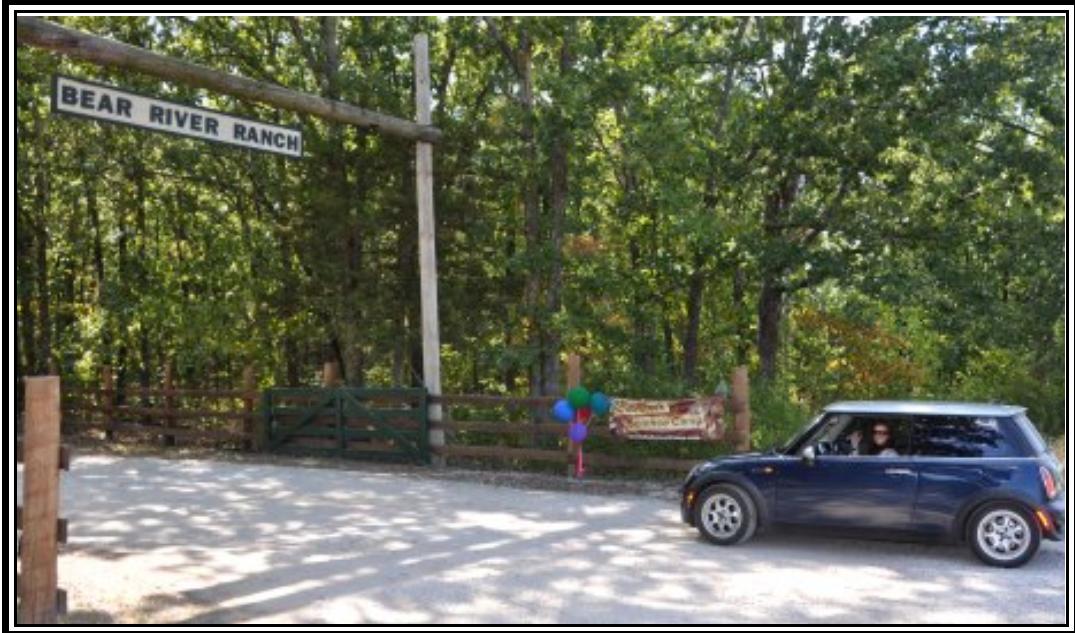


# Cub Creek Science Camp



## Parent Handbook

**WELCOME**



Cub Creek Science Camp started over 20 years ago as a dream of mine and my husband, Scott, to create a truly unique summer program that focused on the natural curiosity of children as it related to nature, science and animals. It started with 10 campers per week for 3 weeks, in a rented facility, offering 20 hands on activity choices and a few small animals. We now serve over 1,000 campers each summer, from nearly every state and several foreign countries. We have our own beautiful facility, offer over 100 different activity choices and are home to over 100 different species of animals.

As parents, we know you have many options when it comes to choosing a camp for your child. We are happy you chose to trust Cub Creek Science Camp and we want you to know that we will take care of your children as if they were our own! We hope that this handbook offers answers to your questions and will serve as a guide through your camp experience. If at any time you need further clarification, or just a reassuring voice, please feel free to give us a call. We look forward to sharing a fun filled summer with you soon!

Sincerely,

**Lori Martin**

Lori Martin (and the Cub Creek Crew!)

Owner/Director



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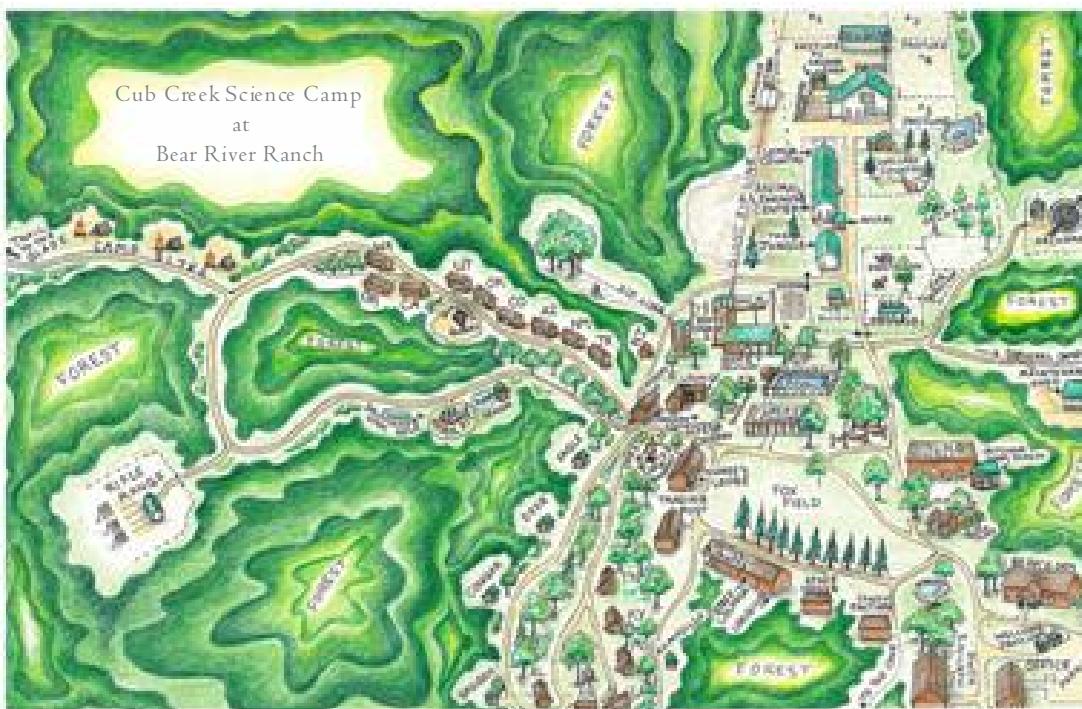
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## CONTACT US:

Cub Creek Science Camp takes place at  
**Bear River Ranch**



### Year around camp address:

Bear River Ranch  
16795 State Route. E  
Rolla, MO 65401

**Office and home phone:** 573-458-2125

**Fax:** 573-458-2126

**Camp e-mail address:** Director@BearRiverRanch.com

**GPS Coordinates:** 38.045613 - 91.865963



**Owners / Directors:** Scott and Lori Martin

**Office Manager:** Dawn Cox

**Program Director:** Mikayla Martin

**Director of Animal Care:** Anna Ulrich

**Asst Director Animal Care:** Megan Smith



**Office Hours:** Monday - Friday 9:00 am - 5:00 pm.

# **GETTING READY FOR CAMP!**

Getting ready for camp is easy! All you need to do is:

- 1. Print off, complete and return all camp paperwork** - found on our website.
- 2. Make arrangements for transportation to camp if traveling by airplane see pgs. 22**
- 3. Go through the packing list (pg. 24) and help your child pack for camp** Make sure that your child is not bringing anything on the “what not to bring” list. **Please do not let your child bring a cell phone** unless they are traveling by airplane.
- 4. Register to send e-mails (pgs. 6-7)**

**CAMP PAPERWORK:** We only have two forms that **must** be completed in order for your child to attend camp, this is our Health and Medication form and our Authorization and Consent form. These forms are available on our website at  
<http://www.mosciencecamp.com/parent-essentials/paperwork>.

