



2017  
PARENT MANUAL

## Table of Contents

Arrival and Departure .....	1
Contact Your Camper .....	3
Camp Logistics .....	4
Medical.....	5
Money Matters.....	6
Personal.....	7
Tripping .....	8
Visitation .....	8
Forms Checklist.....	9
Maps.....	10

## Arrival & Departure:

### Travel to and from Camp-

We need to know how your child will be traveling to and from camp. Please complete the travel information requested on the 2017 Travel Form and return it to us as soon as possible. Most campers arrive and depart by airplane, and we request that you follow the arrival and departure guidelines outlined below.

### Camper Airport Arrival and Departure Time

Full Season and First 3-Week Session Arrival- Campers need to arrive at Pearson International Airport in Toronto before noon on June 27. Please keep in mind that the chaperoned camp bus from Toronto to Temagami must depart no later than 1 p.m. It is a six-hour drive to Temagami, followed by a 20-minute boat ride that cannot be done in the dark! If your child cannot arrive before noon, you may have them fly in the night before. We will still meet the flight, and will stay with them in the Sheraton Gateway at the airport. They will be chaperoned until they arrive at camp the next day. Please be aware that there is a \$125 fee for this service.

First 3-Week Session Departure- Campers in the first three-week sessions will depart on July 19. Flight reservations should be made no earlier than 3 p.m. on July 19. Campers flying as unaccompanied minors should leave no earlier than 5 p.m.

Second 3-Week Session Arrival- Campers for the second three-week session must arrive at Pearson International Airport in Toronto before noon on July 20. Please keep in mind that the chaperoned camp bus from Toronto to Temagami must depart no later than 1 p.m. It is a six hour drive to Temagami, followed by a 20 minute boat ride that cannot be done in the dark! If your child cannot arrive before noon, you may have them fly in the night before. We will still meet the flight, and will stay with them in the Sheraton Gateway at the airport. They will be chaperoned until they arrive at camp the next day. Please be aware that you will be billed for the hotel charges at the end of camp.

Full Season and Second 3-Week Session Departure- Campers in full season and the second three-week sessions will depart on August 11. Flight reservations should be made no earlier than 3 p.m. on August 11. Campers flying as unaccompanied minors should leave no earlier than 5 p.m.

### Parent Accompanied Airport Arrivals and Departures

Start of Camp and Second 3-Week Session- Parents traveling to Toronto with children on June 27 or July 20 should meet Keewaydin staff no later than noon at the far end of Terminal 3, Arrival Level.

End of Camp-Parents should meet their children on July 19 (first session), or August 11 (second or full session), at Toronto Pearson International Airport at the far end of Terminal 3, Departure Level (map enclosed). Please arrive by 1:00 p.m.

Unaccompanied Minor- Please see the "Keewaydin and Unaccompanied Minors" brochure in your packet. A parent or guardian may choose to pay a fee for unaccompanied minor service for their child under the age of 14. Parents will fill out a release form, identifying another adult who will pick up the minor at the destination airport. Airline personnel are responsible for escorting the child through immigrations and customs and boarding the flight in time. During the flight, no special attention is given to the minor until the flight enters final descent to the

destination. On descent, the minor is moved to the nearest exit, which could be in business or first class, so that he or she can leave the aircraft at first opportunity and be transferred to the local ground staff. After clearing immigrations and customs, the child is released only to the adult identified on the paperwork. Should you choose to take advantage of this service, please indicate Emily Schoelzel as the receiving adult in Toronto and complete the necessary information on your child's 2017 Travel Form.

**Baggage Information**- Campers should try to limit their baggage to a camp duffle and one carry-on. Trunks and large suitcases are bulky and unnecessary as campers will spend most of their summer out on canoe trips. Space in camp is quite tight, and allows little room for large items. Returning campers who are bringing paddles should check with the airline for regulations. **NOTE:** Ask for "priority handling" of luggage when checking in at the airport; it seems to help assure that the luggage will arrive on the same flight as the camper!

**Toronto Shuttle Bus**- Keewaydin provides chaperoned shuttle bus service from Toronto Pearson International Airport to camp at the beginning of each camp session and from camp to Toronto Pearson International Airport at the end of each camp session. A fee of \$125 each way will be added to your final bill in the fall. Please indicate this preference on the 2017 Travel Form.

**Extra Days at Camp:** We are not set up to accommodate extra nights at camp at the beginning or end of season for your son or daughter. We ask that you not make such requests as we simply cannot accommodate them.

