



SUMMER 2023
FAMILY PACKET



HAPPY HOLLOW CHILDREN'S CAMP

FOUNDED IN 1951

Dear parent/guardian,

Thank you for your interest in Happy Hollow Children's Camp, Inc. For 70 years, we have served families of Marion, Boone, Hamilton, Hancock, Hendricks, and Morgan counties. The camp experience combines recreational and educational programming centered on nature and the outdoors for children between the ages of 7 and 14. Our camp in Brown County, Indiana is 850 acres and includes a private lake for swimming, boating, and fishing. Children are housed in cabins with two staff and 6 to 9 campers each.

Happy Hollow Children's Camp Goals:

- Campers learn about and enjoy the outdoors.
- Campers are educated on safe and healthful living.
- Staff model the constructive use of leisure time.
- Unique personalities of each camper are developed and celebrated.
- Campers and staff practice democratic group living.
- Campers explore values and meanings.

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615 N Alabama St, Ste 134, Indianapolis, IN 46204 | www.happyhollowcamp.org

(317) 638-3849 (P) | (317) 686-0195 (F) | Info@happyhollowcamp.org

CAMP ENROLLMENT INFORMATION

The following forms are required to complete each child's enrollment.

- Application Form
- Summer Food Service Form
- Scope Forms
- Health History Form (parent's information)
- Green Physician Form (see more in Camper Health & Safety)
- Parent Contract
- Bully Prevention Contract (one per child)
- Behavior Expectations Contract (one per child)

Campers are enrolled on a first come, first served basis. Happy Hollow Children's Camp is limited to 112 campers per week (64 males and 64 females). When all camp weeks are full, all other applicants will be placed on a waiting list. Enrollment will close one week prior to each camp week.

Your child's spot will be reserved once a completed registration packet and payment are received at our Indianapolis office or through our online registration system. For more information or assistance in enrolling your child, please visit our website at www.happyhollowcamp.net or contact our office at (317) 638-3849 or at Info@happyhollowcamp.net.

If the parent/guardian chooses to withdraw a camper after being enrolled, a refund will be made less a \$25 administrative fee if the parent/guardian notifies the Indianapolis office within no less than one week (7 days) in advance. No refunds will be made if the camper is withdrawn within 7 days of the opening day of the camp week or if the camper does not check-in on opening day.

Following check-in for each session, the Camp Director is required to reach out to all guardians to verify the status of all absent campers. If unable to reach guardians or emergency contacts of campers within a 24 hour period, the director is required to contact DCS.



CAMP CHECK-IN/OUT & TRANSPORTATION

At the start of each camp week, campers are transported by bus from our Indianapolis office to our 850 acre camp in Brown County, Indiana.

CHECK-IN	
Where	June 18-23: St. Paul's Episcopal Church at 6050 N Meridian St, Indianapolis, IN 46208. All other weeks: 615 N Alabama St, Ste 134, Indianapolis, IN 46204 (enter via the rear south
When	Opening day, 1:00 - 2:00pm (bus departs at 2:15pm– parents must stay with their child until departure)
Please have all paperwork completed before check-in, including the camper application and camp payment.	

CHECK-OUT	
Where	June 18-23: St. Paul's Episcopal Church at 6050 N Meridian St, Indianapolis, IN 46208. All other weeks: 615 N Alabama St, Ste 134, Indianapolis, IN 46204 (park in the north lot)
When	11:15am - 12:15pm
Individuals must be authorized on the child's check-out list, and photo ID is required. All personal items and medications will be collected at check-out	



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WHAT TO EXPECT

Happy Hollow Children's Camp is accredited by the American Camp Association - a national organization that assesses program and property safety and the effectiveness of camps. All activities are conducted under the guidance of camp staff that have been trained in conducting the activity. Certified lifeguards are on duty during all activities at the lake and life-jackets are worn during all boating activities. Staff are trained in first aid and CPR, and a nurse is available at camp each week.

Activities generally include:

- Waterfront activity (swimming or boating)
- Arts & crafts
- Nature Study
- Campouts/sleepouts
- Picnic lunches
- Archery
- Gaga Ball
- Campfires
- Outdoor cooking
- Horseback riding
- Challenge course
- High ropes course

Some activities may be limited to older groups due to scheduling or other reasons. Each camper is expected to hike with his/her group to and from activities as needed on our 850-acre property.

Those not wishing to be in the outdoors or hike with the group will need to discuss this with camp staff prior to applying for camp.

TYPICAL CAMP DAY

Daily schedules will vary throughout the week, but below is an average day at camp. Campers will rotate through the various camp activities throughout the week.

