



Dear Camp Families,

Thank you for taking part of the Camp Chateaugay family! The information included in this “book” is here to help you and your camper enjoy your summer experience at Chateaugay. Preparing for camp is an exciting time for the whole family and the entire Camp Chateaugay staff is committed to making the transition from home to camp as smooth of an experience as possible. We strongly encourage that you read through the entirety of the sections. You will find that you need each piece of information at some point throughout the summer.

We hope this is a useful informational tool for you and your family. As always, if you have any questions, concerns or comments please do not hesitate to contact us at any time.

Yours,
Hal, Mitch & Steph

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2019 Important Camp Dates

Full Session	Wednesday, June 26, 2019 to Tuesday, August 13, 2019
First Session	Wednesday, June 26, 2019 to Sunday, July 21, 2019
Second Session	Sunday, July 21, 2019 to Tuesday, August 13, 2019
Two Week Sessions (1 st year option)	Wednesday, June 26 th to Wednesday, July 10 th 2019 Sunday, July 21, 2019 to Sunday, August 4, 2019

Visiting Day

Saturday, July 20, 2019

How To Contact Us

Summer address:

233 Gadway Road
Merrill, New York 12955

(518)425.6888

Fax: (518)425.3487

Hal: hal@chateaugay.com

Mitch: mitch@chateaugay.com

Steph Hersh (office manager): steph@chateaugay.com

Website: www.chateaugay.com

Winter address:

PO Box 202
Roxbury, Connecticut 06783

Hal and Steph (800)431.1184 or (860)350.8822

Mitch: (800)487.3866

Fax: (888)431.5267 or (860)350.8809

Email: hal@chateaugay.com , mitch@chateaugay.com

Steph Hersh (office manager): steph@chateaugay.com

Website: www.chateaugay.com

Year-Round Staff

Harold Lyons	Director/Co-Owner	hal@chateaugay.com
Mitchell Goldman	Co-Director	mitch@chateaugay.com
Steph Hersh	Office Manager	steph@chateaugay.com

Camp Paperwork

The following forms **MUST** be completed and returned to camp *before your camper arrives*:

Forms MUST be in our office by June 1st for First and Full Session or by July 1st for Second Session. Late Fee/Surcharge may be added after due date!

Forms may be filled in online through your parent portal (except the Health History Form) with this link:

<https://www.bunk1.com/en/i/166/login>

All necessary forms can be located to download and print at this first link below:

<http://www.chateaugay.com/current-families/forms-download/>

Enrollment Form:

This is your initial registration form and will be the first form that you will want to complete and return to the office. **Please sign the *Emergency Authorization for Treatment* section of this form. ONLINE ENROLLMENT is also available through your parent portal family account in Bunk1 through our website.**

Camper Information Form:

*Take a moment to complete this form with your child's input. It will help our staff become better acquainted with your child. All information provided is used in a confidential manner. If there is information of a sensitive nature that you would like to discuss with Hal and/or Mitch privately, please be sure to either call or submit the information on a separate sheet of paper.

Camper Agreement/Contract Form:

This important document is our formal agreement. This form specifies which session your camper will be attending Camp Chateaugay. It also allows for you to sign your camper up for additional "extra charge" activities provided through camp; Horseback Riding, Golf, the White Water Rafting trip and/or Mountain Biking trip. This document also gives camp permission to take your camper off camp property for trips and special events. **No camper will be allowed to leave camp grounds (with the exception of an emergency) without a signed copy of this form.**

Health History Form:

CAMPERS MAY NOT ENTER CAMP WITHOUT THESE DOCUMENTS AND MAY NOT GO ON TRIPS OFF-SITE WITHOUT THEM. They do need to be submitted EACH year!

This form should be completed by both parent and family physician. We need this information as soon as possible. Be sure to sign the Parent's Authorization to treat at the bottom of the front part of the Medical Form; the local hospital will not treat any child unless we have this form properly signed by parents. Campers are required to meet New York State's immunization requirements. A record of your child's immunizations and dates of immunizations must be listed.

Meningitis Form:

This document is required by the Health Department and acknowledges that your child has or has not been immunized for meningitis. The shot is not required, but your signature on a copy of this form is. New York State wants to know if a child HAS or HAS NOT been immunized for meningitis.

Travel Form:

*It is important that we know your child's exact en-route itinerary. We must know when to expect your camper's arrival and WHAT his/her mode of travel will be. If your travel plans are from other cities, please give Hal a call so we can discuss potential flights for your child. If your child is travelling by air, please email Steph the itinerary. We also need to know how they will travel home. Whether you are picking up your child or we are escorting them or bringing them to a meeting destination, we do need to know in advance to organize the travel logistics. ****See pages 6 through 13 for our escorted bus and flight schedules and information. You may also input this information in through your parent portal in Bunk 1- You also may make changes to prior travel arrangements and dates with online entries.***

Internet Policy Form:

This document is a camp mandated document for campers age 13 and up that must be signed by both the camper and the camper's family. This form acknowledges that all parties are aware of the camp policy concerning our position on internet usage, camper/staff social media contact and our internet expectations and etiquette standards.

CAMPER TRANSPORTATION

OPENING DAY - Full Summer & Session 1

Wednesday, June 26th 2019

PARENT DROP OFF

Please arrive 30 minutes ahead of departure time!

