

Group Leader Planning Guide

YMCA Camp St. Croix Mission Statement

Camp St. Croix builds community and teaches respect for self, others and nature through summer camp, outdoor education programs and retreats.

Imagine. Inspire. Empower.

Nature provides the ultimate meaningful environment for gathering people, promoting ideas and inspiring minds. Camp St. Croix provides the expertise and facilities you can count on for your next successful group getaway. Surrounded by over 400 acres of woods, prairies and pine-covered bluffs overlooking the beautiful St. Croix River, it's the perfect location.



YMCA CAMP ST. CROIX GROUP LEADER PLANNING GUIDE

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Group Leader

As the Group Leader, you are responsible for knowing and understanding the policies and procedures addressed in this guide. Please read this packet thoroughly.

This Document

This *Planning Guide* has been created to assist you in planning a successful and enjoyable experience at Camp St. Croix. To ensure that your group is well informed, please feel free to duplicate and distribute any of the materials in this packet. You may also want to put together an information packet just for your group.

Contact Information

Maddie Lund. Event Coordinator. 612-465-0580. Call her if you have specific questions about your visit to camp.

Tracy Ryman. Business Admin Coordinator. 612-465-0582. Call when inquiring about a new reservation or to make a payment.

Camp St. Croix

Main Phone: 651-436-8428 (MN Residents)

Main Phone: 715-386-4380 (WI Residents)

Fax: 715-386-4382

On Call/Host Phone: 651-270-7031 (Only for use while you are on camp property)

Website: www.campstcroix.org

Address: 532 County Road F, Hudson, WI 54016

Planning your Visit

Communication and planning are key to a successful experience. Camp St. Croix staff are available for parent presentations, group meetings, preplanning tours or other consultations that may assist you. Please follow our due dates listed below, so we can successfully plan for your visit.

Planning Checklist

Task	Due By:	Comments	Completed?
READ CAREFULLY Group Leader Planning Guide, Reservation Confirmation, Agreement for Services, and the Use and Hold Harmless Agreement.	ASAP		
Submit SIGNED Reservation Contract with a deposit	Within 14 days of receiving		
Request copy of Certificate of Liability Insurance from your Insurance provider.	Within 14 days of receiving contract		
Complete Room Setup	2 weeks prior to		
Complete Participants Concern Form	2 weeks prior to		
Organize a list of names & addresses of ALL participants with emergency information (i.e., current health issues, allergies, health history, and emergency contact information).	As taking registrations for your group	You may use your organization's forms or Camp St. Croix's Health Form.	
Distribute or communicate 'What to Bring' list to participants	2 weeks prior to visit		
Call Camp St. Croix with final numbers	2 weeks prior to visit	Please note, within 30 days of your visit, you will be responsible for at least 90% of the guests on your reservation contract. Please call before 30 days to adjust num-	
Obtain a First Aid Kit	1 week prior to visit	Bring to camp.	
ALL Participants must provide a signed copy of the Camp St. Croix's Release Form	With group registrations- submit when arrive to camp	This must be completed by a parent or guardian for those under 18 yrs. of age. Group Leader should collect from participants and give to a camp staff upon arrival	

Reservation Policy & Procedures

Reservation Policies

All reservations must be scheduled and confirmed with camp staff. The Group Leader will then receive the **Reservation Confirmation**. This document will state desired dates, programs and fees. The deposit requested is due upon receipt of the **Reservation Confirmation**, reservations will not be held for more than 14 days without a deposit and signed agreement.

Securing your Reservation

Groups are not guaranteed new and returning dates until the **Reservation Confirmation** documents are signed and returned to Camp St. Croix with a deposit. It is recommended that you call camp as soon as possible with your dates. It is the responsibility of your organization to reserve returning dates, a recommendation of 12 months in advance.

Deposit. All deposits are Non-refundable. Deposit payment is due within 14 days from the **Produced Date** of the **Reservation Confirmation**. Reservations will not be held if the deposit and required documents are not received within the 14 days. The deposit amount due is calculated from the estimated final billing total and will equal approximately to 50% of that amount. Deposits can be paid in the form of a check or major credit card. The deposit is required to hold the group reservation and may also serve as a damage deposit. The deposit will be deducted from the final amount due unless damages are incurred.

