

# CAMP PINEHURST



# Parent-Camper Handbook

**Camp Pinehurst  
Summer Camp for Boys and Girls**

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FOUNDED IN 1946  
BY  
MR. & MRS. G. HARTLEY CURTIS

*Camp Pinehurst*  
*Summer Camp for Boys and Girls*

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MR. & MRS. JOHN L. CURTIS, JR.  
12 CIDER LANE  
NASHUA, NEW HAMPSHIRE 03063  
FAX/TELEPHONE: 603-880-6287

2017 Season

Dear Camp Pinehurst Campers and Families,

Welcome to Camp Pinehurst's 72nd Season!

The checklist has the basics and the Handbook includes the very helpful Packing List. We thank you for taking the time to go through the updated Handbook. Our most common questions concern pick up and drop off times on Sundays – you'll find this information on page 3.

If you have any questions, please send us an email or give us a call. We are more than happy to help! We look forward to seeing you this summer!

Your friends and directors,

John & Jean Curtis  
Jack & Elizabeth Curtis

**Checklist:**

- \_\_\_\_\_ - Please make tuition payments.
- \_\_\_\_\_ - Please order uniforms from AmeraSport.
- \_\_\_\_\_ - Please **mail signed medical forms and this year's physical with immunizations** before your camper(s) arrive at Pinehurst.
- \_\_\_\_\_ - Send summer travel plans with emergency phone numbers if necessary.
- \_\_\_\_\_ - Please read camp policies and send signed blue permission form.

## **ARRIVAL & DEPARTURE TIMES:**

### **ARRIVAL:**

All camper weeks begin and end on Sundays. **Campers should arrive between 10:00am and 11:00am.** This will give everyone time to organize gear and get comfortable with the cabin before lunch at 12:30.

### **DEPARTURE:**

**Departing campers will be ready on Sunday as of 9:30am. They should be picked up before 11:00.**

### **DAILY PHOTOS:**

Pictures are taken daily of campers engaged in different activities at Pinehurst. On the home page of the Pinehurst website, in the upper left hand corner, you will find a blinking camera that will lead you to the daily photos! Campers love to see the pictures when they return home from Pinehurst.

### **MAKING TUITION PAYMENTS:**

Payments are due May 1<sup>st</sup>. Checks should be mailed to Camp Pinehurst, 12 Cider Lane, Nashua, NH 03063. (Any balance not paid by June 1<sup>st</sup> will result in a \$100 dollar late fee.)

Payments can also be made by credit card. On the Camp Pinehurst site, under Sessions & Prices, click the *make payment* link. This brings you to Simply Easier Payments (our secure payment provider) where you can also pay with an electronic check (ACH).

Note: If you desire to wire money to the Camp Pinehurst account instead, please contact the directors for instructions.

## **MEDICAL FORM REQUIREMENTS:**

- **The Camp Pinehurst Medical Form** is required and your signature for parent authorization is essential!
- Please include a **copy of the last physical** (must be less than one year old) along with immunization records.
- The **Physician's Health Form** is also enclosed. This is needed for campers who will be taking medication and especially if they have authorization to self-administer emergency medications, such as an asthma inhaler or an epinephrine pen. Both the physician and parent should complete the health form.
- **Please mail medical forms** and tuition to Camp Pinehurst, 12 Cider Lane, Nashua, NH 03063. (The nurse definitely appreciates having health histories and required signatures **before** opening day!)
- Forms mailed after June 1<sup>st</sup> should be mailed to Camp Pinehurst, 23 Curtis Road, Raymond, ME 04071.

## **SUMMER ADDRESSES and TRAVEL PLANS:**

If you will be traveling, *please provide us with an itinerary*. If grandparents or other family members will be responsible for your camper(s) in your absence, we must have their names and contact information on file at Pinehurst. Please inform us of any changes of address, telephone numbers, or email addresses.

## **UNIFORMS:**

Uniforms are ordered directly from AmeraSport; they are not sold at camp. Using the Packing List will help you determine each camper's needs. **Thank you for labeling ALL** articles of clothing and belongings.

## CAMP POLICIES

**SPENDING MONEY** – Campers do not need any spending money (no trips to the mall!). The camp and directors will not be responsible if this rule is violated.

**PASSPORTS** – The directors will store passports, travel money, and cell phones in the camp safe for campers who are traveling.