<u>Departing from:</u>	<u>Address:</u>	<u>Departure Time:</u>
Buses:		
NEW YORK CITY	Metropolitan Museum of Art (5 th Avenue & 82 nd St.)	7:30am
WHITE PLAINS	Parking lot of Bloomindale's Dept. Store Exit 8 of 1-287, Cross-Westchester Expressway	9:00am
PALISADES MALL	New York/New Jersey I87 to Exit 12 Coming from the South turn left and from the North turn right. Turn right towards the commuter parking lot (across from Home Depot). Pull into the lot and look for the bus-it will be coming from White Plains.	9:45am
ALBANY	Meet at the parking lot by Cheesecake Factory Colonie Center, 131 Wolf Rd, Albany, NY 12205 Exit 2 off I-87	11:30am
MONTREAL	We ask that all Montreal campers please ride the bus. While this is not mandatory, all families will be charged for the bus. We hope all campers will take part. The bus departs from LOCATION TO BE DETERMINED Montreal, QC H4P 2T5 Canada Please send all luggage and passports on the bus.	9:30am

Travel Delays/Changes:

Camp Chateaugay will report any last minute delays and/or changes to the scheduled transportation times. You will find this information on the Chateaugay website at www.chateaugay.com. Choose 'CURRENT FAMILIES,' then click 'CHATAGRAM BLOG' and all travel changes and delays will be noted there. As well, an email will be sent out to the affected families.

Escorted Flights TO Camp – Full Session/Session 1

Wednesday, June 26th 2019

Please meet escorts at ticket counter one and half hours before flight time. *Please note airlines may have flight number or time changes.*

UNITED AIRLINES: 1-800-864-8331

FROM: Florida: Wednesday, June 26th

Flight United # UA 1853 & # UA 5115

Departs: Fort Lauderdale (FLL) 8:45 am / Arrives: Washington DC Dulles (IAD) 11:05am – Departs: (IAD) 1:00pm Arrives: Plattsburgh, NY (PBG) 2:40pm

Escort: Sophia Gott & Caroline Serling

Confirm Number: PPSR4J

UNITED AIRLINES: 1-800-864-8331

FROM: Washington, DC: Wednesday, June 26th

Flight United # UA 5115

Departs: Washington, Dulles (IAD) 1:00pm/Arrives: Plattsburgh, NY 2:40pm

Escort: Helen Birch

Confirm Number: PS6HRQ

Parent Drop-off at Camp:

The first day of camp is exciting and busy for all of us. Please plan to arrive with your camper between **1pm and 3pm**. We will greet you at the front gate, where you can drop off all camper luggage, as vehicles will not be allowed to drive on to camp grounds. We will make sure that your campers' luggage is delivered to the appropriate cabin. Please contact us about special arrangements if you cannot make it between 1pm and 3pm; we are happy to work with you.

Mid-Summer DEPARTURE DAY - Session 1

Sunday, July 21ST 2019

PARENT PICK UP

Bus Arrival times are approximate

<u>Arriving To:</u>	<u>Address:</u>	<u>ETA:</u>
Train:		
NEW YORK CITY	Please advise early if you need this option as reservations need to be purchased a month in advance to ensure seats	
Leaves Plattsburgh, NY 1:25pm		
	Penn Station	8:50 pm
	Croton – Harmon	7:56 pm
Buses:		
NEW YORK CITY	NO Bus to NYC July 21st	
WHITE PLAINS	NO Bus to White Plains July 21st	
PALISADES	NO Bus to Palisades July 21st	
WHITE PLAINS	NO Bus to White Plains July 21st	
ALBANY	NO Bus to Albany July 21st	
MONTREAL	We ask that all Montreal campers please ride the bus. While this is not mandatory, all families will be charged for the bus. We hope all campers will take part. The bus arrives at LOCATION TO BE DETERMINED Montreal, QC H4P 2T5 Canada Please send all luggage and passports on the bus.	10-10:30am

ALL FAMILIES SHOULD MAKE CERTAIN THAT THEY ARE LEAVING WITH ALL BELONGINGS: EXAMPLE- LUGGAGE, MEDICATION, PASSPORTS, ETC.

Travel Delays/Changes:

Camp Chateaugay will report any last minute delays and/or changes to the scheduled transportation times. You will find this information on the Chateaugay website at www.chateaugay.com. Choose 'CURRENT FAMILIES,' then click 'CHATAGRAM BLOG' and all travel changes and delays will be noted there. As well, an email will be sent out to the affected families.

Escorted Flights FROM Camp - Session 1

Sunday, July 21st 2019

Please note airlines may have flight number or time changes.

SOUTHWEST AIRLINES: 1-800-435-9792

TO: Florida: Sunday, July 21ST Flight #5719 & #3177

Departs: Albany (ALB) 11:35am / Arrives: Baltimore/Washington (BWI) 12:50pm - Departs: Baltimore/Washington (BWI) 3:50pm / Arrives: Fort Lauderdale (FLL) 6:30pm

Escort: Ebony Crighton

Confirm Number: PWON7P

UNITED AIRLINES: 1-800-864-8331

TO: Baltimore / Washington DC (IAD): Sunday July 21st

Flight # UA 5027

Departs: Albany (ALB) 9:30am / Arrives: Washington DC (IAD) 11:22am

Escort: Aidan Haughey

Confirm Number: BDL37S

ALL FAMILIES SHOULD MAKE CERTAIN THAT THEY ARE LEAVING WITH ALL BELONGINGS: EXAMPLE- LUGGAGE, MEDICATION, PASSPORTS, ETC.

Parent Pick-up at Camp:

We ask that parents picking up their camper(s) **arrive no earlier than 9:00 AM. Please be prepared to leave with your camper(s) by 11:00 AM.** This is an extremely busy day and the staff will have other responsibilities to attend to after this allotted time. As no personal vehicles will be allowed to drive on to camp grounds, we will take care of delivering all luggage to the entrance of camp.

Mid-Summer ARRIVAL DAY – Session 2 & Two Weeks

Sunday, July 21st 2019

PARENT DROP OFF

Please arrive 30 minutes ahead of departure time!

