



# CAMP TALL TIMBERS INFORMATION BOOKLET 2022

## CELEBRATING OVER 50 YEARS OF GREAT SUMMER FUN

Winter Office  
(until May 31st)  
Camp Tall Timbers  
3735 Spicebush Drive  
Urbana, MD 21704-7879  
Phone: (301) 874-0111  
Fax: (301) 874-0113

Summer Office  
(After June 1st)  
Camp Tall Timbers  
1115 Reflection Lane  
High View, WV 26808-9600  
Phone: (304) 856-3722  
Fax: (301) 874-0113

E-mail: [glenn@camptalltimbers.com](mailto:glenn@camptalltimbers.com)

[www.camptalltimbers.com](http://www.camptalltimbers.com)



Compiled in these pages is the information you will need to know about the various aspects of preparation for **CAMP TALL TIMBERS**. Keep this booklet handy for current and future reference. We encourage our returning families to review this booklet as some of our policies have been changed.

If we can be of any assistance to you in your preparation for **CAMP TALL TIMBERS**, please feel free to contact us.

Glenn Smith  
Director

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**IMPORTANT GENERAL INFORMATION  
FOR PARENTS**

**IMPORTANT DATES 2022**

**BEFORE JUNE 1ST TUITION BALANCE DUE.**

**ONE MONTH PRIOR TO YOUR CHILD'S ARRIVAL, COMPLETE ONLINE FORMS**

- JUNE 6      **CAMP OFFICE MOVES TO WEST VIRGINIA**
- JUNE 16     **HEALTH FORMS DUE. Remember to sign authorization.**
- JUNE 26     **Camp Opens - FIRST SESSION OPENS**
- JULY 9      **FIRST SESSION ENDS**
- JULY 10     **SECOND SESSION OPENS**
- JULY 30     **SECOND SESSION ENDS**
- JULY 31     **THIRD SESSION OPENS**
- AUGUST 13 **SEASON ENDS**



## COMMUNICATING WITH CAMP

Our purpose is to provide a worthwhile and stimulating summer experience for your children. Since you are removed from camp during the summer, we ask that you never hesitate to communicate with us regarding any detail, question or concern regarding your son or daughter.

Camp Tall Timbers' Directors and Administrators spend very little time in the office. We stay in close touch with the children by being outside with our campers at activities and programs.

To facilitate excellent communication between parents and the camp, you should feel free to call or write us anytime. In almost all cases, if you were to receive a "sad" card or note, by the time you receive it, any "problem" has long been resolved. We do welcome the opportunity to attempt to solve problems during the summer instead of hearing about difficulties after the summer has ended. If you become aware of something negative during the summer, please bring it to our attention.

When you call, you will speak with a secretary who will take a message or you may leave a message on our answering machine. Someone will return your call within 24 hours. Please give us some time to check into any issue. We pride ourselves on the very personal atmosphere at Camp Tall Timbers and our staff will do their best to resolve any difficulties that might arise.

**MAIL:** Our campers are required to write home at least three times a week. We know how important their mail is to you, and we do everything in our power to see that letters and cards are mailed on time. The High View Post Office is a country post office which becomes extremely busy in the summer. Mail is picked up at camp only once a day so that a letter that misses the morning mail will not go out until the next day. We recommend that for our younger campers, you send along pre-addressed envelopes or postcards. Generally once mail leaves camp it takes from three to five days to be delivered within the United States and Canada. Please note that the July 4th holiday weekend significantly slows the mail to and from camp. We ask you to consider these things before becoming concerned because you have not heard from your child.

**HAPPINESS IS RECEIVING MAIL!:** Mail received by campers on a regular basis is important to their camp adjustment and happiness. Camp-wise parents begin sending letters a week before their child leaves for camp to ensure mail in those first few critical days. Frequent short letters and cards are better than long occasional letters. Make your letters newsy, but directed toward what your child has been doing at camp and is going to be doing at camp. It is important that your letters be positive and encouraging. **Please avoid lengthy discussions of your own good times at home or of any vacation you may be taking.**



**EMAIL:** The Camp Tall Timbers E-mail address is [glenn@camptalltimbers.com](mailto:glenn@camptalltimbers.com) - any questions or camp business should use this address. **You can use your Camp InTouch account to email your camper.** Visit [www.camptalltimbers.campintouch.com](http://www.camptalltimbers.campintouch.com) to log in to your account and send emails. We will retrieve messages each morning. **Campers are happiest receiving mail through the U.S. Postal Service.**

**PACKAGES FROM HOME:** Our food is planned for a properly balanced diet. **PLEASE DO NOT SEND FOOD OR CANDY TO CAMP.** Remember that it is difficult for your child to receive a package with items (food and candy) that he or she may not keep. Your child will ask you to send food to camp and we ask you not to. Over the years packages of food have created nothing but problems for our campers and administration at camp. This policy is for your child's safety and the safety of others. Food allergies can be serious for campers who eat foods that may have hidden food ingredients. You may mail some type of non-edible gift such as clothing, games, or books if you wish. Please notify all relatives of this policy.