**TELEPHONE CALLS** – The only telephone calls for campers are for birthdays (or family emergencies, of course!).

**REACHING the DIRECTORS** – If parents wish to inquire about their children or discuss specific situations, please call (207) 627- 4793 or email ([director@camppinehurst.com](mailto:director@camppinehurst.com)). The directors are most easily reached after 9pm.

### **ELECTRONICS** –

- Cell phones and electronic games are NOT PERMITTED at Pinehurst.
- Electronic music devices – although permitted – are not the responsibility of Camp Pinehurst and must be labeled.

### **MAIL and PACKAGES** –

- Food packages should NOT be sent to campers!
- Chewing gum and candy are not permitted.
- Email correspondence is for contacting directors. Campers do not have access to the Internet or email while at camp.
- Mail call is a highlight of the day; we make a big production out of it each evening after the meal! Campers love to receive a letter or a postcard!

**MAIL IDEAS:** Letters, post cards, books, comic books, magazines, puzzles, comics from the newspaper, card games, and board games. Please label all items!

Camper's Name: \_\_\_\_\_

### CAMPER PERMISSIONS 2017

Please note: Any permission, such as having someone other than a parent collect the camper(s) at the end of camp, must be submitted in writing to the directors prior to pick-up day and must indicate the name and relationship of the person to the camper.

\_\_\_\_\_ (person's name) is permitted to pick up \_\_\_\_\_ (camper) on \_\_\_\_\_ (date).

\_\_\_\_\_ (person's name) is NOT permitted to pick up \_\_\_\_\_ (camper).

WHITE WATER RAFTING YES NO

If your camper is 10 years of age or older and is a camper for five (5) weeks or more at Pinehurst, this camper is eligible to take the white water rafting trip. There is an additional charge for this trip. Prior to the trip, you will be sent a separate permission and release form from the rafting company requiring a parent's signature in addition to your signature below issued to Camp Pinehurst.

Signed \_\_\_\_\_ Parent or Guardian

**I have read and discussed the Camp Policies with my camper.**

Signed \_\_\_\_\_  
**Parent or Guardian**

**Thank you for signing and returning this form with tuition check (or having made a payment through Simply Easier Payments) and with a completed and signed medical form, to the following:**

*Before June 1<sup>st</sup>*  
Camp Pinehurst  
12 Cider Lane  
Nashua, NH 03063

*After June 1<sup>st</sup>*  
Camp Pinehurst  
23 Curtis Road  
Raymond, ME 04071

## PACKING for PINEHURST

**PLEASE label everything from fishing rods and tennis racquets to Pinehurst shirts and underwear!!** For clothing, either use nametapes or a laundry-marking pen. A Sharpie works well for labeling other equipment. Also, a complete **packing list** will help us find all of your camper's items when it's time to return from camp! Please send one with your camper(s).

### **The Basics:**

- 6 (or more) Pinehurst t-shirts
- 4 shorts of choice
- 1 Pinehurst hooded sweatshirt
- 1 pair of Pinehurst sweatpants
- 1 WHITE Pinehurst laundry bag

### **Other Needed Clothing:**

- 3 (or more) bathing suits (Girls' suits must cover midriff, please!)
- 9 pairs of socks
- 9 pairs of undergarments
- 2 pairs of pajamas
- Optional -bathrobe
- Long sleeve shirt(s)
- 3 extra t-shirts
- Extra shorts
- 2 pairs jeans/pants
- Extra sweatshirt/hoodie
- 1 warm jacket and/or fleece
- Rain jacket

### **Towels and Bedding:**

- 3 Blankets
- 1 Pillow
- 2 Pillowcases
- 2 sets of TWIN sheets
- 4 towels

### **Footwear:**

- 1 pair of flip flops
- 1 pair of sandals
- 2 pairs of sneakers
- Optional- hiking boots & cleats

### **Other Gear:**

- Duffle bags (for packing- please no trunks or suitcases!)
- 1 Sleeping bag (overnight trips)
- 1 Flashlight (extra batteries)
- Shower caddy or toiletry kit
- 1 Toothbrush & toothpaste
- 1 Bar of soap (travel container)
- 1 Shampoo
- Other toiletries
- 1 Water bottle
- Baseball cap
- Tennis racquet, 1 can tennis balls
- Books, stationery, pens, stamps, addresses
- Fishing equipment
- Optional- swim goggles/mask, swim fins, baseball glove & shin guards



## AIR TRAVEL ARRANGEMENTS

To make arrivals and departures easier for everyone concerned, please try to schedule flights in the following manner:

**ARRIVALS** - Flights should be scheduled to arrive in Portland, Maine, in the late afternoon or early evening on the day your child will begin camp.