<u>Departing from:</u>	<u>Address:</u>	<u>Departure Time:</u>
Buses:		
NEW YORK CITY	Metropolitan Museum of Art (5th Avenue & 82nd St.)	7:30am
WHITE PLAINS	Parking Lot of Bloomindale's Dept. Exit 8 of 1-287, Cross-Westchester Expressway	9:00am
PALISADES	New York/New Jersey I87 to Exit 12 coming from the South turn left and from the North turn right. Turn right towards the commuter parking lot (across from Home Depot). Pull into the lot and look for the bus-it will be coming from White Plains.	9:45am
ALBANY	Meet at the parking lot by Cheesecake Factory Colonie Center, 131 Wolf Rd, Albany, NY 12205 Exit 2 off I-87	11:30am
MONTREAL	We ask that all Montreal campers please ride the bus. While this is not mandatory, all families will be charged for the bus. We hope all campers will take part. The bus departs from LOCATION TO BE DETERMINED Montreal, QC H4P 2T5 Canada	11:00am

Please send all luggage and passports on the bus.

Travel Delays/Changes:

Camp Chateaugay will report any last minute delays and/or changes to the scheduled transportation times. You will find this information on the Chateaugay website at www.chateaugay.com. Choose 'CURRENT FAMILIES,' then click 'CHATAGRAM BLOG' and all travel changes and delays will be noted there. As well, an email will be sent out to the affected families.

Escorted Flights to Camp Session 2 & Two Weeks Sunday, July 21st 2019

Please meet escorts at ticket counter one and half hours before flight time.

Please note airlines may have flight number or time changes.

SOUTHWEST AIRLINES: 1-800-435-9792

FROM: Fort Lauderdale: Sunday, July 21st Flight #3349 & #5606

**Departs: Fort Lauderdale (FLL) 7:10am / Arrives: Baltimore/
Washington DC (BWI) 9:45am – Departs Baltimore / Washington DC
(BWI) 11:15am / Arrives: Albany (ALB) 12:30pm**

Escort: Daniel Chavez

Confirm Number: PZO4JX

UNITED AIRLINES: 1-800-864-8331

FROM: Washington DC (IAD): Sunday, July 21st Flight #UA6186

**Departs: Departs Washington DC (IAD) 8:15am / Arrives: Burlington
(BTV) 9:58am**

Escort: Daniel Morgan

Confirm Number: LL5K9K

Parent Drop-off at Camp:

Please plan to arrive with your camper between **1pm and 3pm**. We will greet you at the front gate, where you can drop off all camper luggage, as vehicles will not be allowed to drive on to camp grounds. We will make sure that your campers' luggage is delivered to the appropriate cabin. Please contact us about special arrangements if you cannot make it between 1pm and 3pm; we are happy to work with you.

DEPARTURE DAY – Full Summer & Session 2

Tuesday, August 13th 2019

PARENT PICK UP

Bus Arrival times are approximate

<u>Arriving To:</u>	<u>Address:</u>	<u>ETA:</u>
Buses:		
NEW YORK CITY	Metropolitan Museum of Art (5th Avenue & 82nd St.)	3:00pm
PALISADES	New York/New Jersey I87 South to Exit 12	1:30pm
Palisades Commuter Lot J	(Located on Palisades Center Ring Road)	
WHITE PLAINS	Parking Lot of Bloomindale's Dept. Exit 8 of 1-287, Cross-Westchester Expressway	12:45pm
ALBANY	Meet at the parking lot by Cheesecake Factory Colonie Center, 131 Wolf Rd, Albany, NY 12205 Exit 2 off I-87	11- 11:30am
MONTREAL	We ask that all Montreal campers please ride the bus. While this is not mandatory, all families will be charged for the bus. We hope all campers will take part. The bus arrives LOCATION TO BE DETERMINED Montreal, QC H4P 2T5 Canada	10-10:30am

Please send all luggage and passports on the bus.

ALL FAMILIES SHOULD MAKE CERTAIN THAT THEY ARE LEAVING WITH ALL BELONGINGS: EXAMPLE- LUGGAGE, MEDICATION, PASSPORTS, ETC.

Travel Delays/Changes:

Camp Chateaugay will report any last minute delays and/or changes to the scheduled transportation times. You will find this information on the Chateaugay website at www.chateaugay.com. Choose 'CURRENT FAMILIES,' then click 'CHATAGRAM BLOG' and all travel changes and delays will be noted there. As well, an email will be sent out to the affected families.

Escorted Flights FROM Camp - Full Summer & Session 2

Tuesday, August 13th 2019

UNITED AIRLINES: 1-800-864-8331

**TO: Fort Lauderdale: Tuesday, August 13th Flight
#UA6014 & UA2232**

**Departs: Burlington 2:44pm / Arrives: Washington DC
(IAD) 4:24pm – Departs Washington DC (IAD) 5:45pm /
Arrives 8:18pm**

Escort: Claire Watson

Confirm Number: BMCOW4

UNITED AIRLINES: 1-800-864-8331

**TO: Washington DC: Tuesday, August 13th Flight
#UA6014**

**Departs: Burlington 2:44pm / Arrives: Washington DC
(IAD) 4:24pm**

Escort: Daniel Morgan

Confirm Number: LMNYZX

Booking email: steph@chateaugay.com

**ALL FAMILIES SHOULD MAKE CERTAIN THAT THEY ARE LEAVING WITH ALL BELONGINGS: EXAMPLE-
LUGGAGE, MEDICATION, PASSPORTS, ETC.**

Parent Pick-up at Camp:

We ask that parents picking up their camper(s) **arrive no earlier than 9:00 AM. Please be prepared to leave with your camper(s) by 11:00 AM.** This is an extremely busy day and the staff will have other

responsibilities to attend to after this allotted time. As no personal vehicles will be allowed to drive on to camp grounds, we will take care of delivering all luggage to the entrance of camp.

