



## **A Guide to Oakcrest Girls Camp**

**[www.oakcrestcamp.org](http://www.oakcrestcamp.org)**

This guide is applicable to Participating Stake Leaders, Parents and Campers.  
*Please note, those items specific to Participating Stake Leaders **only** can be found at the end of this guide.*

Oakcrest is nestled in the beautiful Kamas Valley. Established in 1958, Oakcrest serves over 100 participating stakes in the Salt Lake Valley. The camp runs for nine weeks during the summer, with 200 to 300 campers attending each week. Activities include: archery, zip line, a giant swing, target shooting, crafts, hiking, an obstacle course, a foam slide, spiritual classes, and more. Meals are served in the large main lodge, and there are 13 cabins with bunk beds where the girls and their counselors sleep. The goal of all Oakcrest activities is to provide spiritual growth, wholesome fun, meaningful experiences, and improved social skills. *Oakcrest is owned and operated by The Church of Jesus Christ of Latter-day Saints, but young women of all faiths are welcome to attend. Oakcrest provides a wonderful setting away from the world where the standards of The Church of Jesus Christ of Latter-day Saints are emphasized.*

### **Activities:**

Campers participate in **Challenging, Outdoor, Physical Experiences (COPE)** while at Oakcrest. These include an obstacle course, a giant swing, zip line, target shooting, a foam slide and a hike. If a camper is unable to do one or more of these activities, she should make a note in the registration, explaining why.

### **Attendance & Eligibility:**

Young women are invited to attend Oakcrest if they have a birth date range from September 1, 2010 to August 31, 2012. A young woman may only attend once during the year. For 2024 only, a young woman who lives in an Oakcrest Participating Stake with a birth date range from September 1, 2009 thru August 31, 2010, who did not attend Oakcrest last year, is eligible. However, her registration must be completed by Registration Day, March 9, 2024. A girl with this birth date range may not register after Registration Day.

If, after registering with her stake, a young woman finds that she is unable to attend Oakcrest during her assigned week, she may choose to go another week if space is available. A camper who desires to switch weeks should contact her stake leader, who will then contact the Oakcrest Registration Women's Committee member to make arrangements. All changes must be finalized two weeks prior to the week the camper is scheduled to attend. A registered camper who finds she cannot attend at any time during the summer can find another eligible young woman to go in her place; however, registration for the new camper must be finalized two weeks before the camper is scheduled to attend. In this case, payment for the replacement camper should be worked out at the stake level or between the families involved, whichever is applicable. Oakcrest does not take responsibility for making sure that the replacement camper reimburses the young woman who can no longer attend. **Oakcrest does not**

**accept last minute registrations or replacements on busing day. Oakcrest does not issue refunds.**

We encourage campers to come for the entire week of Oakcrest. **Campers should not plan on coming late to camp, leaving early, or coming and going during the week.** Campers who cannot attend the entire week their stake is scheduled are welcome to register for another week. Should an emergency arise which would require the camper to go home early or arrive late, arrangements need to be made with the camp through the stake leader. Campers will not be allowed to check in or out more than once during the week. For safety reasons, an *Early Release Form* must be filled out and signed by the parent if the camper is being picked up early. This form can be obtained from her stake leader or under the Forms tab on the website. The form needs to be given to the stake leader by the Monday morning of camp. Campers will only be released to the person listed on the form after they show photo identification. Campers may not leave with a stake leader after the Thursday night activity if an early release form has not been provided by the parent. Campers arriving late will need to let their stake leader know the date and time they will be arriving so that she can alert camp leaders. **Camp gates close each night at 9:30 pm.**

### **Behavior:**

Oakcrest has a no-tolerance bullying policy. Should a camper feel teased or bullied in any way, she is encouraged to talk to her counselor who will then address the concern with all parties involved. Bullying and disrespect that is not resolved after discussions with Oakcrest staff will be grounds for being sent home. In this case, Oakcrest will contact a parent of the involved camper(s) who will be asked to come and get their camper(s). Oakcrest also does not allow camp pranks or jokes on other campers or counselors.

