

A Guide to YMCA Camp Takodah

Summer 2024

SUMMER CAMP DATES

Two-Week Sessions

Session 1: June 23 - July 5

Session 2: July 7 - July 19

Session 3: July 21 - August 2

Session 4: August 4 - August 16

Leaders in Training (LIT)

LIT 1-2: June 23 - July 19

LIT 3-4: July 21 - August 16

One-Week Sessions

Session 1A: June 23 - June 29

Session 1B: June 29 - July 5

MARK YOUR CALENDARS

WINTER REUNION | Saturday, January 6th

Join us at camp for a day of winter activities and catching up with camp friends.

LIT WEEKEND | Friday, May 17 - Sunday, May 19

A retreat weekend for campers entering the Leader in Training Program.

OPEN HOUSE | Sunday, May 19

Staff members and Leaders-in-Training will be available to offer tours and answer questions. No RSVP is needed.

LETTER FROM THE DIRECTOR

First of all, I'd like to thank you for making the choice to send your camper to YMCA Camp Takodah this summer. We recognize that this is not only a financial investment in your camper but also an exercise in trust. We do not take it lightly that you have entrusted us with your camper for even a portion of the summer. We're intentional about creating a place for them to be their authentic selves.

I speak from personal experience when I say that Takodah will change your camper's life, for the better. At Takodah, everything we do is about creating a strong community. We do this by introducing campers to positive role models, helping them develop enduring character, building courage and confidence, fostering lifelong friendships, and so much more!

In order to do this, it's important to us that we build a strong partnership with you as a camper's caregiver. That starts with helping both you and your camper prepare for camp. The following guide to Camp Takodah contains essential and helpful information that will hopefully lead to a successful summer camp experience. Please read this guide carefully.

Myself and the entire Takodah team are here to make sure your camper and you have the best summer camp experience possible. Please let us know how we can help!

We can't wait to see you at camp soon!



Sarah Cunningham
Camp Director

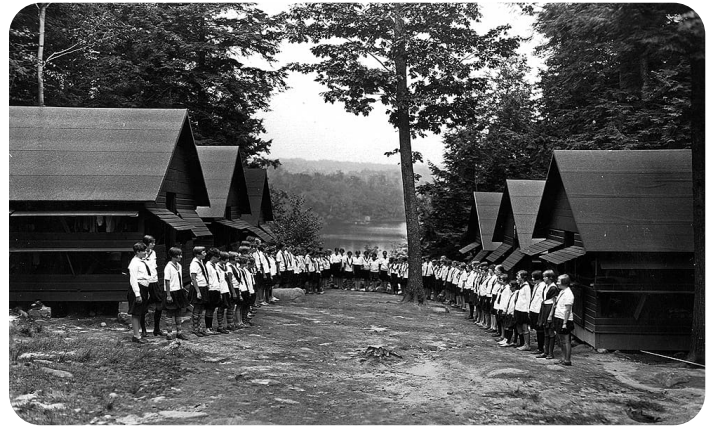
Learn even more about Camp Takodah by visiting // www.camptakodah.org



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HISTORY OF TAKODAH



Camp Takodah is operated by the Takodah YMCA. The roots of Camp Takodah stretch back to 1914, when 11 campers camped along Swanzey Lake in a program called "Camp Primitive." Two years later, in 1916 (what we consider our official start date), "Camp Takodah" was hosted on Tolman Pond with 18 campers. Takodah spent one more summer on Tolman Pond, and then there was no camp in 1918 because of World War I. Takodah was moved to its current location in 1919, when 60 acres of land was leased around Cass Pond. The original buildings at camp were Hobby Nook (originally the dining hall) and the Camp Office (originally a lodge and bunkhouse). Back then, campers slept in tents. In 1920, the Takodah YMCA purchased the land to make camp our permanent home. Uncle Oscar and Aunt Frances were hired as the Camp Directors in 1921. Originally a camp exclusively for boys, Aunt Frances started girls camp in 1922.

For most of its history, Boys Camp was held the first month of the summer, and then Girls Camp occupied the second half. In 2012, Takodah added North Camp to accommodate both boys and girls at the same time, while maintaining a single-gender experience.

In 2016 Takodah celebrated its 100th Anniversary. For over 100 years Takodah has changed and grown all while continuing to be a constant in the lives of 1,000s of campers.





THE TAKODAH DIFFERENCE

MISSION

To develop positive values that enrich the spirit, mind, and body by providing quality programming for all, with an emphasis on youth.

MOTO

"Friendly to All" is our motto and way of life — it's how longtime campers and newcomers alike become a tight-knit family almost immediately. It guides how we live, work, and play together. It helps us learn and grow in a place where we feel comfortable being ourselves. We seek to create a welcoming, affirming, and inclusive environment, and we're proud that camp is made up of people from every walk of life.