BAGGAGE AND SHIPPING

Please use duffel bags to pack your camper(s)

East Coast Campers:

Camp Trucking will be used to ship camper luggage for all East Coast campers. We will not be shipping any East Coast camper luggage via UPS or FedEx. Please note that bikes (for Wilderness campers only) and sporting equipment should also be shipped through Camp Trucking. To review shipping costs and to enroll in Camp Trucking, go to www.camptrucking.com.

Midwest and West Coast Campers: (includes those just west of the Philadelphia area)

Fed Ex and UPS will be used to ship home luggage. Fed Ex and UPS REQUIRE that all duffel bags with tags have their tags TAPED FLAT TO THE BAG, with the tape extending at least once around the bag. Duffel bags with loose tags will not be accepted. The cost of shipping the bags will be charged to the individual camper account. Luggage shipped by Camp will be insured for \$1000 - unless otherwise requested. Bikes will be insured for \$1500.

CAMPERS TRAVELING BY AIR: (except for international campers)

The vehicles used to pick up our campers are not equipped to handle more than one duffel bag per camper. PLEASE limit your child's baggage to one duffel bag and ship the rest!

INTERNATIONAL CAMPERS TRAVELLING BY AIR:

International campers should bring their luggage with them. Camp will provide bed linens, a pillow and towels to cut-down on the amount of packed luggage.

BICYCLES (for Wilderness campers only):

Bicycles must be broken down for UPS/FedEx pickup. Bikes travelling by Camp Trucking must also be in a box. Allow plenty of time for your local bike shop to do proper packaging and PLEASE be sure your shipping company receives the bicycle early enough to be delivered to camp prior to your camper's arrival. We do have a local bike shop that will rent bikes to Wilderness campers. The rentals are for the first half of the summer. They are returned to the bike shop a few days before visiting day. Campers are responsible for any damage to rental bikes.

CAMPER CLOTHING

Please be sure your child's name is on every item sent to camp. The best system is writing on the item with a Sharpie. This must be the full name as there are many campers with the same initials or last names. **Items without names will most likely not return at the end of the summer. I cannot stress the need to place names on EVERYTHING.** Items we find left at camp will be shipped back at the camp families' expense. We use common sense when shipping items home as to whether it is valued enough for the cost of shipping.

COMMUNICATIONS

CAMP/PARENT/CAMPER CORRESPONDENCE:

All billing inquiries & payments should be directed to the administrative office in Connecticut attention: Steph Hersh-Office Manager, email: steph@chateaugay.com

Chateaugay Lake Camp, Inc.
 P.O. Box 202
 Roxbury, CT 06783
 (860)-350-8822 **When Camp is in session call 518-425-6888**
 (860)-350-8809

All camp forms and other communications should go to Connecticut until the first week in June when the office will be moved to Camp.

Hal and Mitch will move to camp early June.

CAMP'S SUMMER MAILING ADDRESS:

CAMP CHATEAUGAY
 233 GADWAY ROAD
 MERRILL, NY 12955

Hal@chateaugay.com

Mitch@chateaugay.com

steph@chateaugay.com

HAL LYONS' WINTER ADDRESS:

P.O. Box 202
 ROXBURY, CT 06783
 860-350-8822

Hal@chateaugay.com

Mitch@chateaugay.com

steph@chateaugay.com

CONTACTING CAMPER FAMILIES:

If for any reason Camp needs to contact you, the method of contact will be as follows:

1. Call Home
2. Call Cell
3. Call Work
4. Email Parent
5. Emergency Contact

Parents are called when there is a medical issue we feel you should be notified about. For example if your child spends the night in the "Pill Box", or needs sutures, possible fracture, head injury, or any other time we feel we should notify you. We will not give you a call for something as minor as a stomach ache, head ache, etc. unless we feel it is a symptom of something larger.

Your Unit Leader will call if something is going on in the bunk or with your child that we feel should be communicated. Such as homesickness, social issues within the bunk or camp, etc.

ADDRESSING CAMPER CORRESPONDENCE:

Your child's summer mailing address will be:

CHILD'S NAME
(Cabin or Unit)
CAMP CHATEAUGAY
233 GADWAY ROAD
MERRILL, NY 12955

Mail arrives and is picked up six days a week. Our rural location tends to slow down the mail delivery time.

LETTERS & PACKAGES:

Receiving letters in the mail are a fun part of camp life for your child. Please follow a few simple rules to help your camper enjoy the experience.

When mailing packages to camp, please DO NOT SEND FOOD - food items in the cabins attract rodents and insects.

Campers will be asked to open all packages in the presence of staff. If any food items are included, they will be taken by staff and turned into the main office. Any food items removed will be discarded.

Please remember to tell any family or friends that may be sending packages about our NO FOOD policy.

Please limit packages to one per camper per session.

WEB SERVICES: Bunk1.com

Emails can be sent to Campers thru the **Bunk1** icon on our website at www.chateaugay.com. Emails may take up to 3 days to be printed and delivered to campers. Faxes are the fastest method of mail delivery. If you enroll with the **Bunk1** fax reply service, campers will receive a second sheet along with your email. On this form campers may write a letter and then turn it into the office to be faxed. It is up to your child to complete and turn in their bunk reply forms. Once it is faxed it will appear in your email. We do keep copies of all "bunk reply" forms in case one does not arrive. There have been occasional problems if the form has been folded or has other damage. If you feel you are not receiving bunk replies, please let us know.

