

2011 PARENTS' HANDBOOK

Welcome!

Thank you for selecting Camp Tapawingo for your daughter this summer. We are so pleased that you and your daughter are on-board and know that you will all have a wonderful learning and growth-filled summer.

To start things off, we have assembled a fact book of information that you will need to know as the year progresses. Please use this guide both now and during the summer. If you scan it now, you will find important things, such as summer dates, deadlines and forms.

Please do not hesitate to call us if you have any questions or comments.

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Enclosures: Parent Summer Travel Plans, Letter to My Bunk Counselor, Bunk Requests and Background Information Form, Health History and Examination Form, Medication Log Form, Permission to Self-Administer Medication Form, Riding Agreement, January Bulletin and Camp Spot Brochure

2011 IMPORTANT DATES

- May 1** Parent Summer Travel Itinerary Due
Letter to My Bunk Counselor Due
Bunk Requests Form Due
Activity Choices Form Due for older campers
Tuition Balance Due
- June 1** Camper Health Form Due
Medication Log Form Due
Permission to Self-Administer Medication Form due
Riding Liability Form due
- June 7** Camp Tapawingo Office moves to Maine
- June 25** Camp Opens
- July 16** Visiting Day 9:00 a.m. – 4:00 p.m.
Sub Senior Parents at Sub Senior Play: 7:15-9:15p.m.
- July 17** Visiting Day 9:00 a.m. – 4:00 p.m.
- July 18** Partial Season First-Half Campers leave
- July 19** Partial Season Second-Half Campers arrive
- August 12** Camp Closes

Packing List

The Camp Spot is our official outfitter. Camp Spot will travel to numerous cities, so campers may try on clothes. A uniform brochure is included with this Handbook. Campers wear the blue shorts and white shirts every day except Thursday evening cookout. Navy fleeces are grandfathered.

CLOTHING

- 7 White Tennis Shirts
- 7 White T-shirts
- **2 Dress Camp Shorts with Insignia
- 7 Royal Blue Camp Shorts
- **2 Gray Tennis Shirts with Insignia
- **1 Royal Blue Polar Fleece Jacket with Insignia
- 1 Gray Crewneck Sweatshirt
- 1 Gray Sweatpants
- 1 Gray Hooded Sweatshirt
- 3 Swim Suits (one royal blue if on swim team)
- 14 Pair White Socks
- 14 Underpants
- 2 Warm Pajamas
- 1 Terry Robe
- 1 Raincoat with Hood
- 2 Blue Jeans
- 1 Belt
- 2 Tennis Shorts (tennis team only)
- 2 Lightweight Pajamas
- 1 Pair White Soccer Socks

SHOES

- 2 Pair White Tennis Sneakers
- 1 Boots or "Duck" Shoes
- 1 Pair Teva's or Crocs
- Soccer Cleats (optional)
- Hiking Boots (optional)

LINENS

- 2 Laundry Bags
- 1 Pillow & 2 Cases
- 2 Flat Cot or twin Sheets
- 2 Fitted Cot Sheets
- 1 Mattress Pad
- 3 Warm Blankets (1 gray Tapawingo Blanket)
- 4 Bath Towels
- 2 Washcloths
- 2 Beach Towels

TRIP EQUIPMENT

- 1 Sleeping Bag
- 1 Ground Cloth or Poncho
- 1 Sleeping Pad
- 1 Fleece or Wool Hat
- 1 Pair Fleece/ Wool Gloves
- 1 Day Pack or Book Bag
- 1 Bandana
- 1 Nalgene-Brand Wide-Mouth Water Bottle

MISCELLANEOUS

- 1 Camera and Film
- Stamps
- Address Book
- Pens and Pencils
- Toothbrush and Toothpaste
- Soap and Soap Dish
- Deodorant
- Shampoo
- Small pail or Shower Caddie
- Extra Pair Prescription Glasses
- 1 Pair Protective Goggles for girls who wear eyeglasses
- Sunglasses
- Sunscreen
- 1 Tennis Racquet
- Bug Repellant
- Visor or Hat for Sun
- 1 Jodhpurs (riders, optional)
- 1 Riding Helmet (optional—camp provides)
- Flashlight/Extra Batteries or headlamp
- 2 Duffle Bags
- 2 Locks for Luggage
- 1 Hanging Shoe Bag
- 1 Mouthguard
- 1 Mesh Sock Bag

****Purchase from The Camp Spot
www.thecampspot.com 800-705-2267**

Laundry is done once a week at camp. Please do not send fancy or precious items, for the dryers are hot and things do get dirty.