If your child will be taking medication while at camp, your child’s doctor will need to sign the Health and Medication form. We require a physician's signature to pass any medication, vitamin or supplement to your child on a scheduled basis. (More information about Medications can be found on page 18.)

\*It is important that you fill out each line of the Health and Consent form and give as much information as possible. In the event of an emergency involving your child at camp, the health form you complete will be given to emergency personnel to help them make treatment decisions.

\*\*The nurse will administer over the counter medicine according to the labeled instructions unless accompanied by a physician’s order. If any over the counter medication is to be administered on a regular basis, a physician’s order should be provided.

\*\*\* All paperwork is due by March 1st.

**DROP OFF TIME** is between 1:00 pm and 3:00 pm on **Sunday**.

Early arrivals are not permitted as our staff will be unavailable until 1:00 pm. Please call the office to make arrangements for late arrivals.

**PICK UP TIME** Parents should arrive between 10:00 and 11:00 a.m. on the last **Saturday** of the session. This is a great time to tour camp and take pictures, so don’t forget your camera! We will serve a picnic lunch from 11:00 - 11:30 on the last day of each session. So plan to stay and enjoy the fun! Camp visitation ends at 12:00 noon to allow our staff a short break before our next camp session begins.

**For the safety of our animals, we must ask that you leave your pets at home.**

**EARLY PICKUP** If your child will need to leave camp early, please call our office at least 24 hours in advance. Early departures should be scheduled between 9:30 am - 7:00 pm. If your child must be picked up outside of this time frame a \$50 fee will be charged. Campers who will be leaving early will be brought to the office with their luggage to meet their parents. No tours will be available. **Photo cd's will incur a postage charge to be mailed to your home address. No camp store refunds are offered to early pick-ups, so please do not deposit more than they will need.**

# KEEPING IN TOUCH WITH YOUR CAMPER!

**E-mail, Letters/Packages and Online Photos**

**Phone Calls are NOT a form of contact.**

## **E-MAIL**

Cub Creek Science Camp has partnered with Bunk1.com. Bunk1 offers a secure, easy to use, summer e-mail service that will let you stay in touch with your campers while they are at camp. By registering with Bunk1, you will be able to send e-mails to your child while they are at camp.

**This is a one way service. Campers will not be responding to you through this e-mail service but may send an e-mail to you through the Bear River Ranch server at no charge.**



We do not use the Bunk 1 photo service. Please see the following section on PHOTOS

### **How to register for Bunk1 service**

To set up a new account and visit our Online Community:

1. Go to our website at **www.BearRiverRanch.com**
2. Click the Parent Essentials Drop-down link
3. Enter your Pre-Approved Registration Code (changes each year)
4. Fill out all the required information
5. Purchase Bunk Note credits (You will need a credit card)

Campers may send outgoing e-mail through the Bear River Ranch system at no charge.

**\*\* For your camper's safety, please do not share the Pre-Approved Registration code.**

### **How do I send a Bunk Note (one-way email) to my camper?**

Once an account has been created you will be able to follow the same link on our home page under the Parent Essentials drop-down link. Sign in and click on the “Send a Bunk Note” button, enter your campers’ name, select the correct cabin, type your message and hit “Send”. You will also be able to view the daily NEWSLETTERS that will be posted to Bunk 1 news.

### **Sending and receiving e-mails:**

E-mails are printed and delivered to campers at Siesta (2pm-3pm). E-mails are not received by campers in real time. E-mails must be sent before 9:30 am in order to be included in that day's mail call. E-mails that campers write are sent out in real time, which is common cause of confusion among our parents.

So . . . If you may receive an e-mail from your child at 12:30 in the afternoon asking why you haven't written, (when you did write them the day before), remember that your child will not receive your note until 2pm.

### **Can other relatives use these services?**

Certainly. Once you have set up your account, you will be able to invite other people to access these services.

### **Why do I have to pay to send Bunk Notes (one-way email)?**

Bunk1 is not a free service for us. Each morning, the Bunk Notes system bundles and sorts the messages for us to print out and distribute to campers. It allows us to easily manage these emails and protects us from computer viruses. Your payment helps us cover the cost of the system, paper, ink and labor and more importantly, frees us to do what we do best - be with your kids! Bunk Note credits cost \$1 each and can be purchases in packs of various sizes.

**What does it cost to send Bunk Notes?** Bunk1 offers several Bunk Note packages.

E-Mail Packages available for one week campers include:

**\$5.00** for 5 Bunk Notes (This will allow parents of one week campers to send one e-mail each day beginning on Sunday. E-mails sent on Sunday will be received on Monday for distribution during the Lunch mail call)

**\$15** unlimited text only Bunk Notes (This option will allow everyone in the household to send as many e-mails as they like during the week. This is perfect if you have more than one child coming to camp or more than one person who will be sending e-mails)

**\$20** unlimited deluxe Bunk Notes (One unique feature about Bunk Notes is its ability to turn an ordinary text message into a fun activity. Bunk Notes allows you to add borders, word searches, and even pictures. Each add on is typically 1 credit. With this package you can include as many add ons as you like to every e-mail)

E-Mail Packages available for campers staying Two weeks or more include:

**\$10** for 10 Bunk Notes

**\$30** for unlimited text only Bunk Notes

**\$45** for unlimited deluxe Bunk Notes

### **What do I do if I lose my username and password?**

You can retrieve it online by going to [www.Bunk1.com](http://www.Bunk1.com) and clicking on the link "Lost Your Password?" (Left side of the page below the sign in button). You will receive an e-mail with your username and password within a few minutes.



## **LETTERS AND PACKAGES**

### **May I send my child a package or a letter?**

We encourage you to write to your child at camp. **Campers love receiving mail from home** (Bunk Notes or regular mail). Regular mail can be slow and may take as much as 5 days to arrive to camp. Sending self addressed stamped envelopes with your child to camp is a good way to encourage them to write.