TELEPHONE POLICIES:

Available phone lines at camp are limited. Please help us out by adhering to a few simple rules about phone calls:

There is a reservation system for phone calls. You will need to call the office between the hours of 8am and 7pm to reserve a time for your camper to call you back. Please be aware that the call may be booked for several days after you make the reservation.

Phone calls should be limited to twice per session; a policy that will be enforced unless other arrangements are made through Hal.

Phone calls with your camper should remain within a 5-10 minute time span.

Special occasion phone calls can be arranged.

Generally, all scheduled calls will be made during mealtimes. Please be available for the entirety of the mealtime for your scheduled call. Refer to the mealtimes listed below. Please note that while campers are told of calls during the meals, they sometime forget

Lower Camp Breakfast	7:45-8:15am
Upper Camp Breakfast	8:35-9:05am

*With the exception of Sunday's (Lazy Man's Day) and a few other dates (to be listed):

Lazy Man's Lower Camp Breakfast	8:45-9:15am
Lazy Man's Upper Camp Breakfast	9:30-10:00am

Lower Camp Lunch	12:25-1:00pm
Upper Camp Lunch	1:15-1:50pm

Lower Camp Dinner	5:30-6:10pm
Upper Camp Dinner	6:25-7:05pm

Camp Phone Numbers:

518-425-6888
518-425-0336
518-425-3326

FAX Number:

518-425-3487

IF WE WILL NOT BE ABLE TO REACH YOU AT YOUR RESIDENCE, WORK OR CELL PHONE FOR ANY GIVEN REASON, PLEASE BE SURE TO GIVE US AN ALTERNATIVE NUMBER TO REACH YOU AT.

ANNUAL CAMP COMMUNICATION EXPECTATIONS:

As a camp family you can expect to receive the following listed (but not limited to) information from us throughout the year. Please be sure to check your spam folder (Promotions folder for Gmail) for our emails or adjust the spam settings so our emails go to regular inbox instead. :

- Once we receive your enrollment a letter will be sent to you acknowledging your child's enrollment and some of the details required before camp begins

- Chatagram Newsletter (via email)- October, December, February, April, June
(Please send any news articles, Bar/Bat Mitzvah or other announcements or stories you would like included in the Chatagram to steph@chateaugay.com for consideration)
- Holiday greetings (via email)
- Camp Calendar (via post)- December
- Special notices, forms, and invoices (via email)
- Invoices (via post and email)- January/April/September
- For Canadian campers: luggage tags (via post)
- All campers: 2019 patches (via post)
- Wilderness packing list and information: (via post and email)- early winter or as enrolled
- Air travel information: Includes Arrival Day, Midsummer Departure, Midsummer Arrival and End of Summer travel information for all escorted flights and buses (posted in Green Book)-End of February to early March
- Weekly Blog (via email)- Weekly; over the course of your camper's stay at camp

CAMP RULES & POLICIES

MEDICAL POLICIES

Please send **all** medications either in advance or with your child to give to a staff member. Do **not** pack the medications in your child's luggage, as it may become lost or forgotten.

*We **MUST** have copies of the original prescription in order to dispense meds.*

Meds must be in their original container. As meds are distributed, campers occasionally drop pills, so please include enough to cover a few lost pills.

If the Pill Box needs to contact you, the method of contact will be as follows:

1. Call Home
2. Call Cell
3. Call Work
4. Email Parent
5. Emergency Contact

CAMP POLICIES

Camper Behavior:

Please reinforce the following rules with your child before camp begins:

1. Use of Tobacco is unacceptable and camper may be sent home.
2. Anyone using or possessing drugs or alcohol will be sent home.
3. Camp Chateaugay follows the motto, "treat others how you would like to be treated." Camp Chateaugay will not tolerate any disrespectful or inappropriate behavior to fellow campers or staff member. Camp Chateaugay has a "NO BULLYING" policy throughout camp.
4. Campers involved in any physical assault may be sent home.
5. Campers involved with any self mutilation or threatening suicide will be sent home.
6. Theft on or off camp property will result in dismissal.
7. Any camper caught defacing camp property or someone's private property (with graffiti or by any other means) will be billed for the damages and may be asked to leave camp (a minimum charge of \$25 per name or incident will be applied).

Campers may be sent home for disobeying any of the above behavior standards.

OTHER CAMP POLICIES

Campers may not leave the supervision of their instructor or counselor at ANY TIME without their knowledge! Campers may not leave their cabins after hours! Campers involved with leaving their cabins after hours may be sent home.

Absolutely NO NUT PRODUCTS are allowed on camp grounds. Camp Chateaugay observes a nut-free environment as many of our campers have severe nut allergies. Please be Respectful of this policy when you pack snacks for Arrival Day or Visiting Day.

Gratuities

Camp Chateaugay's policy is that offering "tips" to counselors and staff is prohibited. All of our counselors and staff have been advised of this policy and have agreed to it. This policy is strictly enforced.

Prohibited Items at Camp

Most electronic devices are not permitted at camp. Any device that can send or receive a phone call, play a video, access the Internet, or send/receive e-mail is not allowed at camp. This includes (but is not limited to) iPod Touches, iPhones, Smartphones, Kindle Fire, Gameboys, PSPs, and all other cellular and gaming devices. The only small electronic devices allowed are MP3 players and iPods. Music iPods with no videos are allowed. If these devices have video capability, we ask that parents remove all videos prior to the start of camp so we do not have to take them away. Our staff will erase any videos that are not removed prior to camp.

Below is a list of items that you should definitely leave home:

- Cell phones and pagers
- Video games, TVs, iPod Touches, and any video on your iPod
- Computers (this includes any device that has Internet capability)
- Drugs, alcohol, etc.
- Cigarettes (including electronic/smokeless cigarettes)
- Cash
- Food, candy, drinks
- Fans (unless battery powered)
- Dangerous items (i.e. knives, lighters, etc.)