**TELEPHONE CALLS:** Telephone calls to campers are usually very disruptive to the camp program and could have adverse effects if the child is having any adjustment problems. Also we are not equipped with telephone lines that could facilitate all of our campers. Therefore, we do not permit campers to receive phone calls. Also, **CELL PHONES ARE NOT PERMITTED AT CAMP.** If you have any concerns, please feel free to call the camp directors at (304) 856-3722.



## HEALTH CARE

**MEDICAL EXAMS:** Each camper is required to have a complete medical examination within six months prior to their arrival at camp. Please make an appointment with your physician for a pre-camp physical. It is most important that your physician completes the medical form carefully with the dates of all shots and any sensitivity to drugs, foods, and other items. Our camp nurse checks each form carefully before treating any child. This medical record is their guide.

We have resident nurses in camp throughout the summer. There is also a well-stocked and equipped health center at Camp Tall Timbers. The excellent medical facilities in Winchester, Virginia are only 20 miles away.

Camp insurance does not cover in-and-out hospital expenses, prescriptions, or visits to Dr.'s office. All medical expenses except for services performed by our camp staff are charged to you or to your insurance company. Please make sure we have the correct and complete insurance information on the medical card.

You will receive a call from our medical staff in any of the following situations:

- Your child spent a night in the infirmary and then returned to his or her cabin.
- Your child requires a visit to an off-site medical facility.
- Your child has a confirmed exposure to COVID-19.
- Your child tests positive for COVID-19.

If your child has any medical problems out of the ordinary, you will be notified.

**EYEGLASSES:** Please make sure that you send an extra pair and/or the prescription. The same holds true for contact lenses.

**MEDICAL SUPPLIES AND PRESCRIPTION DRUGS:** Special prescriptions and medications must be carefully labeled with your child's name and complete instructions for administering them. **For safety reasons, we do not permit campers to keep prescriptions or medications in their cabins. All medications are dispensed by our camp nurse.** If prescriptions need to be refilled, please have your physician supply us with an extra copy. The costs of these prescriptions are deducted from your child's spending money account and should be reimbursed to ensure each camper has spending money in their account.



## GENERAL CLOTHING INFORMATION

We think it is a wonderful idea for your child to help in the process of getting ready for camp. Let your child get involved as much as possible in the preparation. If you involve your child in the packing process, he or she will know what items have been brought to camp.

**OUR CLOTHING LIST:** We have enclosed our clothing list to guide you in your selection of the type and amount of clothing and other articles you will need. Begin your packing by first selecting items that you already have on hand. Remember that camp is a great place to wear out “old” clothes. Please **DO NOT** bring expensive, irreplaceable, or elaborate clothing with you. Keep in mind that clothing tends to receive hard wear at camp.

**BEDDING:** Blankets, fitted bottom sheets, sheets, pillow and pillowcases will be provided for your child. Each child should have their own sleeping bag for cabin nights and unusually cold weather. Some children prefer to bring their own linen. Please be sure to label everything.

**LAUNDRY:** The laundry is done once each week and returned in twenty-four hours. Our clothing list is compiled with this in mind. We recommend that clothing be wash & wear. Please do not bring clothing items which require hand washing or drip drying.

**LABELING:** Absolutely everything that your child brings to camp should be labeled. Every single article, whether shorts, bathing suit, socks, flashlight, shoes, or sports equipment, must bear your child's name. We recommend indelible markers or good quality labels ([labeldaddy.com](http://labeldaddy.com))

**PERSONAL SPORTS EQUIPMENT:** Your child can bring his or her own special sports equipment, but it must be stored at the relevant activity area where it can be locked away when not in use. Camp cannot be held responsible for these items!

Storage for clothing in the cabins and tents is adequate but compact. A camper's total needs including bedding, if they choose to bring it, should fit into two duffle bags.



