



# Summer 2024 CAMP



PARENT HANDBOOK



# Welcome to



## Westview's Mission:

Creating a place apart to grow with God in every season.

## Westview's Vision:

Playing outdoors. Building community.  
Transforming lives.



Please make sure that all required forms are completed in UltraCamp 7 days before the start of your campers session.



# Drop Off Times

By last name of transporting family

2:00pm: A-E

2:30pm: F-L

3:00pm: M-S

3:30pm: T-Z



# Check-In

Westview uses a rolling check-in:

**Stop 1 (Front Gate):** You will be greeted at the front gate by a staff person who will check-in your camper and provide you with pertinent information.

**Stop 2 (Health Staff):** You will drop off any medication to Health Staff.

**Stop 3 (Hogan):** Please only spend about 15 minutes assisting your camper in setting up his or her bunk, take a quick picture and a hug goodbye and leave knowing your camper is about to have a fantastic week. We find this helps a camper begin to get acclimated with camp life.

**Please see Mini Camp section regarding Mini Camp Check-In**

# Camper Health Info

Campers may not keep medication with them. All medication must be turned over to health staff during check-in. All medication must be in the original container and placed inside a clear plastic bag, labeled with your camper's name. Emergency medication is carried by the group's counselor.

If your camper has special dietary needs, please contact the camp 14 days before the start of the session.

Westview is a peanut free facility



**Please keep children home if they show signs of illness, including vomiting, diarrhea, rashes or a temperature over 100 degrees.**

**If a camper becomes ill, parents must pick up the sick child immediately.**

**Children must be illness free for 24 hours before returning to camp.**

**please notify the camp within 24 hours if any member of the households develops a communicable disease and immediately for life threatening diseases.**

# Camp Photos

Camp photos will be available through your UltraCamp portal as well as daily social media posts.



# Phone Calls

Westview does not have the infrastructure for campers to make or receive phone calls. In the case of emergencies, you can call the office.

**(804) 457-4210**

While we try to staff the office during business hours, the nature of camp sometimes does not allow that. Please leave a message or email the camp.

**[Info@westviewonthejames.org](mailto:Info@westviewonthejames.org)**

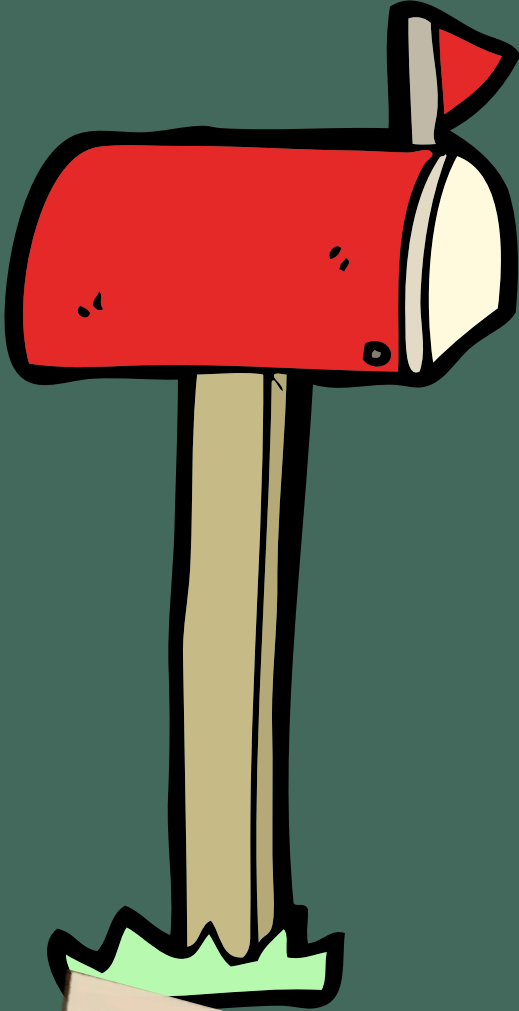


# Camp Store

The Camp Store will be open during Check-Out on Friday.

The store will NOT be open during Check-In. Each camper will get to visit the Camp Store at least once during the week. You can add money to your camper's store account through your UltraCamp portal.





# Camper Mail

Campers love getting mail! While you can mail camper's letters.

**Camper Name & Hogan #**

**1231 West View Rd.**

**Goochland, VA 23063**

We suggest dropping off your letters at the Front Office on your way out of camp.

