

West Texas District

Kids Camp July 15-19

Arrowhead Camp – Glen Rose, TX

ACTIVATE

kids camp 24



Church Leader's Packet

The SCOOP!

(Details are explained more fully in this packet)

WHERE: Arrowhead Camp & Retreat Center
5236 N. FM 199 Cleburne, TX 76033

Arrowhead Camp is located 4.4 miles north on FM 199 off of Hwy. 67, between Cleburne and Glen Rose.

WHEN: Kids Camp July 15-19, 2024

COSTS:

- **EARLY BIRD = \$250** Registered March - June 3
- **REGULAR = \$300** Registered June 4 - July 1
- **WALK UP = \$365** Begins July 2 (*requires pre-approval*)
- **COUNSELORS & INTERNS = \$125 per worker** Registered by July 1
- **CREW = \$100 per member** Registered by July 1

Important Information:

- Payment for camp is due when your kids register online.
- All fees are non-refundable but transferable.
- Walk up registrations will be accepted on a first come first serve basis according to counselor availability.
- **Children with physical and emotional needs** (seizures, asthma, special needs, etc.) require extra attention. Please explain any and all needs on the registration form. As an additional safeguard please communicate with our camp registrar by email or phone directly of these needs. Counselors from their home church are required to help make your campers week as safe as possible.
- Kids camp staff cannot provide transportation to or from the camp for any children. We suggest you make all prior travel arrangements for your campers.
- **If a church is sending children for both tracks (primary 1st-3rd / junior 4th-6th), they need to send counselors to cover each track.**
- **Health Form in Google Docs** - Links will be provided by email.

Counselors / Teen Jr. Counselors / CREW / Staff:

1. Counselors must be at least 18 years old. Teen Jr. counselors must be 16 years old. CREW members serve on the directors' team and must be 16 years old and have prior permission to join the CREW.
2. Must register online and have a pastor's recommendation.
3. Must complete the MinistrySafe training program and have a completed certificate on file with the camp registrar, Renae Fowler. These certificates can be uploaded when registering.
4. Must have a current background check on file with the camp registrar, Renae Fowler. These certificates can be uploaded when registering.

CAMPER (& LEADER) PACKING LIST:

- BIBLE
- Sleeping bag or bedding with pillow for a twin sized bed - **Leaders:** you may have a queen-sized bed in your room - it is not guaranteed, but come prepared
- Tennis shoes (especially for hiking and game times or daily challenges)
- Bath items: shampoo, soap, toothpaste/toothbrush, deodorant etc. Suggested: Please put ALL items for the bathroom in a separate bag to carry between their luggage and the sink counter, a large Ziploc works great.
- Bath towel and washcloth
- Swimsuit, towel, and sunscreen - no 2-piece swimsuits or make sure you bring a cover up if your child wears a bikini. Tankini's work well.
- Play clothes: shorts, t-shirts, etc. (Keep in mind that we get dirty and sometimes clothes get lost or stained. Please also remember that this is a church camp and all children need to be dressed appropriately - no spaghetti straps, make sure all shorts are the proper length, etc.)
- Chapel clothes - clean clothes for chapel each evening (Please don't send super dressy clothes.)
 - Boys - clean shirts, shorts or jeans
 - Girls - clean shirts, shorts, jeans, or summer dresses
- Snack Shack money - The snack shack will be open each day. There is also a gift shop with t-shirts, small toys, etc. Please send smaller bills for the snack shack and gift shop.
- Refillable Water Bottle - labeled with your name on it. We have a water station that we will be using and will have fewer water coolers around the campgrounds.
- Extra items suggested by counselors over the years: Clock, bug spray, cup, night light, extra towel for bath mat.

SPECIAL NOTE TO PARENTS:

MAIL – In an effort to improve on communication problems that can occur due to homesickness, we want to encourage parents to send daily postcards to their children. We suggest that you prepare and mail cards a week prior to the opening of camp so that they begin receiving them on day one. This daily link to you will help your child feel more secure and be able to stay focused on the activities and fun especially designed for them. Your child will not receive any mail that arrives after the closing day of camp.

Camp Address: **Arrowhead Camp & Retreat Center**
5236 N. FM 199
Cleburne, TX 76033

EMAIL your camper!

Send to campermail@arrowheadcamp.org

- Place your camper's first and last name, as printed on their registration form, in the subject line. An email with a blank subject line will not be delivered.
- Write your message.
- **Please do not send emails prior to camper's arrival.** Emails will be delivered any day your camper is on the campground **except** the last day of camp.
- Email will be checked twice daily and delivered to camp directors except for the last day of camp.