Insurance. Groups are required to have their own liability and accident insurance coverage. A **Certificate of Liability Insurance** indicating a minimum of \$1,000,000 of general liability coverage must be provided by all user groups. The YMCA of the Greater Twin Cities must be listed as an **additional insured** on that certificate. A copy of this certificate must be provided in advance of the groups' arrival to Camp St. Croix. The YMCA of the Greater Twin Cities is not able to provide benefits for illness or injury incurred by any user group participant.

Minimum Billing Commitment

Your organization will be responsible for paying for 90% of the minimum number states on your reservation confirmation or the actual attendance, whichever is greatest. (i.e. estimated number of participants in 20 but only 15 attend, you will be billed for 90% of 20, which is 18)

Enrollment variations are the responsibility of the reserving group leader and can be changed up to 30 days prior to your event. Within 30 days, you will be responsible for at least 90%.

Final Billing

Please confirm your actual numbers of participants before you leave camp by completing your "Billing Summary for Services", this information should be given to the host on duty. An invoice will be mailed from our office following your date of service. All payments must be made in full within 21 days. The final bill will also include the Wisconsin Sales Tax of 5.5% tax on all meals and lodging. It is the responsibility of the Group Leader to submit a **Wisconsin Sales and use Tax Certificate of Exempt Status (CES)** prior to billing.

Cancellation Policy

If your group cancels more than 30 days prior to the reservation start date, you will lose your deposit only. If your group cancels less than 30 days prior to reservation start date, you will lose the deposit, plus be financially responsible for 80% of the 90% minimum billing amount listed on the groups Reservation Confirmation

Exclusive Use of Camp

A group may request exclusive use of main camp and all of its lodging, recreational areas and meeting spaces. The minimum number of **billable** participants **MUST** be at or exceed 175 with a minimum **Meals and Lodging** overnight rate of four meals and one night or have an estimated daily billing of at least \$6,000.00. Please inquire directly to camp if interested in exclusive use.



Emergency & Medical Information

Emergency Assistance

If present, trained YMCA staff can assist with medical emergencies. However, **USER GROUP LEADERS ARE RESPONSIBLE FOR ALL FIRST AID AND EMERGENCY CARE OF ALL PARTICIPANTS IN THEIR GROUP; THIS INCLUDES PROVIDING FIRST AID SUPPLIES.** It is required that an adult from the group be CPR/First Aid Certified from a nationally recognized organization. If an emergency requires transportation, it is the responsibility of the group to have a vehicle at camp to use for such emergency transportation. Camp St. Croix is located less than two miles from the Hudson Hospital. Local emergency transport services are available via *911*.

Participant Emergency Information

It is required that the group leader keep a list of names & addresses of participants with emergency information (i.e., current health issues, allergies, health history, and emergency contact information). Included at the end of this packet is a sample health history form. Please use this form as you need. For minors without a parent on site, it is required that there is signed permission to seek medical treatment. It is the responsibility of the visiting group to obtain and hold for not less than two years a completed health history form for each participating attendee if that group is residing at the camp for less than 3 nights. Those health forms must be accessible upon request to Camp St. Croix administrative staff during that two-year period of storage. For a group staying longer than 3 nights, it is the camp that must maintain health history forms and treatment records.

First Aid Kit

Please bring a **First Aid Kit** for you and your participants.

Medications (for minors)

All medications must be given to the group's leader, and administration of such medications shall be documented. All medications must be in original containers accompanied by any special instructions. If the group is staying longer than 3 nights, medications must be kept in a locked container.

Emergency Contact Information

ALL medical or fire Emergency:	Dial 911
Hudson Hospital	715-531-6000
Fire Department	715-386-5861
Hudson Police	715-386-4771
St. Croix County	715-381-4320
Poison Control Center (24 hours)	1-800-222-1222
National Weather Service	612-725-0939
Minnesota Road Conditions	1-800-542-0220
Wisconsin Road Conditions	1-800-762-3947
Camp Host Cell Phone	651-270-7031

Not Allowed at Camp:

Drugs

Weapons & Guns

Smoking

Pets

Allowed with prior approval & exclusive use:

Alcohol (no hard alcohol)

Fireworks (by a licensed pyrotechnic)

Pro Tip

As Health history forms are submitted to you, complete the "Participant Concern" form to submit to camp, 2 weeks prior to visit.



Life at Camp Meal Information

The main dining hall has a capacity of 299 people. All groups on camp will eat together. If you would like to arrange alternative meal times, please do so prior to your arrival. We will attempt to honor your time requests. *All groups are asked to assist in clearing and cleaning the dining area after each meal.*

Typical start times of meals are:

Breakfast:	8:00am
Lunch:	12:00pm
Dinner:	5:30pm

Please have your group near the Dining Hall 5-10 minutes prior to the start time.

