



# Family Handbook



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**We** are excited to present this *Family Handbook* to you in preparation for your family's summer with Camp Medolark. This handbook is intended to familiarize campers and camper families with general information and policies so that everyone will be prepared for the upcoming summer. Medolark believes in fostering independence, self-esteem, a sense of community, and the development of specific skills. In our pursuit of this healthy, creative, and light-hearted environment, we have created a framework with realistic limits to ensure a physically and emotionally safe climate at camp.

*This parent handbook outlines the expectations that the camp will assume and those expectations that are the responsibility of campers and parents.* We rely on this partnership to guarantee a calm, orderly summer.

We are anticipating a fabulous, fun-filled summer working with your family. Our goal is to work *with* you during the summer. Please call 207.845.2555 if you have concerns or questions about your camper or concerning camp in general. Now that your camper's summer plans are complete, you also deserve a wonderful summer. Enjoy it!

**Scott & Dana Weinstein**  
Directors

**Brendan and Jessica Miller**  
Assistant Directors

**Missy Vigue**  
Assistant Director

**Jody Moser**  
Assistant Director

**Laura Silvia**  
Assistant Director

## SUMMER SESSIONS AND RATES

<b>First Session:</b>	<b>\$6400 (USD)</b>
<b>Second Session:</b>	<b>\$6400 (USD)</b>
<b>6 Week Session (First 6):</b>	<b>\$8400 (USD)</b>
<b>6 Week Session (Last 6):</b>	<b>\$8400 (USD)</b>
<b>8 Week Session:</b>	<b>\$9400 (USD)</b>
<b>Two Week Session:</b>	<b>\$3400 (USD)</b>

*Complete details on start and end dates for each session can be found online at [www.medolark.com](http://www.medolark.com).*

## MAIL

Please write as you are able; even a post card will be appreciated by your child. We expect your child to write or contact home at least once a week, and we will make an effort to see that s/he does this. Wish us luck!

Our fax line ((207)845.2332) and e-mail address ([info@medolark.com](mailto:info@medolark.com)) are also good ways to communicate; especially for international families. *It's a good idea to send a letter, fax or e-mail before camp starts.* This way, there will be mail waiting for your camper when s/he arrives. Campers always enjoy getting mail.

Our mailing address is:  
 82 Medolark Road  
 Washington, ME  
 04574



## CARE PACKAGES

It is not necessary to send packages to your camper while at camp. Multiple packages and excessive mailings actually increase homesickness as they distract from campers' ability to focus on adjusting to camp. If a package is to be sent, please adhere to the following guidelines:

1. Exercise common sense and moderation. Multiple packages distract children from their camp experiences with too many items that remain largely unused.
2. Be considerate of any packaging material that is used. Please choose an alternative to packing peanuts.
3. Be considerate of the size of anything that is to be mailed to camp, as space inside the cabin tends to get cozy.
4. Packages must contain only non-edibles, like books, games, toiletries, or clothing. ***DO NOT send any food of any kind.*** This includes, candies, snacks, boxed or packaged dry foods, or any liquids. In order to keep little critters and junk food out of the cabins, campers open their packages nearby the camp office and food items are retained. ***Please inform all family and friends about this.***
5. Please do not send packages that will arrive within the three days prior to camper departure

Similar to home, we place sensible limits on junk food. Our camp buffet meals are plentiful and varied, and the camp does provide snacks during free times. In addition, a selection of fruit is available on the Dining Hall Porch at all times.

We appreciate your help in this matter.





## KEEP IN TOUCH WITH BUNK1!

Be the first to know what's happening this summer with the **Camp Med-O-Lark** private photo gallery, then send and receive messages using Bunk Notes & Bunk Replies. No need to wait for snail mail; Bunk1 makes it easy to communicate with your child and receive handwritten responses direct to your Bunk1 account.

### GET STARTED TODAY!

- Go to [www.Bunk1.com](http://www.Bunk1.com) or search for Bunk1 in the App Store.
  - **RETURNING PARENTS** will login using their email address and password.
  - **NEW PARENTS** will click "[New Here? Get Started](#)" button and complete the basic form.
    - The Invitation Code for **Camp Med-O-Lark** is: **1946MOLCAMP**
- You will be prompted to select a bundle for access to your Parent Portal. Bundles include credits for you to send Bunk Notes and enhance your notes with borders, photos, sports scores, and puzzles.

### PHOTO GALLERY WITH FACIAL RECOGNITION

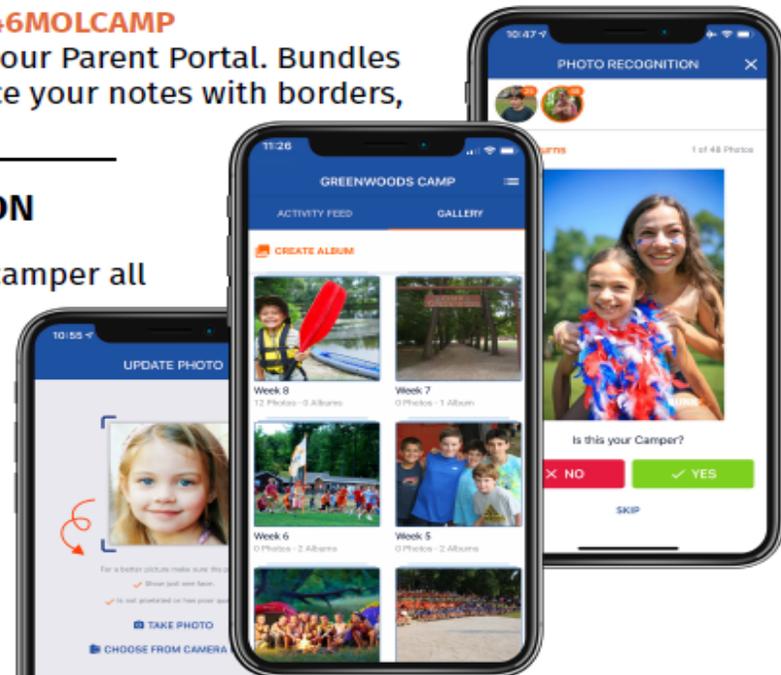
**Save Favorite Photos** for easy access to pictures of your camper all year-round.