**DEPARTURES** - Departing flights should be scheduled for the morning, before noon, of the day leaving camp.

The requested timing of arrivals and departures is necessary in order for us to provide transportation service to and from the airport. It is a 45-minute ride each way. There is a \$40 taxi fee charged per camper, per trip.

**ALL FLIGHTS MUST HAVE PORTLAND, MAINE, AS THEIR FINAL DESTINATION. A Pinehurst representative or director will meet the camper at that point.**

**UNACCOMPANIED MINORS** can request assistance from the airlines for transfers and delivery at final destinations. Parents must sign and pre-pay for this service in advance. Please indicate that the camper will be met by a "representative of Camp Pinehurst" or Mr. or Mrs. Curtis.

**TICKETS and PASSPORTS**, etc. will be stored in the camp safe until needed for the return trip. Flights will be reconfirmed.

ALL FLIGHTS must be confirmed **in writing** with the directors including information for airline, flight #, departure, and arrival times (including connecting flights). **PLEASE send us this information as soon as possible.**

**CALL OR EMAIL** the directors if there are any changes in your written plan or if you have any questions as you plan air travel.

## **DIRECTIONS TO CAMP PINEHURST**

- A. From Boston Area: Route 128 to I-95 North. Continue to New Hampshire Turnpike and Maine Turnpike.
  
- B. From Connecticut and New York area: Route 84 from Hartford to the Mass. Pike. From Mass Pike take exit 10 (Auburn-Worcester) onto Rt. 290. Follow 290 to Rt. 495 North. Proceed to I-95 North at New Hampshire Turnpike. Then on to Maine Turnpike. After Portland, Maine, be sure to stay straight on the Maine Turnpike, which is now 95 North, until Exit 63 (formerly Exit 11).
  1. Leave Maine Turnpike at Exit 63 in Gray. At the traffic light after the tollbooth, turn LEFT onto Rte. 202. Move over to the right hand lane and at the first traffic light go RIGHT onto Rte. 26A.
  2. Travel Rte. 26A for 1.4 miles to the junction of Rte. 26. As the road bears left, Rte. 26A becomes Rte. 26. Follow Rte. 26 for 2.9 miles to a blinker light. Turn LEFT at blinker onto NORTH RAYMOND RD. Travel 4.8 miles to your second left and turn LEFT onto LEDGE HILL ROAD.
  3. Proceed on Ledge Hill for 0.8 mile and be very cautious as you approach a SHARP RIGHT onto SPILLER HILL ROAD. Continue for 1.7 miles and as you come to a "T" in the road, bear LEFT onto RAYMOND HILL ROAD.
  4. Travel 0.4 and take the first RIGHT onto CONESCA RD.
  5. Travel one mile and you will see the tall green Pinehurst sign. Turn LEFT onto the camp road. Parking will be on your right on the athletic field.

The total distance from the Gray exit to camp is approximately 12 miles. Call if you have difficulty.

The Camp Pinehurst phone number is (207) 627-4670 and we are in Raymond, Maine, on Crescent Lake.

# PARENT PERMISSION FORM

## USE OF SELF-ADMINISTERED EMERGENCY MEDICATION

As the parent or guardian of \_\_\_\_\_,  
Camper Name

during his/her time at camp, the above listed camper is permitted to have readily available (carry or possess outside of the regular supervision of the camp's health staff) and self-administer as medically necessary: (Circle all that apply or list other emergency self-medication device.)

- a. Asthma Inhaler
- b. Epinephrine Pen
- c. Other (please list) \_\_\_\_\_

I have read the State of Maine Law as listed below, and confirm that my child has the knowledge and the skills to safely have readily available and self-administer the indicated emergency medication in camp.

---

Parent or Guardian signature

Date

### Summary of Maine Law on Self-Administration of Emergency Medications:

**Recreational camps for children; emergency medication.** A recreational camp for boys or girls must have a written policy authorizing campers to self-administer emergency medication, including, but not limited to, an asthma inhaler or an epinephrine pen. The written policy must include the following requirements:

- A. A camper who self-administers emergency medication must have the prior written approval of the camper's primary health care provider and the camper's parent or guardian;
- B. The camper's parent or guardian must submit written verification to the camp from the camper's primary health care provider confirming that the camper has the knowledge and the skills to safely self-administer the emergency medication in camp;
- C. The camp health staff must evaluate the camper's technique to ensure proper and effective use of the emergency medication in camp; and
- D. The emergency medication must be readily available to the camper.

