

2025

Mini-Camp Answerbook!

a resource for students and families

The Answerbook provides practical information relating to camp preparations, packing, check-in, and what to expect during camp. It outlines Blue Lake's policies on uniform, health, safety, communication, and student behavioral expectations. Take time to review these materials with your student, and contact Blue Lake with any concerns or questions. See you soon!



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Preparing for Camp

Helpful Contacts

Administrative Offices: 231-894-1966 or 800-221-3796

Admissions	admissions@bluelake.org	Ext. 209
Scholarships	scholarships@bluelake.org	Ext. 202
Business Office	businessoffice@bluelake.org	Ext. 314
Health Services	healthservices@bluelake.org	Ext. 288
Camp Store	thehappycamper@bluelake.org	Ext. 219
Student Placements	placements@bluelake.org	Ext. 267
International Office	international@bluelake.org	Ext. 315

Checklist: Due 14 Days Prior to Arrival

Complete items through your [account](#):

- ☐ Complete camper health record, and upload health insurance and immunization records
- ☐ Upload or update your student's school photo (If you do not have a school photo, use a [front-facing head-shot](#) against a plain wall).
- ☐ Pay remaining balance
- ☐ Deposit spending money in your camper's store account
- ☐ Review this Answerbook with your student, especially the Camper Pledge, expectations for citizenship, and cell phone policy

Checklist: Other Items

- ☐ If you are bringing an instrument with you, make sure it is in good working order. If it belongs to your school, ask your teacher for help!
- ☐ Make sure your personal insurance is current, covering instrument and/or valuable items coming to camp.
- ☐ Review the [packing list](#). Get dark blue shorts, slacks, jeans, capris, skirts, and other uniform items ready for camp. Bring enough underclothes and socks for 5 days.
- ☐ Label all personal belongings and clothes with camper name or initials
- ☐ Does your camper have any medication (prescription or non-prescription) coming to camp? Refer to [Camper Health Information](#) for helpful tips
- ☐ Participants are expected to evaluate their personal health before arrival and contact Health Services at 800-221-3796 x288 for further guidance if there are symptoms of contagious illness. See [Camper Health Information](#) for more information

Good to Know Policies

Camper Citizenship & Camper Pledge

Campers should arrive eager to learn, make new friends, and have a great time. Campers are expected to focus on their art by engaging and working during classes and rehearsals. Students are further expected to positively contribute to a welcoming camp environment by being kind, considerate, and respectful toward others, including campers, staff, and faculty. Take a moment to review our [non-](#)

[discrimination policy](#). As a part of check-in, students will review and endorse the citizenship pledge that addresses behavior standards and expectations.

Cell Phones

Blue Lake Fine Arts Camp does not permit campers to have or use cell phones while on camp. Your acknowledgement on your camper's application has indicated to us that as a parent/guardian, you are able to fully support this camp policy. Please review this policy with your student and make sure they leave their cell phone with you. For more information on phone calls, visit [Phone Communication](#).

Visiting Campers & Who Can Sign Out

Visiting Campers

Because part of the camp experience is learning independence, we strongly discourage visits during the session. While at Blue Lake, campers will spend their time in various scheduled and supervised activities. Participating fully in these activities, whether instructional classes, recreational activities, evening events, time with friends, or meals with cabin mates, is what makes the camp experience complete. In a camp setting such as Blue Lake, students have the opportunity to learn and grow as individuals, and time away from family fosters independence and individuality in a structured, educational setting. Because of these reasons, the majority of families and parents choose not to visit during the camp session. However, if family circumstances dictate that visiting is absolutely necessary, we request that you phone the staff prior to arrival to determine the best plan for your camper. Visitors are limited to parents, grandparents, and others indicated as authorized pick-ups in your account.

Who Can Sign Out or Visit Campers?

Custodial parents or legal guardians may give Blue Lake permission for a camper to leave camp or visit with another person who is 21 or older. This permission may be granted by adding an individual as an Authorized Pick-Up through your account. All authorized pick-ups will be confirmed by staff on opening day. Staff will check photo I.D. at sign-out, and Blue Lake will not release campers from the premises with other individuals without a custodial guardian's valid permission. Instructions for adding an Authorized Pick-Up to your account are available here: [What is an Authorized Pick-Up for my child, and where do I add these contacts?](#)

Leaving Camp Temporarily or Early Withdrawal

If special circumstances require that a camper leaves camp temporarily, they must be signed out at the Unit Director's cabin by a custodial parent, legal guardian, or authorized pick-up. Individuals signing out campers must have a valid photo ID, which will be verified at the point of pick-up.