**Important Dates:**

Section A and Section 1	June 20- August 11
Six-Week Sessions	June 27 - August 11
First Three-Week Session	June 27 - July 19
Second Three-Week Session	July 20 - August 11
Midseason Dates	July 16 -19
Islander Potluck at Ojibway	August 6
All trips paddle in	August 9
End-Season (Final campfires, Gunn Canoe competition, special events, etc.)	August 9-10
All campers depart (a.m.)	August 11

## Contact with Camp & Camper:

**Letters Home** Each camper will write a letter home after arriving at camp, and between trips. Please do not be disappointed with your camper's letter. We do our best to urge every camper to write a good letter home between trips, but we cannot assure you that these letters will be very lengthy!

**Parcels from Home** Please **DO NOT SEND YOUR CHILD PACKAGES OF FOOD, CANDY OR OTHER EDIBLES**. Canadian mail is very slow, and most food is in quite poor condition by the time it reaches us. It will also tend to sit in camp awaiting your camper's return from trip. During this time these packages tend to attract rodents to our base camp. For this same reason we do not allow campers to pack such items in their personal gear on trip.

**Contacting Camp** If you need to contact camp during the summer season, please call our main Keewaydin office in Vermont at (802) 352-4709. They will be able to answer any general inquiries. If there is an emergency, please call our office on Devil's Island at (416) 548-6120. Because we don't have an office staff on Devil's Island to answer phones at all hours of the day, we ask that you respect our request to limit phone calls to the island to emergencies only. If you do call the island and get the answering machine, rest assured that we will answer these calls as soon as possible. From time to time, the phone system will go down due to inclement weather. In such cases, if it is an emergency, you can contact us through the Temagami Lakes Association (TLA) at (705) 237-8927.

Parents should not call their children at camp. Campers are not allowed to use the camp phones.

**Email and Faxes** You may contact Director Bruce Ingersoll via email at [bruce@keewaydin.org](mailto:bruce@keewaydin.org). You may contact Annette in the main office at [annette@keewaydin.org](mailto:annette@keewaydin.org). Our main office fax number is (802) 352-4772.

**Snail Mail** We do encourage you to write your son or daughter often, as it is always nice to receive news from home, the funny papers, baseball scores, etc. Again, be aware that the Canadian mail system can be a bit slower than the USPS. Be patient and don't worry if it seems to take a while to hear back from them. Campers who are on long trips will receive their mail when they return to the island.

Our mailing address for camp is:

**Camper's Name  
C/O Keewaydin Camp  
General Delivery  
Temagami, ON P0H 2H0  
CANADA**

Please use the following address if your son/daughter is going to be at the Outpost:

**Camper's Name  
C/O Keewaydin Canoe  
Party  
Allanwater Bridge, ON  
P0T 1A0  
CANADA**

*Federal Express and Express Mail will not deliver to Allanwater Bridge. Send any packages you may have to base camp and your camper will receive it when they return from trip.*

## Camp Logistics:

**Bedding-** Campers will spend the majority of their time out on canoe trips, so bedding aside from their sleeping bag is really not needed. During brief stays in camp, campers will stay in bunks where their sleeping bag will be ample. Pack a small pillow for “in camp” if your son or daughter chooses.

**Essential Clothing and Equipment-** Please refer to the enclosed list of essential and optional clothing and equipment. Please also pay close attention to footwear guidelines as they are very important to the success of your son or daughter’s experience. Tumpline, duffle bag, sleeping bag, and waterproof ground sheet are all necessary items that are available at camp but must be ordered in advance. Please complete the **2017 Equipment Order and Fishing License Form** for these items. They will be waiting for your camper when they arrive on the island and you will be billed for the purchase at the end of camp.

**Fishing Licenses-** In order for your camper to fish on Lake Temagami and the surrounding lakes and rivers in Ontario, they need to have a seasonal Ontario fishing license. The cost is \$15 Canadian; please complete the **2017 Equipment Order and Fishing License Form** to sign up for one.

**Eyeglasses-** If your son or daughter wears eyeglasses, **please send along a second pair**. Replacement during the summer can pose a significant problem due to the remote nature of many of our canoe trips.

**Personal Items-** Campers are encouraged to bring personal items but they need to be aware that space is limited. Baseball gloves, games, fishing equipment, books, tennis rackets, etc. can be worked into our camp life, but keep in mind that time in camp is quite short. **Be sure that all personal items are marked in some way.** (For personalized labels, go to [www.keewaydin.lovablelabels.ca](http://www.keewaydin.lovablelabels.ca)) Fireworks or firecrackers are not allowed at camp.