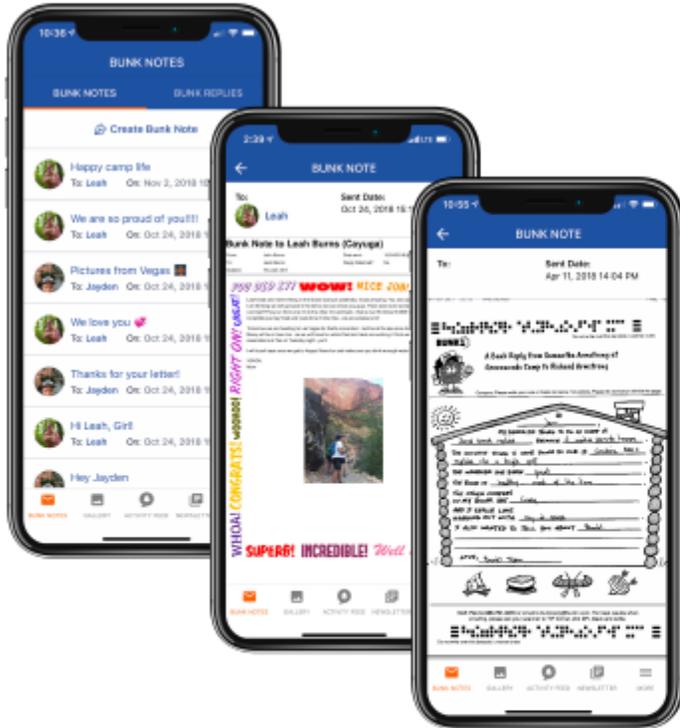
**Upload a profile photo** of your camper. Our facial recognition will scan all the uploaded photos and notify you when we detect photos of your camper

**Share Photos** to social media or email a photo to family.

**Customize Unique Photo Gifts** such as photo books, mugs, calendars, phone cases and more.

**Order** high resolution digital downloads or prints.





## SEND BUNK NOTES & RECEIVE BUNK REPLIES

Send Bunk Notes day or night. Your camp receives a pdf at **9AM EST** each day containing all Bunk Notes received in the last 24 hours.

Receive a handwritten note from your camper into your Bunk1 account.

1. Register for Bunk1 prior to camp, purchase Bunk Reply stationery and print out enough copies to last the summer. Or use credits and add the stationery when you send a Bunk Note.
2. Make sure your camper knows to write on the barcoded stationery.
3. Camp staff collect in Bunk Replies, send via our system.
4. Bunk1 scans the barcode & sends the Reply to your account.

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The Bunk1 team is available to support you 7 days a week during peak season. They guarantee a response within 24 hours and it's usually much quicker than that. Please call Bunk1 at **212-974-9112** or email [support@bunk1.com](mailto:support@bunk1.com). For FAQ's related to the services above, visit [www.bunk1family.com/faqs](http://www.bunk1family.com/faqs)

## TELEPHONES

A bank of phones will be available *after* the first 2 days of camp, for camper-use during free times (1:30 to 2:30 PM and 5:00 to 6:30 PM, and after lunch on lazy days, which are traditionally Sundays). **DO NOT send cell phones to camp with campers.** Phone calls home can be disruptive to the camp experience, so we do not want frequent or daily calls. A camper may use phone calls as a crutch instead of adapting to camp life. ***It is a good idea to discuss a phone-call-plan with your child before coming to camp.*** A few calls home per session are always acceptable, and we request that parents write a lot of letters, faxes, or e-mails.

Do not be alarmed or surprised if your child attempts to call you when you're not home. Parents, in our experience, tend to panic when their child leaves a "collect message" on the family answering machine. Usually campers just want to say hello. Remember, it is very normal for some campers to sound teary when on the phone with their parents and family, even when they are having a great time at camp. Please don't assume your child is miserable! It is much more likely that a phone call has simply stirred nostalgic feelings for love of parents and family at

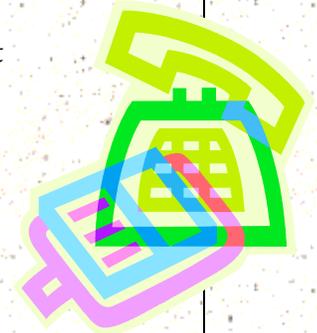
home. It is not necessary, as some parents sometime feel compelled, to frantically called the camp office after receiving such messages.

Incoming calls to campers using our office phones must be discouraged. Calling the camp to reach a camper can create disruption to our campers and staff. Campers have relatively free access to phones and ***there is no charge for any of these communication opportunities.*** For additional information on email communications through the Bunk1 system, please see pages 5 and 6 of this handbook.

***Parents and guardians are welcome to call the camp office to check on their son camper.*** Office staff members may know how your child is adjusting to camp or may prefer to have the camper's counselor return your call. To speak to office personnel or a director during the summer, call (207)845.2555. The best time to reach us is between 9:30 AM and 5:00 PM. ***Do not expect to reach us in the evenings while your child is at camp.***

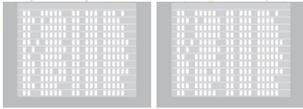
## TRANSPORTATION

We provide a chartered, chaperoned bus for a fee to and from camp for both camp sessions. ***All luggage goes directly on the bus or the airplane.*** We also provide pick-up from Portland and Boston airports for campers who fly. Flights should arrive between 1:00 and 5:00 PM. At the airport, campers are met by camp staff, and are transported by camp vehicles to camp. Trunks are highly discouraged since they make travel and storage difficult. ***Whenever possible, we prefer duffel bags and suitcases over trunks.***



## VISITING CAMP

*We do not have a special visiting day for parents.* If you wish to visit, we encourage you to do so at any time. *You are welcome, and we want you to see camp!* Please notify us in advance. If you do visit your child, do not plan to spend the entire day at camp. Meet the staff, take a tour, and then go out with your child for dinner, to the beach, or somewhere you can relate freely.



There are several trip days and special event days planned for the summer on Thursdays. Please call before your visit so we can make sure your camper is in camp that day! If you're planning to come to visit Maine for a long weekend, here are some dates to keep in mind: the monthly Art Show, Dance Show, Cabaret, and Theater productions take place the last Sunday, Monday and Tuesday of each session. Don't worry if you miss them, participants of these shows will be mailed videos of these events in the fall.



**IMPORTANT**



**Written parental permission is absolutely necessary in order for a camper to leave camp with anyone other than the parent or legal guardian who signed the application form,** (this applies to such cases as going out to dinner with grandparents, older siblings, or with the family of another camper or non-custodial parent). Please advise the camp if there is anyone who may **NOT** visit or contact your child. Remember, there is liability involved if someone else besides camp staff drives your child out of camp, even for an ice cream trip. Camps in the USA have had unfortunate car accidents occur in such matters over the years. *Friends of campers under the age of 21 are NOT permitted to visit unless with parents.*

## BIRTHDAYS

A number of children have birthdays during camp. We celebrate all birthdays during camp with a sing-along at our morning meeting. Sometimes the cabin group will want to do something extra, have a cake or plan a special activity. There is no extra charge or need for money for this celebration on the part of parents as it is always provided by the camp.