Meal Service. Weekends are “Buffet-style” and weekdays are “Family-Style”

Snacks. Coffee, Tea and Hot Water are available in the Dining Hall from 7:00am to 10:00pm.

Snacks and additional beverages provided in meeting spaces are available; additional fees may apply for this service. Please make arrangements for these services prior to your arrival.

Special Diets & Allergies. Our food service staff will do their best to accommodate all special diets and allergies. It is the group leader’s responsibility to request any special diets and/or needs at least 2 weeks prior to arrival date. Please use the **Participant Concerns Form**.

Arrival

Upon your arrival to camp, please check in at the River Center, where our conference host will meet your group. They will assist you in finding your meeting space and cabins. The Host will also set up a time to do a “Welcome and Orientation” for the entire group or share this information with you to share with your group. They will go over camp rules, policies and procedures. **As a group leader, you will be responsible for the actions of your group.** It is our expectation that you will leave the grounds and facilities in better shape than when you arrived.

Departure

Participants should be out of their cabins by 10:00am of their day of departure.

Departing groups will continue to use their meeting area and outdoor facilities until the departure time stated on their agreement. Because there may be overlaps in the schedules, we ask all groups to be flexible concerning any possible changes.

Adult Supervision

Each group is responsible for the actions of its participants. A leader of at least 21 years of age must accompany the group. Youth groups require an adult supervisor for each cabin assigned. A minimum supervision of adults to youth ratio of 1 to 10 is required.

Liability Waivers

It is required that the group leader show, on arrival, a properly signed Camp St. Croix Release form for every participant including adults and chaperones. Those without forms will not be allowed to stay at camp. These forms are kept by camp.

Pro Tip

When your participants sign up for your retreat, have all participants complete the liability waiver and health history form at that time. It’s less work for you to track down later.

Damages

Your group is responsible for the condition of any and all buildings and grounds it uses. If damage occurs, a charge for repair will be added to your final bill. Damage includes graffiti, broken windows, and any damage to equipment and/or buildings.

Evening Quiet Time

Quiet time is at 11:00pm. We understand that some programs may be designed to continue beyond 11pm. If so, please make arrangements with the camp host. Please respect other groups in camp that may turn in early. Please keep activities quiet enough not to disturb other groups.

Parking

Please park all vehicles in designated parking lots. Vehicles are not allowed on camp walkways.



Amenities, Equipment & Activities

Lodging Options

Camper Cabins: 15 Year-round heated cabins; one room open floor plan, each sleeps up to 12. Centrally located bathhouses are within a short walk.

Savanna Lodge: Capacity for 18; Five bedrooms, one meeting area, and two bathrooms. There is an additional charge to reserve this accommodation option.

Staff House: Capacity of 14; Five Bedrooms, two floors, all lower single beds, two meeting areas and two bathrooms. There is an additional charge to reserve this accommodation.

King Leadership Center: Capacity of 24; Eight Bedrooms/3 beds per room, two bathrooms. Meeting area has a fireplace, Wi-Fi, and built in AV equipment. There is an additional charge to reserve this accommodation.

Pro Tip

All participants are responsible for bringing their own bedding– sleeping bag, pillow, twin sheet, blankets, towels etc.

Meeting Space

Meeting space will be assigned to each group according to the estimated number of participants. Meeting and cabin space specifically requested will be stated on the Reservation Confirmation; however ***we reserve the right to reassign meeting and cabin space depending upon final group numbers.*** Additional or larger meeting spaces may be requested and will be charged according to the Day-Use Rate Schedule.

AV Equipment

Camp St. Croix has a limited number of white-boards, flip charts, a LCD projector and screens. These items need to be reserved and are available on a first-come basis. Additional charges apply.

Recreational Activities

Camp St. Croix will provide at no charge a variety of balls and equipment for your group to enjoy and share with all groups on camp. Any abuse of the equipment or facilities will result in the loss of privileges to use them; physical damage to property due to abuse will be billed to the group.

The group's staff/chaperones must supervise recreational activities and areas at ALL Times.

Recreational Activity Options

Basketball	Volleyball	Tennis
Athletic fields	Portable goals	Broomball
Hiking trails	Sledding	
Soccer	Campfires	

Campfires: All outdoor campfires *must be reserved prior to arrival.* All fires will be built and lit by camp staff in established fire-rings.