All clothing and personal items must have the child's name on them. This helps out the laundresses and lost-and-found people to return missing items to the child. Iron-on nametapes and laundry marking pens work fine to indicate which items belong to which child.

Camp Tapawingo assumes no responsibility for lost or stolen items.

Items allowed at camp:

Camera
Radio
Musical Instruments
Books and Comics

Items Not Allowed at Camp:

Cell Phone
Gameboy and Peripherals
Headphones (they are anti-social)
TVs, DVDs
Extra Shelves for Clothing

TRANSPORTATION

Buses to camp depart from both Boston and the New York City metropolitan area on June 25th, and go directly to camp. They will return from camp on August 12. If your daughter is coming second session, either you should bring her to camp or we can meet her at the Portland airport. If your daughter is leaving after the first session, we ask you to take her home with you on the Monday following visiting weekend. We will send out a form in January and ask you to let us know your wishes about your daughter's travel. Girls fly up with a group, when possible.

ATP International USA is our agent and will help with these arrangements. If you have any questions, please call ATP at 1-866-360-ATPI. If your daughter is originating in a city other than her hometown, please notify us as soon as possible. If you do not wish her to return to the same town on the way home, let us know that too. If you wish to make your own travel arrangements or are coming or picking up by car, please keep in mind:

A. Air Arrivals in Boston, Massachusetts, Manchester, New Hampshire, and Portland, Maine:

So that we will be sure to meet campers arriving by plane, be sure to provide us with complete information including airline name, flight number, originating city, and arrival/departure dates.

- Manchester, NH arrivals on Opening Day must be after 12:00 p.m.
- Boston arrivals must be between 12:00-4:00 p.m.
- Portland arrivals should be between 1:00 and 4:00 p.m.
- Departures on Closing Day from these airports should be after Noon.

A \$100.00 round-trip fee is charged for transportation from all three airports on opening and closing days. If you have any questions about travel, please contact Jane in the office.

B. Car Pick-ups or Drop-offs:

If you choose to bring your child by car, plan to arrive between 3:00 and 5:00 p.m. on June 25 or July 19. Stop at the office. A counselor will be ready to help your child move into her bunk. If your daughter is a half-season camper departing on July 18, please pick her up at 10:00 a.m. On August 12, we ask you to pick up your daughter by 9:00 a.m.

C. Transportation Changes: Should the buses be delayed by more than 30 minutes, camp will do its best to contact some parents, who will contact other parents to spread the word about delayed pick-ups or drop-offs. If you have questions, please call camp.

D. Campers are expected to arrive within the designated time. Bus monitors will wait no more than 15 minutes beyond the designated departure time, unless notified by camp authorities of a delay. Calls will be made to parents/guardians and/or emergency contacts to determine if/when absent campers will be brought to camp.

Baggage

We have chosen **Camp Trucking** and its affiliates as our primary carrier for the East coast. We strongly encourage you to use this service. Camp Trucking has handled camper baggage for years and done it well. If you live in their pickup area, you will get a mailing to enroll in their service.

Luggage should arrive at camp before June 23. Do not send more than 2 duffels, or one trunk and one duffel, and no cardboard drawers or shelving will be permitted. Only international campers should bring luggage with them. Be sure to ship tennis racquets, lacrosse and hockey sticks to camp; do not bring them on the plane.

All luggage should be addressed to: Camper's Name, Camp Tapawingo, 166 Tapawingo Road, Sweden, Maine 04040. We accept luggage after June 7th and will ship it back on either July 19th or August 15th (unless Camp Trucking has made different arrangements).