7:15-8:00	Wake up
8:15-9:00	Breakfast
9:15-10:30	Rotation 1 (canoeing, high ropes, etc.)
10:45-12:00	Rotation 2 (archery, swimming, etc.)
12:30-1:00	Lunch
1:15-2:15	Rest Hour
2:30-3:45	Rotation 4 (arts & crafts, basketball, etc.)
4:00-5:15	Rotation 5 (horseback riding, creek hike, etc.)
5:30-6:30	Dinner
7:15-8:30	Campfire
10:00	Lights Out



WHAT TO BRING

Please bring the following items with you to camp each week. Please label all items.

- Clothing (shorts, shirts, underwear, socks, pajamas, etc.) for 6 days
- Swimsuits
- Athletic shoes
- Jeans or long pants
- Jacket or raincoat
- Toiletries (soap, toothbrush, toothpaste, shampoo, deodorant, hairbrush/comb, etc.)
- Bug spray
- Towels & washcloths (for swimming and showering)
- Pillow and sleeping bag/bedroll (sheets and blankets)
- Flashlight and batteries
- Medications in the original container with a prescription label (turn in at check-in)

WHAT NOT TO BRING

Please keep anything valuable at home. Items may get dirty, broken, or lost.

- Electronics/cell phones
- Alcohol, tobacco, vaping devices or other drugs
- Personal sports equipment
- Weapons (including pocket knives)
- Food or snacks
- Gang apparel

CELL PHONES

Campers should keep all electronics, including cell phones, at home. We want kids to have opportunities to connect— with friends, with staff and with nature. If you need to contact your camper, please call the camp office.

LOST ITEMS

We encourage campers to keep track of their items throughout the week, but we understand things can get lost. If you believe an item has been left at camp, please contact our Indianapolis office to see if it has been located. We will hold items for two weeks before donating them to a local organization.



CAMPER HEALTH & SAFETY

Camper Physical

Due to the physical size of the camp and emphasis on outdoor experiences, it is important that campers understand a lot of hiking and strenuous activity can take place. A physical examination by a licensed medical practitioner is **required prior** to attendance at camp: the green physical form included in this application must be used for the physical and **must be completed by a licensed medical practitioner**. Be sure to complete the first three pages of the physical form including immunization record.

Camper Illness/Injured

If a camper becomes ill or injured (beyond needing a band aid) while at camp, we will contact the child's parent/guardian to pick-up the child from camp. Please have a pick-up plan in place in case this occurs.

No Nit Policy

Head lice is a communicable disease that can spread to others. The no nit policy is a public health standard intended to keep children lice and nit free in school, camp, and other areas where children gather. On opening day at check-in, all campers will be screened for head lice. Any camper found with head lice or nits will not be able to attend camp. The camper will be temporarily moved to another session. The child's guardian or a medical personnel must treat the child. Additionally, the child's bedding and clothing must be treated. After treatment, if no lice or nits are found, the child may attend camp. For more information and proper treatment procedures about head lice please visit www.ridlice.com or call 1-800-RID-LICE.

Daily Meals

At Happy Hollow Children's Camp, we are proud to exceed the USDA regulations regarding nutrition standards for campers. Cereal is always provided as an option at breakfast, along with a hot option. For lunch and dinner, meals may include items like hamburgers, chicken patties, or pizza. A fruit or vegetable is always served with every meal.



Food Allergies

If your child has any food allergies that camp staff need to be aware of, please make sure you include that on your health history form. Health history form must be turned in at least a week in advance.

Accommodations

Our goal is to create an inviting and welcoming environment for all at Happy Hollow Children's Camp. If you feel your child needs specific accommodations for their camp week, please contact the Camp Program Director to ensure the camp environment can allow the child to have a successful and fulfilling experience.



CAMP STAFF

Staff Training

Before supervising campers, all camp staff receive two weeks of in-depth training that includes camper safety training, like CPR and first aid, along with training on how to implement quality programming and behavior management. All camp staff are fully prepared to create a memorable camp experience as soon as the campers arrive.

Staff:Child Ratios

During the camp day, two staff are always present with a group of campers. 80% of the camp staff are over the age of 18. All staff are 16 and older, and each counselor must be at least 4 years older than the camp group they supervise. The camp staff will follow the ratios below.

Camper Age	Number of Campers	Number of Staff
6-8 years old	6	1
9-14 years old	8	1
15-18 years old	10	1



FAMILY COMMUNICATION

Due to limited phone lines, campers are not able to call home. If you need to reach your child in an emergency, please contact the camp office at (812) 988-4900, and we will relay the message.