OBJECTIVES

- Safe environment (physically and emotionally)
- Interactions with positive role models
- Self-esteem and perceived competence
- Independence and responsibility
- Values and decision making
- Character development
- Adventure and exploration
- Cabin leadership development
- Environmental awareness and stewardship
- Friendship skills and peer relationships
- Community citizenship

DIVERSITY, EQUITY, & INCLUSION

Camp Takodah is made up of people from every walk of life working side by side to help kids reach their full potential. Together we work to ensure that everyone, regardless of cultural background, ethnicity, faith, gender, gender identity, ideology, income, national origin, race, or sexual orientation has the opportunity to discover who they are and what they can achieve with dignity. You can learn more about our Gender Inclusion Policy online.

[// www.camptakodah.org/gender/](http://www.camptakodah.org/gender/)

PURPOSE

Summer camp is about developing character, making friends, and learning skills. Few environments are as special as Camp Takodah, where children become a community as they learn both how to be more independent and how to contribute to a group, all while they engage in physical, social, and educational activities. Camp Takodah teaches self-reliance, a love for nature and the outdoors, and the development of attitudes and practices that build character and leadership—all amidst the fun of campfires, canoeing, archery, talent shows, and meaningful relationships. Our staff and cabin leaders are dedicated to making sure summer camp is a life-changing experience for every camper.

VALUES

At the heart of Camp Takodah is instilling the YMCA values. We promise to teach and model these values in all we do:

- Honesty
- Caring
- Respect
- Responsibility

Camp Takodah welcomes campers of all faiths and backgrounds. Campers may choose to participate in our songs before each meal. Camp Takodah also offers chapel services on Sundays, when staff and campers share songs, stories, poems, quotes, and reflections that have special meanings for them. All songs and chapels focus on the YMCA values of caring, honesty, respect, and responsibility, rather than any specific religious doctrine.





TAKDOAH STAFF

Meet the Year Round Staff Team



Chris Burke
Executive Director



Sarah Cunningham
Camp Director



Trevor Gardner
Assistant Camp Director



Jill Fenniman
Family Relations Director



Shawn Rowcliffe
Property Manager



SUMMER STAFF

Each summer, our professional directors recruit college students and young professionals from around the world to join our team. Many staff members are former campers who give Takodah a great sense of community and tradition.

We seek staff with warm personalities, positive attitudes, strong work ethics, good character and a sincere desire to live and work with children. We look for individuals who are willing to live by our values of honesty, caring, respect and responsibility.

All of our staff members pass rigorous applications, interviews, reference checks, and criminal background checks. They also attend nearly two weeks of training before campers arrive. All of our specialized staff members maintain certifications in their areas of expertise—such as First Aid, CPR, lifeguard, and ropes course—to ensure that they meet or exceed American Camp Association standards and industry best practices.

STAFF TRAINING

Before the arrival of campers, we host mandatory staff training for both new and returning staff, which is designed to teach everything needed to be successful as a Takodah staff member. The team emerges from the training, having learned camper development strategies, facilitation skills, and leadership techniques. Plus, all the hands-on skills needed to lead a cabin and facilitate camp activities, along with all the policies and procedures we use to keep everyone safe.





GENERAL CAMP INFORMATION



AGE DIVISIONS

Within each division, campers are placed into cabins with campers of the same ages. Although the specific ages of each division can vary slightly each session, campers are generally placed into the following divisions:

South Camp

Buffaloes approximately ages 8-10
Crowninshields approximately ages 10-13
Kingfishers approximately ages 13-15
Leadership ages 16-17 (LC and LIT)

North Camp

Oasis approximately ages 8-12
Backcountry approximately ages 12-15
Leadership ages 16-17 (LC and LIT)

NORTH CAMP & SOUTH CAMP

By relieving all of the pressures of co-ed environments, Takodah helps campers increase positive self-images, positive behaviors, and confidence—all while supporting deeper friendships and bonds. In order to maintain single-gender* experiences, while hosting both boys* and girls* at the same time, we have two different sites within the same campus: South Camp and North Camp. North Camp is a bit smaller and newer than South Camp, holding 120 campers, it was built in 2012. South Camp on the other hand holds 240 campers and was built in 1916. Up until 2012 boys* came to camp for the first half and girls* came to camp the second half. Now, we are happy to say that campers get to come to camp anytime during the summer!

During Session 1 & Session 2 girls* are at North Camp while boys* are at South Camp. Halfway through the summer, we switch. During Session 3 & Session 4 boys* are at North Camp while girls* are at South Camp.

**Campers are free to choose which camp best fits their gender identity. See our [Gender Inclusion Policy](#) for more information.*

SOUTH CAMP DAILY SCHEDULE

7:00 Reveille
7:10 Waitrons
7:15 Flag Raising
7:25 Breakfast
8:15 Kapers / Health Call
8:45 Skill Class 1
9:45 Skill Class 2
10:45 Skill Class 3
11:45 Cabin Cleanup / Inspection
12:00 Waitrons
12:10 Lunch
1:00 Siesta / Health Call
2:00 Camper Choice
3:30 Cabin Activity
4:45 Waitrons
4:50 Flag Lowering
5:00 Dinner
6:00 Free Time / Health Call
6:45 Evening Program
8:30 Bedtime Preparations
9:00 Cabin Reflections
9:15 Taps and Good Night

NORTH CAMP DAILY SCHEDULE

7:45 Reveille
8:15 Waitrons
8:15 Flag Raising
8:30 Breakfast
9:15 Kapers / Health Call
9:45 Skill Class 1
10:45 Skill Class 2
11:45 Skill Class 3
1:00 Waitrons
1:10 Lunch
2:00 Siesta / Health Call
3:15 Cabin Activity
4:30 Camper Choice
5:55 Waitrons
5:55 Flag Lowering
6:05 Dinner
7:00 Free Time/ Health Call
7:45 Evening Program
8:40 Bedtime Preparations
9:10 Cabin Reflections
9:25 Taps and Good Night
9:40 Lights Out

While the schedule gives campers a great idea of a typical day, schedules vary slightly for campers enrolled in the Leadership Development Program.

