



A Guide to Oakcrest Girls Camp

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 ten 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:

Activities at Oakcrest require that participants are able to walk up and downhills on uneven trails, climb stairs, hike up to a mile, and carry daily necessities in a backpack (flashlight, jacket, water bottle, sunscreen, etc.), and manage their own luggage as they carry them to their cabins.

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 2027** if they have a birth date range from **September 1, 2013 to December 31, 2015**. A young woman may only attend once during the year.

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 9:00 pm.***

Self-Care: To be successful at camp, your child needs to be independent with self-care and be able to function in a 1:14 counselor-to-camper ratio. Campers must be able to manage their own basic health and hygiene, such as carrying and drinking water from their water bottles throughout the day, eating a variety of food, putting on sunscreen when asked, wearing appropriate clothing for the weather, brushing their own hair and teeth each day, walking to and using camp restrooms, showering once during the week, and changing clothing each day. Counselors will cue campers with basic needs.

Behavior:

Oakcrest Girls Camp is a camp for young women which follows the standards of The Church of Jesus Christ of Latter-Day Saints. The Young Women General Presidency of the Church has asked that we emphasize to campers who attend Oakcrest that they will be addressed, taught and treated as *daughters* of our Heavenly Father.

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.

For the safety of everyone at camp, campers may be sent home for the following:

- Running away or talk of running away
- Illness or injury
- Violence
- Vandalism of any camper, staff or camp property

- Talk or gestures pertaining to sex
- Bullying, ridicule, name calling or any aggressive behavior
- Refusal to follow camp rules, communicate with camp staff, or participate in activities
- Possession of a cell phone
- Refusal or inability to eat meals or sleep at nighttime
- Any self-harm or talk of self-harm such as cutting or suicide
- Excessive homesickness or crying
- Any additional actions, at the discretion of the Camp Directors

No refund will be given if a camper is sent home due to misconduct. **If it is determined that a camper needs to go home, their parents/guardians are expected to come get them within a four-hour time period.** A camper may be asked to stay in the camp office or Health Center until parents/guardians arrive at camp.

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, but they are required to fill out a registration form online. Parents/guardians 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.

Parents/guardians who feel their camper requires a buddy must submit a *Buddy Application* online to the Oakcrest Registration Team at least 30 days prior to your camp week. Once your application has been reviewed, your stake leader will contact you with further instructions. Buddies and parents/guardians of the camper requiring a buddy must read and sign the *Buddy Agreement*. This form may be downloaded from the website under the *Forms* tab. 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 *Permission and Medical Release Form*.

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.**

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. They will learn how to use "Ordinance Ready" to find ancestors who have ordinances that need to be performed. Campers will participate in fun activities designed to help them look at family history in a whole new way!

Health Concerns:

The first aid clinic at Oakcrest is staffed by two college-age specialists who have had some basic first

aid training. **Your camper must be able to care for herself in order to attend Oakcrest, as we do not have nurses or any medically licensed staff at camp.** Self-care is defined as being able to shower, dress, and care for her own medical situation. If she is diabetic she must be able to take her own blood sugars, calculate her own insulin, give her own shots, and calculate her own nutritional needs.

Asthma: A camper with asthma needs to be able to carry the inhaler, take their medication when needed, and report to camp staff if additional assistance is needed.

Bed-wetting: Please talk with your camper about bed-wetting so they feel comfortable telling camp staff if it happens. Remember: bed-wetting happens at camp with campers who don't typically wet the bed. Camp is a new environment which may trigger this response.

The camp staff will help the camper wash the items discreetly and return the items. Camp Staff will also speak with the camper to see if they would like to shower or clean up with baby wipes.

Please make a note on the registration form if you have concerns about bed-wetting so the counselor is prepared to help the camper and makes sure she is on a bottom bunk to make addressing the issues easier and more discreet.

Diabetes: A camper with diabetes needs to be able to test their own blood, communicate when they need rest or a snack, and manage their own medication including waking up by themselves at night to manage levels. Camp staff cannot administer shots.

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.