Campers will be responsible for their personal cleanliness, as well as the cleanliness of their room and the camp area. Campers are expected to respect the natural environment by taking proper care of the camp and surrounding areas and keeping the grounds clean and free from litter. National forest regulations are observed at all times. Graffiti of any type is prohibited at Oakcrest.

### **Buddies for Campers with Special Needs:**

Campers with disabilities and/or special needs, who require a little individual help, should attend Oakcrest with a 16 to 18 year old buddy. Buddies are not charged a registration fee. Parents and stake leaders should work together in selecting a buddy who will facilitate the best experience **for the camper**. The primary responsibility of a buddy is to aid her assigned camper. She may not be able to participate in all camp activities, depending on the needs of her camper and whether or not there is sufficient time. Buddies and the parents of the camper requiring a buddy must read and sign the *Buddy Agreement*. This form can be downloaded from the website under the *Forms* tab. There is also a link to this form on the online registration form. This form must be turned in to the camper's stake leader before Registration Day. Stake leaders will turn in all *Buddy Agreements* on Registration Day. They should be attached to the buddy's *Signature Form*. (See *Signature Form* below.)

### **Busing:**

All young women are transported to and from camp on chartered tour buses that leave from and return to the busing location at the Murray South Stake Center, 5735 South Fashion Boulevard, in Murray, Utah. Young women should arrive by 8:00 a.m. Monday morning and will return about 12:30 p.m. Friday afternoon.

**Buses leave promptly at 8:30 a.m. No exceptions can be made for latecomers. Campers arriving late will need to find their own transportation to camp. Maps to camp will be available at the busing location and on our website.**

**Camp Leadership:**

A 17-member Women's Committee and a Priesthood Executive Committee, who report to a member of the Quorum of the Seventy, oversee Oakcrest. Each year the Women's Committee hires a staff of amazing young adult women to lead and direct the camp. Campers will be under the supervision of a counselor at all times. Two full-time service missionary couples live on the premises to ensure the safety of the campers and the continuity of the camp.

**Communication with Campers:**

To ensure the best possible Oakcrest experience, personal phone calls and personal visits are not allowed at camp. Cell phones are **NOT** allowed at Oakcrest. They are much more than a communication device, and it is imperative that all campers are protected from any possible harm that could come from the misuse of a cell phone. As part of the registration process, parents and campers acknowledge twice that they understand and will adhere to this policy. The parent of a camper who brings a cell phone will be called and asked to come and pick up their camper.

Parents will be called if their camper is ill, terribly homesick, or if there are any other major problems. If there is an emergency at home, parents should contact the stake leader. If you are an open enrollment camper, contact the registration committee member. The stake leader or registration committee member will then pass on the information to a member of the Oakcrest Women's Committee or to camp directly. Please note that emails sent through the Oakcrest website are received by a Women's Committee member in the valley and not at the camp itself.

Campers love to receive mail from home, so we encourage family members to write to their campers. Please allow 3-4 days for mail to arrive. Camper letters should be addressed as follows:

*Camper Name  
c/o Oakcrest Girls Camp  
5850 East Bench Creek Road  
Kamas, UT 84036.*

**Dress Code:**

Modesty and safety are taken seriously at Oakcrest. Campers should only bring clothes that fit the following guidelines: Shirts should completely cover cleavage, the midriff, and shoulder and should not be tight. To protect against tick bites, pants must be long and without holes (**no shorts or capris**). **This includes pajamas.** Shoes must cover the entire foot (**no sandals, flip-flops or crocs**), and socks should be worn at all times. Long socks must be worn on the hike and are encouraged at all other times to prevent tick bites. In addition, campers are expected to follow the dress and behavior guidelines listed in the *For the Strength of Youth* pamphlet. **Campers who are not dressed according to these standards when they arrive at the busing location on their first day of camp or anytime while at camp, will be asked to change.**

### **Electronics:**

Oakcrest is a wonderful place where girls can get away from the world and focus on spiritual and personal growth. No electronics of any kind are allowed. Please refer to the *Communication with Campers* heading regarding the Oakcrest no phone policy.