## CAMP FEES

Tuition for the summer is \$6400 (USD) for one session, \$3400 (USD) for 2 weeks, \$8400 (USD) for 6 weeks, or \$9400 (USD) for the whole summer season. *A non-refundable camper deposit of \$750 (USD) was due with the registration form. The balance in full for both sessions is due by May 1st.* Extra costs, such as Rafting trips or horseback riding lessons, will be billed on your camp invoice. All other normal camp trips, craft supplies, laundry and insurance costs are included in the fee. If fees are paid on a credit card, payments can be arranged to be charged automatically as the camp payment schedule provides. Missy and Laura, in the camp office, are responsible for these credit card payments.

## OPTIONAL EXTRAS

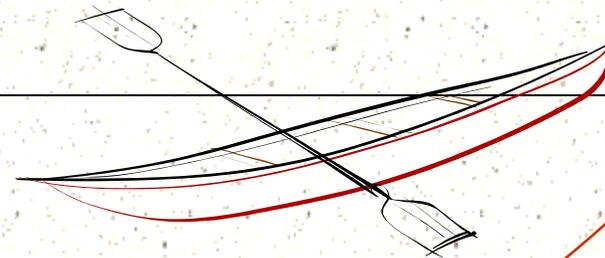
Medolark offers two extras that are not included in the cost of the tuition. *Horseback riding* is \$450 (USD) per two weeks of lessons. Riding lessons are an hour a day, five days a week and are taught in the English riding tradition. Campers may sign up for 2, 4, 6, or 8 weeks of riding. A *Whitewater Rafting Trip* is available to all campers. The trip takes place on the Kennebec River and is a full one day trip, run by certified guides. The cost for the whitewater rafting excursion is \$125 (USD). The trip is offered both sessions.



*Please discuss these options with your camper(s) before arrival to camp. Horseback Riding and Whitewater Rafting are pre-registered activities and are non-refundable.*

## SCHOLARSHIPS AND DONATIONS FOR SCHOLARSHIPS

Medolark has a scholarship program sponsored by the American Camping Association. Medolark has been granted approval to participate in this program thereby allowing Medolark to receive tax deductible contributions to our scholarship fund. This is an effort to promote diversity within our camp. To send in a tax deductible contribution, make your check payable to the American Camping Association Scholarship Fund and reference Camp Medolark on the check memo. Medolark will then forward the check to the American Camping Association. The funds are dedicated to Medolark campers, and if you are planning to help a particular child, we are happy to designate your contribution to that child so long as they meet the scholarship criteria.



## CAMPER BEHAVIOR

As stated in the Camper Agreement, Medolark strives to maintain a wholesome, lighthearted, and positive working summer camp community. Fortunately, we have minimal behavior problems at camp. Our rules and guidelines are intended to protect everyone and are included in this handbook. Furthermore, these rules and guidelines are explained and discussed with all campers on the first day during camp orientation. Our campers obviously try to be positive and cooperative with their cabinmates and counselors. Each camper does have a few cabin chores, and needs to willingly accept and follow all of the printed camp rules and guidelines.

*A copy of the Medolark Camper Agreement is on page 15. You should review this agreement with your child before camp begins. By sending your child to camp, you acknowledge you are familiar with and accept our policies on behavior. Medolark reserves the right to dismiss campers from the program at the camp's discretion and without reimbursement of any camp fees if campers violate the camper agreement.*

### CAMP ACTIVITIES

*Campers select five activities for two weeks at a time.*

These classes take place until the last three days of each session, which we term our Finale Festival. We try to accommodate all camper activity wishes and special requests in this complicated elective program of more than 60 workshops/classes per session.

Campers have a drop/add period during the first two class days after each sign-up session. Campers may change a class if it was not what they expected or for ANY reason at all. Parents should let the camp office know if they wish their child to be sure to take any particular instructional activity (for example, swim lessons) and that camper will be assigned that activity for at least two weeks.

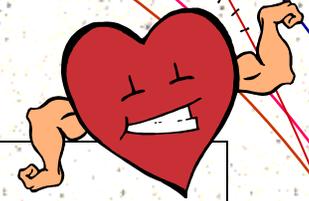


Campers who display disruptive behavior (including verbal abuse) that affects other children, will not be permitted to remain at camp at the expense of other children and may have to be sent home. The cabin counselor's attention must divide her/his time and energy among all the campers and not remain always focused upon one or two difficult campers. We expect campers not to disrupt cabin decorum and morale by inappropriate and insensitive behavior.

Yes, children will test limits – we allow for this. We do not, however, accept any fighting, dangerous roughhousing, abusive practical jokes, vulgar language, or racist/sexist remarks. *Sneaking out of a cabin at night or being involved in a cabin 'raid' is also never acceptable behavior at Medolark and leads to expulsion.*

It is a basic requirement that campers not isolate themselves from the camp routine or daily activities. *Campers must attend all classes or report to the Health Center or office.* We take attendance. We expect the highest level of camp participation and cooperation from our campers. For campers, being caring, responsible and aware is the Medolark way. If you feel that your child will not be able to adapt to this camp routine and setting, promptly contact us to discuss ways to make this work.

## CAMPER HEALTH, SAFETY, AND MEDICAL FORMS



It is mandatory condition of attendance that we maintain a camper's health form on file in our Health Center.

*Upon receipt of the Health Form, please complete Form 1. Form 2 will need to be completed and signed by your physician. Once completed, paper copies with clear signatures on both Forms 1 and 2 must be returned to camp by mail. Families should return the green Medolark camper health form at least two weeks before camp starts.*

The health history and included waiver statement on Forms 1 and 2 is needed for hospitalization and/or emergency treatment in all of the local medical centers in Maine. Again, *Parents/guardians must sign off on the space on the green health form giving us permission to treat your child in a local hospital or medical center.*

The medical coverage provided by Camp Medolark is a "limited medical reimbursement" policy covering camp emergencies, some injuries, and first aid services. Family insurance policies may have to "kick in" at a certain point if hospitalization results from an illness. Certain hospital and doctor visits are not covered by the camp insurance (i.e. allergy shots, orthodontal adjustments, prescription glasses repairs).

Parents should also inform Camp Medolark before camper arrival of any recent (6 months) injury, illness, emotional, or potential behavior problems. *Please do not send campers to camp if they are sick on opening day. Please do not send campers to camp if they have nits or lice. Campers cannot be admitted if they are found to be with nits or lice.* In cases such as ear infections, low grade fever, a recent injury or any contagious disease, please contact the camp office to discuss a delayed, healthy arrival date. If sickness occurs at camp, the child may be kept at the Health Center until healthy enough to re-enter the camp activities. Camp staff will contact a parent or guardian if illness is serious enough to sleep over in the Health Center. Parents are also contacted in emergencies once the initial emergency has been alleviated or dealt with. Please ensure that campers have all of the proper inoculations and boosters. Contact your family physician if you have any questions.

