

# Welcome to YMCA Camp Shaver

## The Experience of a Lifetime

### **Parents and Campers**

We are so glad you have chosen to join us! Whether you are a new or returning camp family, we hope you are as excited about Summer Camp 2023 as we are! Our goal at Camp Shaver is to create a Safe place where lifelong friendships begin, and Campers can learn new things. Camp is about developing life skills that help campers build and maintain positive relationships, appreciating the differences in others, and feeling confident in the person they are becoming.

Our staff is selected for their maturity, character, and leadership capabilities to be positive role models for our campers. Many of our staff were campers at Shaver and have been through our extensive Leadership Training Program. We select our other staff members from across the world and colleges throughout the US.

This Parent/Camper Handbook should answer many of your questions concerning your campers' upcoming summer camp experience. Please read and save this guide as you will need it now and as your summer camp session approaches. We look forward to partnering with you for a great summer!

Warm regards,

*Phil Beam*

### Contacts

#### **YMCA of Central New Mexico**

4901 Indian school Rd NE  
Albuquerque, NM 87110  
(505)595-1515

#### **Camp Shaver**

22900 NM-4  
Jemez Springs, NM 87025  
(575)829-3572  
(Operations April-September)

#### **Phil Beam**

Camp Director  
[PBeam@ymcacnm.org](mailto:PBeam@ymcacnm.org)

### **Paperwork**

All paperwork for Camp is online, 24 hours after you register you will receive an email from ePACT with a link with instructions on how to set up an account. If you were a camper last year you only need to update your paperwork from last year. Please make sure to fill out all forms online, we do not have access to unfinished paperwork.

## **Camp Registration and Payments:**

1. **Registration:** A \$100.00 NON-REFUNDABLE deposit is required for each session to reserve your child's spot. The deposit will be applied towards the total camp fee.
2. **Payment of Balance:** The final payment for camp is due two weeks before your child's start date. The payment will be automatically deducted from the billing method used to pay the deposit. If you wish to pay your balance before the due date, or set up a payment plan, please contact our business office at the link below.

<https://ymcacnm.ymcamso.org/new/>

3. **Camp Fees:** YMCA Camp Shaver has a 3-tiered pricing structure. Realizing that families have differing abilities to pay for a camp experience, we have instituted a voluntary 3-tier pricing program. Please take a moment to look at the rate descriptions and determine which one your family is able and willing to pay for your child's camp experience. This is strictly an honor system: select the fees that are right for your family. This program is voluntary and in no way influences the experience children receive.
  - **Rate A** - \$700- This fee is based on the actual cost to operate camp programs including wear and tear and depreciation.
  - **Rate B** - \$650- This fee is partially subsidized for those families who cannot afford the actual cost of camp.
  - **Rate C** - \$600- This is our traditionally subsidized rate and does not reflect the true cost of operating camp programs.

If you plan to have your child remain at camp between two consecutive sessions, there will be an additional \$65.00 stay-over fee (per each interim period.) Since the LIT session is a three-week session, they do not need to pay the stay-over fee for the weekends during the LIT session, though they will be asked to pay the fee if they stay-over the weekend between separate LIT sessions. LITs and their parents can choose for them to spend weekends at home.

### **Sibling discount**

There is a 10% discount for a second child and a 20% discount for a third child. These discounts must be requested and only apply to siblings living in the same household. Please come into the branch for these discounts. This discount cannot be stacked with any other discount or financial aid.

### **Big Fun Week**

– Session 5 is a two-week session lasting July 9<sup>th</sup> - July 21<sup>st</sup>. The Flexible pricing is A – \$1,300 B – \$1,200 C – \$1,100. Please plan accordingly with packing and supplies. (Campers do not go home over the in-session weekend.)

Session 5 will end on Friday, July 21<sup>st</sup> at 6:30pm all parents are invited to a cookout at 5:00pm the evening of the 21<sup>st</sup> at no cost which will be followed by our closing ceremony.

### **Transportation:**

We encourage all parents and guardians to bring their children to camp and use this opportunity to meet the staff and acquaint themselves with Camp Shaver's surroundings. Camp Shaver does not provide transportation to or from camp. If you have a problem getting your child to or from camp, please call the camp office and we will try to help get you in contact with another parent in your area that may be willing to carpool.

\*CAMPERS NOT PICKED UP BY 12:30 P.M. ON CLOSING DAY WILL HAVE A CHARGE OF \$30.00 APPLIED TO\_ THEIR ACCOUNT.