### **EpiPen Form:**

An *Oakcrest EpiPen Form* must accompany any Signature Form of a camper who requires an EpiPen for their safety. Stake leaders should gather these before Registration Day. The YW Leader Registration Report will indicate which young women need an EpiPen Form. Open Enrollment campers should mail this form with their Signature Form and payment. A link to the *Oakcrest EpiPen Form* can be found on the online registration form and on the website under the *Forms* tab. EpiPens are not provided at camp.

### **Family Search:**

Each camper will have the opportunity to spend time in the FamilySearch room at Oakcrest. With the help of a trained counselor, campers will spend time getting familiar with the FamilySearch website by participating in fun activities designed to help them look at family history in a whole new way! Prior to camp, every camper should have a username and password for either **familysearch.org** or **churchofjesuschrist.org**. Campers should bring this username and password to camp and feel comfortable logging in. Ideally, each camper should have themselves and four additional generations in their family tree on FamilySearch. This would add to their family history experience while at Oakcrest.

### **Health Concerns: *Please note that there are no trained medical personnel residing at the camp.***

- **Dietary Needs and/or Food Allergies:** The Oakcrest staff can only assist those with special dietary needs such as lactose intolerance, celiac disease, and nut allergy. It is crucial that any critical food allergies and dietary concerns are noted on the online registration form, along with reactions, severity, and treatments needed. Only if a phone call is requested on the registration form will parents receive phone calls, texts or emails prior to camp to determine if special arrangements need to be made. Menus can be found on the camp website under the *Campers* tab. If the camper has severe restrictions, parents should send food with their camper to be stored in the kitchen. The kitchen staff will prepare this food for her. Parents can send this food in a small cooler or bag that is labeled with the camper's name. All food must be labeled as well. Coolers and/or bags of food should be taken to the *Open Enrollment* table on busing day. Please see the website under the Campers tab for camp procedures and policies regarding food concerns.
- **Homesickness:** Our policy is to help homesick campers stay at camp for as long as possible. We deal with extreme circumstances on an individual basis. Parents should prepare their camper to be away from home, assuring her that homesick feelings are normal and felt by almost everyone, but some feel them more strongly than others. Homesickness can create both emotional and physical symptoms. Parents should discuss in advance what their camper can do to address homesick feelings or symptoms, such as focusing on the fun things to do at camp, trying to help another camper who feels homesick too, or praying for Heavenly Father's help even before she comes to camp. Parents may consider arranging for her to receive a priesthood blessing as part of her preparation for camp. Two sets of Full time missionaries live

at Oakcrest each summer and can be asked to give a priesthood blessing to a camper.

- **Medical/Emotional Concerns:** For the safety of the camper, it is important that all **moderate to severe** medical and emotional information be filled out completely and specifically on the online registration form. Only if a phone call is requested on the registration form will parents be contacted by a member of the Oakcrest Women's Committee prior to camp in order to gain a better understanding of these issues.
- **Medical Emergencies:** Should a camper require medical treatment at a clinic or hospital, a parent will be contacted immediately and asked to promptly come and pick up their camper. If that is not possible or help is needed sooner, the camper will be transported by ambulance to the appropriate medical facility. A parent or other adult family member will be required to meet the camper at the clinic/hospital. Once a family member arrives, the camper will be turned over to his/her care. Oakcrest contact information will be given to the parent or other family member so that he/she can contact the camp and inform them regarding the camper's condition and whether or not the camper will be returning to Oakcrest. If the medical problem is resolved in time for the camper to finish her stay at Oakcrest, she is welcome to return, but the family must provide transportation.
- **Medication/Injections:** For safety reasons, all medication (including over-the-counter items) must come to camp in the original container(s) labeled with dosage instructions. **All prescription medication containers should be placed together in a Ziploc bag, along with a small card listing the camper's name and instructions for each medication (dosage and time of day to be taken). A separate Ziploc bag (with instructions) for over-the-counter medications can be sent as well.** Oakcrest staff can only remind campers to take their medications, but by law they cannot actually administer them or force girls to take them. Parents should review all medications and instructions with their camper so they can take their medications on their own. Prescription medication bags will be securely stored in the first aid office for girls to come and take there. The first aid staff will list prescription medications on a schedule spreadsheet and will remind each girl to take them based on the instructions sent. Over-the-counter medications can be kept with their counselor in their cabin for easier access. Campers requiring injections must be willing and able to give their own injections, as there is not a registered nurse on the premises. Camper's insulin can be kept in a refrigerator in the first aid office. Campers are allowed to carry rescue inhalers, EpiPens and diabetic medication/supplies with them at all times.
- **New Medical Information Form:** If a camper's medical situation changes **after** her registration has been submitted, her parent will need to fill out a *New Medical Information* form and return it to the stake leader by the Monday morning of camp. Stake leaders should then turn in the form at the *Open Enrollment* table on busing day. An open enrollment camper will turn in her *New Medical Information* form to the open enrollment table. This form is located on the website under the *Forms & Policies* tab.
- **Special Needs or Limitations:** Oakcrest does not have wheelchair-accessible cabins or bathrooms, and uneven terrain and distance between activities make the use of crutches at camp very tiresome for campers. In addition, young women with uncontrolled diabetes or other severe physical, emotional, or mental disabilities that prohibit full participation are encouraged to consider stake camp or special needs camp as an alternative to Oakcrest.