Hiking: Stay on trails while hiking, be cautious of poison ivy along trails and in wooded areas. Avoid slopes where erosion has occurred. If you are unfamiliar with the grounds, please hike or ski with a friend. Group leaders are responsible for the safety and whereabouts of their participants.

Swimming/Water Front– Availability is at the camp's discretion. All water front and swimming activities **MUST** be prearranged with Camp St. Croix. Camp St. Croix reserves the right to cancel a swimming or beach activity due to weather or unsafe water level.

Camp Staff Led Activities

These activities are available as weather and safety permits and **MUST** be reserved at least 3 weeks prior to arrival. Additional fees will apply based on number of participants and length of desired program.

Night Hikes	Archery
Cross Country Skiing	Snow Shoeing
Teambuilding	



Team Building Programs

Learn. Lead. Grow

Our team building programs promote the belief that team concepts and skills are best taught through experiences, rather than traditional, meeting room training methods. The principles are abstract, and often require change in perception for people to “get it.” Through reflection and discussion, groups learn what works and what does not. Since the activities they are involved in have no real consequences, groups can engage in open and honest discussion. They can then capture and transfer learning to actual life application.

Program Options

ALL Team Building programs are subject to scheduling availability.

Initiatives and Low Elements (available year-round):

A variety of elements designed to motivate both the mental and physical components of a team. Each encourages creative problem solving, critical thinking, and perceived risk-taking. These programs encourage participants to also develop effective communication, trust, support, and teamwork. Initiatives are done in more of a game format, allowing more freedom of learning through play.

Climbing Tower/ Bouldering Wall (Year Round):

We have two onsite 30 foot climbing and rappelling towers and nearly 70 feet of indoor bouldering wall surface. Our experienced facilitators can create an introductory or advanced challenge climbing program to accommodate all ages and skill levels. These programs encourage participants to develop personal goal setting, positive peer interactions, encouragement, and trust.

High Ropes Elements (Spring & Fall):

These elements encourage participants to develop trust, realization of differences in abilities and respect of those differences, personal challenge, and essential teamwork skills.

“Team” Elements include: The “Giant’s Ladder”, “Tension Traverse”, and “Commitment Bridge”. These elements are all 15-20 feet high. Two participants work together on the element and the rest of the team supports in various ways from the ground.

“Individual” Elements include: The “Giant Swing” and the “Leap of Faith”. These elements are between 30-45 feet high. Only one participant is on the element at a time, while the rest of the team is on the ground, belaying and supporting their team member.

Group Preparation

- Dress in comfortable layers so you can add and subtract clothing, depending on the temperature of the day. Sweat pants or jeans are recommended.
- Please do not assume the weather will be too warm; it is always better to bring too much clothing.
- We operate RAIN or SHINE. Please assume that it will rain, and pack appropriate attire.
- Tennis shoes are fine in the summer. Please wear your warmest shoes or boots in the winter. **NO sandals or open toed shoes, participants will not be allowed to participate for safety reasons.**
- Please bring bug repellent and sunscreen during the summer.
- **Bring a water bottle;** some activities take place in remote areas of camp.
- Please do not wear necklaces, earrings (small post earrings are fine), large belt buckles or anything else that could get in the way of equipment.
- **Be sure that group leaders inform their participants that we are a smoke-free environment and that no type of tobacco will be allowed. Absolutely no alcohol is allowed on camp property.**

Cancellations Due to Weather

Camp St. Croix programs are designed and developed to be conducted in all weather conditions. Please dress appropriately and bring outerwear for all types of weather. Any programs cancelled for threat of severe weather will be done so by Camp St. Croix staff the day of the scheduled event.

If a program is cancelled due to severe weather conditions all possible efforts will be made to reschedule the event for another date within the school year calendar to which it was originally scheduled.

Pro Tip

Teambuilding activities can be set up to meet a variety of group goals & needs. Our group needs assessment form, found at the end of this packet, helps camp to create a program that fits your group, please submit this form 2 weeks prior.



Camp Forms & Resources

Included In this Section:

*Participant Concerns

*Room Set-Up Request

Only need to complete if specific room set up or equipment is required during your stay.

*Group Needs Assessment

This form only needs to be completed if your group is participating in camp led team-building activities.

Release, Indemnification & Hold Harmless Agreement (Waiver)

Needs to be signed by each participant (or guardian if under 18) prior to you camp stay. Please submit to camp staff upon your arrival to camp.

Health Form

This is for your own use. It is required by camp that the group leader keeps a record of all of their participant's names, emergency contact info and emergency medical information. Please feel free to use our form or one of your own.