Visiting Day and Lodging List

Parents, grandparents and siblings are invited to join us on Visiting Day. Little sisters are welcome to stay overnight on either Friday or Saturday nights with their big sister. (Please phone to let us know they are coming.) Campers choose their schedule for the day, and visitors follow them around camp. Lunch is provided. Campers remain in camp for the day. Visiting Day starts at 9:00 a.m. and ends at 4:00 p.m.

If you must bring food, please bring enough for her to finish by 9:00 p.m. on Sunday night. At that time, we collect leftover food, so that the mice don't find it and the girls don't get sick.

Please honor our policies of **no bunk gifts** and **no tipping** of staff.

Overnight Accommodations

It is never too early to book travel and lodging for yourself on visiting weekend. You can get more information on-line at www.mainelakeschamber.com. The hotels listed below are less than 1 hour from camp, except Portland, which is 75 minutes.

Bethel:	Bethel Area Reservation Service	(800) 442-5826
	Bethel Inn	(207) 824-2175
	L' Auberge Country Inn	(207) 824-2774
	Sudbury Inn	(800) 395-7837
	Sunday River Inn	(207) 824-2410
Bridgton:	Bridgton House	(207) 647-0979
	First and Last Resort	(207) 647-2200
	Grady's West Shore Motel	(207) 647-2284
	Highland Lake Resort	(800) 797-5301
	Mansion House B&B	(207) 647-3459
	Noble House B&B	(888) 237-4880
	Pleasant Mountain Inn	(800) 932-4505
Fryeburg:	Tarry-A-While	(207) 647-2522
	Admiral Peary House	(800) 237-8080
	Oxford House Inn	(800) 261-7206
	One Thirty Three Main Street	(800) 295-2806
Harrison:	Greenwood Manor Inn	(866) 583-4445
	Harrison House	(207) 583-6564
Lovell:	Center Lovell Inn	(207) 925-1575
	Daisy Mountain Inn	(207) 928-2165
	Pleasant Point Inn	(207) 925-3008
	Quisisana Inn (1-week minimum)	(207) 925-3500
Naples:	Augustus Bove House	(207) 693-6365
	Inn at Long Lake	(800) 437-0328
	Lamb's Mill Inn	(207) 693-6253
	Romah Motor Inn	(207) 693-6690
	Songo B&B	(207) 693-6955
West Shore Motel	(207) 693-9277	

N. Conway	Cranmore Inn	(603) 356-5502
	Eastern Slope Inn	(603) 356-6321
	Fox Ridge Resort	(603) 356-3151
	Junge's Motel	(603) 356-2886
	N. Conway Grand Hotel	(800) 648-4397
	N. Conway Mountain Inn	(603) 356-2803
	Presidential Motel	(603) 356-9744
	Stonehurst Manor	(603) 356-3113
	White Trellis Motel	(603) 356-2492
Portland	Days Inn	(800) 325-2525
	Double Tree Inn	(800) 222-8733
	Eastland Park	(888) 671-8008
	Econo-Lodge	(207) 775-0111
	Embassy Suites	(800) 538-7678
	Hilton Garden Inn	(207) 780-0780
	Holiday Inn by the Bay	(207) 775-2311
	Holiday Inn of Portland	(207) 774-5601
	Howard Johnson's	(207) 774-5861
	Inn by the Sea	(800) 888-4287
	Portland Harbor Hotel	(888) 798-9090
	Portland Regency	(207) 774-4200
	Ramada Inn	(800) 272-6232
	Residence Inn by Marriott	(207) 761-1660
	Sheraton S. Portland	(207) 775-6161
	Sonesta Hotel	(207) 775-5411
	Super 8	(800) 800-8000
Susse Chalet	(800) 258-1980	
S. Portland	AmeriSuites	(888) 928-8844
	Hampton Inn Hotel	(207) 773-4400
	Portland Marriott	(207) 891-8000
	Sheraton Tara	(800) 325-3535
Waterford	Bear Mountain Inn	(207) 583-4404
	Kedarburn Inn	(207) 583-6182
	Lake House	(800) 223-4182
	Waterford Inn	(207) 583-4037

Airport Distances: Portland airport is 75 minutes from camp (52 miles). Manchester, NH airport is about 2:45 from camp. Boston's Logan Airport is 3 hours. The closest airport for private planes is Fryeburg, Maine.

