

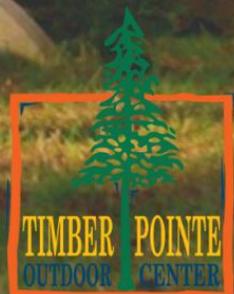
WEEKEND CAMP HANDBOOK

2021-2022

20 Timber Pointe Ln.
Hudson, Illinois 61748
309-365-8021

www.timberpointeoutdoorcenter.com

 **easterseals**
Central Illinois



Welcome!

Thank you for choosing Easterseals Timber Pointe Outdoor Center for your child's camping experience. This past summer, we were able to think outside the box to give an incredible day camp, overnight camp, and family retreat experience to campers/families while prioritizing the health and safety of all who entered our gates. That is why we are thrilled to offer weekend both overnight and day camp experiences year-round, with the same dedication to health, safety, and fun as years past.

Camp is **more** than rock climbing and zip lining- it's a sense of bravery and accomplishment, it's the chance to fly. Camp is **more** than songs and cheers, it's being part of a community where you are loved and accepted for exactly who you are. Camp is **more** than mosquito bites, s'mores and bunk beds, it's living life to the fullest, gaining independence, and giving parents/caregivers a very well-deserved break. Camp is **more** than the woods and trails, it's freedom to breathe, freedom to be, freedom to become. Camp is **more** than campfires, it's an experience that helps individuals burn bright, that instills flames of confidence and hope that glow long after they leave our gates.

Without a doubt, people need camp now **more** than ever before. We aim to safely re-introduce a sense of normalcy, community, and connection. We aim to implement programming that inspires imagination and encourages enthusiastic engagement in outdoor recreation, where all, regardless of ability, can participate and thrive. Finally, we aim to create a space where campers can make new friends and re-gain confidence in social interaction, experience new adventures together, and begin to process and heal while feeling 100% included and 100% empowered.

In this handbook, we have tried to answer the questions often asked of our staff, and directly addresses our policies and procedures in relation to the COVID19 pandemic. We have worked diligently to find creative solutions that keep everyone safe, while keeping the spirit and magic of camp at the center of our programs. Please use this as a reference guide in preparing for your camper to attend Timber Pointe Outdoor Center. By familiarizing yourself with various topics, it will make the transition easier for you as well as your camper. If you have further questions, please don't hesitate to ask. We look forward to creating a magical experience with your camper!

Happy Camping! 

CONTENTS

OUR STAFF	4
2021-2022 SESSIONS & OFFERINGS	5
Overnight Weekend Camps- Youth & Adults	5
Day Weekend Camps- Youth	5
A TYPICAL TIME AT CAMP	6
WEEKEND OVERNIGHT CAMP SAMPLE SCHEDULE	6
WEEKEND DAY CAMP SAMPLE SCHEDULE	7
Activity Policies During a Pandemic	9
CAMP REGISTRATION AND FEES	10
Payments:	10
Cancellation/Refund:	10
Camper Dismissal Policy:	10
Financial Assistance	10
MEDICAL AND EMERGENCIES	11
Health/Wellness in relation to COVID-19:	11
Emergencies:	12
Injury:	12
Illness:	12
Homesickness:	14
Meals:	14
Communication with Camp (REMIND):	15
Family Contact:	15
Lost and Found:	16
Community Living:	16
HEALTH AND SAFETY	17
Medications:	17
CHECK-IN/CHECK-OUT	18
Weekend Overnight Camp Check-In	18
Weekend Overnight Camp Check-Out	19
Weekend Day Camp Check-In	20
Weekend Day Camp Check-Out	21
DISCIPLINE AND GUIDANCE PROCEDURES	22
OVERNIGHT WEEKEND CAMPER PACKING LIST	23
DAY CAMPER PACKING LIST	24
MAP AND DIRECTIONS	25

ABOUT US

The Easterseals Timber Pointe property was originally owned by the Boy Scouts Camp Heffernan. Shortly after purchasing the land from the Boy Scouts in 1989, Easterseals Central Illinois and the Timber Pointe Charitable Foundation began the long process of transforming the property into a year-round camp and retreat center designed for inclusive and adapted programming that meets the needs of individual campers and families. Located along the beautiful shorelines of Lake Bloomington in Hudson, Illinois, Timber Pointe's 170-acre property is the perfect environment for hosting a variety of outdoor programs, teambuilding, retreats, events, and cabin rentals.

OUR STAFF

Timber Pointe Outdoor Center hires seasonal staff for our weekend camp program, and also welcomes volunteers to provide additional support. All staff and volunteer "camp buds" complete an application process that includes a background check prior to their hiring or acceptance. Most staff and volunteers are seeking degrees in relevant fields and range in age from 18-23 years old.

Program Staff are in charge of leading camp activities, and learn how to adapt each activity to meet each camper's specific needs. Camp Counselors supervise campers, facilitate peer-to-peer connections, provide personal care/support, and cultivate positive camp culture. All staff members are required to attend a week-long orientation, and Program Staff receive additional training to be certified on the ropes course and as lifeguards. Training topics include:

- Emergency procedures
- Behavior management
- Safety and supervision policies
- Transitional activities
- Child abuse prevention and reporting
- Dealing with homesickness
- Specific disability overviews
- Sensory needs and integration strategies
- Diversity, inclusion, and adaptation
- Personal care and transferring
- Communication and feeding techniques
- And more!



2021-2022 SESSIONS & OFFERINGS

Timber Pointe Outdoor Center's weekend camps are designed to give individuals with disabilities opportunities to connect, play, and grow, participating in adaptive camp adventures in an environment where they are 100% included and 100% empowered. These weekends also provide valuable overnight respite for parents/caregivers to recharge and take time for themselves/other family members.

Overnight Weekend Camps- Youth & Adults

This program runs from 6:00pm on Friday to 12:00pm on Sunday. Youth camps are for children ages 7-17 with a disability, and adult camps are for individuals ages 18+ with a disability. Sibling overnight camps are for youth ages 7-17 with a disability and their siblings.

Session 1 (YOUTH): October 29-31



“Spook-tacular”

Session 2 (ADULTS): November 12-14



“Happy Harvest”

Session 3 (SIBLING YOUTH): March 18-20



“Shamrockin’”

Day Weekend Camps- Youth

This program is a day program, NOT an overnight camp, and runs from 8:30am-8:30pm on that day. Youth day camps are for children ages 5-17 with a disability. Sibling camps are for youth ages 5-17 with a disability and their siblings!

Session 1 (SIBLING YOUTHCAMP): Saturday, December 11



“Winter Wonderland”



A TYPICAL TIME AT CAMP

WEEKEND OVERNIGHT CAMP SAMPLE SCHEDULE

FRIDAY

6:00-7:00 Check-In

7:00-9:00 Pizza Party & Movie on the Lawn

SATURDAY

8:00-9:15 Breakfast & Energizers

9:30-10:30 Morning Activity 1 (ex: Arts and Crafts)

10:45-11:45 Morning Activity 2 (ex: Zip Line)

12:00-1:15 Lunch & STUMP

1:30-2:30 Rest Time/Cabin Time

2:45-3:45 All Camp Cooking/Snack

4:00-4:45 Afternoon Activity 1 (ex: Wagon Ride)

5:00-5:45 Afternoon Activity 2 (ex: Music/Yoga)

6:00-7:00 Dinner

7:00-9:00 Evening Program (ex: Campfire, Dance)