Local stake/ward leaders do not attend Oakcrest with their campers and hired Oakcrest counselors are not trained to handle severe limitations. Campers who come to Oakcrest are expected to function independently and provide their own self-care. Some young women with physical or mental needs that require only a little individual help can come with a 16 to 18 year old buddy. See Buddies for Campers with Special Needs, above. Special needs and limitations should be noted on the online registration form.

### **Lost and Found Items:**

Any luggage items left on Friday with your stake's colored tape attached will be sent home with the chaperones. The chaperones will then return the items to the stake leader for distribution. Any luggage with gray duct tape will be held as well; however, to claim these lost items, please contact our Lost and Found at the email address listed below.

Most items left without identification will be kept for three weeks and then taken to Deseret Industries. Valuable items, such as digital cameras, will be kept for three months. All campers can contact **[oakcrestcamp@gmail.com](mailto:oakcrestcamp@gmail.com)** within these time periods to claim their lost items.

### **Luggage and Labeling:**

Because luggage space is limited on the buses, campers are only allowed four luggage items: one large duffle bag OR medium suitcase, one warm sleeping bag, one school-size backpack and one pillow. All items will be transported to and from camp under the bus. Each stake should distribute duct tape in their assigned color. Assigned colors are listed on the camp schedule. If you are an open enrollment camper or a camper from a participating stake who is attending a week that is different from your assigned week, you will label your items with gray duct tape. All luggage, backpacks, sleeping bags, pillows, and cameras must be marked with the camper's first and last name and a parent's cell phone number on the colored tape. **We highly recommend that stakes meet before Monday to distribute the colored tape and mark luggage items.**

### **Meals and Snacks:**

Oakcrest offers delicious, well-balanced meals three times a day. Several choices are offered through hot entrees, a salad bar and a cereal bar. Campers are welcome to bring their own snacks, especially those who may be picky eaters. Refrigerators and freezers are not available to campers unless they have specific dietary needs. Personal snacks should be labeled and will be kept in a sealed, "critter-proof" container. Snacks can also be purchased at the Trading Post. **Campers assigned to the *Nut Free* cabin are not allowed to bring any snacks containing nuts.**

### **Nut-Free Cabin:**

For those campers who are severely allergic to nuts of any kind, lodging is available in a cabin that is kept nut-free throughout the summer. Campers and their roommates who wish to stay in this cabin should indicate this on the online registration form. All campers in this cabin (even roommates without allergies) will need to bring only nut-free snacks and will be required to follow allergy-aware guidelines, such as not sharing snacks with each other and always washing hands after eating. At times, girls who are not "nut-free" will be assigned to this cabin. This cabin is just like all the others and is not separated from the rest of the camp. The only difference is that products containing nuts are never allowed in or around the cabin.