**Electronic games and personal stereos-** Please do not send these items with your son or daughter. There is very little space on trip for them, and they often become lost or damaged. The summer is also a great time to get away from such distractions.

**Knives-** Campers may bring small pocket knives, but not sheath knives. Campers may use knives under staff supervision. Be sure your child’s knife is clearly marked with their name. **You may want to check with the airlines about any regulations for carrying such items.**

**Please Note:** *Keewaydin is not responsible for lost, damaged, or stolen personal items or clothing. We discourage you from bringing expensive equipment to camp (e.g. expensive camera, iPods, tablets, computers, etc.) Bringing these items becomes a problem if they are lost or broken.*

## Medical:

**Health History and Examination-** Every camper must have a completed **Camper Health History Form** prior to camp. The form requires you to supply information concerning health conditions requiring medications, treatment or special restrictions, record of past medical treatment, record of immunizations and date of last tetanus and record of allergies. We also require written verification on our **Camper Healthcare Recommendation by Licensed Medical Personnel Form** that the camper has had a health examination within the **past 12 months**. This written verification must provide information on any physical condition requiring restrictions; the date of the health examination, any current or on-going treatment or medications which must be continued at camp and the date the form was signed. *Please copy the front and back of your insurance card and return with the above noted forms as soon as possible.*

**Contagious Disease-** If your child has been exposed to a contagious disease such as chicken pox, measles, mumps, etc., they should not be sent to camp until the period of incubation has passed.

**Head Lice-** Please be sure that your son or daughter is examined for head lice before coming to camp. See enclosed info sheet. Because head lice can spread rapidly and because it is hard to get rid of, a camper with head lice at a residential camp can be a big problem!

**Medical Coverage-** Keewaydin provides limited medical coverage through the camp's insurance company. There is no deductible to you for these services. This is a limited policy that covers emergency and first aid services. We **do require** that your child is covered by medical insurance. A copy of both sides of your insurance card should be forwarded to us with your completed forms. It is your responsibility to check with your insurance company prior to the summer to make sure your children are covered in Canada, and make such arrangements if not. *Please see information on travel insurance on the page 6.*

**Medical Evacuation-** In the unlikely event that your son or daughter needs to be evacuated from their trip due to a medical condition or emergency, all transportation expenses associated with the evacuation will be billed to your account at the end of the season. These expenses may be reimbursable through your own insurance company.

## Money Matters:

**Travel Insurance-** We strongly encourage you to purchase travel insurance. First, this will allow you to recoup your tuition in the event that your child is unable to come to camp for reasons approved by the insurance company. Second, this will cover evacuation expenses in the event that your child needs to be evacuated from a trip. Thirdly, many travel insurance policies cover emergency medical expenses. Keewaydin does not refund tuition fees in the event of cancellation. Many travel insurance products are available, but two we recommend are A+ Program Protection (<https://www.youth-studentplans.com/>) or Travel Guard ([www.TravelGuard.com](http://www.TravelGuard.com)). You may also call a travel agency or AAA for travel insurance recommendations.

**Camp Fees-** Camp tuition is due by March 1, unless you have made other arrangements with us. Once accepted, we do not give refunds unless the camper can be replaced.

**Money-** There is no need for money at camp. If your child needs it for traveling to or from camp, this will be collected and kept in our safe on Devil's Island. For campers who are coming by airplane, we recommend a minimum of \$30 for emergency needs. We discourage campers from having large sums of money in camp or on trip. We would also rather you not send money directly to your son or daughter. The camp store will accept cash, but all items may be charged to their account, and billed after the close of camp.

**Airline tickets, passports and other valuables-** These items will be collected at the airport by our staff at the beginning of the season. They will be placed in the camp safe until the morning of their departure at which time our staff will see to it that they are returned.

**Camp Store-** Our store makes available, on a charge to the parents account, necessary personal items such as toothpaste, stamps, stationery, flashlights, batteries, etc. For such standard items the charges generally amount to not more than \$200. If campers purchase such things as film, baseball caps, T-shirts, sweatshirts, and duffle bags, the amount will be larger. We attempt to keep all purchases to a minimum. Please advise your child of any limits you expect and note it on the **2017 Equipment Order and Fishing License Form** enclosed. The store is open daily after supper for candy or pop. Campers are limited to one per day.

**Gratuities-** We ask that you not give gratuities to our staff-men, staff-women, directors, or other staff. We do encourage you to express your appreciation by making a contribution (in the name of the staff person you wish to honor) to the Temagami Scholarship Fund which helps provide financial aid to campers in need.