During the summer, you may directly contact our camp nurses in the Health Center at (207)845.2714.





## MEDICATION(S) AND CORRECTIVE LENSES

*All camper medications including vitamins or over-the-counter pain killers (Tylenol, Advil, Aleve, Motrin, etc.) will be kept in the camp Health Center. All medication brought into camp must be packed in a carry-on bag and given to the camp nurses upon arrival. Campers may go to the Health Center at certain points in the day to take their vitamins and medications. Nurses will help remind campers who take regular medications and have trouble remembering to do so. With safety in mind, certain allergy and scheduled shots will be given at the doctor's office. Whenever possible, it is advisable for campers to bring an extra pair of glasses. While we do have technicians in the mid-coast area who can repair glasses, this does take time and few places in Maine are open with extended hours. All campers who wear contact lenses should ensure that they also bring a pair of glasses to camp.*

Homesickness at camp most often takes the form of culture shock. New campers enter a situation where they don't know the routine; they don't know other campers' names, counselor names, or the geography of the camp. Once campers have a couple of days to adjust to the new setting and learn the basic routine, they usually shed their homesickness. *Homesickness that lasts beyond the first few days is rare, comprising less than 2% of the population.*

In the unlikely event that this lingering homesickness occurs, you will be a key to your child's adjustment to camp life. When we are aware of severe homesickness, we will notify parents and keep them posted on their child's progress. We ask that you work with us to help make the camp experience as rewarding as possible for your child. Many campers are secretive and are afraid to share their feelings of homesickness with staff. In such cases we rely on parents to inform us when they detect homesickness through phone, e-mail, and mail communications with campers. However, please be aware that mail takes about 3 days to arrive home from camp, and that many changes can happen in 3 days at camp.



Our approach to homesickness is a camper-friendly framework that we have compiled through many years of experience. We feel it is important to listen to and acknowledge a child's feelings, but it is also important for parents and counselors to focus on the many positive aspects of camp, such as exciting activities and new friends. *Please do not make any ,private deals` ("Just call me if you're unhappy and we will drive up and take you home" or "If you don't like camp in two weeks, you'll be able to leave") even if you and the camp director have discussed this as an option.* These comments substantially and lastingly undermine a child's ability to get through any initial homesickness period. For a parent, it is naturally difficult to not give in to an unhappy child's wish to leave camp. We have found that campers make the best of their summer experience when parents fully support their efforts to gain independence and strength while spending valuable time away from home.

We look forward to establishing a partnership with parents in order to support their campers' adjustment and to create a positive experience.

## PROBLEMS AT CAMP

If you feel that there is a problem, or any program or cabin issue that negatively affects your child at camp, please bring it immediately to our attention in the office 207.845.2555. *We are unable to correct a current situation of which we are unaware. Do not wait until September to notify us! We deeply love our work and want every child to succeed.* We hope to work with parents to ensure that their child has a fantastic Camp Medolark experience.

## TIPPING

We maintain a strict no-tipping of staff policy, and our staff are advised not to accept tips. *This is to ensure that all campers are treated equally.* If you are pleased with your child's summer camp experience, we encourage you to write a kind note or letter to a staff member expressing this appreciation. Such letters can be sent to the camp office, and will be forwarded to our staff. Many of our staff cherish such letters as a reminder and recognition of the very hard work that goes into creating such a magical summer each year at camp.



## DRUG, CIGARETTE, AND ALCOHOL POLICIES

*Any kind of illegal drug at camp is forbidden and the camper or staff member found will be sent home immediately if s/he is found to possess, use, or be involved with drugs.* While it is inconceivable that any of our young people would bring or use drugs at all, this policy reminder is a warning to the wise! *Camp is a strictly alcohol and tobacco free environment, and these rules apply to all campers, staff, and visitors.*

### IMPORTANT

*IF CAMPERS JEOPARDIZE THE WELFARE OF THE CAMP BY VIOLATING EITHER THE SMOKING OR DRUG POLICY, S/HE WILL BE SENT HOME IMMEDIATELY (EVEN IF IT'S THE CAMPER'S FIRST DAY OF CAMP), AND THERE WILL BE ABSOLUTELY NO SECOND CHANCE OR REFUND OF THE CAMP FEE.*



Parents should be aware of this policy before agreeing to send their child to our camp. Please assist us with this by supervising packing. If you know your child smokes even occasionally, discuss the camp anti-smoking policy and make sure no cigarettes are slipped into the luggage.

## WHAT TO BRING TO CAMP

Medolark is an informal environment. The less clothing packed, usually the better! One duffel and a suitcase or two duffels is the maximum amount of luggage needed at camp. Trunks are highly discouraged as we have minimal storage for them at camp. Trunks are too large to fit into our charter buses or to check onto flights. Each camper has a 3-4 drawer dresser or shelving unit into which to unpack.

The following list is a basic guide. Please use common sense in collecting things to include in the packing. *Please label all items with the camper's name for the sake of our lost and found.*

Camp laundry is done every 7-8 days, so pack for that length of time. Please pre-wash all new colored clothing. The laundry is returned to camp the very next day after it is sent out for washing. All laundry is done in cold water; please leave delicates at home.



4	Shorts	1	Bathrobe (optional)
2	Pants	9+	Sets of underwear and socks
9	Shirts & t-shirts	3-4	Towels
2	Bathing suits	2	Washcloths
1	Raincoat or poncho/hat	2	Pillowcases (we provide pillows)
1	Pair of solid shoes (for rainy weather)	1	Flashlight and extra batteries
2	Pairs of shoes/sandals/sneakers	1	Bottle of Sunscreen
1	Warm jacket or sweater	1	Small bug spray (non-aerosol)
1	Dress Outfit (For the Art Show Opening)	1	Sleeping bag (or blanket) and 2 sheets (twin size)
2	Pairs of pajamas	1	Waterbottle

### Additional Items:

- Personal items (soap, toothpaste, toothbrush, hair brush, shampoo, conditioner, deodorant)
- Stamps for postage
- Sunglasses, hat
- Easily transportable musical instruments (like flute, clarinet, violin, recorder, trumpet, guitar, bass)
- Camera, film
- Costumes, dance outfits, ballet or jazz shoes
- iPods (permitted in cabins only) **NOTE: Only dedicated music devices, without the capacity for internet access, video, or gaming, are allowed (like the iPod shuffle)** – Camp assumes no responsibility for lost, stolen, damaged, or destroyed electronics, either while campers are in transit or at camp.
- Batteries for any electronic needs and relevant chargers

### Notes:

- Remember, there are no camp uniforms. There is no need to buy such clothes..
- DO NOT bring hunting knives, squirt guns, sparklers or fireworks, boom boxes, radios, food, chewing gum, expensive jewelry or equipment.
- **Cell phones are NOT permitted at camp.** Campers are offered use of our camper phones, and we must adhere to this policy to be fair to all campers.