CAMP ACTIVITIES

Campers take three classes per week to build skills and confidence in specialized areas from among the following program areas:

- Adventure (ropes courses and rock climbing)
- Arts & Crafts
- Athletics
- Nature
- Performing Arts
- Waterfront

Based on feedback from caregivers and campers, swim lessons will be **required** this summer until campers have passed the learn-to-swim level 4. We believe that swimming is a critical life skill. Improving their swimming skills or advancing to a higher level 'swim tag' provides greater access at the waterfront.

CAMPER CHOICE (FREE TIME)

Campers also have 90 minutes of "Camper Choice" time each day, when they can try new activities, revisit favorite activities, and socialize with other campers and staff. Research shows that it is important for campers to have plenty of choice within their daily structure. This time gives campers some autonomy for their schedule which helps in building strong self confidence and independence. Additionally it allows campers the chance to try new things regularly.

CABIN ACTIVITIES

Campers live in a cabin with nine other campers — and cabin-mates quickly turn into family. No matter how many years campers return to Takodah, there are always new friends to make. Every day campers participate in an hour long activity with their cabin group, which solidifies the feeling of a family unit while at camp.

EVENING PROGRAMS

Each night we run unique programming for about an hour and half before we get ready for bed. These are typically big group games centered around one theme, such as capture the flag, leader hide n' seeks, or festivals (little activities around camp). Campers have a blast getting to dress up as different characters, hang out with campers all ages, and play.

MEALS & NUTRITION

Campers eat most meals family-style with their cabin in the Dining Hall with the exceptions of the occasional picnic, where campers enjoy eating with their cabins outside. Campers receive three hearty meals per day, as well as a morning and evening snack, so that they can sustain a busy and active schedule at camp.

We work hard to ensure that our menu provides good options for all campers. Every meal includes an extensive breakfast or salad bar and sandwich bar, as well as the following options: non-restrictive, vegetarian, vegan, gluten-free, and dairy-free.

For the safety of all campers, Camp Takodah maintains a "nut free" environment.

We are unable to accommodate special requests or additional food supplements from home. If your child has additional dietary needs, please contact us to ensure that accommodations are available. Please also note the dietary needs on their health profile.

TYPICAL TAKODAH MEALS

- Tacos
- Chicken nuggets & fries
- Gyro sandwiches
- Cheese burgers
- Grilled cheese & tomato soup
- Lasagna
- Roast chicken & mashed potatoes
- Pizza
- AND MORE!

Check out our website as we get closer to summer for an [updated summer menu](#).





BEFORE YOU GET TO CAMP

ESSENTIAL ELIGIBILITY CRITERIA

Health and safety are our top priorities. As such, we need to recognize the limitations of our facility, program, and staff. Below is a list of Essential Eligibility Criteria (EEC) deemed necessary for participation. All children must be able to meet the EEC at a developmentally appropriate level for their age:

- Communicate needs and concerns verbally with others at a conversational level of English
- Understand and comply with directions given by staff
- Refrain from unsafe and/or harmful behaviors toward self and others (including self-harm)
- Identify and avoid health/safety risks
- Feel comfortable living in a rustic, outdoor environment (e.g. no air-conditioning, varying weather conditions, insects/ animals, grass/dirt/mud)
- Maneuver rugged terrain and distances
- Follow a varied individual schedule and manage free time
- Assume responsibility for personal hygiene
- Maintain proper nutrition and hydration from the camp menu, which includes non-restrictive, vegetarian, vegan, dairy-free, and gluten-free options; we are unable to accommodate special requests or additional food supplements from home
- Adapt to a group living environment with little time alone
- Demonstrate age-appropriate social and emotional skills in managing personal boundaries, relationships, communication, stress, and conflict
- Manage the sensory stimulation of a frequently large, loud, and energetic group environment (especially in the dining hall during meals)
- Participate fully in all scheduled activities and programs
- Engage in behaviors that contribute to the positive community and spirit of Takodah

If you are unsure whether your child meets the EEC, please contact our Family Relations Director, Jill (603-239-4781 or jill@camptakodah.org) to discuss their needs and possible accommodations.

PAYMENTS

We accept payment by cash, check, MasterCard, and Visa. Families may pay in full during registration or make payments according to the schedule below. We do require families who do not pay in full to authorize automatic debit/credit payments.