Please do not send expensive items. Chateaugay is NOT responsible for any items brought to camp. This includes objects taken away because they are against the rules. We will do our best to find missing items, but will NOT reimburse for anything lost or stolen!

BILLING & PAYMENTS

BILLING STATEMENTS:

January: 1st billing statement will be mailed out for 1/2 of the remaining balance due.

April: 2nd billing statement will be mailed out with the remaining balance due.

September: A final statement will be mailed with any remaining balance(s) due.

Amounts due with each statement are due and payable immediately.

At the 10th of each succeeding month, unpaid balances will be subject to a 1.5% service charge (minimum of \$1.00). Please notify Hal or Steph at 800.431.1184 or 860.350.8822 if you have any questions or find any billing errors.

All Payments should be in US Dollars. We accept checks, Wire Payments, Visa, Master Card, and American Express. Credit cards given on file will be billed automatically on the billing dates or soon thereafter, unless we are notified otherwise. Credit card payments may also be made online through your parent portal. (These cards are not retain in our system for future billing)

<https://www.bunk1.com/en/i/166/login>

ADDITIONAL CHARGE ACTIVITIES OR PURCHASE NEEDS:

White Water Rafting and Mountain Biking are additional charge trips that your camper can sign-up for. These trips require written permission form the parent/guardian and should be checked off on the Camper Agreement to reserve a spot for your camper. If your bill does not reflect an additional charge activity in which your camper wants to participate, then you should inform us in writing to be assured of a reserved spot.

If a camper requires camp to purchase additional items (such as; water bottles, clothing, film, batteries, cameras or other specially requested items), said items will be applied to your account. To avoid extra charges on your camp bill, here are some suggestions:

- A. Send children with stamped postcards or envelopes (pre-addressed will help the younger campers). Loose stamps are easy to lose.
- B. If a camera is sent, include extra batteries. Talk to your child about the proper use and care of their camera.
- C. Don't send items that require a lot of batteries.
- D. Water bottles are a daily necessity to keep your camper well hydrated.
- E. Don't forget to send a Camp Chateaugay t-shirt. The campers wear these for photo day and special trips off camp. Shirts can be ordered through BUNKLINE (which can be accessed through our website at www.chateaugay.com).

VISITING DAY

VISITING DAY POLICIES AND INFORMATION

Parent's visiting day will be **SATURDAY, JULY 20th, from 9:30 am to 4:00 pm.** There is no visiting day during the second half of the summer. During visiting day the camp schedule follows our normal morning scheduling routine. We ask that you accompany your child to their scheduled activities for the morning so that you can enjoy observing them or participating with them in their activities. After lunch there are specially scheduled events that you may enjoy (a gymnastics show, dance show & theatre production), as well as the chance to go for an open swim or play an organized sporting event on the A-field. **Due to the large number of visitors, it is impossible for us to accommodate use of any watercraft.**

PLACES TO STAY OVER VISITING DAY

Please make reservations early because the North Country is busy during the summer tourist season. The following list does not endorse or provide a recommendation for any hotel. These accommodations are within a convenient drive to camp:

HOTEL	CITY	DRIVE TIME	PHONE #
BEST WESTERN	Plattsburgh	45 min	518-561-7750
HOLIDAY INN	Plattsburgh	45 min	518-561-5000
COMFORT INN & SUITES	Plattsburgh	45 min	518-562-2730
ECONOLODGE	Plattsburgh	45 min	518-561-1500
FAIRFIELD INN & SUITES	Plattsburgh	45 min	518-536-7600
DAYS INN	Plattsburgh	45 min	518-561-0403
BEST VALUE INN	Plattsburgh	45 min	518-563-0222
LA QUINTA INN	Plattsburgh	45 min	518-562-4000
HAMPTON INN	Plattsburgh	45 min	518-324-1100
MICROTEL INN AND SUITES	Plattsburgh	45 min	518-324-3800
POINT AU ROCHE LODGE	Plattsburgh (10 min N)	45 min	518-563-8714
ECONOLODGE	Malone	35 min	518-483-0500
HOLIDAY INN EXPRESS	Malone	35 min	518-483-1210
FOUR SEASONS MOTEL (pool)	Malone	35 min	518-483-3490
KILBURN MANOR B&B	Malone	35 min	518-483-4891
DEERSPRING LODGE	Merrill	5 min	518-425-6179-summer 508-672-8601-winter

LAKE PLACID is approximately one hour away. There are an abundance of lodges and motels in the area. Call the Lake Placid Tourist Information at (518) 523-2445. If you choose to stay in Montreal, there are many excellent hotels to choose from. To contact the Montreal tourism center, call 514-873-2015 or 1-877-266-5687. You can also learn about Montreal through www.montreal.com.

How to Get to Camp from the East Coast

Driving Instructions:

SYRACUSE, NY

Voyage North on 1-81 and take exit 48 which directs you onto Highway 11 via NY 342. Turn left (North) onto Highway 11 and travel through Gouverneur, Canton and Potsdam until you reach Malone, approximately 2 hours. As you leave Malone on Highway 11 you will be driving up a gradual incline; turn right at the sign "Brainardsville 11" (County Road 24). Drive 11 miles to Brainardsville and turn right onto Highway 374 at the blinking red light. Continue 6 miles past the blinking red light. Turn right at Narrows Road crossing over the Narrows Bridge. Turn left on Gadway Road and travel 1 mile until pavement ends at the entrance to CAMP CHATEAUGAY.