You are welcome to bring letters or care packages on the drop off day and leave them for us to deliver to your child on the day you designate. There are baskets for each day of the week. This saves postage and ensures that they are delivered on time. Baskets can be found in the office and at the camp store.

If sending food, please limit the amount to what can be eaten in one sitting. **Food is not allowed in the cabins.**



### **When is the package that I sent delivered?**

Packages and mail received at camp are delivered to campers the following day due to the late arrival times of the delivery services. This includes overnight deliveries. If packages or letters arrive after a camper has left, we attempt to return them to sender, but that is not always possible. Packages are not delivered to campers on the last Saturday of each session as the campers will be leaving before noon.

### **What if I don't have time to send a package?**

Custom care packages are available from the camp store. You may call the camp and let us know how much you would like to spend and we can put together a care package for you from items that we sell in the camp store and have it delivered on a specific day. You may also put together a care package from the camp store on check-in day to leave at camp to be delivered on the day you specify.

#### **Address letters and packages to:**

**(Campers Name) and Cabin Name**

**Bear River Ranch**

**16795 State Route E**

**Rolla, MO 65401**



## PHOTOS



### **How do I view pictures?**

There are two ways to view photos taken during your child's camp session. The online web album and a keepsake photo DVD.



#### **Online Web Album:**

Cub Creek employs two photographers and takes well over 1000 pictures each week of camp. Our goal is to have pictures of every course and class that takes place, as well as special events and evening activities. For the privacy of our campers, camp creates a unique web page in which parents can access our summer photos. The address of this web page is given on check-in day as well as sent in email format approximately one week for your camper's session. There is no cost to view pictures.

#### **Photo DVD:**



A DVD with all of the week's photos can be purchased for \$15 for one week or \$25 for two weeks worth of photos and is a great way to keep and share treasured memories from summer camp.

## PHONE CALLS

### **May I call my camper or send them with a cell phone so that they can call me?**

#### **Campers can not make calls OR receive calls while at camp.**

Camp is a place where time is slowed down to a walking pace. It is a place for personal development, interacting with cabin mates, and reflecting on the natural surroundings. Details of day-to-day life are best communicated with a written letter. Letter writing is not mere nostalgia. Composing a letter allows for introspection and gives a young person the time needed to reflect on new surroundings and new experiences. If in the first few days of camp, a camper experiences normal separation anxiety, he or she in all likelihood would turn first to the cell phone, rather than a counselor or cabin mate. A counselor or cabin mate could help her/him get over the temporary feelings while allowing for the development of independence and interdependence which is such an important lesson that can be learned at camp.

**Campers are not allowed to have cell phones at camp.** Campers traveling by airplane may have a phone for the flight. They will check it in with staff upon arrival and it will be kept in the office.

**Keep in mind that sneaking a cell phone into camp (even for emergencies only) is grounds for immediate expulsion from camp without refund of tuition.**



# HOMESICKNESS

## A note to the parents of first time campers about home sickness:

Camp is such a fun place and campers stay so busy that few ever find the time to focus on missing home. But if they do, rest assured that our staff will spend the extra time needed to help them focus on the fun again. Counselors are specially trained to help campers make friends, find fun activities and try new things. The first day of camp is packed with fun and easy get-to-know you games that introduce, include, and connect campers from the very beginning.

As Parents, you can do a lot to prevent or curb homesickness. First, fully inform your child about travel and camp life so they know what to expect. Share ideas with your child about what to do if he/she feels lonely. (Such as; find a friend, get involved in something fun, talk to a counselor, etc..) Let your child know that missing home is normal, and ask him/her what they might do to get through it. Brainstorming ahead of time equips him/her with tools to cope and adjust. Let your child know that it is completely normal to miss home at first, but by getting involved, they will be able to focus on the friends and fun they are having at camp!

While at camp, if a camper is feeling homesick, we launch an all-camp effort to embrace and acclimate the camper by keeping them very busy and involved with peers. In the rare case that the camper is still not adjusting after a few days, our camp director, Lori Martin, will get involved personally. If it is needed, she will call you to share some ideas, and make a plan that works for your child, you, and camp.

**PLEASE do not bargain with your child that she/he can go home or call home if they do not like camp. It sets your child up to think that it is possible and/or likely they will fail, and that quitting is okay.** Set your child up for success only! Work to support your child by discussing how cool it is that he/she is independent enough to go to camp. Focus on the accomplishments and fun that will be experienced, NOT about how much you will miss them. (Campers need to know that they are not hurting you and are free to experience camp independently.) Explain how good it will feel afterwards and what incredible stories they will have to tell. Campers who experience homesickness usually end up liking camp so much that they don't want to leave at the end of the week.

## CHECKING UP ON A CAMPER:

**What if I get a homesick letter or e-mail from my child?** Sometimes parents receive letters that express strong feelings of discomfort and loneliness, especially when the letter is written during the first few days of camp. It is very normal for campers to write home about "bad stuff". Even our most independent, happy, and acclimated campers have been known to write the "I hate it here, why did you make me come, please come pick me up," letter, even though minutes later they are happy and engaged. Usually the next email you receive will sound totally different. It's hard being a parent and not being right there to "fix" things. But remember one of the great life lessons learned at camp is how to work through things. Encourage your child to talk with their staff if they are having a problem.

We want you to feel comfortable and informed about your child's experience. Call our office with any concerns and talk to us or leave a message so we can call you back.

A good response to a child who writes saying that she wants to go home, is to ask if she has spoken to her counselor. If they answer "yes, and it didn't help" ask her to speak with Lori. Lori, our Camp Director, gives a talk during the Opening Ceremony and asks every camper to promise to come to her with any problems that they are having if it isn't or can't be fixed by their camp counselor. For campers and parents who are willing to work through feelings of homesickness and try the different strategies that we suggest, we have experienced nearly 100% success.

# VISITATION

## Can parents visit camp?

Parents who have children staying for more than one two- week session are welcome to visit camp on the Saturday between two week sessions.

Parents may arrive between 10:00 and 11:00 and take the camp tour with the other parents who are picking up campers and or may take their children into town. However, we ask that they return by 6:45 pm as the evening activity starts at 7:00 pm. Campers must be signed in and out at the office.

(Please set up visits and off camp trips in advance with our office manager by calling **573-458-2125** or emailing: [Director@BearRiverRanch.com](mailto:Director@BearRiverRanch.com).)



