store money with your final payment check or credit card total. Specify on your invoice stub the amount to be allocated to the store account. Please discuss with your camper the amount in their store account. We suggest \$25-40 depending on the session length. For more information on items and pricing, visit Parent Corner on [camporkila.org](http://camporkila.org)

### **STORE MONEY REFUNDS**

Upon adding store money to your account, you may choose to have unspent money donated to our campership fund for the following summer, or refunded to your account at the end of your camper's session. If you are unsure what you have selected, or want to change your refund method, please contact our office. A detailed report of your camper's store expenses can also be viewed from your online account. If you have any questions, contact the Camping & Outdoor Leadership Office at (206) 382-5009 or [campinfo@seattleyymca.org](mailto:campinfo@seattleyymca.org).



## LOST & FOUND

### ITEMS LEFT AT CAMP

Please remember to label each piece of your child's camp gear and clothing with their first and last name. Items with no identification are kept at Camp Orkila until the end of summer. Call (360) 376-2678 for inquiries. After September 15, all items will be donated to charity.

### ITEMS LEFT IN TRANSIT

Items left on the bus or at the drop-off and pick-up locations during the transportation process are returned to the Seattle Office, and donated two weeks after sessions end. **Please remember to check that your camper has picked up their luggage, sleeping bag and pillow when you pick them up from camp.**

Call (206) 382-5009 to check for lost items. All unclaimed items are donated to charity. YMCA Camping & Outdoor Leadership & Camp Orkila are not responsible for lost, damaged, or stolen items. We will attempt to reunite lost items with owners if they are labeled.

## CAMP STAFF

### THE HEART OF CAMP

Camp Orkila's staff are the heart of our camp. All program staff who run camp activities have individual areas of expertise to share with campers. Cabin counselors are selected for their experience working with children, judgment, maturity, and their fun and caring attitude.

We have at least one staff member for every five campers. We recruit staff who serve as proper role models for campers by demonstrating strong leadership skills that reflect the core values of the YMCA of Greater Seattle. Through role modeling and by creating challenges that foster individual

and group development, we provide campers with the opportunity to leave Orkila with a better understanding in the values of respect, responsibility, honesty, and caring.

### STAFF CREDENTIALS

Staff must complete the application and interview process as outlined by the YMCA of Greater Seattle. Staff must have current First Aid and CPR certifications and pass a National background check. Interviews are conducted with at least two references.

### STAFF TRAINING

Cabin counselors generally complete eight days of training, and directors complete an eight-day director's training in addition to all-staff training. Training topics include: child behavior management, positive discipline techniques, games, age appropriate programming, emergency procedures, values-based programs, cultural lenses, bullying & child abuse prevention, and health and safety management.

### VOLUNTEERS

As part of the daily program, camp has volunteers or guests on-site to share their special talents and enhance the value of the campers' experiences. Examples of this might be teen summer interns, doctors and nurses, a musician or camp alumni. Volunteers must pass a background check and take child abuse prevention training.



# HEALTH & SAFETY

## IMPORTANT!

The health and safety of your child is our primary concern. To ensure our camp health care providers have the information necessary in advance, the Camp Care Info Packet must be returned to the YMCA Camping & Outdoor Leadership office upon receipt, or immediately upon registration if registering after that point. **Staff cannot accept health forms at Check-In.** It is the parent or guardian's responsibility to provide accident and health insurance. The YMCA does not provide any coverage for members or participants.

## CAMP HYGIENE STANDARDS

Cleanliness is a key component to keeping campers healthy. Campers will be encouraged to wash their hands prior to every meal. Your pre-camp support of this concept is appreciated.

Bathrooms are inspected and sanitized each day by members of our facilities staff. Camp clean-up takes place each morning when campers assume responsibility for maintaining a specific area of camp. Directors will check cabins for neatness daily. To model responsibility for the care of camp, counselors are active participants in helping with these tasks.

## HEAD LICE

Head lice can become an issue anytime you gather children together at school, day care, or camp. It is not indicative of uncleanliness and anyone can get them. Because lice are easily transmitted and require several steps to eliminate, we cannot keep children at overnight camp who are found to have nits or head lice.

To help ensure that all campers have a positive experience at camp, **it is your responsibility to check your camper for head lice before camp begins.** If nits or head lice are found, you must do a thorough treatment of the hair and all personal belongings to remove all nits and lice

before camper arrives at check-in. Information on treatment can be found online or via the health department.