Driving Directions

1. **From Portland, Maine and Points South:** Exit the Maine Turnpike (I 95) at Westbrook, Mile 48 (the old Exit 8). Turn right at the light and follow signs to Route 302 North. Stay on 302 through Windham, Sebago, Casco, Naples and Bridgton. One mile west of Bridgton, Route 93 forks to the right. Take 93 for 7.5 miles. Turn right on Tapawingo Road. Come in 0.8 miles and park in front of the office or “Den”.
2. **From New Hampshire and Points West:** Take Route 302 to Fryeburg. Just past Fryeburg Academy, take Route 5 North which branches off on the left. Follow Route 5 to Lovell. Turn right on Route 93 and stay on that road for 4 miles to Tapawingo Road. (At the first “y”, stay left.) Turn left on Tapawingo Road and come into camp.
3. **From New York and Boston:** Take Interstate 95 North toward New England. In New Haven, take I-91 North to Hartford. Before Hartford, take I-84 East to the Massachusetts Turnpike. Take the Massachusetts Turnpike East for one exit to exit 10. Take 290 through Worcester to I-495. Take I-495 North and follow signs to the New Hampshire and Maine Turnpikes (I-95 North). See the rest of the directions in #1 above.

Special Note: Our Sweden, Maine is between Bridgton and Lovell, in the southwest part of the State. There is another Sweden, Maine about 6 hours northeast of us. Please do not go there!

Health Care

Health Forms are due back to us by June 1st.

Make your appointment as soon as possible for a spring physical for your daughter. It is very important that you complete all 4 pages of the form, and sign the front page authorizing treatment, if necessary. Without that signature, physicians may not even look at a child in the emergency room. We will make every effort to track you down and contact parents before even minimal emergency treatment. Please also note that your child's immunizations, including Tetanus, must be up-to-date prior to camp attendance. If you have a prescription plan, please make a copy of both sides of the card and attach that to the health form.

If your child encounters minor problems, such as a bruise, stomachache, or headache, we will not contact you. However, if your child has to spend a night in the Health Center or encounters any medical problem requiring a visit to a specialist, our nurses or doctor will be in contact with you.

The camp infirmary is staffed with nurses and, sometimes, a doctor. Camp is 7 miles from the closest hospital, Bridgton Hospital. Health Care is open to all campers and staff 24 hours a day for emergencies. Regular visits to the nurse and non-prescription medication is at no cost to you. If your daughter must leave camp to visit a specialist (e.g. orthodontist, internist) or requires a prescription medication, camp or the doctor will bill you for the cost of the visit or the drug.

If your child is exposed to a communicable disease after June 1, please notify camp. Upon arrival, all campers routinely visit the Health Center for a lice and general check.

Medications

Please send any required medications to camp at least one week prior to the camper's arrival. **All medications must come in the original prescription container.** The nurses cannot distribute them unless prescriptions are in their original container with the child's name on it. The nurses will make sure that each takes her medication as prescribed. This is done in the dining room, which makes it easy for the camper. The only dosage to be taken in the Health Center is a before bedtime medication, if necessary. **Please be sure that the Medication Log Form and, if applicable, the Permission to Self-Administer Medication Form are returned to camp by June 1.**

If you need to discuss your child's specific health needs with the nurses, please contact the camp Health Center after June 22nd :

COMMUNICATION

Letters to Your Child

Please write your child early and often. Send your first letter no later than one week before camp starts. Campers love to get mail, so send mail as frequently as possible. Please address all mail to:

Camper's Name
Camp Tapawingo
166 Tapawingo Road
Sweden, Maine 04040

Letters from Your Child

Your child will be writing home at least twice a week, unless she is on a camp trip. Be sure to send her with an adequate supply of stationery, stamps, pens/pencils. Self-address and stamp envelopes for younger campers.