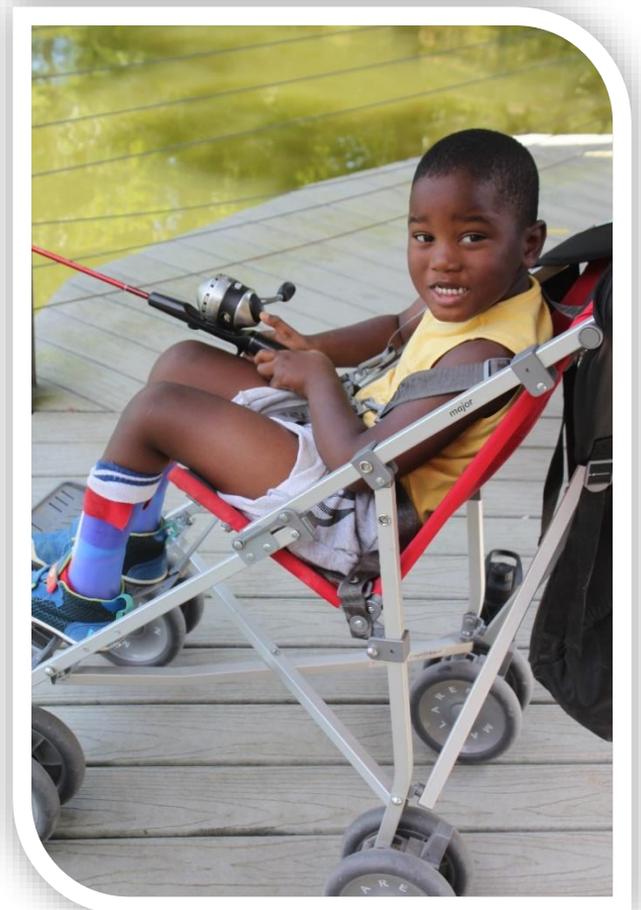
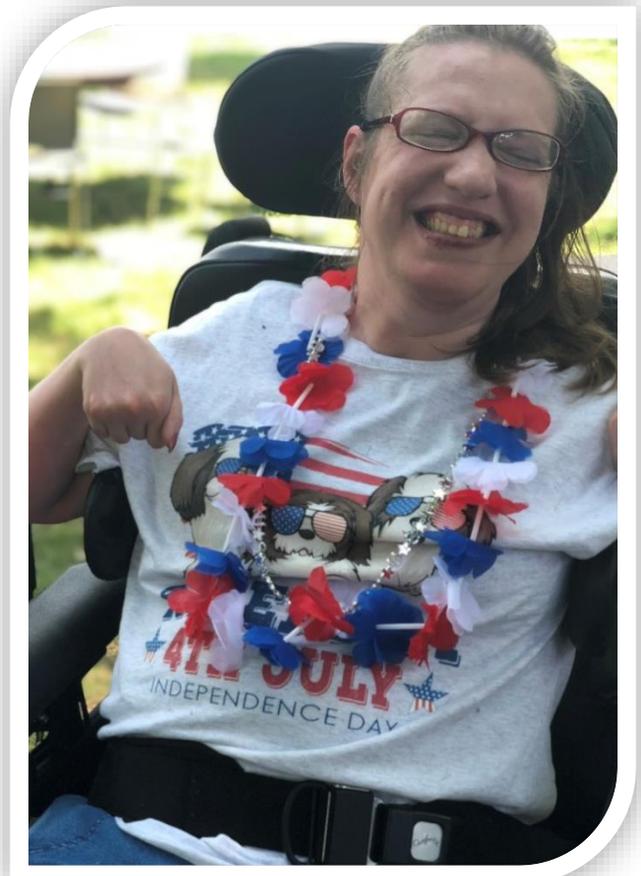
SUNDAY

8:00-9:00 Breakfast & Energizers

9:15-10:15 Morning Activity 1 (ex: Giant Swing)

10:30-11:30 Morning Activity 2 (ex: Archery)

11:45-12:00 Check-Out



WEEKEND DAY CAMP SAMPLE SCHEDULE

8:30-9:00 Arrival/Check-In

9:00-9:15 Energizers

9:30-10:30 Morning Activity 1 (ex: Arts and Crafts)

10:45-11:45 Morning Activity 2 (ex: Sports & Games)

12:00-1:00 Lunch

1:00-1:30 Critter Talk & STUMP

1:30-2:30 Rest Time/Movie

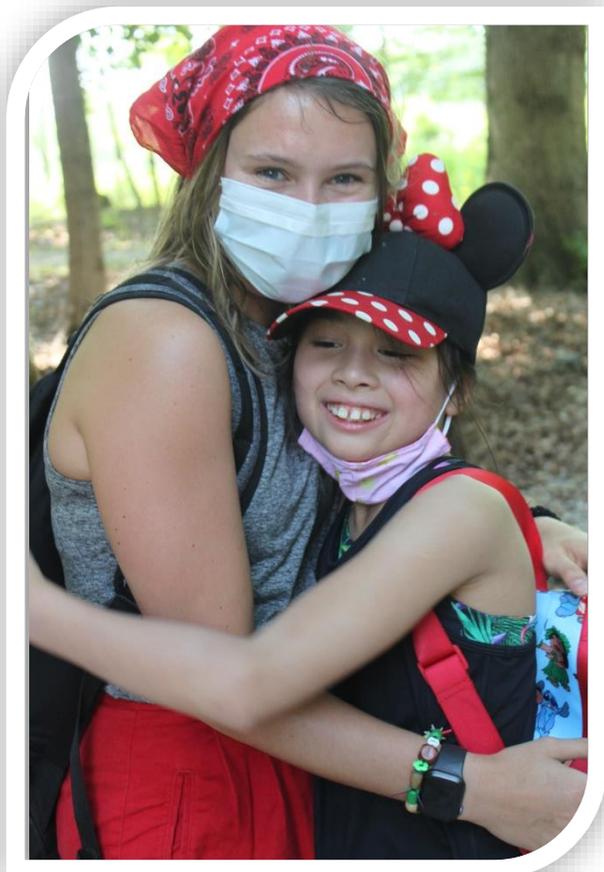
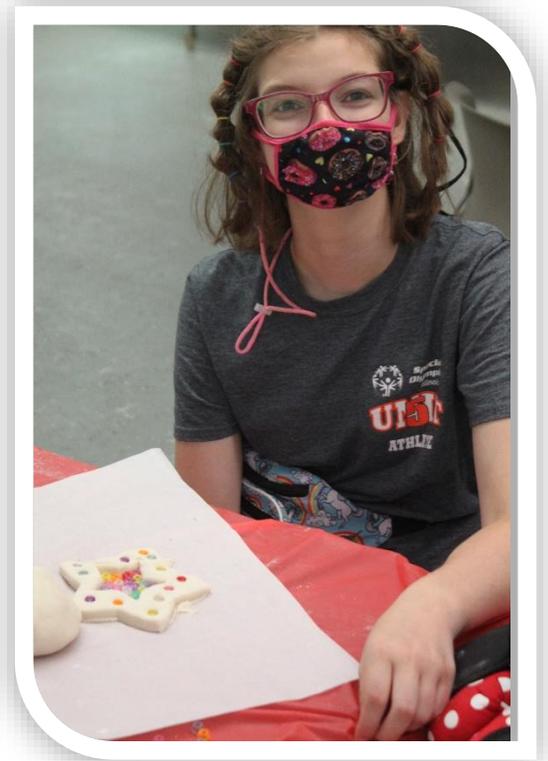
2:30-3:30 Afternoon Activity 1 (ex: Cooking)

3:45-4:45 Afternoon Activity 2 (ex: Sensory Play)

5:00-6:00 Dinner

6:00-7:30 All-Camp Activity (ex: Ugly Counselor Contest, Wacky Olympics)

7:30-8:30 Campfire & S'mores



ACTIVITIES

The camp experience and environment facilitates inclusivity, curiosity, wonder, and empowers campers to try new things and develop new skills. At Timber Pointe, all activities are designed so that *every* camper can participate, regardless of individual needs and abilities.