## Personal:

**Information Sheet-** Enclosed is a **Camper Information Sheet** to give our staff important information concerning your child. The information will be helpful in giving your son or daughter the kind of summer that we both want for them. Though we will not acknowledge personally the helpful comments you have made, the information will be shared with your son's or daughter's senior staff member. It is essential that we have these sheets by May 1. Please help us by returning them as soon as possible.

**Birthdays-** Campers having birthdays during the summer will have cakes baked for them by the chef while in camp. They will be honored in the dining room by a round of "Happy Birthday" from the whole camp when they return from their trip. We encourage you to send a birthday package, cards and letters, but please send no edibles.

**Photo Privacy-** In order to protect the privacy of our campers and the reputation of Keewaydin, we ask that campers adhere to the following policies regarding the use of photos on personal websites:

- Do not use the Keewaydin logo on your personal website
- Do not post pictures of campers
- Do not post any photo that might jeopardize the reputation and good name of Keewaydin

Keewaydin welcomes excellent photos of camp (campers, staff, activities, trips). If you have photos you would like to have posted on our website, please consult the Camp Director.

**Section Assignments-** Sections will be assigned by the Director prior to the opening of camp. These assignments will be made based on many factors, including age and experience of the campers. While we will try to honor any requests that have been made regarding section assignments prior to the summer, it is often difficult to honor every request as there are many considerations when assigning sections.

**Homesickness-** If your child is a first-year camper and writes of being homesick the first week or so of camp, please do not become overly concerned. This is natural and our staff is experienced in helping children through this time. Please give our staff time to address it. Our friendly attention helps to eliminate homesickness but cannot do so entirely right away. We will do our best to help your son or daughter adjust to their time away from home.

## Tripping:

**Tripping-** The emphasis at Keewaydin Temagami is on canoe tripping. While there are other activities in camp, time in camp is short and is usually spent writing letters, relaxing, and preparing for the next canoe trip. During the course of the summer your son or daughter will go on trips of various lengths, depending on age and experience. The youngest Manitou and Songadeewin trips will range from 3 to 10 days, while the older Waubeno, Algonquin and Winisk campers will be out from 5 to 23 days. The oldest Temagami sections will be out for the entire season, up to 52 days for Section A and Section 1. Each of these trips involves varying levels of physical and emotional challenges. As your son or daughter progresses through the season, the trips grow more and more challenging. Likewise, as your son or daughter moves up through the Wigwams each summer, the challenge of the trip and the experience increases. During the course of the summer, your son or daughter will encounter every type of challenge imaginable; from learning the basic paddle strokes... to carrying a canoe, from learning to cook for the rest of the section...to surviving a third straight day of rain. These challenges are part of the experience which will help your son or daughter grow, and the results are the things they take home with them at the completion of their summer.

The different kinds of trips require various skill levels and at least a minimal level of physical fitness. During the first three days of the season for Waubeno, Algonquin, Winisk, Songadeewin and Manitou sections, your son or daughter will learn or review the basic tripping techniques that have been used at Keewaydin Temagami for over 100 years. During this time there will be regular lake paddles varying in length from a few hours to a full day, to develop new or hone existing skills. The basics of minimal impact camping and canoe tripping will be focused on heavily during this time to ensure that your son or daughter is ready for their first canoe trip.

During the course of the summer, your son or daughter will become stronger and more accomplished at the various skills they have learned. It is up to each boy or girl to maintain a level of physical fitness so that they can actively and effectively participate in the tripping program. This also means taking care of their bodies so that he or she doesn't develop blisters or cuts that would hamper their ability to participate fully and comfortably during the trip.

## Visitation:

**Parent Visits-** As our primary focus in Temagami is on wilderness canoe tripping, your son or daughter is seldom in camp. If you would like to visit during the season, the best time for these visits would be during the designated Midseason or at Endseason. Please refer to the season schedule for these dates.

**Accommodations-** We have limited space at Ojibway, our family lodge, during the mid and end of season dates. We encourage you to make reservations early. Please contact Tanya McCubbin via email at [tanya@keewaydin.org](mailto:tanya@keewaydin.org) or by phone at 416-548-6137 (summer) or 705 495-4166 (winter). Please see "Visiting Devil's Island" information sheet.

## Forms Checklist:

- ☐ Emergency Contact Information Form
- ☐ Camper Information Sheet
- ☐ 2017 Travel Information Form
- ☐ 2017 Equipment Order and Fishing License Form
- ☐ Health History Form
- ☐ Healthcare Recommendation by Licensed Medical Personnel