What to Bring List

This is a suggested packing list to distribute to your group, prior to coming.

Camp St Croix Map & Directions to Camp

***These forms need to be returned to Maddie Lund, Event Coordinator,
2 weeks prior to arrival**

Submit Form 2 Weeks Prior to Arrival

Participant Concerns

Please include specific examples of: **Dietary restrictions and food allergies.**

Additional Information helpful to Team Building groups: Reading/writing difficulties, behavioral or mental limitations or problems, along with any physical limitations or health concerns.

(Please copy additional pages if necessary.) Thank You.

Group Name:		Contact Person:	
Dates Attending:		Phone:	

Participant Name	Needs and/or Concerns (please be specific with food concerns)

Submit Form 2 Weeks Prior to Arrival

Room Set-up

Group Name:		Contact Person:	
Dates Attending:		Phone:	

<i>Chairs:</i> No Yes #	Arrangement:
<i>Tables:</i> No Yes #	Arrangement:
<i>Audio or Visual Equipment</i> (Please reserve prior to arrival; limited availably):	
<i>Additional Information:</i>	

Submit Form 2 Weeks Prior to Arrival

Team Building at YMCA Camp St. Croix

Group Needs Assessment

In order to create a Team Building program to meet the specific needs of your organization, we would like to learn more about you, your group members, your organization and your goals. **Please return this form within two weeks of your program date.** Someone from our Team Building staff will be in contact with your group leader to follow-up with your program needs.

What is the background/purpose of your group? (i.e. How long has the group been together? What is the mission

Group Name:	Group Leader:
Email:	Phone:
Program Date:	Best Time To Call:

of your program? How long will they be together?) _____

What are the specific goals for your Team Building Program? Please be specific, as your information will allow us to tailor a program to meet your needs. If possible, please discuss any specific issues you feel need to be addressed (e.g. communication, cooperation, trust, leadership, getting to know other members, personal challenge, positive risk taking, etc.) _____

What long-term outcomes would you like to see the group maintain after coming out to Camp St. Croix?

Has your group or any of its members had other Teambuilding experiences?

(If possible, please describe which programs. These experiences would include: group games, team initiatives, high ropes, indoor and/or outdoor climbing, conflict resolution and leadership training.) ____ No. ____ Yes, please explain.

What information will be given to participants about this program? (i.e. Explanation of program content, dressing for the weather, working in small groups, whether or not the group will be doing any high obstacles, etc.)

Please remind participants that they must wear CLOSED TOED SHOES to participate in the activities.

RELEASE, INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

In consideration of participating in YMCA activities, and for other good and valuable consideration, I hereby agree to release and discharge from liability arising from negligence YMCA Greater Twin Cities (hereinafter referred to as YMCA) and its owners, directors, officers, employees, agents, volunteers, participants, and all other persons or entities acting for them (hereinafter collectively referred to as "Releasees"), on behalf of myself and my children, parents, heirs, assigns, personal representative and estate, and also agree as follows:

1. I acknowledge that participating in YMCA activities involves known and unanticipated risks which could result in physical or emotional injury, paralysis or permanent disability, death, and property damage. Risks include, but are not limited to, broken bones, torn ligaments or other injuries as a result of falls or contact with other participants; death as a result of drowning or brain damage caused by near drowning in pools or other bodies of water; medical conditions resulting from physical activity; and damaged clothing or other property. I understand such risks simply cannot be eliminated, despite the use of safety equipment, without jeopardizing the essential qualities of the activity.
2. I expressly accept and assume all of the risks inherent in this activity or that might have been caused by the negligence of the Releasees. My/My child's participation in these activities is purely voluntary and we elect to participate despite the risks. In addition, if at any time I believe that event conditions are unsafe or that I or my child are unable to participate due to physical or medical conditions, then I will immediately discontinue participation.
3. I hereby voluntarily release, forever discharge, and agree to indemnify and hold harmless Releasees from any and all claims, demands, or causes of action which are in any way connected with my/my child's participation in these activities, or our use of their equipment or facilities, arising from negligence. This release does not apply to claims arising from intentional conduct. Should Releasees or anyone acting on their behalf be required to incur attorney's fees and costs to enforce this agreement, I agree to indemnify and hold them harmless for all such fees and costs.
4. I represent that I have adequate insurance to cover any injury or damage I or my child may suffer or cause while participating in this activity, or else I agree to bear the costs of such injury or damage myself. I further represent that I/my child have no medical or physical conditions which could interfere with our safety in these activities, or else I am willing to assume – and bear the costs of – all risks that may be created, directly or indirectly, by any such condition.
5. In the event that I file a lawsuit, I agree to do so in the state where Releasees' facility is located, and I further agree that the substantive law of that state shall apply.
6. I agree that if any portion of this agreement is found to be void or unenforceable, the remaining portions shall remain in full force and effect.