All activities are accessible and include:

- Rock wall and zip lining
- Giant 30' tandem Swing
- Barnyard animals
- Canoeing, kayaking and pedal boating
- Fishing
- Arts and crafts
- Sports and games
- Archery
- Science
- Music
- Dance
- Cooking
- Nature
- Campfire circle
- Scavenger hunts
- Talent show/performing
- Sensory play

**All activities are subject to change based on weather, as well as state guidelines and regulations regarding COVID-19.*

You and your camper(s) will be thrilled with all the amazing adventures they'll have at camp! Engaging in such a wide range of activities will build confidence and self-esteem, as we focus on their strengths and acknowledge that success looks different for everyone. These successes are celebrated and built upon. Weekend sessions are shorter, so activities will vary depending on the theme and the weather!

Water Front Activities: Flotation devices are required for all lakefront activities. At least one certified lifeguard is on duty during all water activities.



Activity Policies During a Pandemic

- All activities will be designed to take place outdoors OR to accommodate physical distancing when indoors
 - Staff members will be required to wear masks, except in situations where they are **both** A) outdoors and B) able to maintain 3' of social distance
 - Campers will be required to wear masks as well, with the understanding that some of our campers are unable to safely wear a face covering (masks not required when eating, drinking, swimming, showering, or sleeping)
 - In situations where the entire camp is joined together (all-camp activities, mealtimes, etc.) there will be significant separation between groups
 - Hand sanitizer and/or water and antibacterial soap will be available at or near the entrance to all buildings. All participants will be encouraged to sanitize their hands each time they enter a building, as well as before and after they eat/touch their faces.
 - Any high-touch surfaces or equipment will be sanitized daily
- Grouping/Ratios
- Group sizes will range from 10-15 campers, plus proper staffing ratios
 - Timber Pointe will maintain a 4:1 camper: counselor ratio or better and have additional “floaters” to be assigned to groups where added support may be needed.
 - Groups will be static, with no mixing of counselors or participants



CAMP REGISTRATION AND FEES

Registering for camp is easy! Apply online at <https://timberpointe.campbrainregistration.com/>. A staff member will review your application and follow up with any questions, as well as your registration status. The full camp tuition must be paid at least two weeks prior to the start of camp. Failure to complete payment will result in a cancellation of the registration and the advancement of another camper from the waiting list. **A \$100 deposit will be applied for each session and camper registered.** Deposits are due at the completion of registration, are non-refundable, and will be deducted from your total registration fee.

Payments: Any payments being sent in the mail can be sent to 20 Timber Pointe Lane, ATTN: Camper Payment, Hudson, IL 61748. Please make any checks out to Timber Pointe Outdoor Center.

Cancellation/Refund: Cancellations must be made 30 days prior to the camper's arrival, with exceptions being made for medical reasons, in order to receive a full refund. Deposits are non-refundable.

Camper Dismissal Policy: If a camper is sent home, camp session fees will be refunded **only** when campers are unable to complete their stay due to a medical condition. Homesickness or dangerous behavior which results in the camper leaving camp are not conditions for refunds.

Financial Assistance

Timber Pointe Outdoor Center relies on funding from multiple sources to be able to provide financial assistance for families. **The "Financial Assistance Form" must be completed during the registration process for those requesting any assistance. You must also upload ONE form of income verification (either most recent copy of tax return, free school lunch letter, or medical card).**

Timber Pointe Outdoor Center will review and limit household financial assistance awarded based on demand and available funding.



MEDICAL AND EMERGENCIES

Health/Wellness in relation to COVID-19: Given the current COVID-19 Pandemic, Timber Pointe Outdoor Center is sharing the following plan to help guide us as we continue programming. It is our intention to provide a clear outline for those planning to attend camp, however, *the following policies and procedures are subject to change at any time* and will be reviewed/modified as needed based on authoritative sources.. Your camper's health and safety has always been and will continue to be our highest priority. Please contact your Healthcare Provider to determine if camp is a good fit for your camper and family at this time (please note that for overnight camps only, you will need a Physician Release Form, just like past years).

Timber Pointe will provide a space to indicate vaccination status during the online registration process. This information will help medical staff determine if symptoms identified during health screenings could be related to vaccination (if symptoms appear shortly after vaccination) or other illnesses (if symptoms appear 2+ weeks after vaccination). At this time, COVID-19 vaccination is *not* mandatory to attend camp, but we will continue to implement the below policies/procedures.

What we are monitoring and following:

- Illinois Department of Public Health (IDPH) guidelines
- Centers for Disease Control and Prevention (CDC) guidelines
- Occupational Safety and Health Administration (OSHA) guidelines
- [American Camp Association's \(ACA\) "Field Guide for Camps on Implementation of CDC Guidance"](#)

Policies/Procedures in relation to COVID-19

(Subject to change)

- Camper/Guest Expectations
 - **Campers/Staff/Guests will provide their own face covering** and will wear over their nose and mouth except in situations where they are **BOTH** A) outdoors **AND** B) able to maintain 3' of social distance (exceptions can be made for people with medical conditions or disabilities that prevent them from safely wearing face covering). Masks not required when eating, drinking, sleeping, swimming, showering, or sleeping.
 - Timber Pointe will provide a "packing list" for campers and will include supplies that minimize sharing between campers/staff (i.e. bug spray, sunscreen, etc.)
 - Timber Pointe will conduct screening protocols during check-in (see "Check-In" section for details).
 - Timber Pointe will conduct daily screenings that include temperature and symptom checks.
 - Timber Pointe will enforce appropriate handwashing, sanitation, and cough etiquette protocols.
 - Bunk beds are spaced the recommended distance apart, and will sleep in head-to-toe orientation.
 - All visitors and volunteers will be required to complete the same screening protocols as campers.

- Overnight Check-In/Out (See “Check-In/Out” section for more details)
 - During both arrival and departure, only one family member (parent/guardian) is allowed inside the Main Lodge.
 - Campers and their parent/guardian will receive a number and will remain in their car until told their number may enter the building for check-in. We will use our Remind text message system for this process (please see Communication section in this handbook).
 - During check-in, luggage will be dropped off outside (weather permitting) or in the main lodge, then brought to cabins by staff. During departure, luggage will be brought to the lodge. This ensures no parents/guardians enter any cabins.
 - An attendance log will record information referenced above, as well as check-in/out times.
 - To check-out, parents/guardians will park at the lodge, sign out their camper with designated staff member, and load their luggage while a counselor walks the camper out to the car.
- Day Camp Check-In/Out (See “Check-In/Out” section for more details)
 - Parents/guardians must follow visitor guidelines of wearing a face covering/PPE and remain in the car throughout the entire process.

In the event that a staff member or camper is displaying symptoms of any communicable disease (i.e. chicken pox, influenza, COVID-19), Easterseals’ Timber Pointe Outdoor Center will follow best practices outlined by the Association of Camp Nursing’s “Communicable Disease Management in the Camp Setting.” For detailed information click [here](#).

Emergencies: If there is a family emergency, please text Remind (see Communication section) to make arrangements and call the office at 309-365-8021.