- Deposit of \$125 per session due upon registration
- 50% of the balance is due March 15
- Final balance due May 15

If a family has not paid in full by May 31, their spot will be given away to another camper on the waiting list. If a camper's spot is given away, any payments made will not be refunded.

CANCELATIONS & REFUNDS

The \$125 deposit is fully refundable until February 14 at 5:00 PM EST. All other payments are refundable until May 31 at 5:00 PM EST. The Camp Director will consider refunds after May 31 only in the event of an injury/illness or death in the immediate family. There are no refunds starting on June 1 for any other reason, even for campers who arrive late, depart early, cancel, or are dismissed from the program. Refunds will not be provided because of diagnosis or exposure to COVID.

FINANCIAL ASSISTANCE

We are committed to giving children the resources they need to reach their full potential — and providing their families with access and support to attend Camp Takodah programs. The priority deadline for Campership Request Applications is March 1. Camperships may not be combined with any other incentives except the Camper Referral Program. You can learn more about Camperships and download the application online.

[// www.camptakodah.org/campership/](http://www.camptakodah.org/campership/)

CAMPER REFERRAL PROGRAM

Save money on summer camp! It means the world to us when you refer your friends to camp. In appreciation for referring a new camper to Camp Takodah, you'll receive 10% off your camp fees for one session. Recruit 10 friends to camp, and you'll receive a free session!

There's no limit on the "Refer a Friend" incentive, so reach out to all your family and friends. Your referral must mention your name upon registration in order for you to receive the reduced rate. Referrals must be new to Camp Takodah, and siblings do not qualify. Urge them to register now before we sell out!

[// www.camptakodah.org/refer/](http://www.camptakodah.org/refer/)

HEALTH FORMS

All campers are required to complete their health profile no later than June 1. You will be able to start accessing this at the beginning of March.

Please be open and honest about any individual needs or family circumstances that might affect your child's experience. The information will remain confidential and used exclusively to give your child the best experience possible.

You will be required to upload forms signed by a licensed medical provider within the last 12 months (this is a state requirement):

- Physical Examination
- Immunization Record or Certificate of Exemption
- Epi-Pen and Rescue Inhaler Form (only if your child will carry an Epi-Pen or Rescue Inhaler on their person at camp)

You'll be able to download/upload these forms directly to your account. If you don't have a scanner, you can simply upload photos taken with a camera or smart phone.

Your profile must indicate "100% Complete" before you arrive at camp. The State of NH prohibits us from allowing a child to stay at camp without completed health information.

MEDICATIONS

It's critical that you still enter all your medications on your account. If we see that your child has medications entered, you'll receive a blister pack from us via mail in late-May. You'll fill/seal the blister pack before coming to camp.

You'll still need to bring the original prescription bottles with you to camp (so our nurses can confirm the dosage amounts/times). Due to their licensing requirements, our nurses must distribute the medications as prescribed on the original packaging. If you have liquids, inhalers, or Epi-Pens, you'll need to bring them in their original packaging, sealed together in a Ziploc bag, labeled with your camper's name. When you arrive at camp on Opening Day, you'll need to check-in your medications with our Healthcare Team in the Dining Hall.

CAMP STORE

Our online store will be available in early spring for families to purchase items and have them shipped home or directly to camp before the start of their camper's session. The store will be open on Opening and Closing Days of each session. It will NOT be open during the session. Should a camper need hygiene products during their session, the health lodge will provide them on a replacement basis. We have decided to make this change as we want to allow campers as much time playing and trying new things while at camp as possible, not waiting in the store line.

PACKING FOR CAMP

PACKING

Campers should pack in a duffel bag or trunk and label all items in permanent marker with their first and last names. Please do not pack anything of value—clothing will likely return dirty and damaged. Camp Takodah is not responsible for missing or damaged personal items.

Use the list on the next page as a guide for packing your camper for a two-week session. Campers attending shorter or longer sessions should adjust the list accordingly.

LAUNDRY

Laundry facilities are generally not available to campers. We'll provide laundry service in the case of emergencies or bed-wetting.

Campers enrolled in 4-, 6-, or 8-week sessions will receive laundry service during the weekend following each two-week session. Costs of laundry service will be billed to your credit card on file. The laundry service requires that campers pack laundry in a tied one-load-size cloth or mesh laundry bag (with the name clearly and permanently printed on the outside).

CABIN MATE REQUESTS

We make every effort to honor requests in ways that maintain the integrity of our "Friendly to All" emphasis on helping campers make new friends. Cabin mate requests are reserved for NEW CAMPERS ONLY. Each new camper is allowed one cabin mate request as long as they follow the proper procedures. We cannot accommodate more than one request per camper under any circumstance. In making cabin mate requests, families need to follow these guidelines:

- Each camper may only request one other camper
- Both campers must request each other
- Both campers must be at the same camp and of the same age— if one camper is older, they must drop down to the younger cabin
- Both requests must be made in writing during the registration process or in an email to the Camp Office at least three weeks before your session

Twins will be put into separate cabins.

Camp Takodah is not able to make cabin changes on Opening Days for any reason.