However, we discourage visits for campers only staying two weeks. Early visits can actually cause homesickness for kids. Your first week at camp is usually spent learning the ropes and making new friends. Many campers are just getting used to being away, and a visit from home may bring up feelings that they are “missing” something there. Actually, we find that parents are frequently the ones that miss that visit the most! We understand! We are parents too! If at all possible, please refrain from visiting during a two week session.

If you absolutely must visit, arrangements should be made in advance by notifying our main office. Visitors should arrive between 10 and 11 am on Saturday. Check in at the office and wait for your child to be brought to you. There are no camp tours available during these visits, but you may visit in the office or take your child into town.



# TRADING POST

**What is available in the camp store?** The camp store (also known as the Trading Post) is a favorite place to visit between activity periods and during the afternoon free period. Our Trading Post sells most toiletries, stamps, flashlights, batteries, as well as fun novelty items such as squishy balls, geodes, stuffed animals, coloring books, pens, cards, water bottles, yo-yos, camp t-shirts and let's not forget about snacks (ice cream, soda, candy, chips, cookies, bottled water and Powerade etc.). Having an account in the store is a fun way to learn valuable budgeting skills. We even have a budget bead!

**How much money should I send with my child?** Campers should not have money at camp, as money easily gets lost. Parents are encouraged to put money on account in the camp store. This money can be used for snacks, small trinkets, forgotten items, and laundry. Most parents put \$50 per week on account. (For campers in our ASIT program, cash can be withdrawn from their store account to use on outings.)

**Will I receive a refund for unused money?** Yes, any money (**over \$10**) remaining on your child's camp store account will be available for you or your camper to pick up on the last day of camp. Refund checks must be cashed within 60 days. Amounts less than \$10, refund checks not collected, and refund checks not cashed within 60 days will be placed in our scholarship account.

**We do not mail refund checks for any reason.** Checks must be picked up from our camp store on the last day of camp. No refunds will be available to campers who are picked up early from camp, so please do not deposit more than they will need.

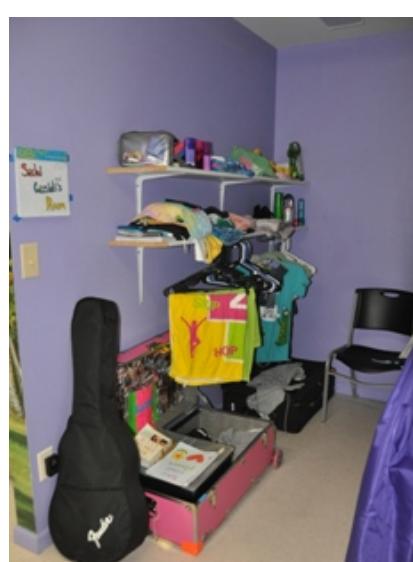
**How will my child's laundry be handled?** Campers staying multiple weeks will do their own laundry, under the direction and supervision of a cabin counselors. Campers' store accounts will be charged \$5 per week to cover the cost of doing laundry (Detergent is provided).

**Special Activities available at the camp store:** The camp store also stocks supplies for special projects that campers may choose to complete during their free time. These projects may include kits to build a models, creating a scrap book, doing an art project etc. These activities are not offered during regular activity time, but at our campers request, will be sponsored during the free period time in the afternoon. Cost for these special projects will range in price between \$5 and \$15 dollars. Campers may use money from their camp store account to purchase any special project in which they wish to participate.



# CABINS

**What are the cabins like?** We are very proud of our modern, barrier free cabins. Each 1600 square foot cabin has air-conditioning, private bathrooms and showers, a water fountain, semi-private bedrooms with comfortable twin mattresses, a large covered porch and central meeting room. While campers spend most of their time away from the cabins, we think it is important that after a full, busy day of activities, campers are able to get a good night's sleep.



What responsibilities will my camper have while at camp?

**Campers will be expected to keep their cabin clean and their personal belongings in order. They will be assigned cabin duties each day that change on a daily basis. Once a week their cabin will be chosen as "Cabin of the Day". On this day they will share the responsibility with their staff of cleaning the dining hall and other common areas of camp.**



# FOOD

**What type of meals are offered?** Our meals are served buffet style with lots of food choices.

Campers sit with friends from their cabin and can eat as much as they like. Breakfast offers a variety of cereals, fruit, juice, milk, yogurt and a hot entre'. Lunch is usually lighter with sandwiches, both hot and cold, fruit, chips and drinks. Dinner is everyone's favorite with meals including Fried Chicken, Lasagna, Homemade Pizza, fresh smoked BBQ, General Tso's Chicken and Stir-fry, Taco Bar, Spaghetti, Cheese Tortellini and more. A salad bar is available with every dinner.



**What if my child doesn't like what is being served for a meal?**

We have found that even the pickiest eaters can find something they like at every meal. Fresh fruit and bread are available at every meal. Campers may choose to have cereal, macaroni and cheese, peanut butter and jelly or a cheese sandwich at any meal. We also have chocolate milk, 2% milk, 3 types of Kool-aid and a variety of fruit juices available at all meals.

## SPECIAL DIETS:

**What if my child is on a special diet?** Vegetarian / Vegan / Food allergies - We welcome campers with all food preferences and requirements, however we are not able to make special meals.

If a camper will need special food such as soy milk or meat substitutes, they will need to bring them from home or deposit money with our camp store and we will be happy to buy the food from our local grocery. All food brought from home should be clearly labeled with the campers name and cabin. Parents may not send food substitutions simply because their child doesn't like what we are serving. Camp serves a wide variety of foods and campers are usually able to find foods they like. We have several kinds of fresh fruit, bread, bagels, peanut butter and jelly and breakfast cereals available at all meals.