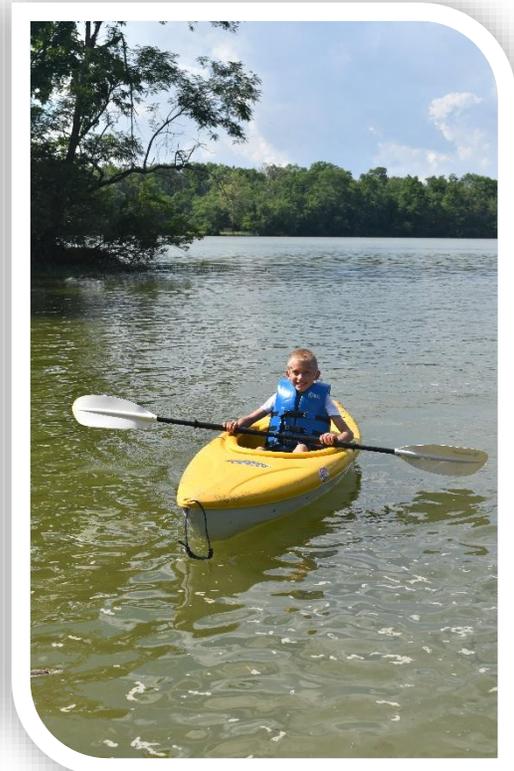
Injury: Our medical staff will treat routine scrapes, cuts and minor illnesses. It is our policy to inform parents/guardians of any injury that is more serious than a minor cut or scrape. In the case of serious illness or accident, the staff will contact you immediately. In the event you cannot be reached, we will attempt to call your designated emergency contact. Your signed authorization on the medical waiver allows us to secure prompt treatment. Parents/guardians are responsible for charges incurred for outside medical treatment of their child if treatment is required while in attendance at Timber Pointe.

Illness: It is our policy not to keep campers with symptoms lasting more than 24 hours. We ask parents/guardians of these campers to care for their child at home and to see their primary care physician. If your child is registered to come to camp and becomes ill, please do not bring them to camp. Call our office as soon as possible so that we may schedule another session for you.

THE CAMPER LIFE

Attending camp at Timber Pointe Outdoor Center is an unforgettable adventure for campers and their parents/guardians. We know both parties may be a bit anxious about the camper leaving the comforts of home, trying new camp activities and meeting friends. Here are some helpful tips:

- Talk to your child about camp ahead of time. Practice wearing a facemask in the home and talk about what camp activities might look like. Encourage them to be themselves, and get them excited to make new friendships and experience new adventures!
- Avoid focusing on anything that makes your child anxious. Instead of asking leading questions like, “Are you nervous about canoeing?” ask open-ended questions like, “How are you feeling about canoeing?”
- If your child does show concerns, don’t trivialize them or offer generic reassurances like “There’s nothing to worry about!” or “Everyone loves camp!” These may discourage your child. Instead, show empathy and acknowledge any concerns.
- Praise the accomplishments your camper has made each day at camp, no matter how “small” they may seem. Your camper will try lots of new things while at camp, which can inspire new interests, hobbies, etc. and foster bravery in other areas! Recognize any new positive things that have emerged in them as a result of camp.
- Do not send valuables, family heirlooms, or expensive items to camp. Pack with your camper and make a list of what they bring so that they or staff members know what they should bring home.
- Remember: label **EVERYTHING** and pack light! Camp is not responsible for lost or stolen items.



Homesickness: Temporary homesickness is not an unusual emotion, especially for first-time overnight campers. Our staff are trained in constructive and caring strategies that will help overcome this feeling and get back to the fun activities happening. Overcoming homesickness is an important learning experience and helps your camper grow stronger and more independent. When staff and parents/guardians handle these situations properly, a homesick camper can make huge strides!

Messages and mail can make an impact on a homesick camper. Please do not tell your camper that you can't get along without them or stress how much they are missed at home. Instead, please send encouraging emails or pre-written letters talking about how excited you are for them, how proud you are, or about the photos you have seen of them online. We recommend you plan ahead to "send" letters/care packages so that they have something if homesickness is an issue. You can bring this with you to give to a staff member when you drop your camper off to avoid any post office delays, or you can mail ahead of the session to make sure it arrives in time (allow 5 business days).

One of the reasons camp is so magical is because it's about getting away from day-to-day routine and the overwhelming amount of technology that surrounds us. At Timber Pointe, campers are encouraged to get to know their new friends face to face!

Meals: Our main lodge is modern and spacious. Timber Pointe has well balanced meals that are served by professional food service staff. Timber Pointe will provide breakfast, lunch, and dinner for overnight campers, as well as a late afternoon snack. During weekend day camps, we will provide lunch, dinner, and an afternoon snack only, so please make sure your camper eats breakfast before they come. If your camper has any special dietary needs or food allergies, please indicate them when registering online so that we are aware and can make accommodations. Alternatives to meals include cereal, oatmeal, peanut butter (soy butter)/jelly sandwiches, etc. If your camper is an extremely selective eater, please send supplemental food items so that they can have adequate nutrition and energy for camp activities.

Water is provided during meals, and at every activity, and we encourage all campers to stay hydrated throughout the day. **Please send your camper with a reusable water bottle to fill up throughout the day to reduce waste.**

- COVID-19 Dining Procedures
 - A gloved and masked staff member will deliver food to campers.
 - Camper groups will have assigned tables/seating to ensure physical distancing.
 - All campers and staff will follow proper handwashing protocols before and after they eat.

Communication with Camp (REMIND): We are asking all families to sign up for “Remind,” which is the communication system we use throughout our programs! You do not need to download the app. It will function as texts on your phone’s normal text messaging. You will use this to communicate late arrival, early pick-up, or any other time-sensitive information. It will notify our leadership team immediately! If we have any time sensitive announcements, we will send them out via Remind! To sign up, please follow the instructions below for EACH session your camper is attending:

- Weekend Overnight Session 1: Spook-tacular → Text **@tpocspook** to **81010**
- Weekend Overnight Session 2: Happy Harvest → Text **@tpochh** to **81010**
- Weekend Overnight Session 3: **Shamrockin’** → Text **@shamrockin** to **81010**

-
- Weekend Day Camp Session 1: Winter Wonderland → Text **@tpocwinter** to 81010

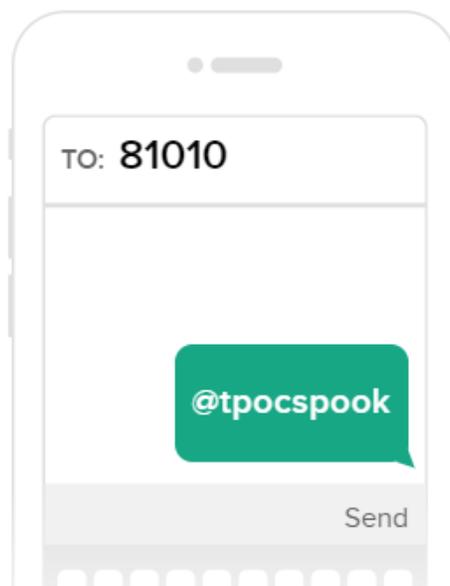
**Make sure you are including the @ in front of the code! This is the most common error. If anyone has trouble with texting their code to 81010, you can try texting the code to (954) 906-9369.*

Example of what this looks like on your phone (CODES WILL DIFFER DEPENDING ON SESSION, below is an example of the code for Weekend Session 1: Spook-tacular)

Tell people to text **@tpocspook** to the number **81010**

They’ll receive a welcome text from Remind.

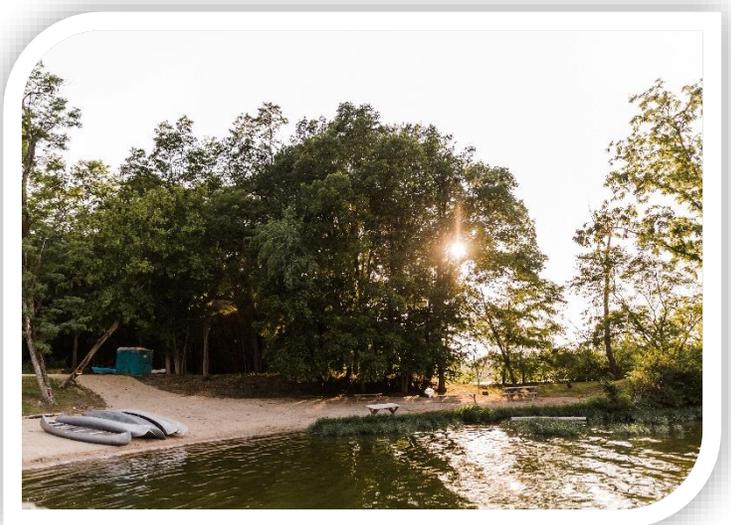
If anyone has trouble with 81010, they can try texting **@tpocspook** to (954) 906-9369.