**CHARTER BUS TO CAMP**

*Below you will find details for the trip up to Camp Medolark. Please call the Camp Office with questions concerning camper transportation at 207.845.2555 or fax us at (207)845.2332.*

**New York City, NY \$90 (USD)**

Departs 8:00 AM  
Corner of West 60th St & West End Ave

**Newton, MA \$70 (USD)**

**Departs 12:00 PM (note new time)**  
Duck Feeding Pond Parking Lot  
Behind the Marriot Hotel off exit ramp  
Exit 24 off I-128. Turn Right at the top  
Of the ramp onto Route 30 East  
The hotel is .3 mile ahead on the left

**Greenwich, CT (Rye Brook) \$90 (USD)**

Departs 9:15 AM  
Rye Westchester Hilton  
699 Westchester Ave,  
Rye Brook, NY 10573

**New Haven, CT \$90 (USD)**

Departs 10:00 AM  
IKEA Parking Lot  
Take Exit 46 off I-95

**Glastonbury, CT \$90 (USD)**

Departs 11:00 AM  
Somerset Square Parking Lot  
Take exit 25 from I-91, merging onto Rt. 3  
North. Take 1<sup>st</sup> exit onto Main Street,  
bearing left at the light onto Glastonbury  
Blvd. Turn Right into parking lot



**Notes:**

- Please arrive at the bus stop 15-30 minutes before departure. Be on time. Say goodbyes ahead of time.
- Bring a bag lunch or snacks for the ride to camp. We will stop for drinks en route.
- All luggage will go up to camp on the bus with the campers: 2 duffels and a carry-on/backpack are acceptable. Trunks are discouraged.
- Each bus will have a Medolark representative aboard. Buses are air conditioned and have bathrooms aboard.

**CAR ARRIVALS TO CAMP**

*Campers who are arriving by car should plan to arrive at Medolark on the opening day of the session between 11:00 AM and 1:00 PM. For campers arriving for our 2B or 2D sessions, please plan to arrive between 3:00 and 5:00 PM on the opening Thursday of your session.*

## CAMP DEPARTURES



## CHARTER BUS FROM CAMP

*Below you will find details for the trip up to Camp Medolark. Please call the Camp Office with questions concerning camper transportation at 207.845.2555 or fax us at (207)845.2332.*

### **New York City, NY \$90 (USD)**

Arrives 4:00 to 4:30 PM (traffic depending)  
Corner of West 60th St & West End Ave

### **Newton, MA \$70 (USD)**

Arrives 11:30 to 12:00 PM  
Duck Feeding Pond Parking Lot  
Behind the Marriot Hotel off exit ramp  
Exit 24 off I-128. Turn Right at the top  
Of the ramp onto Route 30 East  
The hotel is .3 mile ahead on the left

### **Greenwich, CT (Rye Brook) \$90 (USD)**

Arrives around 2:30 PM  
Rye Westchester Hilton  
699 Westchester Ave,  
Rye Brook, NY 10573

### **New Haven, CT \$90 (USD)**

Arrives 1:45 PM (traffic depending)  
IKEA Parking Lot  
Take Exit 46 off I-95

### **Glastonbury, CT \$90 (USD)**

Arrives around 1:15 PM  
Somerset Square Parking Lot  
Take exit 25 from I-91, merging onto Rt. 3  
North. Take 1<sup>st</sup> exit onto Main Street,  
bearing left at the light onto Glastonbury  
Blvd. Turn Right into parking lot