### **Open Enrollment:**

An open-enrollment camper is defined as any camper who does not live within the boundaries of a participating stake. A camper who lives in a participating stake is never considered an open enrollment camper and should never register through the open enrollment link on the Oakcrest website. We encourage girls who live in a participating stake to invite eligible friends and family who would be considered open enrollment campers to come to Oakcrest.

Open enrollment begins on April 1 for girls from nonparticipating stakes who wish to attend Oakcrest. Beginning on April 1, a registration link will be posted on the *Open Enrollment* page for campers from nonparticipating areas who are eligible to attend Oakcrest. All open enrollment campers and their parents should follow the *Open Enrollment* instructions found on the website under the *Registration* tab.

Open enrollment registration is accepted on a first-come, first-served basis. If space is available, registration and payment must be received and processed two weeks before the camper is scheduled to attend. Available openings will be posted on the website. Open enrollment campers will label their luggage with gray duct tape and check in at the open enrollment table. The fee for open enrollment is \$255. **Open enrollment campers should mail their signed signature form and payments to one of the women's committee members below. Payment for an open enrollment camper cannot be included in the payment that participating stakes turn in on Registration Day.** Oakcrest does not accept personal checks. Cashier's checks or money orders are accepted.

### **Mail open enrollment payments to one of the following:**

#### **Campers attending weeks 1, 3, 5, 7, 9:**

Martha Sorensen  
11859 South Elm Ridge Road  
Sandy, UT 84094

#### **Campers attending weeks 2, 4, 6, 8:**

Paula Glassett  
545 East 12000 South  
Draper, UT 84020

### **Refunds:**

Because many of the camp expenses are paid months before camp begins, **Oakcrest is unable to provide refunds.** If a camper is unable to attend camp after she has registered, the stake leader may be able to help her find a replacement. The camper may also elect to come on another open week. All changes and replacements must be finalized no less than two weeks before the beginning of her scheduled week. There are no last-minute registrations or replacements allowed on busing day.

### **Registration Information:**

Oakcrest registration forms are filled out and submitted online. Participating stake leaders will be provided with a registration link that they will give to their eligible young women. Stake leaders are responsible for notifying eligible young women in their stake of their opportunity to attend Oakcrest. A list of eligible young women can be requested from your stake clerk using birth dates between **September 1, 2010 and August 31, 2012.** Stake leaders can help parents register their campers at

their Stake Kickoff Meetings (see *Stake Kickoff* below) or give them instructions at the meeting and allow them to register from home. Registration for participating stakes will close two weeks before Stake Registration Day in March and reopen on April 1.

Open enrollment campers, see Open Enrollment, above.

### **Registration Fee/Payment:**

The registration fee for each girl from a participating stake whose registration is finalized on Registration Day is \$230. The fee for any girl who registers on or after April 1 is \$255. This fee covers lodging, meals, transportation, staff salaries and all other camp expenses. Local leaders within stakes provide guidelines on whether the stake, ward, or family pays the Oakcrest registration fee, based on the needs in their areas. A single stake check made out to *Oakcrest Girls Camp* must be written for the amount on the Oakcrest invoice. Girls who register on or after April 1 should mail their Signature Form and payment in the form of a cashier's check or money order to the person and address below, depending on the week they are attending. **Oakcrest does not accept personal checks.**

**Registration fees are nonrefundable.**

#### **Campers attending weeks 1, 3, 5, 7, 9:**

Martha Sorensen  
11859 South Elm Ridge Road  
Sandy, UT 84094

#### **Campers attending weeks 2, 4, 6, 8:**

Paula Glassett  
545 East 12000 South  
Draper, UT 84020

- **Signature Form:** All campers (including 16 to 18 year old buddies) must download, read and sign the *Signature Form*, indicating that they have read and understand the Oakcrest policies. These forms must be signed by the camper, parent, and the camper's bishop. Nonmember campers living in your stake boundaries must also have a signature form containing all three signatures. The *Signature Form* can be downloaded from the website under the *Forms* tab. Stake leaders gather these forms from all campers in their stake and turn them in on Registration Day. The *Signature Forms* of roommates should be stapled together before turning them in on Registration Day.