EpiPens: If a camper will be bringing an EpiPen or an equivalent medication with them to camp, the parent/guardian must fill out the two-sided Oakcrest *EpiPen Form* and attach it to the camper's *Permission and Medical Form*. Oakcrest follows the nationally accepted and state-approved EpiPen standard explained on the form. Oakcrest does not stock or provide EpiPens.

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. You can also begin now by helping them practice being self-aware, developing personal coping strategies, as well as encouraging them to advocate for themselves and their needs so when you are not with them they feel confident in getting their needs met.

Our staff uses techniques for helping campers work through feelings of homesickness and are taught that homesickness is not so much about missing home as it is about making sure this unfamiliar environment is safe. This adjustment period usually lasts 2-3 days. By Wednesday, most homesickness subsides. If your camper is not adjusting to camp life, someone from Oakcrest will call to discuss the situation with you.

Sometimes homesickness occurs due to changes at home such as marriage, divorce, new sibling, death of a loved one, parents traveling, etc. If your camper is in any of these situations, please talk about it before leaving for camp. This helps them process the changes, so they won't have to worry at camp. You can also include this information on your camper's registration form so camp staff are aware of the issue in case your camper addresses it with them while at camp.

Please do not promise your camper they can call you if they are homesick. We do our best to help them navigate through homesickness and a promised call home does not allow them to process and cope with homesickness or engage in current activities. Instead, the camper tends to fixate on their homesickness and the promised call home and it becomes impossible for them to focus on putting an action plan into place. If you feel you need to check up on your camper or get a hold of her, you may contact your stake leader who will contact Oakcrest.

Hydration: Campers will be very active at Oakcrest and will be spending a lot of time outdoors. Campers should make sure to bring a good-sized water bottle to Oakcrest. They will be reminded by their counselor to drink water often. Campers would be wise to start getting used to drinking more water before they go to camp. Dehydration causes headaches, fatigues, and other health problems.

Medical Emergencies or Accidents at Camp: Should a camper require medical treatment at a clinic or hospital, a parent/guardian will be contacted immediately and asked to promptly come and get his/her daughter. If that is not possible or if help is needed sooner than a parent/guardian can arrive, the camper will be transported by ambulance to the appropriate medical facility. A parent/guardian 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/guardian or other family member, so that he/she can contact the camp and inform them as to 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 transportation must be provided by the family. Please make sure the contact numbers on your camper's online registration form are accurate and that we can reach you at those numbers.

Medication: 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.

PRESCRIPTION MEDICATION: Prescription medication bags will be securely stored.

Counselors will make the medication available at appropriate times and help remind campers to take them based on the instructions sent; i.e., morning, breakfast, lunch, dinner, bedtime, etc.

Oakcrest staff can ONLY remind campers to take their medications, but by law cannot actually administer them or force a camper to take them. Parents/Guardians should review all medications and instructions with their campers so they can take their medications on their own, unassisted.

OVER THE COUNTER MEDICATION: Over the counter medication bags will be kept with their counselor in their cabin for easy access. *Oakcrest's clinic is stocked with the following over-the-counter medications:* Tylenol, ibuprofen, anti-nausea, antacid, and antihistamine. **These medications will not be given unless permission is granted by the parent/guardian on the registration form.**

CAMPERS REQUIRING INJECTIONS: 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 can carry rescue inhalers, EpiPens, and diabetic medication/supplies with them at all times.

Menstrual Cycles: Please have campers pack pads and/or tampons if they are close to their menstrual cycle while at camp. With the change in environment, sometimes periods begin a few days before they should. If a camper gets their period and does not have supplies, camp has some available. If a camper experiences their period for the first time, families will be contacted and the camper will be able to talk with their family. Showers will be offered if needed.

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. The layout of the camp is spread out with the cabins located southwest of the main softball field. The cabins are located on the side of the mountain and are not wheelchair accessible. There is a lot of walking back and forth from cabins to activities all day. The main trail to the lodge and softball field is covered with golf-ball sized gravel. Crutches are strongly discouraged because they are difficult to use on the terrain at camp.