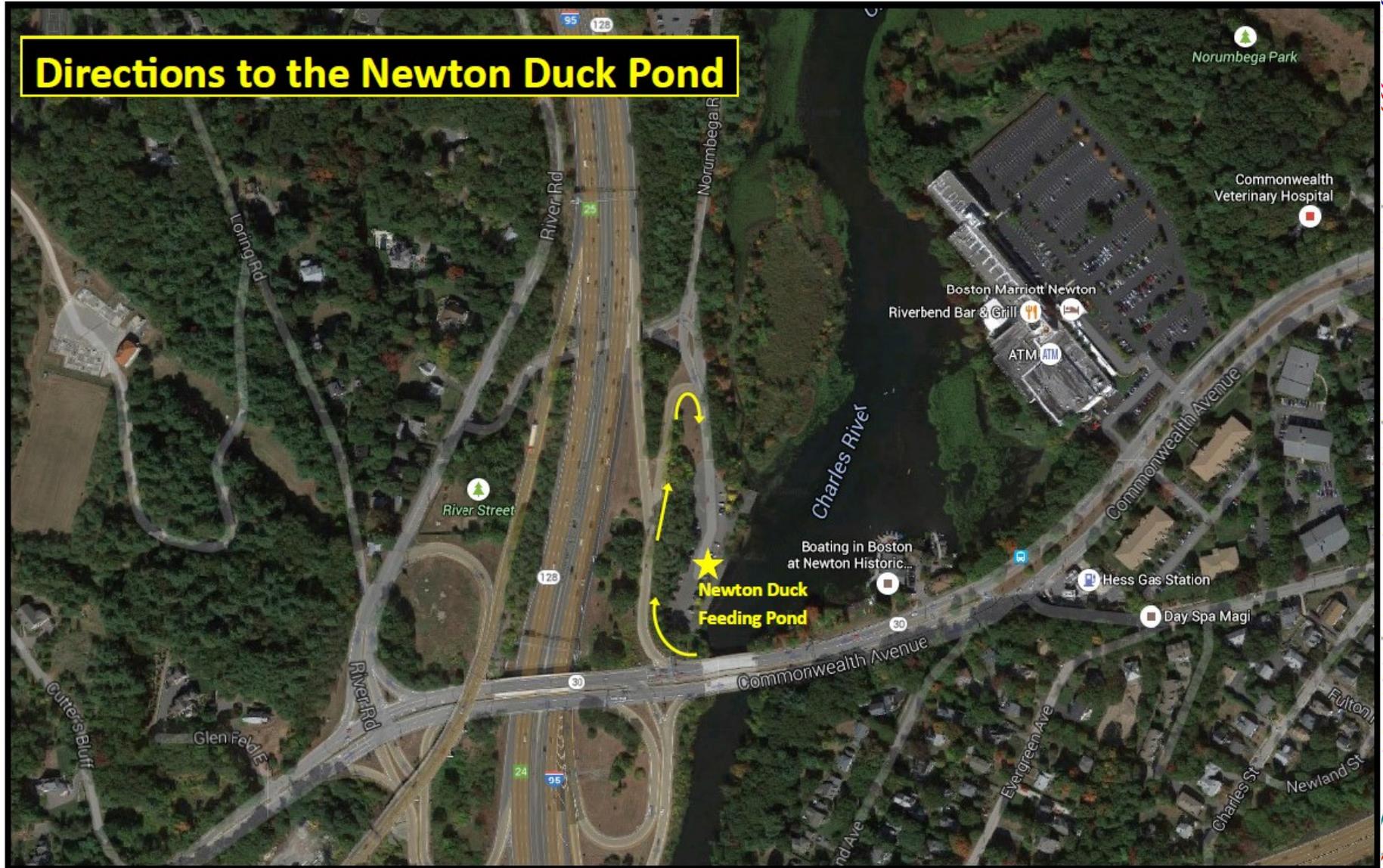
### **Notes:**

- Please arrive at the bus stop 15-30 minutes before arrival time. Be on time as bus needs to drop off campers and continue to other stops.
- Snacks will be provided on the busses. We will stop for drinks en route.
- All luggage will go home from camp on the bus with the campers.
- Each bus will have a Medolark representative aboard. Buses are air-conditioned and have bathrooms aboard.
- Buses leave camp between 7:00 and 8:00 AM.
- Parents are welcome to call camp for updates on arrival times

## CAR DEPARTURES FROM CAMP

*For parents who are planning on picking up their children at camp, we suggest so doing between 9 and 11 AM. A large percentage of the camper population departs on buses before 8:00 AM.*

## Directions to the Newton Duck Pond



**From Boston:** Take the Massachusetts Turnpike (I-90) West to exit 15. Proceed North on Route 128 / I-95 North, and take the first exit (Exit #24) for Route 30 / Commonwealth Ave East. Follow Route 30 / Commonwealth Ave East over the Charles River, and at the Marriott make a U-turn. Travel back on Route 30 West staying in the right hand lane past the Newton Boathouse ("Boating in Boston at Newton Historic Boathouse" in Google Maps) and over the Charles River (You will be able to see the parking lot across the Charles River from the boathouse). Immediately west of the Charles River turn right onto the entrance ramp for 128 / I-95 North. Halfway down the ramp, veer right toward Norumbega Road and continue to the right on Norumbega to reach the parking lot.



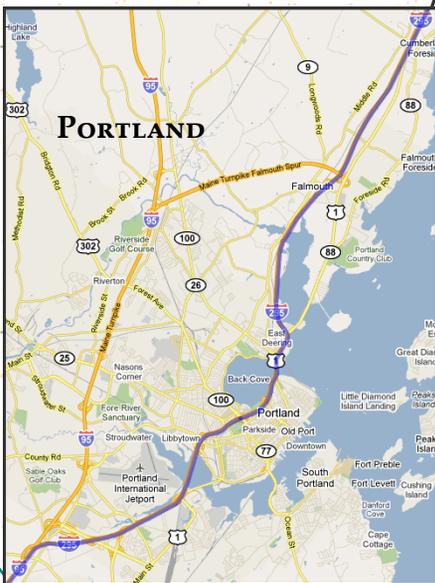
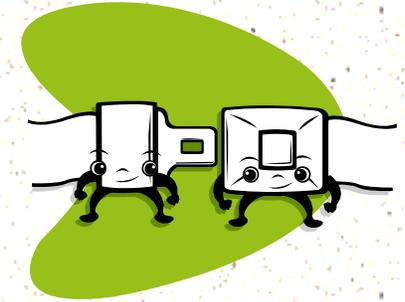
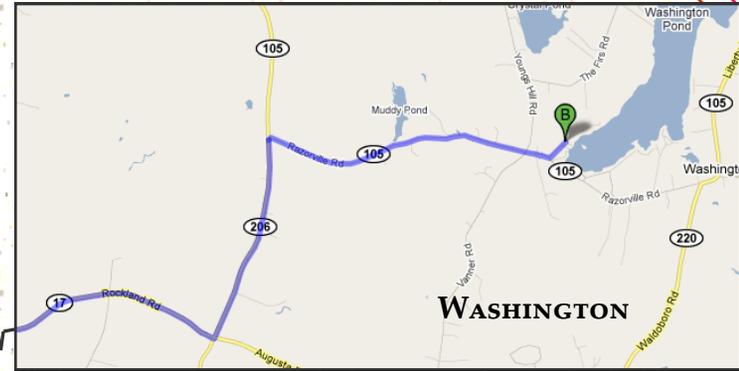
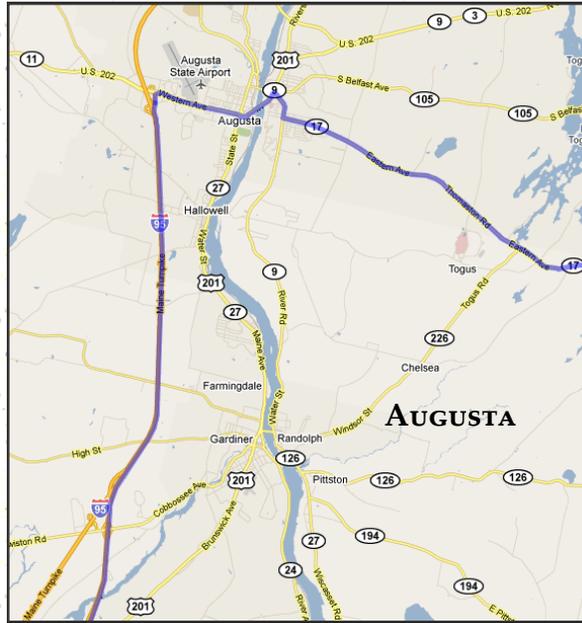
## FLIGHTS TO AND FROM CAMP