Family Contact: If your camper has any issues you should know about, we will notify you of the situation. Our staff members are trained and well equipped to head off potential problems before they escalate. To foster independence, family/friends are welcome to visit camp only during check-in and check-out, unless special arrangements have been made. If your camper has forgotten items that they need, such as glasses, pillow, etc. please contact us via Remind to alert us and to schedule a drop-off.

Lost and Found: We will make every effort to return lost and found items while your camper is at camp. Please label all items with your camper's name in a permanent marker or label for easy identification. Items found after the camp session will be put in our front office and may be claimed by description. If you find out something is missing upon returning home, please call our office as soon as possible. Arrangements can be made to pick up the item(s) at Timber Pointe. Two weeks after the camp session, all remaining items will be donated to a local nonprofit. Undergarments and socks left at camp will be thrown away. ***Timber Pointe Outdoor Center is not responsible for lost, stolen, or damaged items.***

Community Living: Personal responsibility and group cooperation are elements of the camp experience. Trained and caring staff members work with campers on the importance of maintaining one's personal space and belongings, assisting in daily clean-up, and pitching in with shared responsibilities around camp (picking up garbage, cleaning up after meals, etc.). We strive to teach honesty, respect, compassion, inclusion and responsibility in our camp community and hope to develop these attributes in our campers' lives outside of camp as well!



HEALTH AND SAFETY

Timber Pointe Outdoor Center is proud to be accredited by the American Camp Association. Developed exclusively for the camp profession, this nationally-recognized program focuses on program quality, health and safety issues, and requires review of every facet of our operations. Timber Pointe has voluntarily submitted to this independent appraisal done by camp experts and has earned this mark of distinction. Timber Pointe also meets the Illinois Department of Public Health Regulations. We undergo at least two full inspections each year. Our inspection records are kept on file in the office.

Medications: All prescription medication brought to camp must be in original containers that include the camper's name, dosage, and medication times. The Medication Form provided during registration must be completed, signed by a physician, and mailed to our office prior to camp check-in. This form must be turned in at least 2 weeks prior to the session start date. If the camper has more medications than spaces allowed, please copy the form and attach it to the original.

ALL medications, including over-the-counter vitamins, creams, lotions, etc. must be turned in during the check-in process to be dispensed by medical staff. Medications must remain in the original bottle/container. Timber Pointe stocks most over-the-counter medications needed at camp, so it is not necessary for you to pack these. If there are any over-the-counter medications that your child cannot take, please specify on the Medical form when registering online.

When checking-in, Timber Pointe medical staff will provide pill containers which we ask guardians to fill. We ask that at least one pill be left in the prescription bottle if need arises to identify pills. Make sure your camper's name is on all items. We recommend that all campers stay on regular daily medication during their time at camp. Daily medications will be dispensed at meal time or when otherwise indicated. Our medical staff are always readily available so emergency medication can be obtained in a moment's notice.



CHECK-IN/CHECK-OUT

Weekend Overnight Camp Check-In

The front gate will open at 6:00pm on Friday, and check-in will begin no earlier than this time. If you will be arriving later than 7:00pm, please text us via Remind to let us know, as we will begin dinner around this time. Only **one** family member (parent/guardian) may accompany the camper inside the lodge for check-in, and must follow visitor guidelines of wearing a face covering/PPE. Please remain in your car until your number is “called” via our Remind text message system. There are two checkpoints when checking-in:

Check Point #1- Front Office Drive: After entering camp, proceed to the “Check Point #1” sign at the front office, and stop. A staff member will approach your car to sign your camper in, give you a number, and inform you which cabin they will be in. Please display the number on your dashboard and proceed in your vehicle slowly towards Check Point #2.

Check Point #2- The Main Lodge: Follow the road signs to proceed to the Main Lodge. For safety, please follow the instructions of our staff and keep your speed under 5mph at all times when in the Lodge area. Please park your car in the lot, and unload your camper’s luggage in the designated space as directed by staff to be moved to their cabin. **Make sure you remove ALL medications from their luggage to bring to the nurse, including lotions, creams, vitamins, etc.** Then, return to your vehicle and await a text notification saying your number has been called.

Once you have received notification that your number has been called, you may proceed with your camper inside the Main Lodge. You will meet your camper’s counselor, receive their schedule for the weekend so you can see all the fun things they’ll be doing, and check-in with the nurse to hand over any medication your camper needs for that weekend, or to speak about your camper’s medical needs. At this time, a health screening will also be completed.

- Timber Pointe will conduct screening protocols during camper check-in including temperature checks, possible COVID-19 testing and the following questions:
 - Has the camper or anyone in your household been in close physical contact with someone who was confirmed or suspected to have Coronavirus/COVID-19 in the last 10 days?
 - Has the camper or anyone in your household experienced any of the following symptoms in the past 48 hours: cough, fever or chills, shortness of breath, fatigue, muscle/body aches, new loss of taste or smell, sore throat, congestion, nausea or diarrhea?
 - Has the camper or anyone in your household traveled in the past 10 days? (Travel is defined as any trip that is overnight AND on public transportation OR any trip that is overnight AND with people who are not in your household.)

- If an individual answers yes to any screening questions, they will not be allowed access to Timber Pointe. The family will be advised to return home and follow up with their primary care physician.
- We will also ask the name of the individual that will be picking the camper up at the end of the week. This name must match during check-out (or be one of the camper's parents/guardians listed on their registration) in order to release them to that individual. If plans change during the week, please text us using the Remind system.

To keep check-in as efficient as possible, if you need to provide in-depth details concerning your camper's behaviors, needs, or have any concerns, we ask that you schedule a time to speak with our Camp Director or Program Manager ahead of check-in, and they will share this information with appropriate personnel.

Weekend Overnight Camp Check-Out

Check-out will be no later than 12:00pm on Sunday. If you will be picking up your camper earlier than 11:45am, please notify us at check-in or text us via the Remind system at least 2 hours earlier so that we can be prepared and have them ready to go. Family members **must** follow visitor guidelines of wearing a face covering/PPE, and only **one** family member may come inside the main lodge if check-out is moved inside due to weather. After entering camp, proceed to "Check Point #2" and park your car in the lot. Please remain in your vehicle. A staff member will approach your vehicle where you will be asked to provide the name of who is picking up, and the name of the camper to be picked up. For example, "Hi, Bob Belcher picking up Tina Belcher." If the names match that which was recorded at drop off, we will call your camper's counselor to walk them out to the vehicle. While you are waiting, you may load your camper's luggage into your vehicle, and pick up your camper's medication from the nurse.

We will not release a camper if the "Pick-Up Name" does not match our records, and will call the guardian on file to make arrangements for the camper to be picked up. Text using the Remind messaging system to alert Timber Pointe staff on any changes related to pick-up. For safety, please do not exceed 5mph when in the Lodge area.