If circumstances require that a camper leave camp permanently (early withdrawal), they must be signed out at the Unit Director's cabin by a parent, legal guardian, or authorized pick-up. Parents are requested to phone the Unit prior to arrival so that staff can make arrangements for the student's departure. Individuals signing out campers must have a valid photo ID, which will be verified at the point of pick-up.

Personal Property and Insurance

Campers are responsible for their own property. Blue Lake Fine Arts Camp is not responsible for lost or stolen items and strongly discourages campers from bringing valuable items to camp (smart watches, wearable technology, expensive cameras, sunglasses, electronic devices, etc.) The camp does not insure individual musical instruments or personal property. As an extra precaution, we recommend that a personal property insurance rider be taken out in connection with your family's policy. If you are borrowing an instrument from a school music program, verify the instrument's coverage with the appropriate school official.

Lost and Found

Please make sure that all belongings are clearly marked with your camper's name. If an item is discovered missing while the camper is still at camp, they can consult with staff for assistance. If an item is discovered missing after camp, visit [Lost It](#) to file a missing item report. We will make every attempt to locate your belongings and return them to you. Limited-value Lost and Found items (perishables, toiletries, undergarments, etc) will be discarded at the conclusion of each session. Other items will be held at the administration building for 30 days. Unclaimed items will be donated to local charities after that time.

Possible Incidental Fees

In addition to being responsible for their own property, campers are also responsible for their Blue Lake badge, music folder, and any other camp items issued to them during their stay. Campers will be charged \$2 to replace a lost badge or piece of music, \$15 for a full music folder, and \$12 if a minor instrument repair is necessary. Fees will be automatically deducted from the camper's store account. See [Your Camper's Store Account](#) for details.

Refunds

Refunds are processed by the business office within 45 days of written notice to the Admissions Registrar at admissions@bluelake.org. To review the Blue Lake refund policy, visit [Mini-Camp](#). For questions, contact the Business Office at businessoffice@bluelake.org or 800-221-3796 ext. 314.

Camper Health Information

Action Item: Your Camper's Health Record Due 14 Days Prior to Arrival

All campers must have a health record on file with Blue Lake prior to arrival. Log in to your [account](#), select your camper, and select "My Forms" to complete or update the Camper Health Record. Visit the Document Center to complete the record to upload your health insurance and immunization records at least 14 days prior to your camp session. Campers will not be permitted to check in without a completed Camper Health Record.

We recommend that campers are up-to-date with all recommended pediatric and seasonal vaccinations. All vaccination or immunization records should be uploaded to the Document Center in your camper's [account](#) prior to camp and will be retained along with the camper's health records.

Action Item: Update Your Camper's Medication Information Prior to Arrival

To update your camper's medication information, look for the Medications section in your [account](#) and select "Manage Medication" to add or update information. Confirm its accuracy prior to arrival to expedite your check-in.

Action Item: Pre-Arrival Health Check Just Prior to Arrival

Participants are expected to evaluate their personal health before arrival. If your camper is experiencing any symptoms of contagious illness or has been recently diagnosed with a contagious illness, contact Health Services at 800-221-3796 x288 for further guidance. If your child is symptomatic, we also recommend that you complete an at-home influenza and/or COVID test one to two days before camp to ensure your child is virus/COVID free.

Opening Day Health Screening & Medication Check-In

To ensure a healthy start to camp, staff will review a health screening with students at check-in. (We will email you the link to the screening just prior to Opening Day). Upon arrival, you will be directed to your camper's housing unit where a staff member will request your camper's check-in screening confirmation. Please complete the online screening prior to arrival. Do not come to camp with any symptoms of contagious illness. If your camper displays contagious symptoms, we recommend you complete an at-home influenza and/or COVID-19 test, then contact Health Services at 800-221-3796.

Medication Check-In

The State of Michigan requires that children's camps review, store, dispense, log, and otherwise manage all campers' prescription and nonprescription medications. All medications (prescription and over-the-counter) will be checked in with health staff on opening day. In order to prepare for a faster check-in, please have all necessary medications accessible upon arrival, and enter everything in your camper's [account](#) under "Manage Medications." Medication must be in the original containers and matching the dosage/frequency information submitted with the camper's health record. Make sure that medications do not expire during camp and that there is enough medication to last the entire session. Note: Blue Lake cannot accept any medications (including prescriptions, over-the-counter medications, vitamins, and supplements) that are not in original containers, are expired, or do not match information submitted on the health record. Medications may not be split between siblings.