YMCA CAMP TAKODAH PACKING LIST

Required Items

- o Pillow
- o Sleeping bag
- o Set of twin sheets
- o Toiletries
 - Shower caddy
 - Toothbrush and toothpaste
 - Soap (in container) and shampoo
 - Deodorant (if needed)
 - Shaving items (if needed)
 - Comb or brush
- o Towels (2-3)
- o Washcloths (2)
- o Shower shoes or flip flops
- o Pajamas (2)
- o Underwear (12)
- o Socks (12)
- o Shorts (6-8)
- o Pants and/or jeans (4)
- o Shirts (12)
- o Sweatshirt and/or fleece (2-3)
- o Jacket (1)
- o Rain gear
- o Swimsuits (2-3)
- o Gym shoes (2)
- o Laundry bag (cloth or mesh)
- o Flashlight and batteries
- o Water bottle
- o Sunscreen
- o Bug repellent

Optional Items

- o Books, comics or magazines
- o Bathrobe
- o Hiking shoes
- o Rain boots
- o Sandals and/or flip flops
- o Hat and/or bandana
- o Watch
- o Sunglasses
- o Lip balm
- o Day pack
- o Disposable camera
- o Pencils/pens and notebook
- o Stationary and stamps
- o Playing cards or games
- o Sports equipment
- o Musical instruments
- o Costumes

PROHIBITED ITEMS

Please do not bring: cash, candy, food, gum, makeup, pets, fireworks, explosives, knives, weapons, archery/riflery equipment, cell phones, radios, CD players, MP3 players, electronic games, other electronic devices, good jewelry, expensive/irreplaceable items, anything with inappropriate content, drugs, alcohol, tobacco products, drug paraphernalia, or vapes.



OPENING & CLOSING DAYS

CHECK-IN TIMES

We offer staggered arrival times to create more comfortable experiences for families on Opening Days. You will receive an email 24 hours before Opening Day with your assigned time. For example, if your child is enrolled in 2-Week Camp at South Camp, then your arrival time will be either 1:30 PM, 2:00 PM or 2:30 PM — and the email you receive 24 hours before your session will specify your exact arrival time. It is vital that you adhere to the specific arrivals times, if you arrive to camp early you will be asked to leave.

SUNDAY CHECK-INS

2-Week Camp

South Camp - Buffalo Division (Cabins 21-15): 1:30pm (Sunday)
South Camp - Crowninshield Division (Cabins 14-8): 2:00pm (Sunday)
South Camp - Kingfisher Division (Cabins 7-1): 2:30pm (Sunday)
North Camp - Oasis Division (Cabins 1-6): 2:00pm (Sunday)
North Camp - Backcountry Division (Cabins 7-11): 2:30pm (Sunday)

1-Week Camp: Session 1A

South Camp - Buffalo Division (Cabins 21-15): 1:30pm (Sunday)
South Camp - Crowninshield Division (Cabins 14-8): 2:00pm (Sunday)
North Camp - Oasis Division (Cabins 1-6): 2:00pm (Sunday)

Leader-in-Training

South Camp: 10:00 AM (Sunday)
North Camp: 10:00 AM (Sunday)

Participants in the LIT program are asked to arrive at 10:00 AM on Opening Day. LITs and their caregivers can park in the main parking lot next to the Camp Office. They will be able to check in at the Camp Office to ensure they have all payments, paperwork, and medications in order. From there, LITs can move to LIT Lodge for a health screening, where a caregiver will sign the security form.

SATURDAY CHECK-INS

1-Week Camp: Session 1B

South Camp: 4:00 PM (Saturday)
North Camp: 4:30 PM (Saturday)

A SPEEDY DROP OFF PROCESS

You may be wondering about the quick turnaround time on check-in. We've found that prolonged good-byes can make it much harder on campers and makes it difficult to start their camp experience. We intentionally structure and program the first few days of camp to help campers be successful. This includes a speedy check-in so that we may get right into camp activities and fun!

CONTACT & DIRECTIONS

Camp Address:
55 Fitzwilliam Road
Richmond, NH 03470

Phone: 603-239-4781
Email: info@takodahymca.org

GPS

Most GPS navigation systems will lead you to camp accurately (or within .25 miles of camp). The camp entrance is clearly marked with "Camp Takodah" signs on both sides of 119. If you don't see those signs, then try going a little east or west until you find the actual entrance.



OPENING DAY PROCEDURES (2-WEEK CAMPS + Session 1A)

Sunday - arrive no earlier than your assigned check-in time based on your cabin assignment

South Camp Check-In

1:30pm Buffalos (cabins 21-15)
2:00pm Crowninshield (cabins 14-8)
2:30pm Kingfishers (cabins 7-1)

1. Park on A-Field or Visitor Lot.
2. Proceed to your cabin with your gear.
3. Meet your cabin leaders and sign a Camper Security Form.
4. Help your camper move into their cabin.
5. If you have medications, go to the Dining Hall.
6. Check out the camp store
7. Say goodbye and depart no later than 30 minutes from your scheduled check-in time.