### **Where is Camp Shaver?**

From I-25 take Exit 242 at Bernalillo and head West on RT 550 for 24 miles. At San Ysidro, head North on Hwy 4. Camp Shaver is located 4 miles north of Jemez Springs on Hwy 4. The camp is at the same turn off as the USFS Battleship Rock Picnic Area (just before mile-marker 23). Take a right into Battleship Rock Picnic Area, another right onto Camp Shaver Lane and you will drive right into Camp. Please note that the gate will be closed and no cars will be admitted to the grounds until 12:00 P.M. on Sunday and 9:00 A.M. on Saturday.

### **Arrival Times:**

All regular camp sessions begin on Sunday. Campers should arrive on Sunday between 12:00 – 3:30pm. Camp Shaver does not open the gate prior to 12:00 p.m. as counselors are busy preparing for the new session. When you drive into camp you will be directed where to park. Campers must be at camp by 3:30 PM so they can attend the orientation and camp tour, please call if you will be arriving later than 3:30. The first camp meal will be on Sunday evening at 5:30 p.m., however we will have a fundraising grill open at 12:00 on Sunday where we sell hamburgers, hot dogs, soda and chips. Come have lunch and support our staff. All proceeds go towards staff appreciation.

### **Registration check-in**

After you have parked, inside the Dining Hall is where you'll check in, visit with the nurse and open a camp store account. Counselors and CITs will be available to assist you in moving into the cabins and getting settled. The Health Care Manager will also be there to receive any medication(s), vitamins, herbal and homeopathic remedies brought to camp and to receive any other medical instructions for those campers requiring special medical attention. It is very important that you bring food allergies to the attention of the nurse and on form A.

### **Departure Times:**

On closing day, campers will be packed and ready to leave by 10:00 AM. At 10:15 we will have a short closing program in the dining hall where we will introduce the staff, recognize camper of the week for each cabin, Cabin of the week followed by a short slide show of the week (program should last approximately 30 minutes). Please be aware that the camp gate will remain locked until 9:00 a.m. If there are extenuating circumstances requiring an early pick-up, it must be approved by and arranged with the Camp Director no later than the day of check-in. Campers must be picked up no later than 12:30 pm. Late pick-ups will be charged an additional \$30.00

**Cabin Assignments:**

All Cabin assignments are based on age. Campers are assigned to a cabin of up to twelve campers. A Senior Counselor and a Junior Counselor are assigned to each cabin as well. Requests for friends (must be within 1 year of age) to be placed in the same cabin will be strongly considered, though there is no guarantee. All cabin assignments are made in advance, so be sure to fill out the cabin-mate request line on the registration form if your child would like to request a bunkmate. Cabins are typically separated by ages 7-9, 10-12, & 13-14, year old.

**Visitors to Camp:**

There are no scheduled visiting days during the entire camping period. This is done in order to minimize the potential problems of homesickness, which can affect campers of all ages. The time will go by rapidly for the busy camper; thus it is requested that there be no visiting or phone calls. It is suggested that parents or guardians spend time with their campers on opening day, walk around camp, meet the staff and then leave the camper cheerfully, not tearfully. If a visit to camp is necessary due to an emergency, please make arrangements with the camp director in advance by calling camp shaver directly at (575)829-3572. Parents, guardians and relatives should not call the camp directly for any reason other than an emergency. Campers may only use the telephone with the permission of the executive director. If parents or guardians require any assistance or information while their child is at camp please call camp shaver at (575)829-3572 or the YMCA at (505)595-1515.

**Homesickness:**

On occasion, some campers may experience homesickness. We explain to our campers that everyone at camp experiences some level of homesickness, even our staff. During the week, campers and staff quickly become a family for the week and most homesickness is resolved within a day or two. If your camper experiences a higher level of homesickness and is having unusual difficulty working through it, we will give you a call to inform you of your camper's progress and seek your advice moving forward. Historically, out of the 500+ campers we serve, less than 1 camper per summer is unable to work through this very normal emotion of homesickness. We would ask that you please not tell your child you will come and pick them up if they "don't like it". If your child is experiencing homesickness on Sunday night, they most often will take you up on your offer. At that point we will ask you to keep your promise. This comes at the expense of giving your child the opportunity to work through his/her homesickness and experience the sense of accomplishment in overcoming it. If you have any concerns about your child's ability to stay the whole week, please talk to the director when you drop your child off.