Basic First-Aid Items

Blue Lake stocks many basic first-aid items and over-the-counter medications for students, such as cough drops, Tylenol, Advil, bandages, Neosporin, Benadryl, etc. The basics are listed on the Camper Health form. Because we are required by law to check in *all* medications brought to camp, including over-the-counter items, it will save you time during your check-in process if you do not bring these items.

Medication Storage at Camp

All medications (with the exception of certain emergency rescue medications) will be kept in Blue Lake's locked medical facility or first-aid stations. Daily medications are stored and dispensed from the centrally located Health Lodge. In rare cases, medications may be stored and dispensed from the camper's unit. Staff will provide detailed information upon arrival. If you have questions prior to arrival, contact Health Services at (231) 894-1966 ext. 288 or healthservices@bluelake.org after June 1. Information about medication storage is also included on the camper health form.

Keeping Camp Healthy

Camp Health Services

Blue Lake Health Services provides basic illness and first-aid care, support for off-site care, and emergency care on a 24/7 schedule to those within our camp community. Our staff members work to keep our campus healthy by adhering to standard practices under the supervision of our consulting physicians, our on-site medical professionals, and our Director of Health Services.

Our staff consists of registered nurses, first responders, camp health officers, and other trained personnel who work closely with a physician and medical centers located minutes away. Ambulance and hospital care are available 15 minutes from the camp. Blue Lake is not responsible for costs associated with medical services provided outside of camp, such as emergency room or urgent-care visits, medical clinics, or prescriptions. Any medical expenses incurred while at camp will be billed directly from the provider.

Participants are expected to do their part in keeping our community healthy by practicing healthy habits such as maintaining good hygiene, staying hydrated and making balanced nutritional choices, monitoring personal health, seeking treatment if needed, and following the expectations outlined below.

Expectations for Participants

Blue Lake aims to minimize contagious illness by taking appropriate measures for our unique community living environment. Following are expectations and protocols:

- Participants are encouraged to be up-to-date with all routine vaccinations, including seasonal vaccinations.
- Participants will be required to complete an online health screening before arrival at camp. Participants are expected to evaluate their personal health before arrival and contact Health Services at 800-221-3796 x288 for further guidance if there are any symptoms of contagious illness.
- Student participants will be expected to complete a brief health questionnaire as part of their daily routine.
- Participants are expected to wash and/or sanitize hands frequently, and to practice good hygiene by showering regularly. Do not share personal supplies (toiletries, make-up, hair brushes, etc).
- Participants who show symptoms of contagious illness will be expected to follow Blue Lake's current treatment guidelines, which may include testing, off-site care, and/or isolation from others for a period of time. Blue Lake may require clearance by a medical professional before returning to participation.
- Individuals who show signs of respiratory illness may be asked to wear a mask in some settings.

Daily Health Questionnaire

Counseling Staff will complete an individual symptom and temperature check with each camper daily. Any symptoms of illness or temperature over 100°F will be reported to Health Services, and the camper will be seen at the Health Lodge to determine the next steps based on our health service policy.

Health Concerns and Accommodations

Blue Lake works to accommodate students with a variety of needs, such as medical conditions, dietary restrictions, and social/emotional concerns. All campers should be able to manage their personal care and live cooperatively in a cabin setting. Arrangements for enrolling children with significant physical limitations, medical/mental health concerns, recent hospitalization, or cognitive or behavior disabilities must be made prior to submitting the camp application. This includes but is not limited to diabetes, life-threatening allergies, injectable medications, mobility concerns, mood disorders, and autism spectrum disorders. For further information, contact the Director of Health Services at healthservices@bluelake.org or 800-221-3796 x239.

Dietary Restrictions

While Blue Lake accommodates a wide variety of food allergies and dietary restrictions, there is not a separate gluten-, dairy-, peanut/tree nut-, or otherwise allergen-free menu. If your child is not able to consume menu items due to a significant health restriction, such as a life-

threatening allergy or serious gastrointestinal disorder, you may supplement our menu with personal food or beverage. Some limitations apply. For further details and menu information, contact the Director of Health Services at healthservices@bluelake.org or 800-221-3796 x239.

The Blue Lake Uniform

Blue Lake Fine Arts Camp is a uniformed camp. Campers, faculty, and staff members wear the camp uniform with great pride during their time at Blue Lake! The uniform t-shirts are available only through Blue Lake and must be ordered in advance. One t-shirt is included with your tuition. Additional shirts are available for purchase. Note that Blue Lake's traditional polo can also be used for mini-camp! The remainder of the uniform is provided by the camper, and must meet the requirements below. *All campers are responsible for bringing the proper uniform items with them to camp.*

Uniform Policy

Badges

Badges are a uniform requirement for all students, faculty, and staff, and are provided at check-in. They are to be worn on the upper left chest (over your heart!) at all times to help learn names, check out recreation equipment, and for identification at the health lodge, housing unit, dining hall, and waterfront area. Badges are also used to confirm purchases at the camp store. Don't let it out of your sight!