Parent/Guardian Authorization Section Transportation/Medical

1. In the event that I/my child need immediate medical attention for injuries received while participating in a YMCA program, I authorize the YMCA staff to give me or my child reasonable first aid, and to arrange transport of myself or my child to a health care facility for emergency services as needed.
2. I give permission for myself and/or my child to be transported by the YMCA as needed for field trips, inclement weather, or late pick up. I also give my permission to participate in walking field trips.
3. I also give permission for myself or my child to enter Canada with the YMCA. I also understand that I/my child will need to bring our passport to camp if the trip involves such travel to Canada.
4. I hereby acknowledge that the YMCA will assume that either parent of the child may pick up the child at any time during the program unless there is pertinent court documentation on file at the YMCA that indicates otherwise.
5. I agree to the release of any records necessary for treatment, referral, billing or insurance purposes. The YMCA receives medical information on campers/ participants that may need to be shared with medical providers.
6. If I or my child requires use and administration of an epi-pen, prescription or over the counter medication, it is my responsibility to ensure that the epi-pen and/or medication are on me or my child or within our personal belongings every day of the program. If YMCA staff is required to administer and use the epi-pen and/or medication, I agree to forever release and discharge the YMCA and its directors, officers, and employees from any and all liability arising out of or resulting from use or administration of the epi-pen and/or medication.

General

1. I hereby release all pictures of myself or my child taken by the YMCA for promotional purposes and programming materials including the YMCA website.
2. I give my permission for the YMCA to administer sunscreen as needed.
3. I acknowledge that certain sections of this waiver may not apply to me and/or my child and the programs or activities that we have chosen but agree to be bound by any applicable language.

By signing this document, I agree that if I or my child is hurt or our property is damaged during participation in these activities, then I or my child may be found by a court of law to have waived our right to maintain a lawsuit against the parties being released on the basis of any claim for negligence.

I have had sufficient time to read this entire document and, should I choose to do so, consult with legal counsel prior to signing. Also, I understand that this activity might not be made available to me or that the cost to engage in this activity would be significantly greater if the YMCA did not utilize waivers as a method to lower insurance and administrative costs. I have read and understood this document and I agree to be bound by its terms.

Group Name _____ Date(s) on Site _____

Signature _____ Print Name _____

Address _____ City _____ State _____ Zip _____

Telephone () _____ Date _____

PARENT OR GUARDIAN ADDITIONAL AGREEMENT (Must be completed for participants under the age of 18)

In consideration of _____ (PRINT minor's names) being permitted to participate in this activity, I further agree to indemnify and hold harmless Releasees from any claims alleging negligence which are brought by or on behalf of minor or are in any way connected with such participation by minor.

Parent or Guardian _____ Print Name _____ Date _____

Health Form

All group Leaders must have a record of their participants
Health Record and Emergency Contacts

(This will not be collected by Camp, you may use any type of format)

Participant's Name: _____ Date of Birth: _____

Age: _____ Height: _____ Weight: _____ Gender: M F

Parent/Guardian Name(s): _____

Street Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____ Alternate Phone: _____

Primary Doctor: _____ Phone: _____

Insurance Provider: _____ Policy #: _____

Date of last tetanus Booster: _____

Emergency Contact (if unable to contact parent)

Name: _____ Relationship: _____

Primary Phone: _____ Alternate Phone: _____

Health Information

YES or NO. If yes, please give details

Is the participant taking any medications?	
Does the participant have any allergies?	
Does the participant have a history of heart problems?	
Does the participant have a history of seizures?	
Has the participant had any recent injuries?	
Does the participant have special dietary needs?	
Does the participant have asthma?	
Does the participant have diabetes?	

Is there any other information regarding the participant that the group leader should be aware of or could prevent the participant from taking part in any camp/retreat activities?

What To Bring List

The following is a list of items that you may consider bringing to camp for overnight programs.