**We intend to inspect each camper's hair at all of our check-in locations.** If any nits or lice are found, we will be unable to allow your camper to check in. Based on session availability, we will be happy to move your camper to another session but will not issue a refund.

**If nits or lice appear during your camper's week at camp they will not be able to complete their session, and you will need an authorized pick-up person available to pick them up at Camp Orkila. Again, we will move them to another session based on availability.**

Thank you for helping us keep all kids healthy.

## COMMUNICABLE DISEASES, FRACTURES & STITCHES

Children with communicable diseases will not be allowed to attend camp until they are free of the disease, or until he/she is no longer contagious, as determined by a doctor. Campers with fractures or stitches must have written permission from their physician to attend camp, as well as permission from YMCA Camping & Outdoor Leadership (206) 382-5009.

## IMMUNIZATIONS

When campers and staff are camping in close quarters, they share stories, laughs, and life lessons. Unfortunately, they also share germs. To reduce the risk of our staff sharing germs, we strongly encourage all staff working in overnight camping programs to have MMR and Tdap vaccinations. We do not currently require campers to have these vaccinations, but being up to date on these will help your child stay healthy when they are at camp. To learn more about recommended vaccination

schedules for youth, visit <http://www.doh.wa.gov/YouandYourFamily/Immunization/PreteensandTeens>. You can access Washington immunization records for your child at [www.myr.net](http://www.myr.net).

## ILLNESS & ACCIDENTS

During each camp session, Camp Orkila has a volunteer Physician, Physician's Assistant or Nurse Practitioner living on-site that is available by phone or radio. They hold sick-call daily, and are available 24 hours a day for emergencies. They, an Orcas Island Emergency Medical Technician, or the Orcas Island Medical Clinic handle in-camp situations. Additionally, all staff are trained and certified in CPR and First Aid.

A designated emergency vehicle is on site at all times. Camp Orkila is accredited by the American Camp Association and adheres to its high quality standards. If medical treatment beyond first aid is required, staff will make every effort to contact the family starting with the lives-with parent or guardian, then the emergency contact.

Our camp's health center has a limited capacity to keep campers in extended isolation. In our experience, campers with medical illnesses feel more comfortable recuperating at home. In such situations, the camp staff may contact parents and request that they come early and pick up their child from camp. Camp's policy is that parents are responsible for transporting sick campers home.

## MEDICATIONS

If you will be sending any over-the-counter or prescription medications or vitamins, please follow the instructions below:

1. Regulations require us to dispense all medication only from the original container. Over-the-counter medications, prescribed medications and vitamins must be sent in their original containers with the original pharmacy label.

2. Prescription medication must be prescribed to the camper. No exceptions.

3. **The Camp Orkila health center provides over the counter medication, such as Tylenol, ibuprofen, Benadryl, Dramamine, cough medicine, and decongestants. Please DO NOT send these items with your child to camp.** Indicate your approval to dispense these medications (full list) in the Camp Care Info Packet.

4. Complete the Medication Information Form which will arrive with your transportation letter two weeks prior to the start of your session. Please include all medication and/or vitamins being sent to camp. Directions on the container label must match your written directions on the medication form.

5. Only send the exact dosage (plus two extras) your camper will need during their session. Exact directions for dispensing the medicine along with the time that it should be taken must accompany the medication.

6. Place the completed Medication Information Form with medications **in their original containers** in a plastic bag and turn them in at the check-in table. **No loose pills will be accepted.**

## "MEDICAL HOLIDAYS"

We strongly discourage parents whose children are on medication throughout the year from putting them on "medical holiday" while they are at camp. It is not always in the child's best interest to take time off from their medication. We will be as accommodating as possible with your physician's recommendation.

## TRAVEL DAY MEDICATION

Campers will generally arrive at camp between 12:00pm and 2:00pm. If your camper will require medication during their travel to camp, please complete the En-Route Medication Form at check-in.

## TRANSPORTATION

### THREE WAYS TO GET TO CAMP

For your convenience, Camp Orkila provides three transportation options to and from camp (you may mix and match to meet your personal transportation needs):

#### 1. CHARTER BUS FROM SHORELINE

Round-trip transportation from Shoreline on tour buses that are equipped with air conditioning and bathrooms. *This is the only Seattle-based transportation.* (\$60 charge)

#### 2. ANACORTES CHECK-IN

You may check in your camper at the Anacortes ferry. Accompanied by staff, the group will walk-on to the ferry and be met by the Camp Orkila bus at the Orcas ferry landing. Campers must be able to manage their own luggage on and off the ferry. (\$15 charge)

#### 3. CAMP CHECK-IN

Parents may choose to drive their camper directly to Camp Orkila. Refer to the Washington State Ferry website for drive-on fees and schedules.