Daily Uniform

Blue Lake t-shirt or polo shirt (tucked in) with badge; dark blue pants, jeans, shorts; or skirts, skorts, or capris; solid white socks (no show socks are ok); substantial athletic shoes (shoes must enclose the foot -- closed toe and heel). ***Short/skirt/skort length must be no shorter than 6" above the knee (roughly a 4" or greater inseam).***

Cold Days and Inclement Weather

- Add a solid white short- or long-sleeved shirt under the polo
- Add a Blue Lake v-neck pullover, or a Blue Lake sweatshirt over your polo
- Add a rain jacket or windbreaker for blustery days
- Non-uniform sweatshirts, souvenir clothing, or other non-uniform clothing may not be worn as a part of the uniform

Camp Store Basics

The Happy Camper, Blue Lake's camp store, sells official uniform items, sweatshirts, sweatpants, shorts, jackets, and t-shirts. Also available: camp supplies, personal items, musical and instrument repair items, souvenirs, photos, stamps and postcards, and a whole bunch of other stuff essential for having great fun at camp! The Happy Camper also offers a complete snack bar, serving refreshments, drinks, snacks, hearty and warm options (pizza, hot dogs, etc), ice cream, cookies, popcorn, and a variety of candy. Campers will be able to visit the Happy Camper at least once daily.

Your Camper's Store Account

Campers may purchase items from the camp store with money in their store account. You can deposit money to your student's [account](#) on your dashboard. Additional funds may be added at any time by selecting "Camp Store" and "Store Deposits" from the navigation menu. You can view your camper's transaction history at any time by selecting Purchase History. The funds you provide to your camper is a personal decision, but we suggest budgeting \$5+ daily to cover basic snacks and incidentals, plus additional money for any camp supplies, souvenirs, clothing, or other needs. For questions, contact businessoffice@bluelake.org or 800-221-3796 ext. 314.

Possible Incidental Fees

If your student needs a replacement badge, replacement music, or instrument repair while at camp, the corresponding fee (ranging from \$2 - \$15) will be automatically deducted from your student's store account. If there are not enough funds in your student's store account, the Business Office will charge the payment method associated with your registration account.

Your student's store account will be closed automatically at the conclusion of the session. Remaining balances of \$15 or more will be refunded to your account's payment method after camp season. Remaining balances less than \$15 will be considered a donation to Blue Lake's scholarship fund.

Email Service

Our Email Service is a great way to get a quick message to your camper. Emails are printed and delivered daily! *Only emails sent through this portal will be delivered to campers.* Emails are one-way. Log in to your [account](#), select "Message Center" in the navigation menu, then select "Email a Camper" to purchase email credits.

Happy Camper Online

Visit Blue Lake's online camp store anytime for the latest in Blue Lake swag. And when your camper is in residence at Blue Lake, you can order items online at [The Happy Camper](#) for rush delivery directly to their Housing unit! More information is available at: <https://shop.bluelake.org/pages/preparing-for-camp>.

Camp Life

The Cabin, Unit, and Staff

The Blue Lake community consists of camper cabins divided into units. There is one counselor assigned to each cabin, and each group of cabins forms a unit. Each unit is led by an experienced unit director. Staff members supervise campers throughout meals, recreation, evening activities, and free time. Additionally, staff members serve as class assistants throughout the instructional day, providing support to faculty and students within the class setting. The counseling staff strives to create a welcoming and engaging environment where campers feel at home. They are consistently available to answer questions, assist with concerns, and make a camper's stay safe and enjoyable.

Our counseling staff are carefully selected through a rigorous hiring process that includes recommendations, interviews, and criminal background checks. Blue Lake camp counselors are college students and young professionals primarily involved in arts and education. They complete training covering the basics of camp operations, health and safety, emergency procedures, CPR and first aid, youth development, positive behavior support, homesickness, bullying prevention, conflict resolution, camp fun, and more!

Staying Clean!

Personal Hygiene

Living in the woods, trekking to/from classes, running around during recreation activities, living in a cabin with others – one can get pretty dirty while camping! Rest room and shower facilities are located within a camper's housing area and are a short walk from the cabin. Campers are encouraged to shower regularly (in the morning, before bed, or during breaks and free time) to stay healthy and clean. Nevertheless, part of camping is being a little dusty now and then, and students should be prepared to manage their cleanliness and hygiene on a daily basis. Expectations for hygiene and cleanliness will be shared with campers during orientation.