1. Camper families from the United States outside of the Northeast Corridor should book their flight to/from camp. Families may contact Missy or Laura in the camp office for a proposed flight itinerary, or group flights from Atlanta, Fort Lauderdale, Chicago, or Washington, DC. We encourage campers to book flights on our group flights. All group flights should arrive on Thursday, the day prior to opening day between 1 and 3 PM. Those traveling on individual flights should also plan to arrive into Portland's Jetport on Thursday, between noon and 3pm. Flights home should depart Portland between 11 AM and 4:30 PM, and in Boston between 1 and 5 PM.
2. If your camper can not arrive on our pre-arranged travel days and times, we are happy to assist you in making arrangements for transportation to camp. *Please note that there is an additional cost for these services.*
3. Questions concerning transportation should be directed towards Missy Vigue or Laura Silvia, 207.845.2555.
4. An electronic ticket means that there is no actual ticket; it is simply an itinerary. A boarding pass will be issued at the airport. A picture ID or birth certificate is required for check-in, but campers without photo ID may be checked in by parents who are able to vouch for them as guardians. To aid with the return trip, please copy the itinerary and forward it to Missy (missy@medolark.com) or Laura (laura@medolark.com). This helps ensure a smooth trip home.
5. Please note the departure time of your camper's flight and be at least 1 1/2 hours early to check-in. Campers often bring luggage that requires extra time to deal with properly. Trunks (footlockers) are discouraged, as they are clumsy and difficult to lift/load.
6. Please confirm your ticket with the issuing airline 48 hours before your departure. These tickets are often issued very far in advance and flight times and numbers are often changed. Please call the issuing airline to verify. We will also track changes in flight status so as to meet the campers properly.
7. Our staff is *sometimes* not permitted to go directly to the gate where campers de-plane. If Medolark staff members are not at the gate, campers should proceed to the nearest security exit where staff will be waiting. Portland is usually more flexible in this regard versus the larger airports. For returning chaperoned flights, our chaperones will return campers to luggage areas.
8. The age restrictions for all airlines vary widely. *Please check with your airline before arriving at the airport to determine if your camper should fly as an unaccompanied minor.* These arrangements will need to be made for flights to *and* from camp. The Medolark contact or pick-up person should be listed as Scott Weinstein, as all staff meeting flights will have an authorization letter from Scott to receive the child. Please provide money to your camper to pay for any necessary unaccompanied minor fees.
9. Campers are advised to phone home from pay phones upon arrival to confirm that they have arrived safely.
10. Flights home will be confirmed by Medolark office staff. Campers will be escorted to airports, checked in, and accompanied to their departure gates at the conclusion of camp. The staff chaperones will be on flights to and from Fort Lauderdale, Atlanta, Chicago, and Washington, D.C.
11. Please provide your camper with sufficient money to cover baggage fees on the return flights. As baggage fees vary substantially by airline, please be sure to check with your airline for an estimate of baggage fees.
12. If you plan to ship your camper's luggage with UPS or FedEx, please do so one way. For the return of campers' luggage, we will contact you for your credit card information or UPS or FedEx account number, print the label, and provide you with a tracking number.

## INFORMATION FOR INTERNATIONAL FAMILIES

<p><b>TRAVEL TO CAMP</b></p> 	<p>Medolark meets all international flights and provides transportation to and from Logan Airport in Boston. Boston is approximately three hours from the camp. We ask that you arrange flights that arrive in Boston <i>the day before camp begins</i>, on a Thursday rather than a Friday. Campers arriving for the 2B or 2D sessions may arrive on opening day. The return flight may depart on the final day of camp, Wednesday, in the afternoon or evening. Please note that if your camper cannot travel on our pre-arranged days and times, we are happy to assist you <i>at an additional cost</i>.</p>
<p><b>LANGUAGE</b></p> 	<p>Medolark's international counselors will assist your child and help ease her/his adjustment. If you request, conversational English lessons are available at no extra cost. In order to assist in learning English and expanding friendships at camp, we try to place campers who speak the same foreign language in separate cabins. This immersion will certainly improve your camper's language abilities. We do offer optional English as a Second Language classes each day.</p>
<p><b>COMMUNICATION</b></p> 	<p>Families can fax campers at the office anytime at (207)845.2332 before camp opens. Email can be sent to campers using the Bunk1 System detailed on pages 5 and 6 of this manual. The office can be emailed at info@medolark.com. We cannot get your child to the phones easily, so do not expect to reach your child by phone unless you make an appointment with office staff in advance. We permit campers to use the camp fax machine, computers for email, and phones for outgoing collect or credit card calls during free time.</p>
<p><b>PACKING</b></p> 	<p>Medolark will send a clothing list of what to bring so campers will know what to pack (see page 14 of this handbook). Laundry is done every 7-8 days, and it returns within a day. Equipment for all camp activities is provided by Medolark.</p>
<p><b>VALUABLES</b></p> 	<p>Important things like money, passports, flight tickets and expensive cameras are encouraged to be kept in the camp safe and are available as needed by campers. They are not to be kept in the camper's cabin. Flight tickets kept in the camp office will automatically be confirmed by Medolark for the return flights.</p>
<p><b>PAYMENT</b></p> 	<p>Payments to Medolark can be made by three methods:</p> <ul style="list-style-type: none"> <li>▪ Send a check in U.S. dollars drawn on an American bank.</li> <li>▪ Wire the money to Med-O-Lark's account at TD Bank. For details on how to complete a wire transfer, please contact the camp office.</li> <li>▪ Fax or email a <i>Visa, Mastercard, American Express, or Discover</i> number, expiration date and authorizing signature and Medolark will charge your credit card. You may also process credit card payments at this safe and secure site <a href="https://medolark.com/returning-families/make-a-payment/">https://medolark.com/returning-families/make-a-payment/</a></li> </ul>

## DIRECTIONS TO CAMP



### DIRECTIONS FROM ALL POINTS SOUTH:

From Maine's state line, follow I-95 approximately 40 miles. Merge on to I-295 via exit 44 towards South Portland (portions toll). Travel north on I-295 for 52.4 miles. I-295 becomes I-95 (portions toll). Take exit 109 towards Rockland, merging right onto Route 17 East. Travel on Route 17 for 18 miles. Turn left onto Route 206, traveling 1.6 miles. Turn right onto Route 105, traveling 2.2 miles. Turn left onto Medolark Road. Camp Medolark is located at the end of the dirt road.



## MEDOLARK CAMPER AGREEMENT

The following guidelines are designed to ensure that camp is a happy, safe, and productive community for everyone. Experience has shown that it is very unlikely that these issues will affect you. However, it is necessary that we have this agreement for mutual understanding. These are the conditions under which we accept your participation. Read them carefully. On the first full day in camp, we will have a meeting with you and your cabin where you will be asked to reaffirm your commitment to these guidelines.

*Violation of the following guidelines will result in the immediate dismissal from camp without a refund of the tuition. Transportation costs and arrangements will be the responsibility of parents or parental appointed guardians.*

1. The use or possession of alcohol, cigarettes, marijuana, or any non-prescribed drug is prohibited at camp.
2. Physical violence, actual or the threat of, is prohibited at camp.
3. Sexual activity and/or sexual harassment are prohibited.
4. Use of epithets, innuendos or slurs because of an individual's race, religion, sex, sexual orientation, gender identity, age, physical or mental disability, or familial status is prohibited at camp. Such language is antithetical to the community Med-O-Lark strives to represent and will not be tolerated.
5. The destruction of or theft of others' belongings is prohibited. Cabin raids are considered a violation of camper rights and are also strictly prohibited.
6. Dyeing of hair, piercing, tattooing, or any other significant changing of appearance is strictly prohibited. Campers are to leave camp appearing as they arrived.
7. Leaving camp property without a counselor, leaving supervised camp areas, or leaving cabins at night without a counselor or permission is prohibited.