Weekend Day Camp Check-In

The front gate will open at 8:30am, and check-in will begin no earlier than this time. If you will be arriving later than 9:15am, please text us via the Remind system to let us know, as groups will start activities at this time. Parents/guardians must follow visitor guidelines of wearing a face covering/PPE and remain in the car throughout the entire process. There are two checkpoints when checking-in:

Check Point #1- Front Office Drive: After entering camp, proceed to the “Check Point #1” sign, and stop. A staff member will approach your car and complete a pre-screening. We will take camper(s) temperature and ask questions pertaining to symptoms of COVID-19, including:

- Has the camper or anyone in your household been in close physical contact with someone who was confirmed or suspected to have Coronavirus/COVID-19 in the last 10 days?
- Has the camper or anyone in your household experienced any of the following symptoms in the past 48 hours: cough, fever or chills, shortness of breath, fatigue, muscle/body aches, new loss of taste or smell, sore throat, congestion, nausea or diarrhea?
- Has the camper or anyone in your household traveled in the past 10 days? (Travel is defined as any trip that is overnight AND on public transportation OR any trip that is overnight AND with people who are not in your household.)
- If an individual answers yes to any screening questions, they will not be allowed access to Timber Pointe. The family will be advised to return home and follow up with their primary care physician.
- We will also ask the name of the person that will be picking the camper up. This name **must** match during check-out (or be a parent/guardian/emergency contact listed on the camper’s profile) in order to release them to that person. If plans change during the day, please text using the Remind system.

The staff member will sign your camper in and inform you which group they will be in (if camp is large enough to warrant more than 1 group). Each group will have a color associated with it, and they will mark your side window with this color tape. They will also ask if your camper will be taking any medications while at camp, or if you need to speak with the nurse/camp director about any medical needs. If so, they will add a white colored piece of tape on your side window to indicate to the nurse/camp director that they will need to check in with you.

Check Point #2- The Main Lodge: Follow the road signs to proceed to the Main Lodge. Do NOT park your car in the lot, but rather pull into one of two lanes in the circle drive. A counselor in your camper’s assigned group will approach your car to walk your camper inside. If applicable, the nurse/camp director will also come to your vehicle to take any medication your camper needs, or to speak with you about your camper’s medical needs. For safety, please follow the instructions of our staff and keep your speed under 5mph at all times when in the Lodge area.

To keep check-in as efficient as possible, if you need to provide in-depth details concerning your camper's behaviors, needs, or have any concerns, we ask that you schedule a time to speak with our Camp Director or Program Manager ahead of check-in, and they will share this information with appropriate personnel.

Weekend Day Camp Check-Out

Check-out will be no later than 8:30pm. If you will be picking up your camper earlier than this, text us via the Remind system so that we can be prepared and have them ready to go. Parents/guardians will remain in their car throughout the entire process. After entering camp, proceed to "Check Point #2". Do NOT park your car in the lot, but rather pull up to the circle drive located in front of the Main Lodge, or to the car in front of you in line. Please remain in your vehicle. A staff member will approach your vehicle where you will be asked to provide the name of who is picking up, and the name of the camper to be picked up. For example, "Hi, Bob Belcher picking up Tina Belcher." If the names match our records, we will call your camper(s) to your vehicle and sign them out for the day. We will not release a camper if the "Pick-Up Name" does not match our records. We will call the guardian on file to make arrangements for the camper to be picked up. Text using the Remind messaging system to alert Timber Pointe staff on any changes related to drop off or pick up. For safety, please do not exceed 5mph when in the Lodge area.

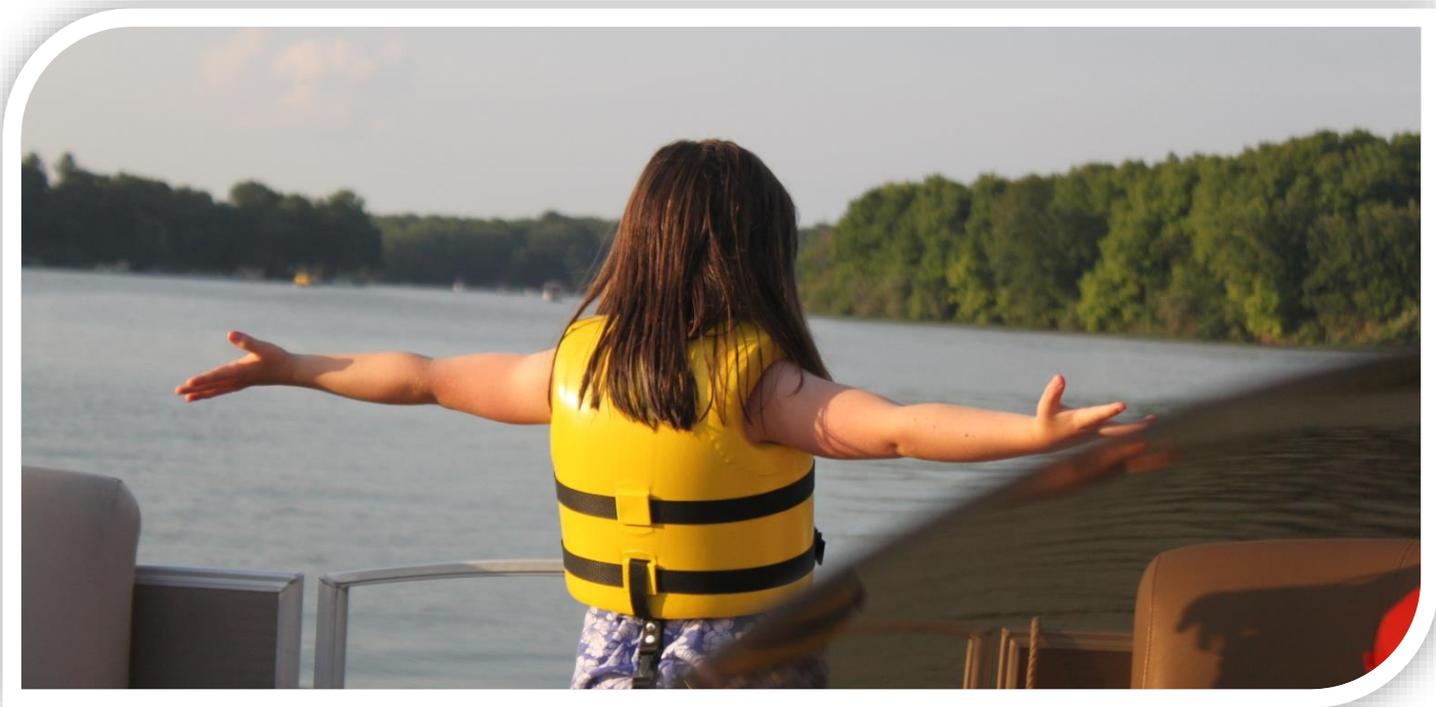


DISCIPLINE AND GUIDANCE PROCEDURES

Self-regulation skills and positive social interactions among campers and staff are encouraged and enhance everyone's experience at camp! At Timber Pointe, we use positive guidance methods including reminders, prompts, distraction, logical consequences and redirection. Self-regulation skills are practiced using the following strategies:

- Consistent rules are clearly stated and communicated. Counselors and staff facilitate these rules across all camp activities and reinforce positive behavior with praise and appropriate rewards.
- An atmosphere of trust is established in order for campers to know that they will not be hurt nor be allowed to hurt others.
- Staff members work with individual campers to help them become more aware of themselves and their feelings. This will help them learn to cope with their feelings in a healthy manner and control them responsibly.
- Staff members frequently observe and communicate with campers to take proactive action to avoid potential problems (breaks, use your words to ask for something, etc.) and come up with alternatives to negative behaviors.

Camper safety is the most important concern; therefore, campers whose behavior is dangerous to themselves or others or consistently disruptive will be discussed with the camper's parent/guardian and will result in loss of privileges or activities, or potential dismissal from camp. Parents/guardians are financially responsible for intentional damage to equipment or facilities caused by their camper. Parents/guardians are also responsible for picking up any child that has been removed from a session.