The full statute may be viewed at:

<http://janus.state.me.us/legis/statutes/22/title22sec2496.html>

# PHYSICIAN'S HEALTH FORM for CAMP PINEHURST

## TO BE COMPLETED BY A LICENSED PHYSICIAN

### ATTACH COPY OF CURRENT IMMUNIZATIONS AND INSURANCE CARD FRONT/BACK

**CAMPER'S NAME:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_

Children cannot attend Camp Pinehurst without a current medical form on file. You may also attach a doctor's office generic sports physical form if available.

Name of the Physician: \_\_\_\_\_ Tel: \_\_\_\_\_

Address: \_\_\_\_\_

**MEDICATIONS:**

**This camper will not take any medications on a daily basis while attending camp.**

**This camper will take the following medications while at camp:**

Name of med	Date Started	Reason for taking it	When is it given	Amount or dose given	How is it given
			<input type="checkbox"/> As Needed (PRN) <input type="checkbox"/> Breakfast <input type="checkbox"/> Lunch <input type="checkbox"/> Dinner <input type="checkbox"/> Bedtime <input type="checkbox"/> Other time -----		
			<input type="checkbox"/> As Needed (PRN) <input type="checkbox"/> Breakfast <input type="checkbox"/> Lunch <input type="checkbox"/> Dinner <input type="checkbox"/> Bedtime <input type="checkbox"/> Other time -----		
			<input type="checkbox"/> As Needed (PRN) <input type="checkbox"/> Breakfast <input type="checkbox"/> Lunch <input type="checkbox"/> Dinner <input type="checkbox"/> Bedtime <input type="checkbox"/> Other time -----		
			<input type="checkbox"/> PRN <input type="checkbox"/> Breakfast <input type="checkbox"/> Lunch <input type="checkbox"/> Dinner <input type="checkbox"/> Bedtime <input type="checkbox"/> Other time -----		
			<input type="checkbox"/> PRN <input type="checkbox"/> Breakfast <input type="checkbox"/> Lunch <input type="checkbox"/> Dinner <input type="checkbox"/> Bedtime <input type="checkbox"/> Other time -----		

Please comment on any current health problems that we would need to know about.

\_\_\_\_\_

**HEALTH CARE RECOMMENDATIONS BY LICENSED MEDICAL PHYSICIAN**

I examined \_\_\_\_\_  
 Child's Name \_\_\_\_\_ Date \_\_\_\_\_

BP \_\_\_\_\_ Height \_\_\_\_\_ Weight: \_\_\_\_\_

The above named child may participate in the full camp program without restrictions.

The above named child may participate with the following restrictions: \_\_\_\_\_

**Signature of Licensed Physician:**

\_\_\_\_\_ Date \_\_\_\_\_

Please mail before June 1<sup>st</sup> :  
Camp Pinehurst  
12 Cider Lane, Nashua, NH 03063

If mailed after June 1<sup>st</sup> :  
Camp Pinehurst  
23 Curtis Road, Raymond, ME 04071

### Camp Pinehurst Medical Form

Camper's Name: \_\_\_\_\_ M/F Date of Birth: \_\_\_\_\_  
Parent(s) / Guardian(s): \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Cell #1: \_\_\_\_\_ Cell #2: \_\_\_\_\_  
Work #1: \_\_\_\_\_ Work #2: \_\_\_\_\_ Home #: \_\_\_\_\_

#### Emergency Contact (if parents cannot be reached)

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone #: \_\_\_\_\_

#### Medical Contacts

Pediatrician or Family Doctor: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Dentist: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Orthodontist: \_\_\_\_\_ Phone #: \_\_\_\_\_

#### Medical History or Restrictions

Please list any medical history or restrictions for your child (if not already in the physical): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Allergies

\_\_\_\_\_  
\_\_\_\_\_

#### Parental Statement

When the camp secures medical attention for my child, I grant permission to doctors to utilize medical tests and x-rays. In the case of an emergency, and I cannot be reached, I authorize doctors to immediately begin proper treatment including injections, anesthesia, and surgery.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The camp must be notified if this child has or has been exposed to any communicable disease within three weeks prior to entering camp.

#### Forms Needed

1. Copy of the last physical (must be less than one year old) along with the immunization records.
2. If your child will be taking **any** medication during camp, the medication must be listed in the physical and provided in original containers. If they are not listed in the physical, we must receive a separate note from your doctor stating the medication and dosage to be administered.
3. If your child has an epi-pen or inhaler, please fill out the "Use of self-administered emergency medication" form.