North Camp Check-In

2:00pm Oasis (cabins 1-6)
2:30pm Backcountry (cabins 7-11)

1. Park on the North Camp Field.
2. Proceed to your cabin with your gear.
3. Meet your cabin leaders and sign a Camper Security Form.
4. Help your camper move into their cabin.
5. If you have medications, go to the Dining Hall.
6. Check out the camp store
7. Say goodbye and depart no later than 30 minutes from your scheduled check-in time.

POLICE NOTIFICATION

Local officials prohibit line-ups on Fitzwilliam Road and the camp lane for public safety reasons. Please plan your trip so that you arrive in Richmond no earlier than your scheduled check-in time. You won't be able to enter camp until your designated check-in time so there's no benefit to arriving early.

TRANSPORTATION

Caregivers are responsible for providing transportation to/from Camp Takodah for their campers at their own expense. The only exception is if your child is flying to camp, we can provide transportation for them from the Boston Logan International Airport (\$100 round-trip) during the following time-frames only:
Opening Days: 10:30 AM – 2:30 PM
Closing Days: 2:00 – 6:00 PM

If you prefer to send your camper outside of these time frames, you will be responsible for securing your own transportation to Camp Takodah. Please contact the Camp Office at least three weeks before your session to arrange transportation and pay the transportation fees.

LOST & FOUND

Caregivers and campers are encouraged to visit the lost and found (affectionately called "the coffin") before leaving on Closing Day. All items left behind are stored at camp for one week after each session and then donated to a local charity.

Because of the large quantity of lost and found, Camp Takodah cannot search for missing items or ship personal belongings to campers.

PETS

While we understand that your dog is part of your family, because not all dogs like each other and some children are afraid of or have allergies to dogs, please leave your pets at home on opening and closing days.

TIPPING

Tipping staff members is customary at some camps, but as a non-profit, Camp Takodah prohibits staff members from accepting tips. If you wish to show your appreciation, please consider recognizing the staff and making a donation to the Campership Fund or Staff Appreciation



CABIN ASSIGNMENTS

You will receive your cabin assignment via email 24 hours before your Opening Day. We are not able to make cabin changes on Opening Days for any reason. In order to receive a cabin assignment, tuition must be paid in full and all paperwork must be complete.

If you have a balance due or an incomplete paperwork profile, your camper will not receive a cabin assignment or be allowed to stay at camp.

CAMPER SECURITY & RELEASE

Camp Takodah prevents anyone outside of the camp community from visiting or picking-up campers without the explicit written permission of their caregivers. Accordingly, on Opening Days, caregivers will be required to identify who has permission to pick-up their child at the end of the session on a Camper Security Form.

For the camper's safety, we can only release campers to their legal guardians or responsible adults noted on the Camper Security Form.

In the event you will not be dropping off your child personally, please notify the Camp Office in writing of your plans for drop-off and pick-up. If your plans for pick-up change during the session, please contact the Camp Office to update your Camper Release Form. If your child is subject to custody agreements, please notify the Camp Office. We cannot refuse access without appropriate documentation from a court.

SEARCH & SEIZURE

Camp Takodah respects the privacy of all campers. Even in our close, shared living quarters, we will make every effort to be respectful and considerate of personal belongings. However, for the safety of all campers, we reserve the right to search and seize any items that are illegal or prohibited at Camp Takodah. As listed on the above packing list.

CLOSING DAY PROCEDURES (1-WEEK CAMP: SESSION 1A)

South Camp Check-Out

Saturday 1:00 PM (Please do not arrive earlier than 1pm)

1. Park in the Visitor Parking Lot next to the Camp Office and TPAC.
2. Go to your cabin to check-out your camper with your cabin leaders. Remember that cabin leaders are permitted to release campers only to the adults identified on the Camper Security Form.
3. SIGN UP FOR NEXT SUMMER!
4. Pack your gear into your car.
5. Go to Grassy Knoll to sign-up for next summer and collect your medications.
6. Go to the Camp Store (TPAC) to make final purchases.
7. Go to the "coffin" and clothesline at the Camp Office to collect your belongings from Lost and Found.
8. Say, "see you later," and depart no later than 1:45 PM. Have a safe trip home.

North Camp Check-Out

Saturday 2:00 PM (Please do not arrive earlier than 2pm)

1. Park along the North Camp Road.
2. Go to your cabin to check-out your camper with your cabin leaders. Remember that cabin leaders are permitted to release campers only to the adults identified on the Camper Security Form.
3. SIGN UP FOR NEXT SUMMER!
4. Pack your gear into your car.
5. Go to NoPAC to collect medications and collect belongings from Lost and Found.
6. Go to the Camp Store (shed behind NoPac) to make final purchases.
7. Say, "see you later," and depart no later than 2:45 PM. Have a safe trip home.

Camp is still in session, please help us keep all campers safe by only visiting the listed locations.

CLOSING DAY PROCEDURES (2-WEEK CAMPS + Session 1B)

South Camp Check-Out

Friday 6:00 PM (arrive no earlier than 6:00 PM)

1. Park on A-Field.
2. Go to your cabin to check-out your camper. Remember that cabin leaders are permitted to release campers only to the adults identified on the Camper Security Form.
3. SIGN UP FOR NEXT SUMMER!
4. Pack your gear into your car.
5. Go to the Sports Courts to collect your medications.
6. Go to the Camp Store (TPAC) to make final purchases.
7. Go to the "coffin" and clothesline at the Camp Office to collect your belongings from Lost and Found.
8. Say, "see you next summer!," and depart no later than 6:45 PM. Have a safe trip home.