## PERSONAL VEHICLE RESERVATIONS

Personal vehicle reservations for travel to and from the San Juan Islands are available online at [www.wsdot.com/ferries](http://www.wsdot.com/ferries) or by calling (888) 808-7977 between 4am and 8:30pm, 7 days a week. If you are planning to drive your camper to camp **we strongly encourage you to make reservations.**

## TRANSPORTATION GROUPS

Washington State Ferries regulates the number of buses we can transport on any one ferry. Therefore, each session is divided into two check-in times based on the program campers are registered for. Bus run assignments are non-negotiable.

**Run A:** Traditional Seekers, Traditional Explorers, Fishing, Girls LEAD, High Altitude Leadership, Horsemasters, Horsemaster Leadership, & Marine Biology

**Run B:** Traditional Challengers, Farm to Table, Island Explorers, Treehouse Building, all Sailing, Biking and Kayaking expeditions, Leadership Development Institute (LDIs) & Counselors in Training (CITs)

## CHECK-IN & PICK-UP LOCATIONS

### SHORELINE BUS

Meridian Park Elementary School  
17077 Meridian Ave N.  
Shoreline, WA 98133

**Driving Directions:** From I-5, take exit 176 and proceed west on NE 175th Street. At Meridian Avenue North, turn left to head south. Proceed approx. 200 yards to the school parking lot entrance on the right.

#### Bus Run A:

Check-In Time: 7:00am  
Pick-Up Time: 4:45pm

#### Bus Run B:

Check-In Time: 9:00am  
Pick-Up Time: 8:00pm

**Do not arrive late to check-in.** Buses will leave as soon as campers are on board. It's very important buses make their scheduled ferry.

## ANACORTES FERRY

The Anacortes ferry terminal is approximately a 1.5 hour drive north of Seattle. Take I-5 North or South to Highway 20. Head west and follow signs to the Anacortes ferry landing. Park your car and proceed to the ferry terminal building. Camp staff will meet you and your camper at the picnic table outside the terminal. Campers will walk on to the ferry carrying their luggage. For pick-up, you will meet your camper at the picnic tables outside the ferry terminal.

### Anacortes Run A:

Check-In Time: 9:00am

Pick-up Time: 3:10pm

### Anacortes Run B:

Check-In Time: 11:00am

Pick-Up Time: 6:25pm

## CAMP ORKILA

Follow the directions to the Anacortes ferry landing and board the ferry to Orcas Island. Ferry schedules can be obtained from the Washington State Ferries. Camp Orkila is approximately a 20 minute drive away once you arrive on Orcas. Driving directions can be obtained by calling the Camping & Outdoor Leadership office at (206) 382-5009 or at [camporkila.org](http://camporkila.org) under the Parent Corner section.

### Camp Run A:

Check-In Time: 11:45am

Pick-Up Time: 12:15pm

### Camp Run B:

Check-In Time: 2:00pm

Pick-Up Time: 3:45pm

## BRING A LUNCH!

Campers taking the bus to camp, or being dropped off at the Anacortes ferry landing, will need to have a sack lunch to eat on the ferry. No glass OR nut products. Campers will not be allowed to purchase food on the ferry. Lunches will be provided by camp for the return trip.

## TRANSPORTATION LETTER

Two weeks prior to your session start date, you will receive a transportation letter in the mail. It will confirm the transportation choices you selected and will include the following information:

- Check-in and pick-up locations & times
- Luggage tags that are color coordinated with your camper's "bus" assignment/ departure location
- Travel Day Medication Form
- Brief Health Screening Form

So we can ensure a smooth check-in, please call the Camping & Outdoor Leadership Office immediately at (206) 382-5009 if the information in your transportation letter is not how you are planning to check-in and/or pick-up your camper.





## CLAIM CHECKS & AUTHORIZED PICK-UPS

For the safety of your camper, you will receive a claim check when your camper checks in. On pick-up day, you must present this claim check before we can release your camper. Without the claim check, you or your authorized pick-up person will be asked to present a photo ID to the staff in charge to receive a replacement claim check before your camper will be released. Individuals authorized to pick-up your camper must be listed on the transportation page of your Camp Care Info Packet or in your UltraCamp account. Your camper will not be released to anyone who does not have a claim check or is not on the authorized pick-up list.