OVERNIGHT WEEKEND CAMPER PACKING LIST

Please make sure that all items are labeled with the camper's name! Timber Pointe Outdoor Center is NOT responsible or liable for any and all lost, stolen, or broken items that are brought to camp.

- At least** 2 washable masks OR enough disposable masks to last the full weekend
- 1 pillow
- 2 bed sheets + 2 blankets (extra sheets & blankets if camper has history of wetting the bed)
- Sleeping bag (optional...but cozy!)
- 4 T-shirts/blouses (short/long sleeve depending on weather)
- 4 pants/shorts/jeans ((*In general, we ask that you send your camper in well-worn clothes they may soon outgrow that will withstand the wear-and-tear of camp and make damage/loss a non-issue)
- All weather gear (1-2 jackets/sweatshirts, rain poncho, scarf/hat/gloves if applicable, etc.)
- 3 pairs of underwear (more if camper is prone to accidents)
- Socks (1-2 pairs of socks for each day)
- 2 pairs of comfortable shoes (sneakers or boots) that your camper can hike and play in!
- 1 pair of shower shoes (sandals, crocs, etc.)
- Hat and/or bandana, sunglasses (to protect from sun)
- Sunscreen
- Insect Repellant
- Wash cloth and bath towel
- Toiletries (soap, shampoo, toothbrush/paste, deodorant, etc.)
- Depends/Briefs/Wipes (if needed—send plenty & label)
- Feminine products (if needed)
- Medications in original bottles to give to the nurse/camp director
- Medical/Personal care supplies (where applicable and enough for the entire session)
- Reusable water bottle(s)
- Flashlight
- Disposable camera (optional)
- Anything else your camper may need while at camp

What Not To Bring

*Cell Phones

Electronics NOT essential to communication or daily routine

Medications (unless given to the nurse)

Valuables (jewelry, treasured items, etc.)

***Cell phones NOT utilized as an AAC (augmentative alternative communication) device or pre-approved regulated behavioral tool are not allowed at camp to A) protect camper & staff privacy, B) foster camper independence & engagement in camp, and C) maximize parent/caregiver respite time**

Timber Pointe values inclusion and participation. That is why we ask that any items (toys, games, collections, etc.) that could exclude other campers or distract from the overall focus of camp be left at home. We have plenty of activities, games, and equipment to be used during down time.

DAY CAMPER PACKING LIST

Please make sure that all items are labeled with the camper's name! Timber Pointe Outdoor Center is NOT responsible or liable for any and all lost, stolen, or broken items that are brought to camp.

- Backpack
- 2 face masks/PPE in case one is lost or soiled (exceptions can be made for people with medical conditions or disabilities that prevent them from safely wearing face covering)
- Extra** set of clothing, including underwear and socks (*In general, we ask that you send your camper in well-worn clothes your child may soon outgrow that will withstand the wear-and-tear of camp and make damage/loss a non-issue)
- Comfortable shoes that your camper can hike and play in!
- All weather gear (Coat/jacket/sweatshirt, rain poncho, scarf/hat/gloves if applicable, etc.)
- Sunscreen/Insect Repellent, if applicable
- Depends/Briefs/Wipes (if needed—send plenty & label)
- Medications in original bottles to give to the nurse/camp director
- Medical/Personal care supplies (where applicable and enough for the entire session)
- Reusable water bottle
- Disposable camera (optional)
- Anything else your camper may need while at camp

What Not To Bring

Cell Phones

Electronics NOT essential to communication or daily routine

Medications (unless given to the nurse)

Valuables (jewelry, treasured items, etc.)

PLEASE BRING ANY...

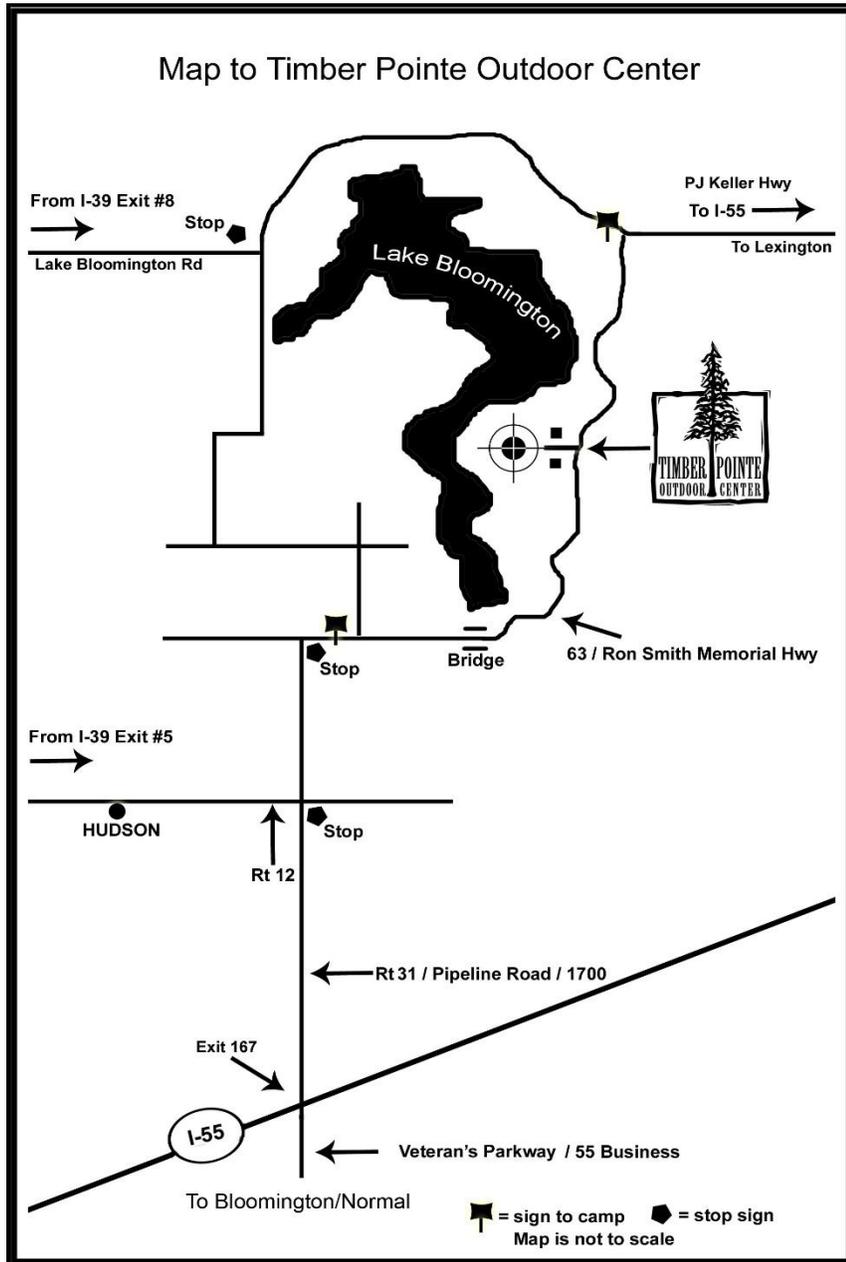
Communication or Electronic devices that are used to assist in daily routine.

Timber Pointe values inclusion and participation. That is why we ask that any items (toys, games, collections, etc.) that could exclude other campers or distract from the overall focus of camp be left at home. We have plenty of activities, games, and equipment to be used during down time.