Laundry

Each cabin counselor will machine wash and dry campers' uniform items (tops and bottoms) twice during mini-camp. However, the counselor is not responsible for washing underwear and socks. Bring enough underwear and socks to last the session. In order to avoid lost items, mark all clothes, including uniform items, with your camper's name or initials!

Campus Cleanliness

As a part of the long-standing camping tradition at Blue Lake, all campers are expected to help with cabin clean-up, rest room clean-up, dining hall clean-up, and grounds clean-up. Camper cabins and restrooms are inspected daily for cleanliness. Camp dining facilities, instructional facilities, shared equipment, and restrooms are cleaned daily by Blue Lake's support staff team.

The Outdoor Environment

Walking Distances

Many first-time campers and families are surprised at the size and scope of Blue Lake's campus. Blue Lake owns approximately 1,600 acres of forest wilderness, with about 400 acres serving as the actual campus with facilities. Even though mini-camp does not require long-distance hiking, it is still good to be aware of the environment. It is important that campers eat well, stay hydrated, and bring comfortable footwear.

The Climate

The weather can vary wildly: evening lows can range from 40-65 while daytime highs can range from 65 – 95. Check the forecast before you arrive to make sure you're prepared!

Critters & Bugs

The environment at Blue Lake is rustic. We are surrounded by beautiful trees, a small lake, foot trails through the woods, and very simple buildings and shelters. There is wilderness in every direction, so we share the forest with a variety of bugs and critters. During the summer months, most wildlife stays far away from the hustle and bustle of daily camp activities. However, campers should be mindful to follow guidelines for storing snack foods in sealable plastic containers to keep unwanted guests from entering the cabin. Make sure to use insect repellent daily while at camp to avoid bites from mosquitoes, ticks, spiders, flies, bees, and other creepy-crawlies.

Meals at Marek Hall

Campers enjoy meals with their cabin mates and share in clean-up duties. Dining consists of well-balanced cafeteria-style meals served three times daily, all served by a professional food service staff. In addition to hot entrees and side dishes (regular and vegetarian options available), fresh salads, proteins, fruits, and breads are offered at each meal. Beverage offerings include milk, juice, punch, water, tea, and coffee. See [camper health information](#) for more on managing dietary restrictions at camp.

Phone Calls and Snail Mail

Phone Communication

A part of Blue Lake's philosophy centers on allowing a camper to focus – without outside distraction – on their own growth and self-improvement, whether artistic or personal. In fact, this is a long-standing tradition within many American residential youth camps. Therefore, Blue Lake does not permit students to use land lines or personal cell phones while at camp. Campers should plan to leave their phones with parents/guardians, and parents/guardians are expected to fully support this camp policy. We know this may be a particularly difficult transition for some students and recommend having your child prepare for this by intentionally spending increasing amounts of time without their phone or other devices in the weeks leading up to camp.

Part of a child's personal growth is learning to trust other caring adults and solve some of their own challenges, and summer camp is a perfect environment to learn these skills. In our 60 years of experience, we have recognized that phone calls home are most often disruptive to your camper's experience and do more to foster homesickness than independence. When your camper contacts you by phone call or text message, it prevents our staff from assisting them with problems and addressing their concerns promptly. As you prepare your camper for camp, please let them know that you trust Blue Lake and trust your camper to use their resources at camp by communicating openly with the camp staff to work through problems.

Of course, the camp staff will contact parents with questions or concerns as necessary, and parents are welcome to call the camp's main number (231) 894-1966 to communicate with administration, staff, health lodge, and/or the camper as needed. Please note that phone calls often cause disruption in a camper's day i.e. your camper may be in a class or at a meal when you call, and staff may suggest better times within the schedule for calls to limit disruption.

Mail and Packages

We encourage family and friends to send mail or packages to campers. Receiving mail while at camp is a great morale booster! Blue Lake recommends that you allow a generous number of days for mail to reach your camper, just to be on the safe side. Mail that arrives after a

camper has departed will be returned to sender. Mail is delivered to Blue Lake Monday – Saturday. Mail that arrives by 5:00pm is distributed to campers on the same day. Items arriving after 5pm are distributed the next day. Blue Lake cannot be responsible for mail and packages that are not addressed correctly.

Address your camper's mail to...