**Letters and Packages:**

Throughout the week and during "rest periods," campers are encouraged to write home. It would be helpful to provide your camper with writing paper, pens and pencils, and self-addressed, stamped envelopes. Stamps and stationary supplies are available for purchase at the Camp Store.

Any letters and packages sent to the campers must be sent to the actual camp address:

(CAMPER'S NAME)  
c/o YMCA CAMP SHAVER  
22900 HIGHWAY 4  
JEMEZ SPRINGS, NM 87025

**Lost and Found**

We encourage all parents to check the lost and found before they leave. Please label all your campers' belongings with camper initials or names in permanent markers. Lost and found items will be held for two weeks, so please call immediately if you are missing an item. We are in the great outdoors, so please do not send your child to camp with valuable items. Camp Shaver is not responsible for lost or stolen items.

**Medications**

All medications (including over the counter medications) must be turned in to the Camp Health Manager during check-in. Please have medications in hand at the time of check-in. Medications will be distributed during mealtimes and bedtime. It is encouraged to only send the amount of medication for the campers stay.

PLEASE:

- Keep medication in its original container labeled with the child's name and address as well as the phone number of the pharmacy with the practitioner's name. \*\*We cannot distribute medication that is not in the original container and we can only give medication in the dosage and manner prescribed.
- Current and correct dosage is listed
- Medication is listed on the child's "Physical Exam Form"
- Medication is from a licensed pharmacy
- Medication is not expired

### **Character Counts, and Behaving Appropriately:**

YMCA Camp Shaver believes Character Counts! A community of character is the foundation to a safe, healthy and caring environment. Character Counts defines a person of character as one who is trustworthy, treats people with respect, responsible, fair, caring, and a good citizen. We feel strongly about character development at Camp Shaver. All campers are expected to behave and model all the Pillars of Character Counts!

If a camper's behavior is harmful to themselves, to others at camp, or is disruptive to the camp program, the Camp Director RESERVES THE RIGHT TO DISMISS THAT CAMPER. Parents or guardians will be responsible for immediately picking the child up from camp. No refunds will be given for dismissal from camp due to behavioral problems or neglect of camp rules and regulations!!!

### **Insurance:**

All campers are covered by Accident Insurance.

### **Financial Aid:**

Financial Aid is available to those families that qualify. Families may receive up to a 50% reduction in the camp fee. Financial aid will be given for up to two regular or one LIT session for a single child family. Families with more than one child interested in attending camp may receive one session of financial aid per child. To be considered for financial aid, all applications must be received no later than two weeks before the camp session requested. All applicants receiving financial aid must pay the \$100 deposit in full to reserve their session at Camp Shaver. All applications will be reviewed and approved by the Executive Director. Please be sure to provide all of the requested information to expedite your application. For more information on financial aid please contact the Corporate YMCA or Camp Shaver.

**Refunds/Cancellations:**

You can cancel from programs at any time 2 weeks prior to the start of the program. You will receive a full refund as an account credit to be used on another program of your choice or a refund of payment back to the original payment method (refunds are subject to a \$20 service fee).

After the class/program has begun,

For full pay programs: Program refunds for full pay programs are not permitted unless there are extenuating circumstances and are accompanied with proper documentation (i.e. medical). Refunds requested after the completion of a program session will not be honored.

For Automatic Payment Programs: Our drafting programs are flexible to meet your changing needs and schedule. You may cancel your program enrollment at any time by submitting written notification at least 2 weeks prior to your next scheduled payment date. For refunds due to medical reasons, proper documentation will be required.

If the YMCA cancels a class/program, whenever possible we will offer members the opportunity to make up that class/program: If a makeup cannot be accommodated, a member may request a credit for that class/program in writing, by submitting a program credit refund web form.

Program deposits are non-refundable.

Camp Shaver reserves the right to cancel a camp session(s) as it sees fit. We will make every effort to give parents as much notice as possible. Reasons for cancellation include, but are not limited to, environmental concerns, climate concerns, low enrollment, etc.

## WHAT TO BRING TO CAMP

This is a suggested list of items to bring to camp for a week's stay. Adjustments may be made depending on the individual camper and length of stay. Please use your own best judgment. Your camper may want to bring this list to camp and use it to double check items when packing again to return home.