Phone – THERE IS NO PHONE available for your child to call home. The pastor at the church sponsoring your child has the phone number to Arrowhead Camp for emergency use only. All cell phones brought by campers will be turned in to their counselors and used on an as needed basis. If you have any questions about this policy, please call Jennifer Sommers at 817.919.8078.

Travel & Visits– The West Texas ACTIVATE kids camp staff are not responsible or able to drive campers to or from camp. If a need arises and churches want to help each other get kids to or from camp, ALL of these arrangements must be made between the church leaders prior to the week of camp. Kids Camp is a closed camp, parents are not permitted to come and visit except for very rare situations and only with permission from the WTX Kids Camp Directors. Example - medical or family emergencies, etc.

IMPORTANT Church Leader's Note

If you are in charge of getting children and leaders to camp please read carefully!

Background Checks - renewed every year

TEXAS STATE LAW requires us to have a yearly background check on each counselor at camp. We will work with you to help you accomplish this task, but each church will be responsible for doing this check on each of your counselors, Jr. counselors, CREW or staff members.

Procedures for conducting background checks are as follow

1. Enter the web site address:
<https://publicsite.dps.texas.gov/DpsWebsite/CriminalHistory/>
2. Look on the left side and select **New Account**.
3. Read thru the information and follow the steps to set up your user account. This is where you create your user ID and password. Write this down and put it in a secure place for the next time.
4. Sign in; on the left side click on **Criminal History**, click on **Purchase Credits** and buy credits to do your search. You will need 1 credit for each search performed. The cost of each credit is approximately \$3.00. There is a handling charge each time you buy credits.
5. Follow instructions to purchase credits; print receipt.
6. After purchasing credits, click on **BACK** at the top left of the page and go to the left side of the page under **Criminal History**; click on **search under criminal history** and read the **Web-site Caveats**, then click on the **agree to terms** line.
7. Type in data for the 1st person being searched.
8. Print the information received. Your information should be similar to the form on the back of this page with the 'Texas Department of Public Safety' symbol at the top.
9. Attach your background check to each **Pastoral Recommendation** and the **MinistrySafe certificate** and mail to the Camp Registrar Renae Fowler or upload them when registering online.
Renae Fowler 401 Brasenose St. Crowley, TX 76036
#817.939.3960 or rfowler@trainingdepot.org
10. If you are searching another person, go to the top, click on search, and follow the above procedures again.

Pastoral Recommendations

These **Pastoral Recommendations** are required to serve at kid's camp. These recommendations are very crucial and we appreciate you taking them seriously. We do not know your people and are relying on your honest and truthful recommendation of your people to help keep our kids safe at camp. If you wouldn't invite them to watch your personal children, please do not send them to camp.

Uploading Forms & Google Docs

We are asking counselors, teen Jr. counselors, CREW and staff members to **upload** their current **MinistrySafe certificates and background checks** when they register online. Please help your people by sending them these documents early so it is on their computer or device and easier for them to upload. We will still accept these documents via email or mail but uploading is a huge help to our registrar. Also take time to review our **Health Form in Google Docs**, includes temperature checks, COVID question and lice checks.



MINISTRYSAFE

CHILD SEXUAL ABUSE AWARENESS TRAINING

ALL Camp Counselors and Staff must have a completed examination and certificate on file with Renae Fowler

What is MinistrySafe?	The child sexual abuse training program used by the West Texas District Children's Camp for all of their camp sponsors and leaders
How do I get trained?	Send your email address and church you will be attending camp with to Renae Fowler or Jennifer Sommers (contact information below)
How often do I need to be trained?	Your certificate must be updated every two years
How much does the training cost?	\$5 for each person being trained. Churches will be billed for these trainings.
Where do I get trained?	The training is done online and Renae or Jennifer will send you the link via email.
How do I send my certificate?	Upload your MinistrySafe certificate when you register online to be a camp sponsor. Contact your church leader to make sure you have your certificate on your computer BEFORE you register. Certificates can still be emailed/mailed to Renae Fowler.
Questions:	Contact: Renae Fowler 817.939.3960 rfowler@trainingdepot.org or Jennifer Sommers 817.919.8078 jsommers@gen-church.org

Training Information:

This training is approved by the Texas Department of State Health Services for purposes of satisfying the requirements of the Texas Youth Camp Act. Certificates of Completion are required for all youth camp staff and volunteers. Training Course Approval No. YC06-0034.

Counselor Application Children's Camp Pastoral Recommendation

PASTORS,

Please complete the ENTIRE portion of this application. This will be kept in strictest confidence. Texas State Law requires us to have a recommendation and a background check for each counselor and staff member on file. If you have a person applying that you do not recommend, it is the responsibility of the church to make sure that person is informed. Any person that is not recommended by their pastor will be referred back to their church. WTX Children's Camp is not a spiritual training time for adults or teens, but is a week of dedicated Christian workers training our children. If you feel there is nothing to explain, you may leave that blank. Please consider this application seriously and prayerfully. THANK YOU!