Please include the camper's name, hogan #, and the day of the week for delivery.

**Please no care packages or food**

*Handwritten cursive text on a piece of paper, partially obscured by the mailbox illustration.*





## **Friday Closing**

**!!!PLEASE NOTE THIS IS A CHANGE!!!**

The Friday Closing is a brief program to wrap up a camper's session of camp. Starting at 2:00pm in the Hogan Hill Shelter, it will begin with a short introduction by the Director, followed by a word from the week's Minister in Residence. The program will conclude with a camp wide song. Prior to and during the program, you and your camper will need to check-out with the staff person at the Check-out Table. Please have your photo ID ready to be compared against the Authorized Pick-Up. We will mark your camper's hand to indicate that they have been checked out by their authorized pick-up. This is also where you will pick up any camper medications. Afterwards, you may go to the hogan and retrieve your campers belongings. You may come as early as 1:00 to pick up your campers gear then wait in the Hogan Hill Shelter for the campers to arrive.

# Mini Camp

Mini Camp **A** (Sunday-Tuesday)

Check-In runs congruent to the rest of camp, please see “Check-In” section.

Check-Out is Tuesday at 6:45pm at Dining Hall parking lot.

Mini Camp **B** (Wednesday-Friday)

Check-In is 9:25am at the Dining Hall parking lot.

Check-Out runs congruent with the rest of camp, please see “Friday Closing” section.



## Early Pick-Up

If your camper needs to leave early for any reason (swim meet, baseball game, doctor’s appointment, etc.) please complete the Early Pick-Up form available in your UltraCamp portal.





# Refunds

If you withdrawal your camper from a session by May 1st, you will be refunded your total payment, minus the \$125 deposit and the \$3.75 registration fee.

After May 1st, no refunds will be issued with the exception of medical reasons, with a physicians note on official letter head, minus the \$125 deposit and the \$3.75 registration fee.

If illness occurs during camp, a prorated refund will be issued minus the \$125 deposit and the \$3.75 registration fee.

No refunds will be issued if a camper leaves due to a behavioral issue. Westview reserves the right to refuse any refund.

Westview reserves the right to cancel any program for which there is insufficient registration for a successful experience.

All refund decisions will be made at the discretion of the Camp Director.



# Behavior Policy

At Westview, we strive to provide a fun, safe, and healthy environment for all campers. To ensure that our camp is operating at the highest quality, and that campers are being cared for in a positive way, the following guidelines have been developed. Camp Staff will promote appropriate behavior through positive reinforcement, firm statements, and redirection of activity. All campers must understand and follow the guidelines set forth. Please review these with your camper.



## **Campers Should:**

- Treat others in a respectful manner
- Follow camp, pool, and hogan rules
- Follow camp staff instructions
- Treat equipment and supplies with care and respect
- Make an effort to participate in the camp program

## **Examples of unacceptable behavior:**

- Refusing to follow camp rules
- Using profanity, vulgarity, or obscenities
- Stealing or damaging camp and personal property
- Leaving a program area without permission
- Teasing or bullying
- Fighting of any kind

# Packing List

Westview suggests that campers bring their gear in a hard sided container. \*

- Sleeping bag and/or sheets & blankets (twin bed size)\*
- Pillow
- Toothbrush and Toothpaste
- PJs
- Long Pants (1 pair)
- Shorts (at least 5 pair)
- Shirts (at least 5 short sleeve, 1 long sleeve)
- Socks (at least 1 pair per day)
- Underwear (at least 6 pair)
- Swimsuit (appropriate for physical activities)
- **Water Bottle (bringing an extra is encouraged)**
- Rain gear (jacket or poncho)
- Beach Towel
- Closed-toe athletic shoes
- Shower shoes
- Sandals with heel strap (optional)
- Flashlight or head lamp
- Bug Repellent
- Sunscreen
- Bag for dirty cloths
- Tote bag/backpack for pool and shower items
- Stamps and post cards/stationary items
- Bible (first time campers will receive a Bible)



\*Adventure camp: Soft sided duffle and sleeping bag (no sheets)

**This list is designed for a week long stay, please adjust for a half week for Mini Camp**

# Welcome to Westview on the James

We look forward to sharing our camp with your camper and spending a week of fun and excitement in Christian fellowship and outdoors adventure.