North Camp Check-Out

Friday 6:00 PM (arrive no earlier than 6:00 PM)

1. Park on the North Camp Field.
2. Go to your cabin to check-out your camper. Remember that cabin leaders are permitted to release campers only to the adults identified on the Camper Security Form.
3. SIGN UP FOR NEXT SUMMER!
4. Pack your gear into your car.
5. Go to the NoPac to collect your medications.
6. Go to the Camp Store (NoPac) to make final purchases.
7. Go to NoPac and clothesline to collect your belongings from Lost and Found.
8. Say, "see you later," and depart no later than 6:45 PM. Have a safe trip home.



CAMPER CARE

HOMESICKNESS

While a concern for many caregivers and some campers, homesickness is normal. It means that you have a home worth missing. Learning how to overcome homesickness now will help your child deal with similar feelings in the future, such as during school trips and sleepovers. It's all part of becoming a healthy and independent person. While our cabin leaders are well-trained in helping children cope with homesickness, there are also steps you can take now to set your child up for success at camp:

- Arrange practice time away from home, such as long weekends with friends or relatives.
- Visit Camp Takodah ahead of time (Open House) to familiarize your child with the surroundings.
- Do not promise your child that you will “rescue” them if they don’t like camp.
- Encourage your child to practice coping strategies such as deep breathing, counting backwards, grounding techniques etc. remind them that these tools can help them if they start to feel homesick when they are at camp.
- Discuss with your child what camp will be like, including cabin-life, daily schedule, activities, and meals.
- Coach your child in friend-making skills, such as introducing themselves to others.
- Be honest that they might feel homesick—it’s normal and their cabin leaders will help them through it.
- Tell them it’s okay to miss home AND have a great time at camp all at the same time.
- Avoid sharing your anxiety with your child, such as telling them how much you’ll miss them.
- Involve them in camp preparation, like shopping for toiletries and packing their bags.
- Send a positive, reassuring, non-sentimental letter to arrive on the first day of camp.

CHILD SICKNESS

While your child is busy trying new things, making new friends, and growing up, you’re left at home to worry about their experience and adjust to life without them. Here are some things you can do to deal with child-sickness:

- Remain calm if you receive a “distress letter.” Campers often send homesick letters on the first or second day, but then start to feel better, probably even before you receive the letter.
- Remember that you chose Camp Takodah for a reason. Trust the camp staff to take good care of your child and handle homesickness skillfully. We will contact you when appropriate. No news is good news.
- If you have a bad gut feeling that won’t go away, call the Camp Office. We’ll check on your camper and get back to you about their experience right away.
- No matter how much you want to talk with your child, remember that phone calls with caregivers almost always result in feelings of homesickness (even when the camper was doing great).
- Treat summer camp like a vacation for you. Don’t feel guilty about it—in fact, a little rest and relaxation will help you be a better caregiver when your child returns home at the end of camp.

CAMP SICKNESS

Leaving such a wonderful camp community is also hard. People in the “outside world” just don’t understand the magic of camp. You can help with camp-sickness by asking your child open-ended questions about camp. Use conversation starters, like: Tell me about your cabin leaders. Tell me about your best friends at camp. Tell me about the best time you had at camp. Tell me about what you want to do next year at camp.

BEHAVIOR & DISMISSAL POLICY

As a tight-knit community in which our actions affect everyone else around us, we expect all campers and staff members to live by the Takodah motto (Friendly to All) and values (honesty, caring, respect, and responsibility).

Cabin leaders receive extensive training on how to create an environment that minimizes behavioral issues and manages behavior challenges in positive ways that help campers learn and grow. While we manage every situation on a case-by-case basis, our basic behavior management framework includes:

- Set clear expectations with campers on Opening Day
- Use positive behavior management strategies to follow-up on expectations consistently throughout the session
- Communicate with caregivers about challenges and strategies for overcoming them

Sending campers home is a very hard part of our job. It is sometimes necessary that a camper is dismissed from camp when we've tried our best to offer supports and accommodations and we still find that a camper is not able to successfully and safely participate in the camp setting.

Direct threats of physical harm to self or others are grounds for immediate dismissal, as is the possession or use of vapes, tobacco, drugs, or alcohol at camp. As a "Friendly to All" camp that values diversity and inclusion, any form of harassment, discrimination, and/or bullying (especially related to race, gender, and sexual orientation) will be grounds for immediate dismissal.

Campers dismissed for disciplinary reasons are not allowed to return to camp for the remainder of the summer. Campers dismissed early are not entitled to any refund. When a camper is dismissed from camp, their caregivers are responsible for timely transportation from camp.

HEALTH CARE

Over-the-Counter Medication: The Health Center is stocked with common over-the-counter medications, such as Tylenol, Benadryl, cough syrup, and topical ointments, as well as first aid supplies, which are available at no charge if needed.