[First Name, Last Name]
Blue Lake Fine Arts Camp
[Housing Unit] – [Cabin Name]
300 East Crystal Lake Road
Twin Lake, MI 49457

Check-In and Opening Day

Traveling to Blue Lake

See [how to get here](#) for directions to camp. Allow plenty of time for travel and summer road construction.

Navigation users: As crazy as it sounds, some navigation software gives incorrect directions to Blue Lake! Our only entrance is at 300 E. Crystal Lake Road, which is off of Russell Road, just north of White Lake Drive and just south of Holton-Whitehall Road. If you are on a dirt road at any point, or within the village of Twin Lake itself, you are not in the right place. If you have questions, please call 800-221-3796.

Families with RVs or Camping Trailers: Please avoid bringing RVs and camping trailers within the small dirt roads of our campus. Contact us for parking instructions at 800-221-3796. Blue Lake's campus is not designed to accommodate large recreational vehicles or camping trailers, especially on opening and closing days when we are managing lots of traffic and parking. It is not possible to park RVs near student housing units.

Arrival at Camp

Plan to arrive at Blue Lake at 12:00pm (eat lunch before you arrive) and proceed directly to your assigned housing unit. The Blue Lake staff will welcome you, check your health screening, confirm your camper's health record, collect medication, and direct you to your camper's housing unit. Upon arrival at the cabin, staff will help your camper move in. Pre-ordered uniform shirts will be provided to the campers upon arrival.

Checklist: Opening Day

- ☐ Complete online health screening. The link will be sent just prior to arrival.
- ☐ Arrive at 12:00pm (eat lunch prior to arrival —the first meal is dinner at 5:30pm)
- ☐ Turn in any prescription or non-prescription medications to the health staff (staff will direct you —have your medication handy)
- ☐ Proceed to your camper's assigned housing unit and cabin. The staff will verify your online health screening, lead you through check-in, answer questions, and help your student move in.
- ☐ Parents receive the following items from Blue Lake staff:
 - Mini-Camp Schedule
 - Camp Contact Information
- ☐ Campers receive the following items from their cabin counselor:
 - Badge
 - Camp Map
 - Pre-ordered uniform items (try items **BEFORE** you label them. Labeled items are not eligible for exchange)
- ☐ The Happy Camper store is open throughout the day and sells snacks, ice cream, concessions, uniforms, camp supplies, and souvenirs. Stop by for a visit!

- ☐ Make sure all personal belongings, instrument, clothes, and uniforms are labeled with camper name or initials!
- ☐ Will your camper be signed out by anyone other than a parent/guardian during or at the conclusion of the camp session? Your cabin counselor will confirm any authorized pick-ups for your student. You can add authorized adults to your account if necessary.
- ☐ Have all concerns and questions been addressed with staff?
- ☐ Are Final Sunday travel arrangements clear with camper & staff?
- ☐ Have a safe trip home. See you at the end of the session!

Early Arrival

If your student must arrive prior to 12:00pm on Wednesday, please contact Admissions or the Director of Student Services for arrangements at 800-221-3796.

Check-Out & Final Sunday

Camper Check-Out

Plan to arrive at 9:45am, at your camper's housing unit. After you have picked up your camper, take a few moments to check for all belongings before you leave our campus. If you are missing an item, file a report at [Lost It!](#) Any forgotten items will be stored at the administration building lost-and-found area for 30 days after the conclusion of your session.

Final Demonstration

A camper's stay at Blue Lake culminates with their participation in a final demonstration. This participation is an essential part of the camper's experience and something many students and families look forward to with great anticipation. Parents, family members, extended family, and friends are welcome to attend! All campers are required to participate – every member is an essential part of the group.

Your Store Account

Your child's store account will be automatically closed at the end of your their session. Remaining funds of \$15 or more will be refunded to the original payment method after the camp season. Accounts with less than \$15 will be transferred to the Blue Lake Scholarship Fund. For questions, contact: businessoffice@bluelake.org or 800-221-3796 ext. 314.

Checklist: Final Sunday

- ☐ Meet your camper at their housing unit at 9:45am. You will be asked to present photo I.D.
- ☐ Retrieve medications from staff in unit. Refrigerated medications can be picked up at the Health Lodge.
- ☐ Check for all personal belongings! If you are missing something, file a report at [Lost It!](#)
- ☐ Did you order a unit or group photo? Photos will be mailed after camp. Contact the Camp Store if you have questions: 231-894-1966 x219 or thehappycamper@bluelake.org
- ☐ Reminder: Your student's store account will be closed automatically at the conclusion of the session. See [Your Camper's Store Account](#) for details.
- ☐ Attend your camper's final presentation! Participation is required for all campers.
- ☐ Hugs! Smiles! Congratulations!
- ☐ Have a safe trip home!