Young women with uncontrolled diabetes or other severe physical, emotional, or mental disabilities which prohibit full participation are encouraged to consider stake camp or special needs camp instead of Oakcrest. Local stake/ward leaders do not attend Oakcrest with their campers, and hired Oakcrest counselors are not trained to handle severe disabilities. Campers who come to Oakcrest are expected to function independently and be self-care. Some young women with physical or mental needs which require only a little individual help can come with a 16 to 18-year-old buddy.

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.

Parents/Guardians of campers with moderate to severe emotional health concerns will **ONLY** be contacted by a member of the Oakcrest Women's Committee prior to camp **IF they requested a phone call on the registration form.** Should a camper's medical situation change after the registration form has been submitted online, a *New Medical Information form* should be filled out and given to the camper's stake leader or turned in at the *Open Enrollment* table on busing day.

Sunburns: Please pack sunscreen and advise your camper to use it while at Oakcrest. Campers will be involved in many outdoor activities during the week. Please urge your camper

to be wise and take the necessary precautions to protect themselves against sunburn.

Tick Bite Prevention: Tick species are widely distributed around the world and are most commonly found in brushy areas along the edges of fields and woodlands. They are also found near commonly traveled paths through grassy areas and shrubbery. While it is a good idea to take preventative measures against ticks year round, be extra vigilant in warmer months.

Oakcrest has a dress policy which will help with the prevention of tick bites. Long pants, socks, and sturdy shoes (no sandals or open-toed shoes) are required for daily wear. Long socks that can be pulled up over the pant leg

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** 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 attending a week different from your assigned week, you will receive an email instructing you on how to label your luggage. 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 attend Oakcrest.

Late registration will begin on April 1st at 8:00 a.m. for those in participating stakes who did not register during priority registration. The fee for late registration is \$255.

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. The fee for open enrollment is \$255.

Open enrollment campers should mail their signed Permission and Medical Release 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, 10:

Robin Bonham
2800 Elk Meadows Dr
Woodland, UT 84036

Photography & Videos:

While at camp, often at the request of parents and campers as campers are not allowed to bring their cell phones to camp, photographs and videos are occasionally taken of our campers and counselors. These are often subsequently posted to Oakcrest social media accounts and/or the Oakcrest website to serve as information or publicity for future camps. Your daughter's photograph and video may be taken and shared while she is at camp. If you do not wish your daughter to participate, please be sure to indicate this on the registration form.

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. For Oakcrest 2027, a list of eligible young women can be requested from your stake clerk using birth dates between **September 1, 2013 and December 31, 2015**. 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 *Permission and Medical Release 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, 10:

Robin Bonham
2800 Elk Meadows Dr
Woodland, UT 84036

- **Permission and Medical Release Form:** All campers (including 16 to 18 year old buddies) must download, read and sign the *Permission and Medical Release Form*, indicating that they have read and understand the Oakcrest policies. These forms must be signed by the camper and the parent. Nonmember campers living in your stake boundaries must also have a *Permission and Medical Release Form* containing both signatures. The *Permission and Medical Release 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 *Permission and Medical Release Forms* of roommates should be stapled together before turning them in on Registration Day.

Roommates:

Roommates must select each other at time of Registration. If a camper wishes to add a roommate after they have registered, they should work with their Stake Leader in order to get the information to Oakcrest. Roommates must have one another listed on the YW Leader Registration Report. Stake Leaders should honor campers' roommate requests unless they have suggested more than two roommates or roommate selections do not match up. Stake Leaders may not make roommate adjustments without written permission from all parents involved. All roommate issues must be resolved before Registration Day. If after Registration Day, roommate issues must be resolved two weeks before camp attendance.

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 *2027 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 three 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 2027, we will need a projected count of ALL young women who will be eligible to attend Oakcrest in 2028. 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 *Permission and Medical Release Forms* in alphabetical order 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.

Stake Kickoff Meeting:

This meeting should be held in late January 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. *Permission and Medical Release 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 be given a bus ticket for these campers on busing day.

It is also your responsibility to make sure you obtain a *Permission and Medical Release 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 *Permission and Medical Release Forms*, *EpiPen Forms*, *Buddy Agreements* and payments.