We strongly suggest that parents or guardians send old clothes to camp with your camper. Valuables should be left at home (money, expensive watches, jewelry, radios, phones etc.). Although every effort is made to insure the safety of all belongings, are not responsible for lost, stolen or damaged items. Please mark each item with the camper's name or a special symbol!

Do not allow your camper to bring the following items: Food, candy, or flavored beverages (these will all be provided through meals and the camp store), knives, matches, fireworks, valuables of any kind, video games, radio/iPod, cell phones, or any other electrical appliances. These items will be confiscated if found and will not be returned to the camper until the end of the session. Any money brought to camp will be collected by the camp director and applied to the camp store account. No personal firearms including bows, bb/pellet guns, rifles, handguns, etc. any child found in possession of such items will be removed from camp programs and sent home. All items brought to camp will go home dirty, tie dyed, ripped or all of the above. Please send older clothes.

Fishing: All campers twelve years of age and older who are planning to fish must have a valid state fishing license and trout stamp.

### **Camp Store:**

The Camp Store offers a wide variety of camp incidentals and is a great place for snacks and socializing. We feel that camp store is a very important unstructured period where kids may socialize outside their own cabin mates. We play lots of games, have dance parties and extensive chit chat during this period. It is suggested that campers and parents open a Camp Store When registering for camp, if you need help with this you can call the camp director or the Horn family YMCA. We recommend \$30.00 - \$50.00 per week for the Camp Store. We do not accept cash at camp for the camp store. Campers may not keep their own money while at camp. If campers are found with money, they will be asked to deposit it in the Camp Store or leave it with the Camp Director for safekeeping. The camp store will also be open closing day. Campers will receive a refund for money not spent at the Camp Store please allow 2-3 weeks for processing. Store accounts can be kept active the whole summer so you do not have to close it after each session and any remaining balance may be rolled over to the next session but not to the next year



## Camper Packing List

- Toiletries
  - 2 to three old towels
  - Wash Cloth
  - Soap/Shampoo
  - Toothbrush/Paste
  - Comb/Brush
  - Sunscreen/Lip Balm
  - Deodorant (scent free recommended)
- Clothing
  - Hiking Shoes
  - Tennis Shoes
  - Old Shoes for water
  - 2 Pants
  - 5 Shorts
  - 2 Long sleeves
  - 6 T-shirts
  - 1 Sweatshirt
  - 1 Light Jacket
  - 7 Underwear
  - 7 Socks
  - 1 Pajamas
  - Hat
- Sleeping
  - Compactable Sleeping bag
  - Pillow
  - Sheets/blanket for single bed (sleeping bag is adequate)
  - Laundry Bag
- Miscellaneous
  - Flashlight
  - canteen/water bottle
  - pen/writing paper stamped envelopes
  - insect repellent
  - backpack for our overnight backpacking trip (Should be able to fit a sleeping bag/string bag not adequate)
  - fishing gear (optional)
  - reading material
  - facial tissue
  - rain gear (jacket/poncho, not single use)

## **Leader in training Packing List**

- Toiletries
  - 2 to three old towels
  - Wash Cloth
  - Soap/Shampoo
  - Toothbrush/Paste
  - Comb/Brush
  - Sunscreen/Lip Balm
  - Deodorant (scent free recommended)
- Clothing
  - Backpacking Shoes/boots
  - Tennis Shoes
  - Crocs (optional)
  - Old Shoes for water
  - 4 Pants
  - 5 Shorts
  - 3 Long sleeves
  - 7 T-shirts
  - 2 Sweatshirt
  - 1 Light Jacket
  - 10 Underwear
  - 10 Socks
  - 1 Pajamas
  - 1 Swimsuit
  - Hat
- Sleeping
  - Compactable Sleeping bag
  - Pillow
  - Sheets/blanket for single bed (sleeping bag is adequate)
  - Laundry Bag
- Miscellaneous
  - Flashlight and headlight
  - 1 liter water bottle
  - pen/writing paper stamped envelopes
  - insect repellent
  - Small Backpack for day use
  - Backpack for 4 Day backpacking trip (Should be fitted with good waist belt, and able to fit clothes sleeping bag and some food. 40+ liter)
  - fishing gear (optional)
  - reading material
  - facial tissue
  - rain gear (jacket/poncho)
  - Ground Tarp
  - Small pocketknife (Max 3-inch blade)
  - Camping Plate/Bowl
  - Camping fork + spoon