Camper Packing List

Checklist: What to Bring

When packing for camp, consider the environment in which you'll be living for one week. Blue Lake Fine Arts Camp is located in a forest, filled with beautiful trees...and bugs, critters, dust, dirt, and lots and lots of sand! You'll be living in a very rustic cabin filled with new friends...and all of their stuff, too! Below is a guide to help you pack. Items marked with an asterisk are also available at the camp store if you forget! *Make sure that you label all personal items with your full name or initials prior to arrival. Leave valuables at home.*

Items marked with an asterisk (*) are also available at The Happy Camper

<input type="checkbox"/> Sleeping Bag, and a set of cot-sized or twin sheets	<input type="checkbox"/> Your Instrument (unless you are selecting it at camp)	<input type="checkbox"/> Clothes (all uniform items, and other items)
<input type="checkbox"/> Pillow & Case	<input type="checkbox"/> Disposable or Digital Camera (<u>no</u> phones!) *	<input type="checkbox"/> Navy blue slacks, skirt, or skort for formal camp events (review the uniform list)
<input type="checkbox"/> Extra Blanket *	<input type="checkbox"/> Portable Music Stand *	<input type="checkbox"/> Underclothes (pack enough for 5 days)
<input type="checkbox"/> White socks or no-show socks (pack enough for 5 days)	<input type="checkbox"/> 1 pair of silly socks for Fun Sock Friday (optional of course, but hey)	<input type="checkbox"/> Shoes (comfy ones, good for walking, closed toe-closed heel)
<input type="checkbox"/> Towel(s) & Washcloth (and a beach towel if you plan to visit the pools) *	<input type="checkbox"/> Costumes or Props (if desired, for cabin skit night)	<input type="checkbox"/> Jammies! Comfy Clothes! Something to wear to/from the restroom building
<input type="checkbox"/> Toiletry Items *	<input type="checkbox"/> Shower Caddy (to transport your toiletries to/from the restroom)	<input type="checkbox"/> Rain Jacket and Umbrella *
<input type="checkbox"/> Swim Suit (if you plan to use the pool)	<input type="checkbox"/> Flashlight *	<input type="checkbox"/> Non-uniform Shirt *
<input type="checkbox"/> Refillable Water Bottle for daily use (also available at the camp store) *	<input type="checkbox"/> Bug Repellent & Sunscreen *	<input type="checkbox"/> Activities (Stationery, book to read, stuff to do during free time) *
<input type="checkbox"/> Plastic bin with lid (for snack storage)	<input type="checkbox"/> Simple Watch (no smart watches) *	<input type="checkbox"/> Bottled Water (of course we have water, but bottled water is handy at camp!) *

Do Not Bring These Items!

- ⊗ Cell phones, smart watches, air pods, wearable technology, laptops, chromebooks, ipads, tablets, etc.
- ⊗ Dust-sensitive electronic equipment, expensive cameras or recording devices, hand-held gaming devices, etc
- ⊗ Expensive sunglasses, or other expensive items that are easy to lose
- ⊗ Roller blades, skateboards, rip sticks, bikes, scooters, etc.
- ⊗ Pocket or camping knives; any form of weapon
- ⊗ Battery operated toys, toys that resemble any type of weapon, walkie-talkies
- ⊗ Fireworks, sparklers, fire crackers, etc.
- ⊗ The Fire Marshall prohibits the use of extension cords and electrical appliances in the cabins
- ⊗ Any item that disrupts camper events, creates a nuisance, or is considered potentially harmful to other individuals will be placed in the custody of the Unit Director until Final Sunday.
- ⊗ Remember that the camp provides basic over-the-counter first aid items for campers, so there is no need to pack things such as band-aids, Tylenol, cough drops, etc.

Additional Packing List for Mini Camp Band Sessions

Mini-Camp Band Campers: Bring these items, unless you are being fitted for an instrument at Blue Lake

- ☐ Your instrument in a case; percussionists –bring your percussion kit
- ☐ Folding music stand
- ☐ Pencil

If you have any questions about what musical supplies to bring, please contact the Program Office at 800-221-3796 x267.

Blue Lake Account: FAQ and How-To

Through your account, you can...

- Make a payment or set up a payment plan
- Complete your child's health record, upload immunization records, and enter medication information
- Add money for your child's spending account
- Upload your child's photo for use as verification at the camp store
- Purchase email credits

Blue Lake Account: Communication, Contacts, and Student Information

How can I ensure I will receive communications and contacts from the camp?