## SPECIAL NEEDS:

**What if my child has special needs?** We will be happy to talk to you prior to camp about any concerns you have, or about things we need to be aware of in order to ensure a wonderful camp experience for your child. We are very willing to make accommodations, but it is necessary to make arrangements prior to the first day of camp. **Campers must be able to take care of their own personal needs and make their own dietary choices.**



# HEALTH CARE AT CAMP

## CAMP NURSE:

**What if my child gets hurt or sick?** We have a full time nurse who lives on site. Our Health Lodge is stocked with common over-the-counter medications. Parents are asked to complete and return an over-the-counter medication questionnaire to help treat illnesses that the campers may encounter at camp such as a headache or sore throat. The nearest hospital is only 10 miles away. **Parents will be notified if their child needs medical attention beyond that which can be administered on site or if their child spends more than 3 hours in our health lodge**



## MEDICATIONS:

**How do I prepare my child's medicine for camp?** All medications must be prepackaged prior to being brought to camp. We will supply you with small envelopes for packaging your child's meds. Each envelope should contain all the medications that are to be given at one time. If your child takes medication at breakfast and dinner, you will fill two medication envelopes for each day they will be at camp. Please read and follow the instructions given in the medication packet when prepackaging medications for camp. *If you did not receive a medication packet, contact our office and we will be happy to send one to you.* **A physicians signature is required on the Health History form in order for us to pass medications to your child. This includes over-the-counter medications, vitamins and supplements taken on a regular basis.**

**What if my child's medications changes after I return the Health History form?** If your child's medication is different from that indicated on your Health History form (Signed by your physician) you will need to bring a copy of your child's prescription or a copy of the label from the prescription bottle when you drop off your child at camp. If your child's medication has been discontinued after you have sent in your Health History form we will need a doctors order to that effect. It is our assumption that individuals taking medication for mental health reasons have been on the same medication at the same dose for the three months prior to their camp arrival. If this is not the case please call and speak to Lori Martin or our camp Nurse prior to your child's arrival at camp.

**What times are medications passed to campers?** Medications are passed at breakfast (8:00-8:45), lunch (12:00-1:00), dinner (5:30-6:15) and bedtime (8:30-9:00)

Please be sure to check with your child's prescribing physician to determine if your child's dosing schedule is compatible with the camp's schedule.

**What is the camp's policy on vitamins, herbal supplements or homeopathic remedies?** In order for us to pass any of these items, we will need a physicians signature on the back of the Health History form indicating the name and dosage of the item to be given at camp.



# GENERAL PARENT INFORMATION

## THE FIRST DAY OF CAMP:

**What happens on the first day of camp?** Upon arrival, you will unload your luggage at our Welcome Pavilion. A staff member will be waiting there to greet you, tell you what cabin you will be in, and help label your luggage so that it can be taken to the right cabin.

From the Welcome Pavilion you will go to Bear's Den to get your name tag and camp t-shirt. Camp staff, along with the camp nurse, will check to make sure that all of your paperwork is correct and that we have the medical information we need. From there, your camper will get his/her picture taken with a llama right outside the building.

Once finished in Bear's Den, you will head to our Camp Store. Everyone should make sure their camp store account is correct and purchase any last minute items that you might have forgotten. Many campers will buy a camp water bottle at this time. A water bottle is a required item at camp. You may also purchase care packages if you'd like. Day of the week baskets will be there for drop-off.

From the Trading Post, you will go to your Cabin. A counselor will be waiting for you to help you get settled. You may help your child unpack and meet your child's cabin mates.

At 3:30, after everyone has arrived, the cabin group will leave the cabin to take a tour of camp. (**Parents will need to say their final goodbyes by this time**). On the tour campers will learn more about the special activities planned for the week, meet many of our animals, sign up for their courses, take part in fun cabin games and make new friends. After dinner everyone gathers for our Opening Campfire and Bead Ceremony. Returning campers will be honored for their years at camp and new campers will receive their first year bead.

**What if I don't know anyone at camp?** A lot of campers don't know anyone when they first arrive, but don't worry, that won't last long. The first day of camp is spent learning people's names, becoming familiar with the camp set-up and the week's activities. By dinner on the first day campers will know lots of people. Our staff are trained to help all campers fit in. The buddy system is used when moving between activities, so no camper is left alone.

## OUR CAMPERS:

**How many campers attend camp during one session?** We have about 240 campers each session, living in fourteen cabins.

**How many campers are in each cabin?** Cabins are designed to accommodate up to 16 campers and 4 counselors.

## How are campers grouped into cabins?

Our program is divided into junior campers and senior campers. Junior campers are 7-11 years old (any camper who has not yet finished sixth grade.) Our senior campers are 12-16 years old. We have cabins divided into junior and senior girls cabins and junior and senior boys cabins. Campers will be grouped by age and sex listed on their birth certificate. CCSC reserves the right to request the campers birth certificate for any verification. We have flexibility in our cabin groupings and will try to honor all cabin requests. The junior boys and girls participate in activities together. The senior boys and girls participate in activities together, separate from the junior campers. Junior and Senior campers may come together for a large group evening activity and meals.



## A TYPICAL DAILY SCHEDULE:

7:00 am Early Bird activity (optional)  
8:00 am 1<sup>st</sup> shift Breakfast - 2<sup>nd</sup> shift cabin clean up  
8:45 am 2<sup>nd</sup> shift Breakfast - 1<sup>st</sup> shift cabin clean up  
9:30 am 1st activity period  
10:45 am 2nd activity period  
12:00 pm 1<sup>st</sup> shift Lunch - Free time for the 2<sup>nd</sup> shift  
1:00 pm 2<sup>nd</sup> shift Lunch - Free time for the 1<sup>st</sup> shift  
2:00 pm Siesta  
3:15 pm 3rd activity period  
4:30 pm 4th activity period  
5:30 pm 1<sup>st</sup> shift Dinner - Class sign up 2<sup>nd</sup> shift  
6:30 pm 2<sup>nd</sup> shift Dinner - Class sign up 1<sup>st</sup> shift  
7:00 pm Evening activity  
8:30 pm Return to cabins for games and showers



**Camp-Out:** One night during each session the campers have the option to camp out in tents. They eat the foil pack meal, that they have prepared earlier in the day, around the campfire and sleep under the stars.

## COURSES AND CLASSES:

### What is the difference between a course and a class?

Courses and classes are the names given to our camp activities. Each camper will choose two courses for each week at camp and two classes for each day of camp.

**Courses** are a week long activities that are offered one hour each day. Each day, campers will enjoy a new, hands-on project that focuses on the course's theme. We offer 26 courses at Cub Creek - This includes our 6 Adopt an Animal Courses.

**Classes** are 1 hour, one time activities, that offer a wide variety of choices. We offer over 100 classes at Cub Creek, varying from fishing to friendship bracelets.



## ACTIVITY SIGN UP:

**How do I sign up my child up for classes at camp?** Counselors will have a list of the activities offered for the following day and will assist campers with signing up for two 1 hour classes. This will take place during cabin siesta time, after lunch, or prior to evening activity.

**When will my child sign up for Courses?** Campers will choose their week-long courses on Sunday evening, the first day of camp.

**What if my child does not get into the course or class that he or she wanted?** Encouraging your child to communicate his or her wants to our staff is the best advice we can offer. If a particular course is filled or cancelled, the individual classes that make up that course can be offered during class times. Classes and courses vary each week with the interest of the campers. If four or more campers show an interest in any class or course, we work hard to accommodate that interest when possible.