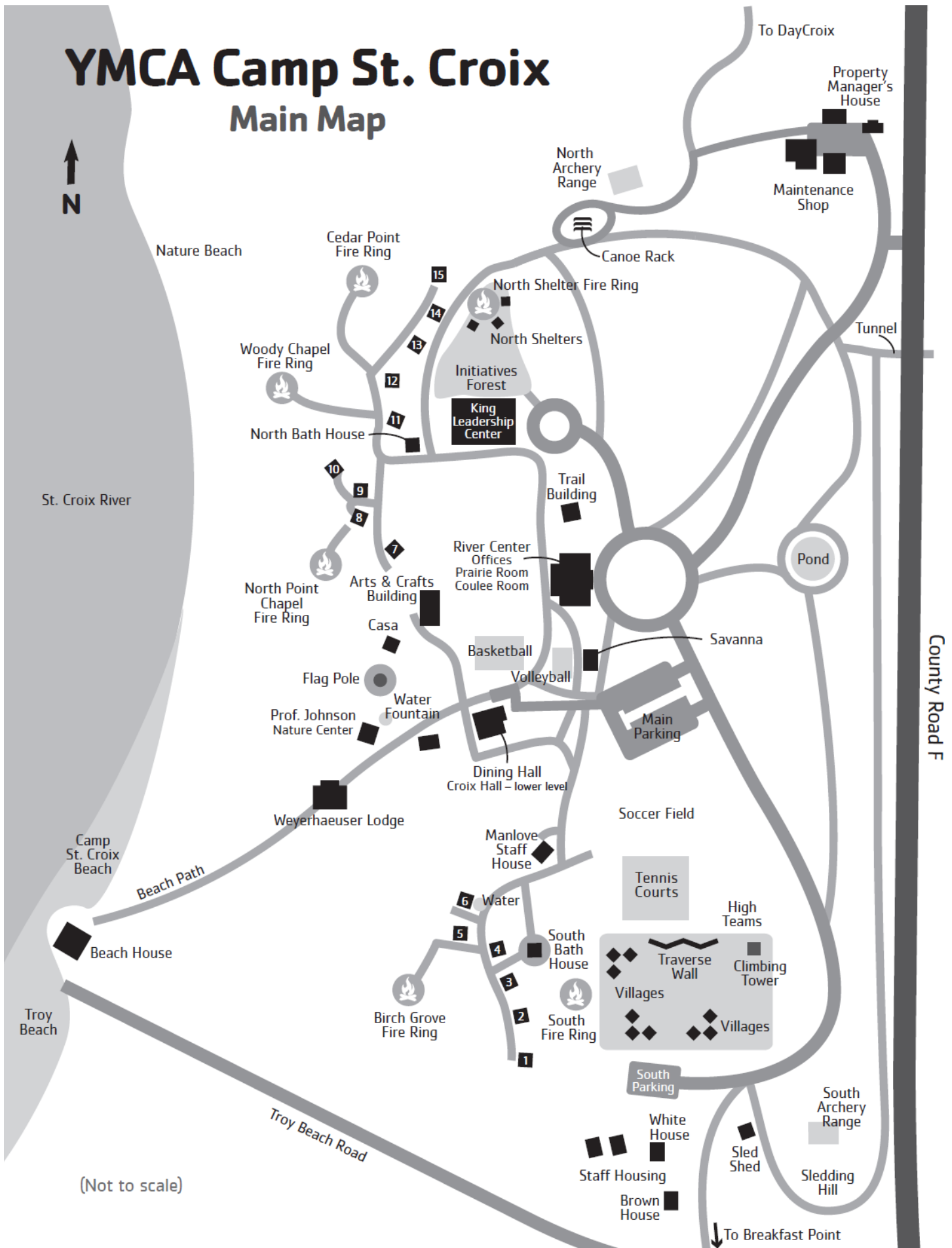
<p><u>Day Groups:</u></p> <p><input type="checkbox"/> Boots if hiking (waterproof) Note: Tight boots cause cold feet!</p> <p><input type="checkbox"/> Hat (if needed)</p> <p><input type="checkbox"/> Jacket</p> <p><input type="checkbox"/> Jeans</p> <p><input type="checkbox"/> Shoes (close-toed for Team Building)</p> <p><input type="checkbox"/> Extra Socks</p> <p><input type="checkbox"/> Travel/Coffee Mug (Adults Only)</p> <p><input type="checkbox"/> Camera</p> <p><input type="checkbox"/> Water Bottle</p> <p><u>All Seasons:</u></p> <p><input type="checkbox"/> Boots (waterproof) Note: Tight boots cause cold feet!</p> <p><input type="checkbox"/> Hat (if needed)</p> <p><input type="checkbox"/> Jacket</p> <p><input type="checkbox"/> Jeans</p> <p><input type="checkbox"/> Journal, Pencils</p> <p><input type="checkbox"/> Pajamas</p> <p><input type="checkbox"/> Rain Poncho / Rain Coat</p> <p><input type="checkbox"/> Shirts (long and short sleeve)</p> <p><input type="checkbox"/> Shorts (if warm enough)</p> <p><input type="checkbox"/> Shoes (close-toed for Team Building)</p> <p><input type="checkbox"/> Socks</p> <p><input type="checkbox"/> Sweater</p> <p><input type="checkbox"/> Underwear</p> <p><input type="checkbox"/> Travel/Coffee Mug (Adults Only)</p> <p><input type="checkbox"/> Water Bottle</p> <p><u>Winter Gear:</u></p> <p><input type="checkbox"/> Long Underwear (top and bottom)</p> <p><input type="checkbox"/> Mittens (2 pair)</p> <p><input type="checkbox"/> Scarf</p> <p><input type="checkbox"/> Shoes (extra pair for boot room)</p> <p><input type="checkbox"/> Snowsuit or Snow pants</p> <p><input type="checkbox"/> Stocking Cap (not earmuffs)</p> <p><input type="checkbox"/> Sweater, Turtleneck, or Vest</p> <p><input type="checkbox"/> Winter Boots (with liners)</p> <p><input type="checkbox"/> Winter Coat or Parka</p> <p><input type="checkbox"/> Wool Socks (at least 2 pair)</p>	<p><u>Sleeping Gear:</u></p> <p><input type="checkbox"/> Pillow</p> <p><input type="checkbox"/> Sleeping Bag</p> <p><input type="checkbox"/> or bedding for a twin size bed</p> <p><u>Optional Items:</u></p> <p><input type="checkbox"/> Binoculars</p> <p><input type="checkbox"/> Day Pack or Waist Pack</p> <p><input type="checkbox"/> Camera*</p> <p><input type="checkbox"/> Flashlight</p> <p><input type="checkbox"/> Insect Repellant</p> <p><input type="checkbox"/> Sunglasses</p> <p><input type="checkbox"/> Sunscreen</p> <p>*Please do not send expensive cameras.