*Med-O-Lark is a supportive environment that seeks to encourage the personal growth of campers. Directors and staff are experienced in helping campers correct negative behaviors with reminders, discussions and positive alternatives. Repeated or multiple violations of the following guidelines, however, will result in dismissal from the camp. Transportation costs and arrangements for early dismissals will be the responsibility of parents or parental appointed guardians.*

1. All cabins are private spaces for their residents. Campers are not permitted to enter other people's cabins at any time.
2. To protect the privacy of all members of the Med-O-Lark Community, photography of any kind is not permitted inside camper cabins.
3. Campers may not be in unsupervised areas without a counselor present.

## MEDOLARK CAMPER AGREEMENT – CONTINUED

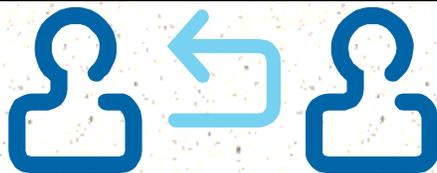
4. PDA refers to the Public Display of Affection that the camp considers inappropriate. This does not include casual affection shown in open, non-exclusive friendships. The camp does not approve of exclusive couple relationships.
5. Camper attendance at camp activities is mandatory unless the nurse or director permits the absence.
6. Safety rules at all program areas (i.e. the waterfront, stables, circus) are absolute.
7. Foul language and the inappropriate use of language that insults or belittles another camper or staff member are not permitted.
8. Graffiti anywhere in camp is not permitted. Campers will be required to sand off and repaint any section of camp that s/he marks with graffiti and will be fined for the cost of repair materials.
9. Respect for all living things is expected at Med-O-Lark. Wildlife, camp animals, and all the natural surroundings are to be protected, respected, and enjoyed.
10. Cellular telephones, including iPhones are not permitted at camp. They may be safely stored in the Camp Office.

### *General Guidelines*

- Valuables must be kept in the Camp Office. Med-O-Lark is not responsible for valuables that are lost, stolen or left after camp unless they are in the Office.
- Potentially dangerous items such as knives, fireworks, slingshots, or weapon-like objects should not be brought to camp.
- All medications must be kept in the infirmary at all times, even things such as aspirin and over-the-counter medications or vitamins. This is a state health law.

## SUBMISSION OF THE MEDOLARK CAMPER AGREEMENT

*Acceptance and return of the Medolark Agreement are conditions of attendance.* The Medolark Camper Agreement is available on the website at <http://medolark.com/returning-families/camp-forms/> and may be returned electronically. Upon arrival to camp, this agreement will be reviewed with all campers, and campers will be asked to resign the Agreement to demonstrate their commitment to abide by the principles herein outlined.



## SPECIAL REMINDERS



1. *In compliance with Maine State law, no child can be admitted to camp if found with nits or lice. Please check your camper before sending her/him to camp. Upon arrival, all campers will be checked immediately.* "Please contact us if your child has been treated for lice within the last month. Your cooperation in this matter is important and appreciated."
2. Always retain photocopies of all passports and identification documents.
3. In addition to the copies submitted to camp, please be sure to save and print a copy of the health form for your own records.

## GUIDELINES FOR ELECTRONIC SUBMISSION OF FORMS

*This year forms are available electronically.* This includes the following forms:

1. Transportation and Permission to Leave Camp Form (electronic submission)
2. Emergency Medication Permission Form (paper submission)
3. Med-O-Lark Camper Agreement (electronic submission)
4. Health Forms 1 and 2 (must be submitted in paper form)

Families will submit online forms through our website, and they are available at <http://medolark.com/returning-families/camp-forms/>.

*Please note that electronic signatures,  
as they are on electronically submitted US-IRS documents,  
are binding.*

*Note that the only form for which a signed paper copy must also be returned via regular mail is the Medical Form (both Forms 1 and 2). After completing Forms 1 and 2, they must be printed and returned, with appropriate signatures from the legal parent/guardian and physician where indicated.*

## LUGGAGE AND CLOTHING POLICIES (LOST AND FOUND)

Please make sure **all** luggage, including carry-on luggage, sleeping bags, musical instruments and backpacks, is labeled with the **camper's** given and family names. This tremendously reduces misplaced luggage.

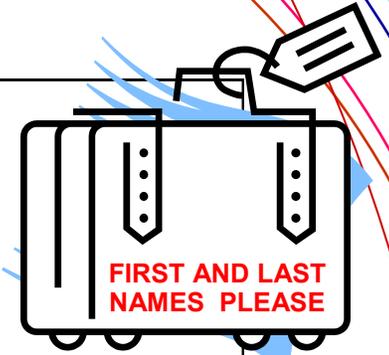
Please mark all clothing with child's name. Clothing left around camp can easily and quickly be returned to rightful owner. Please use sensible judgment in the items you pack for camp with respect to their value. Clothing gets ripped, dirty, left outside, outgrown and lost, as you might expect it would at camp. One nice outfit for a show is requested, but everything else can be items that are on their last legs or items you wouldn't mind hearing have been ripped, lost, outgrown, filthy or out of style!

Towels are extremely difficult to keep track of and to regularly keep dry and tidy. This requires the children's diligence and assistance as towels are the biggest lost and found item we see each year.

Dozens of towels are unclaimed everyday at the waterfront and around camp. Without labels, they are virtually impossible to return to rightful owner. Unclaimed towels pile up **very** quickly and because most are damp or wet they **must** go into the weekly laundry without fail in order to avoid the development of mold which would pose a health concern. The laundry for unclaimed towels is processed **separately** from the children's regular weekly laundry. This is where we lose track of towels the most. The laundry company provides cleaning services and linens (including towels) for several camps. If we give them 250 unclaimed towels weekly, we are returned 250 towels, but they are not always the **same** towels that are returned. Please keep in mind that we always have an ample supply of towels on hand that campers can use to supplement their own supply if weather doesn't cooperate in drying their towels on the line.

In light of this reality, please do not send children with expensive towels that you would be upset to see inserted into the general linen service camp uses in the event they are lost or misplaced and needing to be laundered. If you do need to send children with certain towels that are special, please sew a label into them for identification purposes that includes both the camper's given and family names.

Thank you for your time in reading this notice as we try to improve the experience for all campers!



## **CONTACT INFORMATION:**

### **PHONE NUMBERS:**

(207)845.2555 (main office)

(207)845.2332 (fax)

(207)845.2714 (Health Center)

**E-MAIL ADDRESS:** [info@medolark.com](mailto:info@medolark.com) (office)

**WEB SITE:** <http://www.medolark.com>

### **MAILING ADDRESS:**

82 Medolark Road

Washington, ME 04574