Applicant Name (print first and last name) _____ Church _____

Does applicant attend church regularly & are they an active member of your church? Yes _____ No _____ Explain _____

How long has applicant been an active member of your church? _____

Do you know what their family life is like? Have you seen any concerns that might involve sexual or physical abuse? _____

What experience does the applicant have in working with the children of your church? (please explain) _____

Does the applicant relate well to children? (please explain) _____

Does the applicant have any habits that would be undesirable at a Christian Children's Camp such as smoking, tobacco, e-cigarettes, vaping, alcohol, or anything else? (If so, please explain) _____

Do you have any red flags considering this applicant for the position of counselor, Jr. counselor, crew member, or staff at Children's Camp?

Yes _____ No _____

Explain _____

Does the applicant have the physical capabilities to keep up with the children during all of the strenuous activities of camp such as hiking, climbing, swimming, river rafting, etc.? _____ Yes _____ No Explain _____

DO YOU AS A PASTOR RECOMMEND THE APPLICANT FOR THIS POSITION AS CHRISTIAN CHILDREN'S CAMP COUNSELOR?

_____ Yes _____ No

Please write a brief summary explaining why you do or do not recommend the applicant for this position: _____

Pastor's Signature _____

Date _____

Thank you for your time and careful consideration of this applicant. The quality of counselors is extremely important and we greatly appreciate your help in this matter.

Please mail applications to:

**Renae Fowler
401 Brasenose St.
Crowley, TX, 76036**

HOME PHONE: (817) 939-3960

**COUNSELORS, Teen Jr. Counselors,
CREW & Staff MEMBERS
REGISTER @ www.westexnaz.org
ACTIVATE kids camp – July 15-19
Deadline for applications is July 1!**

Mail Fees:

**Candace Clem
5437 46th Street
Lubbock, TX 79414**

Mail Forms:

**Renaë Fowler
401 Brasenose St.
Crowley, TX 76036**

Special Note:

If you bring kids to camp, we need YOU to supply counselors for them. We are not able to provide counselors for the campers from your church. It is each church's responsibility to provide counselors for their campers. 1 counselor per track and gender is needed. Ratio is 1 counselor for every 7 kids in that track.

**Counselor, Teen Jr. counselors, CREW & Staff
Requirements:**

- Counselors - must be at least 18 years old. Teen junior counselors and CREW members – 16 years old.
- **Paperwork required for each Counselor, Teen Jr. Counselor, CREW & Staff member:**
 - Completed MinistrySafe training certificate - every two years
 - Background Check - every year
 - Pastor recommendation
- All counselors, Teen Jr. counselors, CREW & Staff members must be physically strong enough to participate in all outside activities such as hiking, climbing, swimming, etc.
- **Costs for Counselors, Teen Jr. Counselors, CREW & Staff members:**
 - Churches, we need your help! Send \$125 for each counselor, teen Jr. counselor & staff member
 - CREW members fees are \$100 for the week.
 - If a church sends more than 1 counselor per 5-7 children they will be charged full price for that counselor
- A limited number of teens will be used as CREW members. Contact Jennifer Sommers at 817.919.8078 or jsommers@gen-church.org to see if there is a place **before** they register. Thank you!

THE “CREW” JOB DESCRIPTION

1. Be prepared to be a SERVANT OF CHRIST. All CREW members must be 16 years old. The CREW will be expected to come as an older role model for campers.
2. Be prepared to fulfill a variety of support staff positions. Including but not limited to: dining hall duties, activity leader, giving counselors breaks during the day, spiritual leaders for specific activities, “gopher” for directors, etc.
3. Be prepared to joyfully participate in all assigned activities. Campers love to have adults/teens be a part of their activities so have fun!
4. Be prepared to have the same privileges as the adult counselors. Enjoy the hospitality room during your breaks.
5. Be prepared to attend all daily CREW meetings and wear your CREW shirt each day while serving. (Tue – red / Wed – gray / Thur – blue)
6. Be prepared to stay in your room after the late night break.

Be praying about how the Lord plans to use you this year at Camp!

Before you register - contact Pastor Jen to see if there is room for you on the CREW then register online @ www.westexnaz.org You will not be allowed on the CREW without Pastor Jen’s approval. When registering select the CREW as your job assignment.

Questions?

Call Jennifer Sommers 817.919.8078 or jsommers@gen-church.org

CREW member COST - \$100.00

Health Policy

GOOGLE DRIVE DOCUMENTS for 2024

MEDICATIONS (Hardcopy only)

Medication Form for 2024. All campers that bring medications to camp must complete and bring a hard copy of this form with their medications. Please do not send a hand-written note, use the form. Church leaders, we also suggest you pack a plastic shoe box (or larger if needed) sized tub to keep your church's medications in and label it clearly with your church name.