## CHECK-IN PROCEDURES

- Check-in at the check-in table.
- Complete a brief health screening form.
- Turn in all medications (do not pack medications in your camper's luggage)
- Undergo lice check
- Upon your camper completing the lice check, you will receive a camper claim check with your child's name on it. You need this claim check for pick-up.

## PICK-UP PROCEDURES

### CHECKING TO SEE IF WE ARE ON TIME

**AFTER 3:30PM on pick-up day** there are two ways you can check to see whether we will arrive at Anacortes and Shoreline on schedule:

- Check [camporkila.org](http://camporkila.org) for updates
- Call our check-in/pick-up day number to speak with a staff member: (206) 255-3517

The office at Camp Orkila is also available at (360) 376-2678 if you have questions about picking your camper up at Orkila. For the safety of your camper and the smooth operation of camp, **PLEASE BE ON TIME FOR PICK-UPS! Parents more than 30 minutes late picking up their child will incur a \$1 per minute late fee.**



## TRANSPORTATION DAY SAFETY

- Check-in areas are blocked off and secure from vehicle traffic.
- All camper medications are left with staff at the check-in table.
- First aid kits are available at check-in and on all buses that transport campers.
- Parents or guardians should accompany campers to the check-in area and remain with them until they board the bus to camp.
- Parents release their camper to camp staff when they board the bus for camp.
- At check-in, each parent is given a claim check which they will present at pick-up to identify themselves as an authorized pick-up person. Without the claim-check, the pick-up person must present a photo ID and be listed on the camper's authorized pick-up list to receive a replacement claim check.
- Each bus group will be supervised by a minimum of two adults, not including the bus driver.
- Each bus will have a cell phone and emergency numbers.
- All accidents/incidents will be documented and phoned in to the transportation director as soon as possible during transit or immediately upon arrival at the destination.



## BUS SAFETY

- Buses will travel in convoy to and from camp, remaining together at all times.
- Campers must remain seated.
- Windows remain closed (buses are air-conditioned).
- No eating on the bus.
- Campers should use inside voices while traveling on the bus.
- Head counts are required each time the group boards and disembarks the bus. If campers must disembark buses in emergency situations, campers will remain on the safest side of the bus as determined by the supervisor.



## CONTACT INFORMATION

### CAMPING & OUTDOOR LEADERSHIP OFFICE - SEATTLE

#### ADMISSIONS & BILLING

Phone: (206) 382-5009  
Hours: Mon-Fri, 8am-5pm  
campinfo@seattlemca.org

#### CAMP ORKILA

Office: (360) 376-2678  
Hours: M-Sun, 8am-6pm, (June-Aug)  
Hours: M-Fri, 9am-5pm, (Sept-May)  
Fax: (360) 376-2267

#### CHECK-IN/PICK-UP DAY PHONE:

**Wednesdays/Saturdays**

**June 30-September 2**

**(206) 255-3517**

### AFTER HOURS DIRECTOR-ON-DUTY CELL: (360) 317-6852

For emergencies only, call this cell phone to reach the Director-on-Duty. Leave a message with your name, area code and phone number. We will call you back as soon as possible.

#### CAMP DIRECTOR

Dave Affolter  
(360) 376-2678  
daffolter@seattlemca.org

#### SUMMER PROGRAM DIRECTORS

Joe Andrews (Seekers, Explorers, CITs)  
Camp Office: (360) 376-2678 (May - Aug)  
Seattle Office: (206) 382-5009 (Sept - April)  
jandrews@seattlemca.org

Hannah Tilden (Challengers, Specialty Camps)  
Camp Office: (360) 376-2678 (June - Aug)  
Seattle Office: (206) 382-5009 (Sept - May)  
htilden@seattlemca.org

#### FOOD SERVICE DIRECTOR

Kimberly Klein-Toombs  
(360) 376-2678  
ktoombs@seattlemca.org



*YMCA Camp Orkila is accredited by the American Camp Association (ACA). For more information on their safety standards, please refer to [acacamps.org](http://acacamps.org).*

**Everyone is welcome.** The **YMCA of Greater Seattle** strengthens communities in King and south Snohomish counties through youth development, healthy living and social responsibility. **Financial assistance is available.**