- **Blue Lake recommends that spouses, partners, or joint care-givers are listed as the Primary and Secondary contacts.**
- Make sure your account is not set up using your child's contact information (child's cell or email).
- Make sure that your email provider has @bluelake.org and @ultracamp.com indicated as safe senders in your "whitelist". This may need to be adjusted in your email settings. Use your favorite search engine to look for instructions on how to use your whitelist with your email provider.
- Make sure you have fully completed both Primary and Secondary contact fields, including multiple phone and email contacts
- Both Primary and Secondary contacts may be selected for email notifications.
- *Contact our office with any questions!*

My spouse isn't getting camp emails. How can I fix this?

If your spouse is listed as a secondary on the Account Dashboard, you may have selected a default of using the primary email only. To change this:

- Log into your account
- At the Account Dashboard, select the "secondary contact" name
- Select the "Edit my bio information" button
- Scroll to the Email address and select "CC on all correspondence"
- Click the "Save" button

How do I upload my child's school picture? And why do you need it, anyway?

Blue Lake uses your child's photo as ID verification at the Camp Store. This allows the store staff to confirm a student before initiating a transaction.

- Log into your family's account
- Select your camper's name
- Select Edit My Bio Information
- Scroll toward the bottom of the screen. You can upload a picture under Additional Information

What is an *Alternate Contact* for my child, and where do I add these contacts?

An alternate contact is an individual Blue Lake will contact in the event that the Primary or Secondary contacts are unreachable during an urgent matter. Blue Lake will always attempt to reach the Primary or Secondary contacts first, before proceeding to an alternate contact.

- Log into your account
- At the Account Dashboard, scroll to the bottom and select Alternate Contacts then “add a contact”

What is an *Authorized Pick-Up* for my child, and where do I add these contacts?

An authorized Pick-Up is an adult (21+) who is permitted to sign-out and transport your child off of camp. Your authorized pick-up representatives do not need to be alternate contacts. However, some families reference the same support individuals in both places.

- Log into your account.
- At the Account Dashboard, scroll to the bottom and select Pickup Authorization, then “Edit Authorizations.”
- To add someone who is on the account, click “Edit Authorizations.” *The Secondary contact is not automatically granted pickup authorization.* You can select any of your contacts with the “Edit Authorizations” button.
- To add someone who is not on the account, click “Add Non-Account Member.”

Blue Lake Account: Health Form and Medications

How do I complete the Health Form? (for first-time campers)

- Log into your account
- Select your camper’s name or the Document Center
- Look for a big red bar alerting you to complete the health form and any other outstanding forms

How do I edit/update the health form (or any other form) I have already completed?

- Log into your account
- Select your camper’s name
- Select My Forms
- Select the form name. Update necessary fields. You will be asked to verify and submit at the end of the form

How do I enter, change, or update medications?

- Log into your account
- Select your camper’s name
- Select Medications
- Select Manage Medications
- Select +New Medication or Manage Medication
- Find the medication you want to edit, then select Edit
- Don’t forget to verify and submit at the bottom of the page

Where do I upload my child’s vaccination record and health insurance information?

- Log into your account
- Select Document center
- Under Sumer Camp (gr 5-12), select Immunization Record or Health Insurance

Blue Lake Account: Other Transactions

How do I make a payment or set up a payment plan?

- Log into your family’s account
- Select the menu on the upper left (3 dashes)
- Select *Make a Payment*
- Follow the prompts to make a payment or schedule future payments

How do I see my payment history and my scheduled payments? How do I print a statement or manage my payment accounts on file?

- Log into your family's account
- Select the menu on the upper left (3 dashes)
- Click on *My Account*
- Click on *Finances*
- Select from the options provided
- Follow the prompts

How do I add money for my child's store account?

- Log into your account
- Select the menu in the upper left (3 dashes)
- Select Camp Store
- Camper Bank, follow the prompts
- You can return to this section to view your camper's spending habits by selecting Purchase History

How do I purchase email credits?

- Log into your account
- Select the menu in the upper left (3 dashes)
- Select Message Center
- Select "E-mail a Camper" button
- Select the "purchase email credits"
- NOTE: please be aware that ONE block is TEN emails
- Follow the prompts

How does a family member purchase email credits?

- Log into your account
- Select the menu in the upper left (3 dashes)
- Select Message Center
- Click on the "Friend Accounts" button
- Follow the prompts to send a link invitation

What happens to a credit balance on my account at the end of the summer?

Any amount of \$15 or more left on an account will be refunded at the end of Camp Season. Please check your account for the incoming refund before contacting the business office. See [Your Camper's Store Account](#) for details.