Health Screening: All campers are given health screenings on the first day of camp. Please do not bring children to camp with any of the following: fever, cold/sinus symptoms, vomiting, sore throat, rash (if cause is unknown/untreated), lice, bed bugs, chicken pox, or other communicable illnesses.

Caregiver Notification: Caregivers are notified via phone of any injury/illness that requires significant medical attention, such as a temperature of 100+ degrees, visiting the Health Lodge 3+ times, a stay of longer than two hours in the Health Lodge, or the need to visit a doctor.

Home Recovery: If a camper has an injury/illness that prevents them from participating in activities for more than 24 hours, we will make arrangements with their caregivers/guardians for them to convalesce at home if possible.

Health Insurance: Camp Takodah does not provide accident/health insurance. Medical bills incurred by campers at camp are the responsibility of their caregivers/guardians. You and your insurance company will be billed directly for any fees.

Healthcare Team: State-licensed nurses are on-site and on duty to care for campers. Many staff also hold certifications—such as EMT, Wilderness First Aid/Responder, and First Aid / CPR—to provide immediate assistance. Camp Takodah maintains partnerships with ConvenientMD and the Cheshire Medical Center for clinical and emergency care.

Epi-Pens & Rescue Inhalers: If you'd like your child to carry an Epi-Pen or inhaler on their person at camp, the State of NH requires you to submit a Epi-Pen and Rescue Inhaler Form, which must be signed by a licensed medical provider. You'll also need to submit an additional Epi-pen/inhaler to be stored in the Health Center in case of emergency.



ELECTRONICS

Camp Takodah maintains an electronics-free environment. We believe that being disconnected from electronics while in nature is an important part of our program. We also believe that by leaving electronics at home, campers engage in activities more and with their peers, which are also wonderful learning opportunities.

Caregivers sometimes want to talk with their children while at camp because they think it cuts down on homesickness. Our experience shows that the exact opposite is almost always true. Talking to caregivers inevitably increases feelings of homesickness, even for children who love camp. It not only affects your child, but it also has a negative impact on campers around them. For those reasons, campers are prohibited from bringing cell phones to camp, and they are not permitted to make calls home.

If there is a situation when it makes sense for a camper to call home, your division head will call you with your child. If you are concerned about your child, please feel free to call the office. We will check on your camper and call you right back.



CAMPER COMMUNICATIONS

Mail

Letters are best - writing letters to your camper is important. Letters help campers get through feelings of homesickness by feeling connected with home. Writing letters home also help campers reflect on their camp experiences. Hand-written letters are the best. Avoid overly sentimental messages that might create feelings of homesickness. Please send letters to:

Camper Name
Cabin # ____ (North or South)
Camp Takodah
55 Fitzwilliam Road
Richmond, NH 03470

Packages

With the increase of online shopping and ease of Amazon, we've found that campers get 10+ packages each session. With 400 campers in camp that's THOUSANDS of packages. Our small town local post office can not handle that sort of influx in deliveries. Each camper may receive **one care package per session**. We ask that you are intentional about what you send to your campers while at camp. Please do not send food, gum, or candy in care packages because it attracts pests and rodents to cabins. Any food sent in care packages will be discarded.

When sending packages, it's important to consider the contents and frequencies of the package as well since campers often open these in front of each other during siesta. Not every camper will get packages, and this leaves some feeling left out or homesick. We ask that you please try to send at maximum **one care package per session** and keep the contents of it modest.

DAILY PHOTOS

We do our best to capture the spirit of summer at Camp Takodah. Our two-person media team understands that these photos are your only window into your camper's Takodah experience, and we take that responsibility seriously. You can learn what to expect from the media team when your camper is at Takodah online. // www.camptakodah.org/photos/

Once your camper is at camp, you will receive a confirmation email with a password to access the photos from your session. Feel free to share the password with relatives and friends. // www.camptakodah.smugmug.com/

One Way E-mails

Believe us when we say that campers prefer "real letters" to emails by far. However, for your convenience, you may send one-way emails to your child: campermail@camptakodah.org

Please, type the camper's full name and cabin number in the subject line.

Since campers don't have computer access, they won't be able to respond by email. Because we have 370+ campers at a time, we ask that you only send one message per day—and ask friends and family to use the service sparingly.

Please resist the temptation to send short, non-specific emails because they can actually create feelings of homesickness—instead consider writing fewer messages that are more meaningful.

Our office team will print before lunch and deliver email messages after lunch. Please be mindful that the office staff may see messages as they are printed and distributed. We reserve the right to not deliver emails that are deemed inappropriate for campers.

VISITING CAMP

Because visitors to camp almost always create feelings of homesickness—and have a negative and disruptive impact on other campers around them—Camp Takodah does not permit visitors except in emergencies or during changeover weekends (for 4-, 6-, and 8-week campers). If you have an emergency, please contact the Camp Office to make arrangements. In the event that local families need to drop off mail, forms, or packages, we ask that they do so discreetly and directly to the office, without stopping at any cabin or program area. **Please ask well-meaning friends and relatives to refrain from making unannounced visits to camp.**