## FOURTH OF JULY:

**Will there be a 4th of July celebration?** Yes, we love celebrating this holiday with our campers.



We have a Carnival Night which includes a variety of games and activities planned for the evening. We have face painting, a water balloon toss, a water slide, prize drawings, cotton candy, watermelons, etc. All of these fun activities are followed by a fantastic fire works display that will rival many community displays. It adds up to a busy and exciting evening.



## THEME OF THE DAY

Our counselors and campers love to participate in our fun and wacky themes of the day. This is strictly voluntary. Please do not feel obligated to go out and buy anything. We just enjoy dressing up in crazy ways to add a little more fun and adventure to the day.



**\*The theme of the day calendar can be found on our website under the Parent Essentials dropdown link**

**BIRTHDAYS: What if my child is at camp during his/her birthday?** Birthdays are recognized and celebrated here at Cub Creek Science Camp. Every day is special, but there is something extra special about a birthday. We give every birthday camper a present and a cake. They may wear the Birthday Hat on their special day and we sing "Happy Birthday". They are recognized as the birthday boy or girl all day long. We also encourage parents to leave a "surprise gift" at drop off for us to give to your child on their birthday.



## DRESS POLICY:

### What kind of clothing should my child wear at camp?

We expect our campers to dress modestly and appropriate for the weather.



- **CLOTHING** - T-shirts and shorts or long pants is the normal camp attire. Clothing may not have foul, vulgar or offensive words or graphics.  
**No sleeveless shirts, tank tops or spaghetti string tops are allowed. If a campers arrives at camp with only these types of shirts parents will be contacted to arrange for clothing to be purchased or sent to them so that the camper may be appropriately dressed for camp activities. Shorts MUST be an appropriate. A general rule of thumb is not shorter than fingertip length when hands are resting on thighs when standing.**
- **SHOES** - **Closed toed shoes are required** at camp (tennis shoes, boots or Crocs).  
**Sandals or flip flops may only be worn at the pool or in the shower. To protect their feet, campers are asked to wear socks with tennis shoes or boots.**A group of campers in lab coats are feeding a camel from a bucket. Two campers are crouching at the edge of a swimming pool, splashing water with their feet.
- **SWIM WEAR** - Boys should wear trunk style swim suits. Girls swim suits should be a modest one piece or tankini style two piece. Girls with bikinis will be asked to wear a t-shirt over the top of their swim suit.



# **DISCIPLINE, DEPOSITS, REFUNDS & DEADLINES**

## **DISCIPLINE POLICY:**

**What is our discipline policy?** Our campers want to be at camp, to make friends, to be liked and to feel good about themselves. It is expected that every camper will follow all camp rules. The Director will talk personally with any camper who is having trouble following the rules and if after a visit with the Director the behavior continues, that camper's parents will be notified. While we know that camp provides an excellent opportunity for campers to learn and improve communication and problem solving skills, we feel very strongly about not tolerating physical aggression of any type. Acts of aggression towards anyone at camp is grounds for immediate expulsion from the program. Any behavior which affects a child's ability to participate in the camp program, or that disrupts the program for other children, is grounds for dismissal at the Director's discretion.

**No refund is offered for campers who are asked to leave the program. In all cases, parents will be notified of our decision and will be responsible for all travel expenses upon dismissal.**

## **DEPOSIT POLICY**

Deposits are applicable only to the camper for which they are made and may not be transferred or added to another campers tuition. Under no circumstance will the deposit be refunded or transferred should a camper reduce the number of weeks attending or fail to attend. All deposits are non-refundable. We are happy to switch your child's camp session and apply the deposit to the new session, provided it is for a session of equal length and we have space in the new session.

**\*Any and all session changes must be made by the first day of that season's camp dates. Any session change after the first day of the first week will incur a \$50 fee.**

## **REFUND POLICY:**

### **What if I have to cancel my child's camp session?**

- If registration is canceled prior to April 1<sup>st</sup>, total payment (less deposit) will be returned.
- If cancellation occurs by May 1<sup>st</sup>, half the total fee will be returned (less deposit).

**After May 1<sup>st</sup> all tuition is considered earned in full and no refunds will be given.**

**Will I receive a refund if my child does not attend the full session?** No. Refunds are not offered for campers who come to camp late, leave camp early or fail to attend a camp session - regardless of the reason.

## **CAMP TUITION INSURANCE:**

While no part of the camp tuition is not refundable if cancellation occurs after May 1<sup>st</sup>, families can receive reimbursement for their tuition cost, should they need to cancel for any reason, if they purchase camp tuition insurance. Trip insurance or Camp tuition insurance have rates as low as \$60 for a one week session. TravMark is one company that offers this type of insurance. You can visit their website for more information: <https://www.Travmark.com>.

## **CAMP FEE DEADLINES**

**The balance of the camp fee is due on or before April 1<sup>st</sup>.**

A late fee of \$25 will be applied after April 1<sup>st</sup>. A late fee of \$50 will be applied after April 15<sup>th</sup>

**If the balance of the camp fee is not paid in full by May 1<sup>st</sup> your deposit will be forfeited (you may not use it to transfer to another week) and your child's registration will be cancelled.**

# TRAVEL TO CAMP



You have several options for getting your camper to camp.

**For those Driving to camp** - Bear River Ranch is easy to find!

Most of our campers are driven to camp by their parents or car pool with a friend. Parents driving long distances often spend the night in one of our area hotels.

**From St. Louis:** Take I-44 West to Rolla exit #185. At the exit go right (north) onto Hwy E (the second right on the roundabout). Bear River Ranch is 8.8 miles north on Hwy E. (We are on the left or west side of Hwy E)

**From Springfield:** Take I-44 East to Rolla exit #185. At the exit go left (north) onto Hwy E. Bear River Ranch is 8.8 miles north on Hwy E. (We are on the left or west side of Hwy E)

**From Kansas City:** Take Hwy 70 east to Columbia. Take Hwy 63 south to Hwy A (just south of Vienna). Turn right (south) on Hwy A to Hwy E. Turn right (north) on Hwy E 1 mile to Bear River Ranch on your left.