NEW YORK METRO & SOUTHERN CONNECTICUT

Journey North on 1-87 continuing on the Adirondack Northway (1-87) taking Exit 38 off the Adirondack Northway and onto Highway 374 West. Take 374 west for several miles. The first light is 190. Take a right on 190 and follow for approximately 21 miles. Turn left just prior to Route 11, turn left (keeping you on Route 190). Follow this road (190 turns off to the right, but you stay straight), all the way until you reach 374 (a "T" in the road). When you reach 374 make a left and follow several miles until you see Narrows Road on the right (if you see the Hollywood Inn on your right you have gone 3/10th of a mile too far). Turn right and cross the lake, then make a left onto Gadway Road. Camp is one mile straight down the road.

Boston

Travel North on 1-93 to 1-89. Take 1-89 North past Burlington, Vermont and take exit 17 onto Highway 2. Travel West on Highway 2 to Highway 314 and turn left onto 314, continue to the Ferry entrance (entrance is on the left, watch for the sign). After crossing Lake Champlain on the Ferry (definitely a trip highlight) follow road to 1-87. Take 1-87 South one exit to exit 38 and travel West on Highway 374. Take 374 west for several miles. The first light is 190. Take a right on 190 and follow for approximately 21 miles. Turn left just prior to Route 11, turn left (keeping you on Route 190). Follow this road (190 turns off to the right, but you stay straight), all the way until you reach 374 (a "T" in the road). When you reach 374 make a left and follow several miles until you see Narrows Road on the right (if you see the Hollywood Inn on your right you have gone 3/10th of a mile too far). Turn right and cross the lake, then make a left onto Gadway Road. Camp is one mile straight down the road. LAKE PLACID Take Route 86 towards Saranac Lake approximately 10 miles. As you approach

LAKE PLACID

Take Route 86 towards Saranac Lake approximately 10 miles. As you approach Saranac Lake Route 86 makes a sharp left. Take the left and follow to the first light. Turn Right at the light and follow two lights. Turn Right at the second light onto Route 3. Take Route 3 approximately 21 miles to Standish road (If you reach Clayburgh you have just missed it). Turn left on Standish Road and follow approximately 19 miles to Lyon Mountain. At the stop sign in Lyon Mountain bear left onto Route 374. Follow for approximately 5 miles and turn left onto Narrows Road. Cross the bridge and turn left onto Gadway Road. Follow for 1 mile until you see the sign for CAMP CHATEAUGAY.

MONTREAL

Leave the airport, heading East toward Centerville. Cross the Mercier Bridge (Watch for sign), and take Route 138 West to Huntington. At stop, turn left onto Route 202 east for 11km to stop sign. Route 202 indicates a left turn; however continue straight through after stop sign for 4 kms until U.S. Customs. Upon crossing the national border follow Highway 374 south 7 kms into the village of Chateaugay. Upon crossing the main intersection of Highway 374 and highway 11 (traffic light) continue on 374 south for 19 kms and watch for "Narrows Road" sign on your right hand side. (If you reach the Hollywood Restaurant you have gone 1 km too far.) Turn right at Narrows Road, cross over the Narrows Bridge. Turn left on Gadway Road and travel 1 mile until the pavement ends at the entrance to CAMP CHATEAUGAY.

OTTAWA

Take Auto Route 417 East to Route 138. Travel South along Route 138 to Cornwall and cross Bridge to USA. Travel North on Highway 37 to Malone. Turn left (North) on Highway 11. As you leave Malone on Highway 11 you will be driving up a gradual incline; turn right at the sign "Brainardsville 11" (County Road 24). Drive 11 miles to Brainardsville and turn right onto Highway 374 at the blinking red light. Continue 6 miles past the blinking red light. Turn right at Narrows Road, crossing over the Narrows Bridge. Turn left on Gadway Road and travel 1 mile until pavement ends at the entrance to CAMP CHATEAUGAY.

PACKING SUGGESTIONS

For your convenience there is a catalog of camp items and Camp Chateaugay T-shirts to look at and order on-line when you visit our website www.chateaugay.com. Just click on the link to Bunk Line.

SUGGESTED CLOTHING LIST FOR ALL CAMPERS

1 Camp Chateaugay Sweatshirt
 4 Bathing Suits
 14 Underwear
 8 Pair Shorts
 2 Pair jeans
 2 Pair pajamas or nightgowns
 4 Sweatshirts and/or sweaters
 2 Pairs woolen (heavy) socks
 1 Light jacket
 1 Hat or cap
 2 Pair sneakers
 1 Pair flip flops or sandals
 1 Pair Water shoes or Tevas
 1 Pair rain footwear
 1 Pair boots designed for Riding (for Riders only)
 1 Pair hiking shoes (optional)
 1 Shoe-bag
 1 Water bottle
 Flashlight w/ extra batteries or Headlamp
 Bandana

Riding Helmet (horseback riders only)
 Sunglasses
 Pump Soap (labeled)
 Shampoo
 Insect repellent
 Any Costume for Halloween Social
 Red, green, and blue T-shirt or tank top
 Crazy or silly clothes for camp activities
 *Long Sleeve Rash guard for sailing or windsurfing!

2 Camp Chateaugay T-Shirt
 1 Pair Swim Goggles
 10 T-shirts or similar
 4 Long Sleeve Shirts
 2 other pants (cords, sweats, etc.)
 14 Pairs of socks
 1 Warm jacket
 1 Bathrobe
 1 Raincoat/poncho with hat
 1 Gymnastic Leotard
 1 Polar Fleece Hooded Jacket
 2 Laundry bags (labeled)
 2 Pillow cases
 1 Pillow
 3 Large bath towels or Beach towels
 1 Sleeping bag (labeled)
 2 Fitted Sheets sized for cot or single mattress (30" x 76")
 (some campers find flannel more comfortable)
 2 Top sheets sized for cot or single mattress
 2 Heavy blankets (Sleeping bag may substitute for 1)
 1 Mattress Pad
 Toothbrush and holder
 Plastic drinking cup
 Stationary supplies
 Toothpaste
 Comb and brush
 Sun block and/or sunscreen
 Banquet Clothes (2nd session only)
 Crazy hat for Carnival Day (2nd session)
 *Water shoes for sailing or windsurfing!