Mail is always a great thing to receive at Camp. Please keep it positive and uplifting. It does take a few days to reach camp - you may want to mail any letters prior to your child's departure for camp. Mail clearly marked with the camper's name may be sent to:

Attn.: [Camper's Name]
Happy Hollow Camp
3049 Happy Hollow Rd.
Nashville, IN 47448

We will be using SmugMug to share photos and videos of the camp week! Please visit www.HappyHollowCamp.smugmug.com to follow along and view photos of your child's experience at camp!

HOME SICKNESS

We know staying away from home has the potential to cause anxiety for both campers and families. If you are concerned about home sickness, we encourage campers to bring a photo or stuffed animal from home to provide comfort. Our staff will make the best effort to redirect campers and provide engagement. If a child is struggling with home sickness, we will contact the parent/guardian for guidance and next steps.



PARENT CONTRACT (signed at time of registration)

1. The HHCC reserves the right to deny participation to any activity, or overnight in which the HHCC, in its sole discretion, deems the participation or presence of the camper would be dangerous or distracting to the camper, to other campers, or to staff members.
2. For the safety and general welfare of all campers, the HHCC reserves the unrestricted right to dismiss the camper and terminate the enrollment of the camper if his or her conduct or influence, in the sole opinion of the HHCC is not in the best interests of the HHCC or other campers without providing any refund.
3. For the benefit of the camper, the HHCC should be made aware of any treatment for emotional, neurological, physical or psychiatric disorders and/or any restrictions of the camper's activities and the Parent agrees to give written notice to the HHCC of any such conditions. If the camper presents a risk to himself/herself or others, the camper may be discharged at the sole discretion of the HHCC.
4. Medical forms and Authorization for Medical Treatment must be submitted to the HHCC prior to June 1, 2018. These forms will be reviewed Medical Professionals to determine which camp session they may attend. The camper will not be allowed to begin camp without up-to-date and complete medical forms and Authorization for Medical Treatment on file with the HHCC.
5. If the HHCC determines (up and including check in day) that it cannot provide adequate supervision or facilities for your child, it reserves the right to terminate enrollment of such campers.
6. The HHCC has the right to share medical information with all staff members whenever the HHCC deems necessary.
7. If the camper has Asthma medication medical personal may refer them to our Asthma Camp.
8. Due to the overwhelming number of requests for campers to be grouped with their friends, it is not possible to honor all requests. The HHCC will therefore be able to process one request per camper. The HHCC shall have the sole right to make final determinations as to bus assignments and grouping arrangements for all campers.
9. The HHCC will not be responsible for loss of valuables or personal articles including, but not limited to, cash, jewelry, clothing, electronic devices and athletic equipment.



PARENT CONTRACT CONT'D

10. The HHCC shall have the right to terminate this Agreement in the event that the Parent has made any misrepresentation on the camper registration or medical form. The HHCC will not make refunds if this occurs.
11. The Parent executing this Agreement acknowledges and agrees that if the camp season is cancelled or shortened due to Acts of God (by way of example and without limitation: flood, hurricane, earthquake, tornado or other natural disaster), war, terrorism, strike, order of civility, epidemic illness or any other reason beyond the HHCC's control or if the HHCC determines not to open camp or to terminate the camp season before the scheduled closing date of the camp season, the HHCC shall not be liable for any consequential or other damage of any kind or nature. The refund of tuition, if any, in whole, or in part, shall be in the sole discretion of the HHCC.
12. Happy Hollow reserves the right to cancel or modify any camp program because of insufficient enrollment. The HHCC may, at the HHCC's sole discretion, attempt to accommodate registered campers in alternate programs operated by the HHCC.
13. This Agreement constitutes the full understanding of the parties hereto and no change, modification or waiver of any of the terms shall be effective unless in writing and signed by the Parent and by an authorized representative of the HHCC.
14. The Parent who signs this agreement represents that he/she has full authority to do so and will be responsible for payment of all camp fees.
15. I hereby grant permission for my child to participate in the activities of Happy Hollow Children's Camp, Inc. [HHCC]. I recognize that, while precautions will be taken for the safety of my child and other campers, children's outdoor camping includes physical activity and no activity can be rendered completely without risks. My child will be expected to participate in activities chosen by his/her group and to cooperate with and be courteous to fellow campers as well as staff and volunteers. I understand that inappropriate behavior will not be tolerated and that my child may be barred from future participation and/or returned home for serious reasons (fighting, failure to follow rules, etc.). I release and hold harmless HHCC, its board, staff, agents, and volunteers from any damage resulting from the actions of my child. I also grant permission to staff, volunteers, or agents of HHCC to transport my child as necessary for reasons of the camping program or safety while attending HHCC.