### **Roommates:**

Before Registration Day, stake leaders should staple together the *Signature Forms* of two campers wishing to be in the same counselor group. They **must** have one another listed on the *YW Leader Registration Report* and *Signature Form*. You may not make a roommate adjustment without written permission from all parents involved. Please honor the campers' requests unless they have suggested more than two roommates or roommate selections do not match up. In this case, roommate issues must be resolved **before** registration day.

Open enrollment campers who select specific roommates will have their *Signature Forms* stapled when the form and payment are received.



Many young women choose not to have a roommate. This option is often ideal, as these girls have a great opportunity to make new friends. Any requested changes after Registration Day are coordinated through the stake young women leader and written permission from the parents must be sent to Oakcrest Registration before changes can be made. Any roommate changes must be completed two weeks prior to the week attending.

### **Service Project:**

Every camper will have the opportunity to participate in the yearly Oakcrest service project. Service is not only important and uplifting, but also fun! Campers are invited to donate items for the service project if they are able.

### **Showers:**

We are fortunate at Oakcrest to be able to offer our campers one shower per week after their hike.

### **Spending Money:**

Suggested spending money is \$20-\$50. It can be used for crafts (\$1-\$5), sweatshirts (\$18), hoodies (\$27), T-shirts (\$10-12), snacks, and other Trading Post items. For a list of items for sale, see the *Trading Post* section under the *Campers* tab on the website. Craft options can also be seen online under the *Campers* tab. Spending money is optional. One free craft, an Oakcrest T-shirt and all other essential costs are covered in the registration fee.

## **Items specific to Participating Stake Leaders ONLY**

### **Bus Chaperones:**

Each stake needs to find **female** chaperones (18 or older) to ride the bus with the campers on the way to Oakcrest on Monday and on the way home from Oakcrest on Friday. Please assign someone other than the check-in person to be a chaperone on Monday. After returning from Oakcrest, Friday chaperones need to remain at the busing location until **ALL CAMPERS FROM THEIR STAKE** have been picked up. Please assign a back-up chaperone in case one of your chaperones cancels at the last minute. Chaperones are not allowed to bring children or pets with them.

### **Please use the following scale when determining how many chaperones your**

**stake needs:** • 1- 40 campers: 1 chaperone on Monday AND Friday, 41-100 campers: 2 chaperones on Monday AND Friday, 100+ campers: 3 chaperones on Monday AND Friday.

### **Busing:**

Stake leaders will be emailed a bus ticket for each girl. Each bus ticket will have a camper's name on it. The stake leader will then hand each camper a ticket as she checks in. Girls will not be allowed on the bus without a ticket. Tickets will be handed to a chaperone as the girls board.

On Monday morning, stake leaders should be at the busing location by **7:30 a.m.** Leaders should bring the most recent copy of the *YW Leader Registration Report*, should find their stake flag, check in campers as they arrive, distribute colored luggage labeling tape as needed and distribute bus tickets corresponding to their assigned bus number(s). Please bring a small table to use when you are checking your girls in. When the buses are ready to load and chaperones have arrived, invite the campers to immediately load their luggage and get on their bus. All luggage must be loaded into the luggage compartment under the bus. After all campers have checked in, or 8:20 a.m. (whichever is first), complete the *Oakcrest Busing Form* and take it to the *Open Enrollment* table. This form is

located on the website under the *Forms* tab. Buses cannot leave until all stakes have checked in and all busing forms are received. Your *2025 Projection Questionnaire* should be submitted through the Oakcrest website on or before your busing day.

### **Opening and Closing Assignments:**

Participating Oakcrest stakes have the opportunity and responsibility to help open and close camp. Because these are rotating assignments, your stake will not have an assignment every year, but will be asked to help every four or five years. The stake high councilor over young women is responsible for finding members of your stake who are over 16 years of age to fulfill this assignment.

### **Projection Questionnaire:**

The *Projection Questionnaire* helps Oakcrest determine when to schedule your stake for Oakcrest the next year. In 2024, we will need a projected count of ALL young women who will be eligible to attend Oakcrest in 2025. This form is located on the website under the *Forms & Policies* tab and should be submitted on or before your busing day.