Phone Calls

Phone calls can sometimes be emotionally difficult for campers and for their parents. However, if it is an occasion (birthday, anniversary), we encourage a phone call. Please call during breakfast (8:00-8:45 a.m.), lunch (12:45-1:45 p.m. any day except Tuesday and Friday, when we have picnic lunch), or dinner (6:00-6:45 p.m. any day except Thursday). Of course, if your camper is having a problem, we will contact you immediately, speak with you, and possibly arrange a phone conversation with your daughter to help her solve that problem.

E-Mail

You may send e-mail messages to your child. Instructions on how to do that will be mailed to you in June. Campers may not send out-going e-mail.

Packages

Campers may only receive letters, cards and envelope packages (e.g. bubble bags up to 12" x 15" envelopes). No packages in boxes will be accepted. This includes Banquet boxes. In the past, we tried to limit packages, but a few parents went overboard in sending food (hidden) and too many packages. Although we recognize their warm intentions, those who send excess put us and other parents in a difficult position. If your daughter is sent a box, we will "return to sender" before opening. If you have a special reason to send a boxed package, please address it to Jane's attention, and notify the camp office that it will be coming. Please let relatives and friends know that this is our policy!

Tapawingo Trips

Juniors, Lo Mids and Hi Mids take daylong hikes in the surrounding area on such trails as Little Deer/Big Deer, Blueberry Mountain, Emerald Pool, and Arethusa Falls. They do a day canoe trip on lazy rivers such as the Saco River. They also go to the shore or to explore local caverns, as well as two “bunk overnights” (camping trips in the woods on Tapawingo property).

Lo Inters go on a three-day camping trip to Mount Blue State Park that includes the ascent of Mount Tumbledown. They also take an overnight canoe trip on a local river.

Hi Inters have an option to go on either a four-day canoe trip on the Penobscot River or the “Mini-Range”, a four-day backpacking trip in the surrounding mountains. They also take a four-day camping trip to Mount Desert Island and Acadia National Park.

Sub Seniors elect to go on either a six-day canoe trip on the Allagash River or on “The Range”, a six-day backpacking trip along parts of the Appalachian Trail, ending in the ascent of Mount Katahdin. In addition, they take a three-day rafting and camping excursion on the Kennebec River.

Seniors hike to the summit of Mount Washington as an overnight trip. They also spend three days around the coastal Maine town of Ogunquit.

CITs travel to Quebec City, Canada, for four days and explore the sites and sounds of that international area.

<u>UNIT</u>	<u>GRADE COMPLETED</u>
Junior	2 and 3
Middler	4 and 5
Inter	6 and 7
Sub Senior	8
Senior	9
C.I.T.	10

Miscellaneous

Birthdays

All birthdays will be celebrated at camp. Our celebrations include songs in the dining room, a special birthday table at lunch or dinner, and birthday surprises. You may also speak with your child during a meal on her birthday.

Drug and Alcohol Policy

We do not tolerate drugs, alcohol or cigarettes. Anyone who uses these substances or brings them to camp will be asked to leave immediately. Parents will be called and asked to make arrangements for their child to come home as soon as possible. There will be no refund for this type of dismissal.

Spending Money

Campers below 8th grade cannot spend their own money. If they are taking a plane to camp, they can spend money only in the airports upon arrival and departure. Suggested spending money for them is \$25.00. Older campers go on "Vag" trips where they do spend their own money. Suggestions are \$50 for the Sub Senior and Senior Vag, and \$100 for the CIT Vag. On all trips, all meals and lodging are paid for by camp.

Activity Selections

Activity choice forms are due back by May 1. We will start putting girls in their activities starting on May 2 on a first-come-first-served basis.

Tutors

Tutorial services are available in reading and math at an extra charge. We employ a counselor who is a teacher or we hire a tutor from the local area to work with the girls who need tutoring. Please notify camp by June 1st if you wish your daughter to be tutored this summer.