## **SUGGESTED CLOTHING LIST**

### **PLEASE LABEL EVERYTHING!!!**

#### NECESSARY ITEMS:

- 10 pairs pants (7 short, 3 long)
- 10 T-shirts or Polo shirts
- 2 [Camp Tall Timbers T-shirts](#)
- 2 [sweatshirts or sweaters](#)
- 1 jacket
- 2 pairs of tennis shoes
- 1 pair sturdy shoes
- 1 pair rubber shoes for shower & pool
- 1 pair wet weather shoes/boots
- 10 pairs of socks
- 10 pairs underwear
- 1 pair lightweight pajamas
- 1 pair heavy pajamas
- 2 bathing suits
- 1 poncho or raincoat & hat
- 1 [baseball cap](#)

#### GENERAL SUPPLIES:

- 3-4 towels
- 2 washcloths
- 2 laundry bags
- 1 flashlight + extra batteries & bulb
- sunscreen
- bug spray
- hairbrush
- toiletry articles (toothbrush & paste, soap, shampoo, etc.)
- shower caddy
- stationery, postcards (pre -addressed for younger children), stamps, pens.
- sleeping bag
- water bottle



#### OPTIONAL ITEMS:

camera

books

fun costume (e.g. Halloween)

musical instruments

music player (e.g. ipod etc)

1 “nice” sports outfit for banquet (NOT coat/tie)

riding boots (or shoes with a 1" heel) and a helmet

tennis racquet

Your child’s own safety helmet is recommended.

We provide all athletic and sporting equipment but your child is welcome to bring their own as long as it is labelled!

#### MISCELLANEOUS ITEMS

**ANIMALS:** Campers may not bring animals or pets to camp without the expressed written permission of the Director.

**VEHICLES:** Campers may not drive themselves to and from camp without the expressed written permission of the Director, and a parent/guardian.

**WEAPONS:** Campers are not permitted to bring or keep weapons of any kind (guns, knives or other dangerous implements) or fireworks on camp property. Any such items will be confiscated and held in the camp office.

**ELECTRONICS:** Electronics are not an integral part of camp life, and we strongly encourage our campers to leave all electronic devices at home. Please bring only a music playing and/or reading device if necessary, as long as it cannot connect to the internet (eg. Ipod, Kindle etc.).

**NO CELLPHONES, OR OTHER DEVICES WITH A DATA CONNECTION!** We cannot be responsible for valuables brought to camp.

**MUSICAL INSTRUMENTS:** We encourage campers to bring instruments. Music is a wonderful part of our camp life!

**REQUESTS TO EXIT AND ENTER CAMP:** For the overall good of the camp community we do not allow children to leave camp for less than absolutely necessary reasons. If you have a circumstance where you feel your child will need to leave camp and return, i.e. Wedding participant etc., please notify us immediately. Concerts and other such activities are not



acceptable circumstances.

**BIRTHDAYS:** We celebrate birthdays with program announcements, group songs and a Birthday cake to be shared by the cabin.

**SPENDING MONEY:** Each camper has a spending money account, which was included in the camp fee, should they need any money for out of camp trips, soda, stamps, shampoo or other small items. Children are urged, once at camp, to deposit any money in the camp office.

**CAMPER CABIN PLACEMENT:** Cabin and tents groups are determined by age and grade in school. We will make every effort to honor all requests.

**VISITING:** Camp Tall Timbers does not allow visitors during the camp season. Please make sure that your family and relatives are aware of this policy. While we understand your concern for your child while they are at camp visiting is not acceptable and creates major disruption in the camp program. Should you have a question or concern please call the camp office.

### **DRUG, ALCOHOL AND CIGARETTE POLICY**

While it is inconceivable that any camper would bring drugs or alcohol to camp, we would be remiss by not stating our camp policy in this regard. Any camper involved with alcohol or drugs of any kind for any reason whatsoever will be sent home immediately, the same day, with no tuition refund. Smoking cigarettes or e-cigarettes is also grounds for dismissal from camp with no tuition refund.



## TRAVEL

For families driving their children to camp, camper drop-off should be scheduled for 11am-12pm. More specific drop-off details will be sent nearer to the start of camp. Please be aware that in conjunction with our COVID-19 policies, any other parties traveling with campers will be asked to remain in the vehicle. Pick up at the end of each session should be 9:30-10:30am. If you put our address 1115 Reflection Lane High View WV in your GPS you should be able to navigate to camp with no issues. If you would prefer written driving directions you can find them in the Forms section of your CampInTouch account on our website.

If your child is traveling by air, try to arrange for flights to arrive and depart around 12 noon. All flights should be to **Dulles International Airport**. Take your child to the boarding gate and place him or her in the custody of the airline stewardess. **Please instruct your child to wait at the arrival gate where one of our camp staff will meet your child.** Children who are arriving at camp via air transportation should wear a camp shirt. It makes it much easier for our staff to identify them.