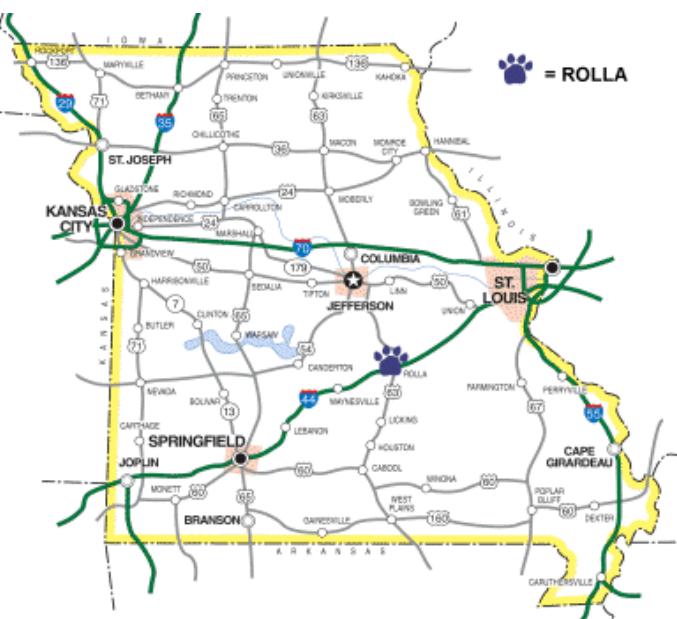
**From Columbia or Jefferson City:** Take Hwy 63 south to Hwy A (just south of Vienna). Turn right (south) on Hwy A to Hwy E. Turn right (north) on Hwy E ½ mile to Bear River Ranch on your left.

**Computer mapping programs do not reliably find us. Please use them only to find Rolla Missouri and then follow our written directions.**

If using a GPS you may find us by entering our coordinates:

38.045613 - 91.865963

**Do not use our address. Directions given will be incorrect.**



## Private Planes

The Ranch is just 10 minutes from the Rolla National Airport (VIH) in Vichy Missouri. Private planes may be flown to this airport. The phone number to the Rolla National Airport is 573-299-4498. The phone number for Enterprise Rental Car is 341-9946, press \* and you will get the manager. Rental needs to be arranged 4 days prior to arrival. They offer a 50% reduced weekend rate and will deliver the car to the airport on Friday evening and will pick it back up on Monday morning.(They are not open on the weekend so make arrangements well in advance.)

*If necessary, Cub Creek Science Camp can arrange to pick you and your child up from the Rolla airport and return you to your airplane after you have checked in your child, for a fee of \$85 - you must call and make arrangements in advance.*



# AIRLINE INSTRUCTIONS

for campers arriving by airplane

(573)458-2125



Cub Creek Science Camp offers chaperoned transportation service to and from the St. Louis International Airport. With this service, a camp staff meets each camper, has them call home to confirm their safe arrival, goes with them to claim their luggage, introduces them to other campers arriving at the airport and together they enjoy the ride to Bear River Ranch. On the return trip, our staff will get each camper checked in and escort them to the security check point. If they are traveling as an unaccompanied minor, the staff will escort them to their gate and wait with them until they board the plane.

**Fees:** Transportation fees are based on time of arrival and departure. Our standard transportation fee to camp from the main terminal of the St. Louis International Airport is \$85. Transportation from camp to the main terminal is \$100 (if flights are scheduled during our time frame). The extra \$15 for the return trip is for pocket money given to each camper to cover the cost of lunch.

**Transportation Fees are non-transferable and non-refundable.**

**A note about Southwest Airlines:** The transportation fee for campers arriving on Southwest Airlines is more expensive because campers do not arrive at the same building / terminal. A separate vehicle and staff is required to meet campers arriving on Southwest Airlines.

**Arrival Day:** Please try to arrange flights to arrive between the hours of 10am and 1pm on the first day of each session

See chart below for fees outside this time frame.

	7 AM-8:59 AM	9 AM-9:59 AM	10 AM -1 PM	1:01 PM -2 PM	2:02 PM -6 PM
Main Terminal	\$235	\$135	\$85	\$135	\$235
*Southwest Airlines (Remote Terminal)	\$235	\$200	\$150	\$200	\$235

**Departure Day:** Please try to arrange departure flights between the hours of 1pm and 4 pm on the last day of the camp session

See chart below for fees outside the time frame

	Before 1 PM	1 PM - 4 PM	4:01 PM - 5 PM	5:01 PM - 8:00 PM
Main Terminal	\$300	\$100	\$150	\$250
*Southwest (Remote Terminal)	\$300	\$165	\$215	\$265

The fee for transportation outside of the above times or on days other than the first day of the session is \$300.

**Complete flight information should be returned to our office by May 1<sup>st</sup>. ANY FORM RECEIVED AFTER JUNE 1<sup>ST</sup> WILL INCUR A \$50 FEE.**

**Transportation Fees are non-transferable and non-refundable.**

**Luggage:** Send no more than two airline approved pieces of luggage and one carry-on. (Airlines have weight limits of 50 lbs per bag and will charge extra for bags over 50 lbs.) Be sure to check with your airline for specific luggage rules. We highly recommend luggage with wheels as your child will need to transport their own luggage inside the airport. - Please check with your airline about their luggage restriction

**Spending Money:** Campers may bring a small amount of spending money to purchase lunch or snacks in the airport. Dinner is the first meal served on the opening day. On the return trip your child will be provided with the \$15.00 that was included in the transportation charge for a meal or a snack at the airport. They will eat breakfast before leaving camp on the departure day.

**Safe storage of personal items:** Return tickets, money, cell-phones, game boys, and any other entertainment devices brought with campers on the plane, will be kept in the camp office, and returned on the departure day. It is the campers responsibility to turn their electronics in at the office. They will check in each item and list it on a sign in sheet that is kept in the office. They will be responsible for picking up those items as they are preparing to board the van for the trip back to the airport. We do our best to make sure all items are returned; however, we can not be held responsible for personal items brought to camp by our campers.

**Arrival Procedure:** Cub Creek Science Camp will have staff present at the airport to pick up arriving campers. Our staff will meet each camper at baggage claim. All Camp Staff will be wearing a Cub Creek Science Camp t-shirt. Your child will call you from the airport to confirm his or her safe arrival. Staff will assist your child in claiming luggage at the luggage carousal. Please be sure to attach the luggage tage we will send you in a transportation packet as well your camper wear the tshirt that is sent.