</p> <p><u>Personal Items:</u></p> <p><input type="checkbox"/> Comb / Brush</p> <p><input type="checkbox"/> Deodorant</p> <p><input type="checkbox"/> Hair Ties</p> <p><input type="checkbox"/> Shampoo</p> <p><input type="checkbox"/> Soap</p> <p><input type="checkbox"/> Toothbrush / Toothpaste</p> <p><input type="checkbox"/> Towel and Washcloth</p> <p><u>Please Leave At Home:</u></p> <p>Candy, Food, Gum, Pop, Snacks</p> <p>CD / Music Players</p> <p>Curling Irons / Hair Dryers</p> <p>Electronic Games</p> <p>Fireworks</p> <p>Knives/Hatchets/Guns</p> <p>Weapons of any kind</p> <p>Pets</p> <p>Radios / TVs</p> <p>Anything else not allowed at school</p> <p>Personal sports equipment</p> <p>Remember: In wintertime, wool or fleece is best! Layers of clothing will keep you warmer. Climbers have a saying, "Cotton Chills". Wet cotton clothes will make you cold.</p>
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YMCA Camp St. Croix is NOT responsible for lost or stolen items!

Please check the Lost and Found Box in the River Center prior to your departure.

YMCA Camp St. Croix

Main Map



(Not to scale)

How to Get To YMCA Camp St. Croix

From The West:

Travel east on I-94 from St. Paul into Wisconsin. After crossing the St. Croix River, take Exit 2 (County Road F and Carmichael Road). Turn right (south) on Carmichael Road and travel about 1.5 miles. Camp St. Croix is on the right side shortly after Coulee Trail Rd. (Co. Rd. FF). The main entrance is across from River Crest Elementary School. The North Property/RCU Discovery Center is a 1/2 mile before the main camp entrance.

From The East:

Travel west on I-94 to Exit 2 (County Road F and Carmichael Road). Turn left (south) on Carmichael Road and travel about 1.5 miles. Camp St. Croix is on the right side shortly after Coulee Trail Rd. (Co. Road FF). The main entrance is across from River Crest Elementary School. The North Property/RCU Discovery Center is a 1/2 mile before the main camp entrance.