OPTIONAL ITEMS FOR ALL CAMPERS

Hiking Boots
 Tennis Racquet
 Baseball Glove
 Athletic Cup
 Shin Guards (available at camp as well)
 Lacrosse Stick and Helmet
 Crazy Creek Chair
 Camera
 Costume Materials – for Carnival Day or Halloween Social
 Roller Blades, full pads and helmet
 Musical Instruments:

Areas for safe storage for your musical instruments are provided and you are encouraged to bring them. Bring some of your favorite sheet music so you can perform at our Talent Show or just play when time permits. Camp has 4 pianos and numerous keyboards and guitars for all who are interested in playing.

HORSEBACK RIDING EQUIPMENT

Campers who are signed up for riding lessons are required to bring a **riding helmet** for their exclusive personal use. THE HELMET MUST BE CERTIFIED BY THE SAFETY EQUIPMENT INSTITUTE (SEI) and meet the ASTM Standard F1 163. Please label your helmet. All riders must have **boots** designed for riding with a one inch heel. Paddock boots are suggested. "Body Armor" is suggested (but not required) for jumping in the ring. **It is required** for use on the new cross-country jumping course (for advanced riders only).

WILDERNESS CAMPERS ADDITIONAL PACKING LIST

Head Lamp (allows both hands free), or GOOD flashlight (with numerous extra batteries)

Hiking Boots: Low-rise or Mid-Height (break them in properly BEFORE camp)

Waterproof jacket and pants (ponchos are not appropriate)

Polyester Shirt (helps wick sweat away; dries quickly)

Canteen or Water Bottle

Headgear for sun protection on hikes (ex: baseball caps, head wraps, sun visors, etc.)

Frame Backpack (3400+ cu)

Fiber-filled down sleeping bag with stuff sack (20-35 degree rating)

Road Bike or Hybrid Bike (Not a Mountain Bike) *Rental available - see mailed Wilderness Info*

Bicycle Helmet (REQUIRED to be worn at all times while riding bike- on or off camp grounds)

Camelback for water

Bike Shorts

Water shoes (Chaco's or Teva's- better than flip flops)

Mess Kit (should include plate, bowl & eating utensils)

Ground Pad (Therma-rest, closed-cell foam is a practical choice and does not leak)

Fleece Jacket

Pack-Towel

Wool Hiking Socks

Bike Trip: All Wilderness campers' trip fees include one of the cycling jerseys. **This shirt has two purposes. First and most importantly the bright colors add safety for your child. The new Wilderness Cycling shirts provide great memories from one of the most challenging trips your child will experience. Go on line to the following website and order your shirt. If you would like to order additional items, please do so. You will need to purchase these separately. Once the "Team Store" is closed, you will not be able to purchase any cycling clothing. The store will close May 20th. All clothing will be shipped directly to camp and will arrive shortly before campers arrive. Items are NOT returnable.**

<https://www.podiumwear.com/team-storefront/camp-chateaugay-cycling-2019-reorder-3/> Promo Code: wilder19 (\$70.00 USD value for bike shirt of choice & shipping)

Please visit the Team Storefront from the Safari, Firefox, or Google Chrome web browsers from a desktop or laptop computer (not iPad or smart phone). Internet Explorer is not quite compatible with our online ordering system. Contact Podiumwear, Customer Service directly at 1-800-930-1081 (ext. 0) if there are any difficulties or questions.

Sign into the site and order the correct size for your child. You can also feel free to call them directly at 1-800-930-1081. Shirts can be shipped to you or directly to camp. The order time runs about 4 weeks . If you decide to purchase any other cycling clothing it must be bright neon colored in order to be allowed for use.

Wilderness Camper Suggestions:

- A. Don't forget to bring your bike and bike helmet. As a matter of safety we require that you wear your helmet whenever you are on your bicycle. We do have a local store that will be able to sell or rent you a bike and will deliver it to camp for you. You are responsible for any damage to rented bikes.
- B. Break in your hiking boots before you get to camp. Blisters from new boots can turn hiking into a painful experience.
- C. You must have a fiberfill sleeping bag and a frame back-pack large enough for a 5 day trip.
- D. You'll want a water bottle that attaches to your bike or hydration pack.
- E. Because much time is spent out of camp on trips extra spending money will be necessary. We suggest you bring an extra \$50 with you to hold in the camp safe.

Camp online photos:

Camp's internet ability is very limited. Any internet we have at camp is through cellular data. This is both slow and very limited as many of you are aware. We can get enough data and fast enough service to upload pictures onto Bunk1's website. In order to upload pictures we need to send someone into town and have them sit at a public Wi-Fi location and upload photos. Even this sometimes does not work as there seem to be limits on the amount of data that can be uploaded before the system slows down. Our goal is to send someone into town every other day. This does not always work out as we have vehicle and staff limitations. It usually takes 1-2 hours of uploading each time, plus travel. If for some reason the pictures do not get uploaded because of an issue, the photos may be another couple of days before they get done. Please bear with us, as we do our best to upload pictures despite our limited internet. If photos are not up for several days, please send me an email. Thanks. Hal (Hal@chateaugay.com)

This is the end of the Green Book and the information contained. We hope that this 'book' has supplied you with helpful suggestions and resources to help ensure your camper has a safe, smooth and enjoyable experience at Camp Chateaugay. Please let us know if there is any further information that you require or are interested in receiving.