**Youth Tickets:** If you purchase a "youth ticket" the airlines will either escort your child to the security check point or will allow one of our staff to walk to your child's gate and pick them up, or wait with them until they board the plane. (The Unaccompanied Minor fee is charged by the airlines at the time of purchase so please make sure you have paid the fee for both the departing and returning flights.) Please provide the airline with the name: **Scott Martin/Cub Creek Science Camp Staff** as the pick-up person for your child and the camp's **address of: 16795 State Route E, Rolla, MO 65401, office phone # 573-458-2125, cell phone # 573-578-2125**

**For example, American Airlines** policy is that all children 5 - 14 are required to fly using the Unaccompanied Minor Service and children 5-8 must fly with an adult if they have to make a connecting flight. Children 15-17 are considered young adults, but have the option to fly as an unaccompanied minor. You must pay an additional fee for all ages traveling as a unaccompanied minor. If you do not pay the fee for the 15 - 17 year olds we can not escort them to or from their plane and must leave them at the nearest security gate for them to find their own way to their gate to board the plane. Each airline has their own regulations regarding unaccompanied minors so please check before making your reservation.

**Departure Procedures:** Campers will be transported to the airport two hours before the earliest departure time. Because flight times will vary greatly, it is a good idea for campers to have a book or something else to entertain them during their wait. Parents will be notified by phone should the flight be delayed for any reason.

Bus seating is limited so please make arrangements early. Fill out the **Airport Transportation Request** form and return it to our office as soon as flight arrangements have been made. Please do not wait until the last minute. We do not guarantee transportation to campers who have not turned in requested by May 1<sup>st</sup>. Contact our office by phone or e-mail should you have any questions.

**Transportation Fees are non-transferable and non-refundable.**

# PACKING LIST

## Packing for camp.

Campers should bring one week's worth of clothing. Below is a list of items each camper should bring to camp. We suggest that campers bring old clothing, as new clothes often look old when campers get home. Clothing and personal belongings should be marked with campers name. We can not be responsible for items lost or left at camp.

### \*Items available in the camp store.

#### Clothing

- 2-3 pair of pajamas
- 2 sweat shirts or long sleeve t-shirts\*
- 2 pair of long pants (for cool evenings)\*
- 1 light-weight jacket
- 6-7 short sleeve shirts - No Tank Tops\*
- 6-7 pair of shorts
- 6-7 pair of socks\*
- 6-7 pair of underwear
- 1 laundry bag\*
- 2 pair of closed toed shoes (one for getting wet and muddy.)  
Sandals and flip flops may only be worn to the pool  
and inside the cabins.
- rain coat or poncho\*
- swimming suit (one piece for girls / trunks for boys)
- swimming towel\*
- white t-shirts-100% cotton (for tie dyeing)\*  
(We have white logo T-shirts available for only \$5.00)

#### General Equipment

- \*Flash light
- \*Water bottle (Our logo water bottles with cap straps  
for \$5.00 are a popular item in our camp store.)
- \*Sleeping bag (for sleeping in a tent one night)
- \*Pillow with case

#### Toiletries

- \*Shampoo
- \*Soap
- \*Toothbrush
- \*Toothpaste
- \*Hairbrush or comb
- \*Sun screen
- \*Insect repellent
- bath towel
- \*wash cloth

#### Optional Equipment

- \*Books or magazines (G or PG rating)
- \*Disposable camera
- \*Sunglasses
- \*Hat
- Top sheet and a blanket for twin mattress (All  
beds have a fitted sheet. Most campers sleep in  
a sleeping bag on their mattress.)
- \*Stuffed animal
- \*Self addressed stamped envelopes
- \*Box with lid to store and transport projects  
(shoe box size clear plastic containers are  
available in the camp store)

## Listed below are items campers are not allowed to have at camp.

Any electronic or battery operated entertainment device. ( Game Boy, CD player, Nintendo DS, Kindles, Nooks, MP3 player)		
knives (including pocket knives)	cigarettes	alcohol
fireworks	chewing tobacco	drugs
matches or cigarette lighters	cell phones	firearms

*Possession of any of the above is grounds for expulsion from the program without refund.*

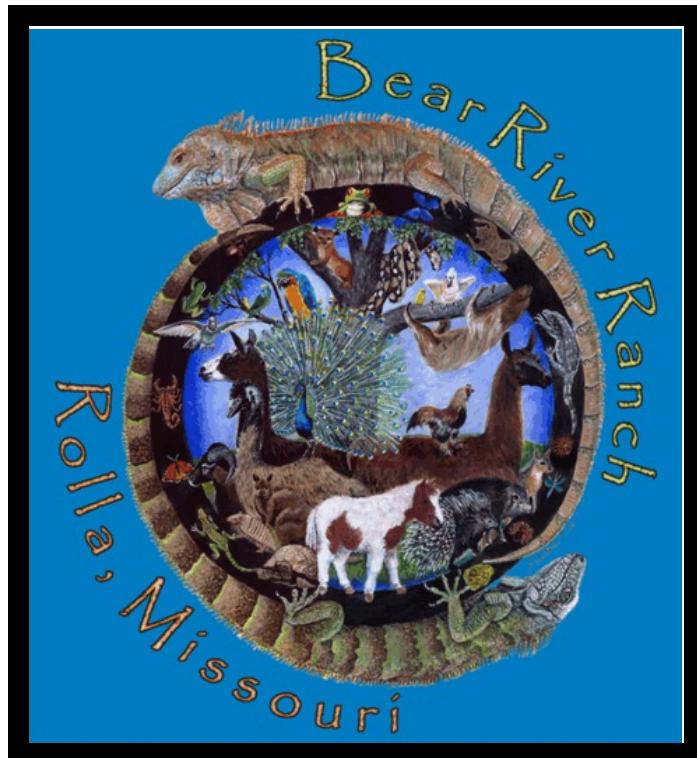
## Laundry

How is laundry handled? Campers camp store accounts will be charged \$5 per week for laundry expense. Campers staying multiple weeks do laundry each Saturday. Staff are available to help campers empty pockets and sort laundry. Should your child require additional loads of laundry for any reason, their camp store account would be charged \$2.50 per load.

## ACA ACCREDITATION



Cub Creek Science Camp and Bear River Ranch has been accredited by the American Camp Association since 2004. ACA Accreditation means that Cub Creek cares enough to invest in a thorough review of its operation. This review ensures the quality and safety of our camp by careful examination of over 300 standards from staff qualifications and training to emergency management. American Camp Association collaborates with experts from The American Academy of Pediatrics, the American Red Cross, and other youth service agencies to assure that current practices at the camp reflect the most up-to-date, research-based standards in camp operation. Through our accreditation, Cub Creek Science Camp and ACA have developed a partnership that promotes summers of growth and fun in an environment committed to safety.



**SEE YOU AT CAMP!**