TEMPERATURES (Log in Google Drive)

We are requiring temperature checks for every camper and leader that is attending camp. These temperatures must be taken on July 7, 10 & 14 before arriving at camp. Everyone's temperature will be taken again once they arrive at camp. Please inform your parents and leaders that everyone must be temperature free for 24 hours before they arrive or they will be sent home immediately.

COVID QUESTION (Log in Google Drive)

We are asking every camper and leader if anyone in their family has tested positive for COVID in the last 10 days before arriving at camp. If they answer yes, they will need to contact our camp registrar or directors immediately.

LICE (Log in Google Drive and or Hardcopy)

West Texas Children's Camp will no longer guarantee treatment for children infected with lice.

Mild case (a few nits) - possibly treat but contact parents first - cost = \$35 each

Severe case (head full of nits or eggs/live bugs) - sent home. *See special note.

If you choose to use the hardcopy lice form you must have 1 copy completed for everyone that is coming to camp. This includes: campers and ALL sponsors/leaders.

*Special Note: Can be invited back once they show proof that they are lice free / WTX Kids Camp Staff determines if they are lice free.

Lice checks must be performed the day before or the first day of camp - July 14 or 15.

We suggest that church leaders provide a medical/school professional to check each child instead of asking parents to check individually. The person checking for lice will be required to sign/initial this form along with the child's parent. With this signature, the parent is accepting financial responsibility for any lice problems their camper experiences while at camp. Churches, you will be expected to pay a \$35 fee for any of your campers that we are able to treat. WTX Kids Camp will require churches to pay for any lice treatment expenses before they leave camp.

If you have any questions about this policy, please contact Jennifer Sommers at 817.919.8078 or jsommers@gen-church.org

Lice Form

One form per camper.

Church Leader's complete this section:

Camper's Name _____

Church Leader & Church Attending with: _____

Today's Date - _____ (must be completed on July 14 or 15, 2024)

Person who checked this camper completes this section:

Person who checked this camper _____

Date this camper was checked - _____

I, _____ (person checking for lice), have completed the above requirement and state that this camper is lice free to the best of my knowledge. I can be reached at this phone number: Cell _____

Parent/Guardian's completes this section:

I, _____ (parent of camper listed above), accept full financial expenditures that may occur as a result of lice being found on my camper. In signing this form, I understand that if my camper is found with a mild case of lice (a few nits) that I will be called to give my permission to treat my child, if the camp staff is able. In signing this form, I understand that if my camper is found with a major or severe case of lice (live bugs or head full of nits/eggs) or if the camp staff is unable to treat a mild case, I will be called to come and pick up my camper. I also understand that my camper is welcome to return to camp once they are lice free. In signing this form, I accept that the camp staff and nurses will make the final decision if my camper is lice free. **Cost will be \$35 per camper** that will need to be paid to the church my camper attends camp with.

I fully understand and agree to the above requirements.

Parent/Guardian Signature _____ Date _____

General Info:

Information:

- Church kids stay together in their dorm rooms and travel together as a group while at camp. They are also traveling with other churches, usually from their zone.
- Camp schedules from past years are posted on our district website for you to review. We do update them some each year, but these could give you an idea of what to expect. Schedules are emailed out as soon as they are finalized to all church leaders that have children attending camp.
- We travel as colored teams – Red, Yellow, Blue and Green. We work hard to let churches know what colored team they will be on a few days before camp. We cannot finalize those teams until registrations are complete. You are welcome to use those colors to have your campers wear fun shirts, bandanas or other simple items to represent their colors. Some churches gather a couple simple items prior to camp in the different colors so they have a little something fun for their kids.
- The camp opens their snack shack and gift shop each day for the campers to purchase items from. We are working on possibly offering a punch card for the snack shack in 2024. If we are able to offer this, we will notify church leaders as soon as we can. This would be adding an extra \$20 or more to the camp fee.
- Service schedule – Monday evening we introduce our theme, prayer stations and worship songs for the week. Tuesday, Wednesday and Thursday nights we have leaders from across our district share based on our theme for the week. Please invite your families and church to join us in praying for your campers especially during these service times.
- Missions - Each morning we open our day with our Missions service learning about how the Lord is using missionaries across our globe to share truth with different people groups.
- Activities – Each day we rotate through various games, crafts and prayer station opportunities. Our camp staff works hard to help our camp theme weave through many of the other activities during the week.
- Late Nights – Each night we have a fun activity planned after our chapel and snack shack time. Juniors have an activity every night, Primary campers are invited to go to a couple during the week but not required.



Brazos River