PHOTO RELEASE (optional):

I hereby give permission for my child to be interviewed, photographed, videotaped, and/or recorded while participating in the programs of Happy Hollow Children's Camp, Inc. and for her/his image/comments to be used for purposes of camp reporting, promotion, advertisement, or illustration. Use of any such photographs, videotapes, or interviews may include, but are not limited to, use on Internet Web sites promoting or reporting on American Camp Association or Happy Hollow Children's Camp, Inc.

CAMPER FUNDING RELEASE (OPTIONAL):

Happy Hollow receives donations to fund our program. Our funders often request data about our campers. For Happy Hollow to receive grant funding for camp programs, I hereby authorize Happy Hollow Children's Camp to release the following information: Child's name and last initial, address, dates attended camp and camp evaluation. I understand that the information will be handled confidentially will all applicable federal laws. I understand that I revoke the authorization at any time by written, dated communication.

**BEHAVIOR RULES AND EXPECTATIONS
PARENT AND CAMPER CONTRACT
(signed at time of registration)**

We agree that the child will be expected to follow rules and expectations while on or off camp property in which the behavior may reasonably carry-over into the camp setting and/or interfere with the safety of all campers attending Happy Hollow Children's camp. These expectations help to ensure a pleasant experience for all of our campers, volunteers, and staff.

CAMP RULES APPLY FROM CHECK-IN UNTIL CAMPER IS PICKED UP.

BEHAVIOR RULES AND EXPECTATIONS

- Treat all others with courtesy and respect.**
- Fighting is not allowed.**
- Use appropriate language (no cursing).**
- Everyone helps to keep camp clean.**
- Everyone is expected to take turns with chores.**
- Everyone participates in activities chosen by the cabin group.**
- The buddy system is used for safety.**



BUS RULES (signed at time of registration)

All camp rules expectations apply during transportation to and from camp. In addition, the following rules apply:

- 1. Campers may not enter or leave the bus without permission from a staff member.**
- 2. Eating, drinking, or use of electronic devices is not permitted on the bus.**
- 3. All campers are to remain seated, facing forward, with head and hands inside the bus at all times.**
- 4. Yelling on the bus or outside the bus or anything that might distract the bus driver or cause harm to another bus rider is not allowed.**

We, the undersigned, acknowledge and understand the expectation and potential consequences for my child in the above parent and camper contract. We further understand that if my child demonstrates and/or participates in inappropriate behavior, the behavior will result in the following disciplinary action:

1st Offense: The Camper will be reported to camp administrator. The Parent/Guardian will be contacted to discuss the situation.

2nd Offense: The Camper will be reported to a camp administrator and will be required to leave camp.

Parent/Guardian will arrange for the transportation for my child to leave camp and return home. If Parent/Guardian or emergency contacts cannot be reached within a 24 hour period of time a Happy Hollow Children's Camp Inc. administrator has the right to contact Child Protective Services.



**HAPPY HOLLOW CHILDREN'S CAMP BULLY PREVENTION
PARENT AND CAMPER CONTRACT
(signed at time of registration)**

We agree that he/she/they will not participate or engage in any bullying activity on or off camp property in which the conduct may reasonably carry-over into the camp setting and/or interfere with the safety of all children attending camp.

We understand the definition of bullying as:

- Any aggressive or negative gesture, or written, verbal or physical act that places another student in reasonable fear of harm to his or her person or property;
- Any aggressive or negative gesture, or written, verbal or physical act that has the effect of insulting or demeaning any camper in such a way as to disrupt or interfere with the Happy Hollow mission;
- Any assertion of physical or psychological power over, or cruelty to, another camper;
- Any behaviors including but not limited to pushing, hitting, threatening, name-calling or other physical or verbal conduct of a belittling or intimidating nature;

We, the undersigned, acknowledge and understand the expectation and potential consequences for my child in the above parent and camper contract. We further understand that if my child demonstrates and/or participates in bullying behavior, the behavior will result in the following disciplinary action:

- 1st Offense: Camper will be reported to a camp administrator. The Parent/Guardian will be contacted to discuss the situation.**
- 2nd Offense: Camper will be reported to a camp administrator and my child will be asked to leave camp.**

Parent/Guardian will arrange for the transportation for my child to leave camp and return home. If Parent/Guardian or emergency contact cannot be reached within a 24 hour period of time Happy Hollow Children's Camp Inc. camp administrators have the right to contact Child Protective Services.