### **Registration Day:**

You will be emailed a YW Leader Registration Report. On Registration Day, please gather the following materials and bring them to the church located at 4881 West Cindy Lane, South Jordan, at your stake's assigned time slot.

1. All signed *Signature Forms* with roommates stapled together and 3-hole punched.
2. If applicable, Completed *Buddy Signature Agreement* forms attached to each buddy's signature form, *Oakcrest EpiPen Forms* and *Early Release Forms*.
3. The most recent copy of the *YW Leader Registration Report*, which will be emailed to you.
4. The Oakcrest invoice, which will be emailed to you.
5. The receipt of electronic transfer from your stake clerk or one stake check made payable to Oakcrest Girls Camp for the full amount due on the invoice. (Note: The transfer must be made 72 hours before Registration Day in order for it to reflect as paid on Registration Day.)
6. Updated name(s), email(s), and phone number(s) reflecting any changes in your stake president, high councilor assigned to Young Women and/or stake Young Women presidency in the past year.

### **Registration for Campers from Participating Stakes attending with another stake:**

Girls from a participating stake who will be attending camp with another stake should select the stake they are attending with from the drop down list on the online registration form. They should also select the week that stake is attending Oakcrest. They will still select their home stake when asked on the registration form. **Forms and payment must be turned in to their home stake leader. On busing day, they will check in at the Open Enrollment table.**

### **Stake Kickoff Meeting:**

This meeting should be held in early February under the direction of the stake leader assigned to Oakcrest. Campers eligible to attend Oakcrest and their parents should be invited. The purpose of the meeting is to inform them about the opportunity to attend Oakcrest and give online registration instructions. *Signature Forms* should be passed out at this meeting, as well as *EpiPen Forms* and *Buddy Agreements*, as needed. These forms can be found online. You may also want to put together a camper's packet for each camper that includes the following forms that can be downloaded from

the website under the Forms and Policies tab:

- Oakcrest Girls Camp: A Guide for Campers and Parents
- Packing List
- Luggage Instructions
- Service Project Flyer

### **Stake Leadership Changes:**

Please submit any stake contact information changes on the website under the *Contact* tab.

Oakcrest tries to maintain a current list of the following from their participating stakes:

- Stake President
- High Councilor over Young Women
- Stake Young Women President
- Oakcrest Contact Person (This may be the stake camp director or Young Women counselor.)

If you are released, please pass any Oakcrest information on to the new presidency and ask them to submit their contact information online under the *Contact* tab.

### **Young Women Activity Night:**

Activity Night is held on Thursday night. Members of the participating stake presidency and their wives, bishops and their wives, and the stake young women presidency are invited to attend. Maps and invitations can be found under the *Leaders* tab on the website. The stake young women leader over Oakcrest should distribute or email these to all who are invited. Campers **may not** leave with a stake leader after the Thursday night activity if an early release form has not been provided by the parent.

### **YW Leader Registration Report:**

You will be emailed a report that includes a list of campers who live in your stake who have registered to go to Oakcrest. It is your responsibility to review each report that is emailed to you to ensure that you have the most up to date and accurate information for each camper and that their roommate choices match up. It is also your responsibility to notice those girls who are eligible who have not yet registered and to invite them to do so. If your report contains a tab that reads "with stake", this indicates that you have girls attending with your stake who do not live in your stake. While it is not your responsibility to help with their registration, this list helps you ensure that roommates choices match. You will not be given a bus ticket for these campers. They must check in at the Open Enrollment table

It is also your responsibility to make sure you obtain a *Signature Form* and payment for each girl on the report titled "Listing of all registered campers going with your stake." You will also bring this list with you on busing day so you can check in your stake's campers.

### **Role of Ward Leaders:**

The role of the ward young women leaders is to assist the stake with the registration process. You may ask the ward leader to review the list of eligible girls you obtain from the stake clerk to ensure your list is complete. The ward leaders should attend your *Stake Kick Off* and assist you in gathering the *Signature Forms*, *EpiPen Forms*, *Buddy Agreements* and payments.