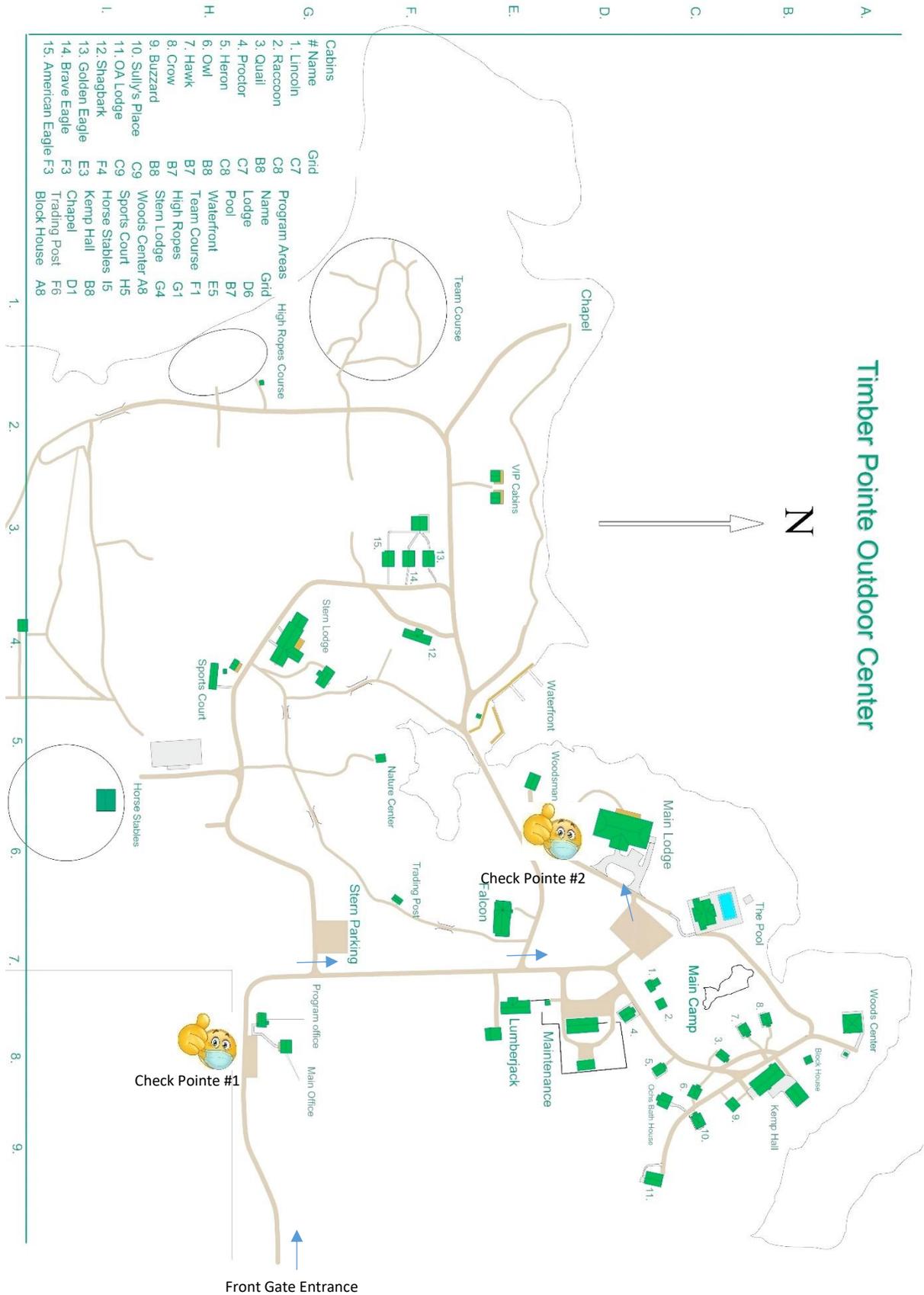
MAP AND DIRECTIONS

Map to Timber Pointe Outdoor Center

Office: (309)-365-8021



Map of Timber Pointe Grounds and Facilities



Directions

From Interstate 55 Northbound

- 1.) Take Exit #167 Veterans Pkwy/Central Illinois Regional Airport.
- 2.) Turn Left on N 1700 East Rd (CR-31N) (You will come to a stop sign part of the way through this road. Continue going straight on N1700 East Rd.)
- 3.) Turn Right on E2350 North Rd. (CR-31) (Continue on E2350 North Rd. (CR-63) which will turn into RON SMITH MEMORIAL HWY-CR 63/N 2850 East Rd.)
- 4.) Continue on N 1850 East Rd. (CR-63)
- 5.) Turn Left on Timber Pointe Drive.

From Interstate 55 Southbound

- 1.) Take Exit #178/ LEXINGTON onto P.J. KELLER HWY (County Road 8- go 5.2 mi.
- 2.) Turn Left on N 1925 East RD (County Road 29- go 1.8 mi
- 3.) Turn Right on E 2375 North RD- go 1.1 mi
- 4.) Turn Right on N 1850 East RD (County Road 63) – go .3 mi
- 5.) Turn Left on Timber Pointe Dr.

From Interstate 74 Eastbound

- 1.) Take Interstate 74 Eastbound towards Bloomington Normal
- 2.) Take Left Exit #127/Chicago (I-39) onto Interstate 55 North- go 1.8 mi
- 3.) Take Exit #164/Rockford onto Interstate 39 North- go 5.4 mi
- 4.) Take Exit #5/Hudson onto E2200 North Rd. (CR-12) toward Hudson – go 0.5 mi
- 5.) Continue on CR 12 (W. Franklin St.) through and out of Hudson- go .9 miles to a stop sign.
- 6.) Turn Left on N1700 East Rd. (CR-31)- go 1.5 mi
- 7.) Turn Right on E2350 North Rd (CR-31)- go 1.2 mi
- 8.) E 2350 Rd turns into RON SMITH MEMORIAL HWY (N1850 East Rd.) by bearing a slight left- go .3 mi
- 9.) Turn Left on Timber Pointe Dr.

From Interstate 74 Westbound

- 1.) From Westbound Interstate 74 Merge onto Interstate 55 North
- 2.) Take Exit #164/Rockford onto Interstate 39 North- go 5.4 mi
- 3.) Take Exit #5/Hudson onto E2200 North Rd. (CR-12) toward Hudson – go 0.5 mi
- 4.) Continue on CR 12 (W. Franklin St.) through and out of Hudson- go .9 miles to a stop sign.
- 5.) Turn Left on N1700 East Rd. (CR-31)- go 1.5 mi
- 6.) Turn Right on E2350 North Rd (CR-31)- go 1.2 mi
- 7.) E 2350 Rd turns into RON SMITH MEMORIAL HWY (N1850 East Rd.) by bearing a slight left- go .3 mi
- 8.) Turn Left on Timber Pointe Dr.

From Interstate 39 Southbound or U.S. 51 Northbound

Northbound U.S. 51 add these directions before proceeding to the directions used by Southbound Interstate 39.

Northbound U.S. 51 ONLY

- 1) Take Ramp onto Interstate 74 West toward Peoria/Rockford- go 2.5 mi
- 2) Merge onto Interstate 55 North- go 6.5 mi
- 3) Take Exit 164/Rockford onto Interstate 39 North- go 5.4 mi

Southbound Interstate 39

- 1.) Take Exit #5/Hudson onto E2200 North Rd. (CR-12) toward Hudson – go 0.5 mi
- 2.) Continue on CR 12 (W. Franklin St.) through and out of Hudson- go .9 miles to a stop sign.
- 3.) Turn Left on N1700 East Rd. (CR-31)- go 1.5 mi
- 4.) Turn Right on E2350 North Rd (CR-31)- go 1.2 mi
- 5.) E 2350 Rd turns into RON SMITH MEMORIAL HWY (N1850 East Rd.) by bearing a slight left- go .3 mi
- 6.) Turn Left on Timber Pointe Dr.