



YMCA
CAMP MOHAWK
FOR GIRLS • EST 1920

FAMILY HANDBOOK

— SUMMER 2024 —

WELCOME, MOHAWK FAMILIES!

Congratulations, you've found the Best Camp in the Land! We are so excited to welcome you to YMCA Camp Mohawk. Here at Camp Mohawk, we take pride in the community that Mohawk staff, campers, and families foster. This community helps girls and young women grow, thrive, and be their best selves in a beautiful outdoor environment.

This handbook was created to help you navigate the ins-and-outs of YMCA Camp Mohawk overnight camp. This guide will help you & your camper prepare for a summer away and will provide guidance on how you can stay connected, complete forms, make payments, and more. You'll also learn more about our program, staff, and values.

We thank you for choosing Camp Mohawk this summer and assure you that we will do our very best to give your camper the summer of a lifetime. She will make new friends, create memories, become more confident and independent, and have a blast while doing it. Our amazing staff will help your camper achieve her fullest potential, as we have been doing for over 100 years. Thank you again for trusting us when choosing your overnight camp. We hope you find this guide helpful, and we'll see you this summer!

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OUR MISSION

The primary purpose of YMCA Camp Mohawk is to provide rich and diverse group outdoor experiences for girls and young women in pursuit of developing character, leadership, and values in accordance with traditional YMCA principles.

MEET OUR STAFF

PATRICK MARCHAND, CEO

Patrick's family has been with Camp Mohawk since 1988, when his father, Fran, was Mohawk's CEO. Patrick became our Camp Director in 2009 and in 2018, Mohawk's CEO. Patrick still works as the Camp Director throughout the summer, overseeing all staff, activities, and all things camp. Patrick and his family live at camp during the summer and his girls enjoy our overnight and day camp programming. During the day, Patrick can be found enjoying Mohawk and overseeing the daily aspects of camp.

MIKAYLA HARTMAN, ASSISTANT DIRECTOR

Mikayla has been with Camp Mohawk since 2007, started on staff in 2015, and started full time in 2021. She has been a camper, CIT, counselor, Unit Leader, Senior Program Director, and now, our Assistant Director. Mikayla is in charge of staff recruitment, hiring and training, oversees all programming, our Program Directors, CIT Director and program, our senior programming, fundraising, and transportation. During the day, Mikayla likes to join in the with campers in their activities, and doing her best make sure everyone is having the greatest camp experience.

OUR SUMMER STAFF

Each cabin is under the leadership of mature, caring counselors. Each cabin has a counselor who is at least 18 years old, in addition to a Junior Counselor, who is 17 years old. These young women commit their summers to serving Mohawk campers and are responsible for creating the welcoming environment that we see in every cabin on camp.

Many of our counselors have come up through the ranks of Mohawk as campers, CIT, Junior Counselor, and then Counselor. Others are recruited throughout the United States and foreign countries such as England, Ireland, Scotland, Spain, and Australia. Counselors are selected based on their experience with children, energy, creativity, and a desire to be a positive role model for children. All staff are trained to give your camper the best experience possible. Each counselor is required to participate in a week-long on-site training that prepares them for the summer ahead!

In addition to our counselors, our administrative team and support staff work tirelessly to serve Mohawk campers. Every single member of our kitchen and maintenance crew, office staff, and administrative team knows that each staff member on our team is a role model and serves as an example for our campers. If you have any additional questions about our staff, feel free to contact the office!



PRIOR TO CAMP: PAPERWORK

COMPLETING YOUR PAPERWORK

All paperwork is due June 1st and is available online in your **CampInTouch** account under "Forms & Documents." These forms can either be completed online, or printed and uploaded to your account. You are more than welcome to send in paper copies to our office.

HEALTH HISTORY (online form) This form gives our nurses a little extra medical background information on your child. Included is a page that gives the nurses authority to provide common medications to your child. Please review carefully.

LETTER TO MY COUNSELOR Must be completed by the camper(s). This will be given to their counselors so that they can have a better understanding of their camper before they arrive.

MEDICATION AUTHORIZATION FORM This form is NOT required. However, if your child is bringing ANY kind of medication (topical, over the counter, prescription, vitamins, etc.) we will need this form completed AND signed by a doctor. Please check to make sure we do not already have common medications through the Health History form. You may be asked to complete an Individualized Care Plan, as well.


PARENT LETTER TO MY COUNSELOR Must be completed by you, the parent or guardian. This will give us a better idea of what your expectations are, as well as any other information we may need for your child's time with us.

PHYSICIAN'S EXAM This will need to be completed by a doctor. You are more than welcome to use the form we provide, but your physician's own form will also be accepted. We will gladly accept forms up to 2 years old.

HOW TO COMPLETE YOUR ONLINE FORMS

1. Login to your CampInTouch account

2. Click "Forms & Documents"



Forms & Documents
Complete forms online and print important documents.

3. View your required forms:

Form	Due	Status
 Terms & Conditions Agreement	06/01/2024	Due on Jun 1, 2024
 Bunk Requests	06/01/2024	
 Health History	06/01/2024	Due on Jun 1, 2024
 Letter to My Counselor (Parent)	06/01/2024	Due on Jun 1, 2024
 Letter to my Counselor (48.00kb PDF)	06/01/2024	Due on Jun 1, 2024  <small>UPLOAD</small>
 Physician's Exam [more info] (154.44kb PDF)	06/01/2024	Due on Jun 1, 2024  <small>UPLOAD</small>
 Medication Authorization Form [more info] (162.30kb PDF)	06/01/2024	 <small>UPLOAD</small>
 Insurance Card - Side 1 [more info]	06/01/2024	Due on Jun 1, 2024  <small>UPLOAD</small>
 Insurance Card - Side 2 [more info]	06/01/2024	Due on Jun 1, 2024  <small>UPLOAD</small>

Downloading: To the left of each form there is a down arrow. Once clicked, your computer will start downloading the file.

Uploading: To the right of each form there is an up arrow. Please only upload that specified form.

Online forms: If there is a computer symbol next to the file, it is an online form that will be completed only on your computer.

As always, if you have any questions or concerns, please reach out to our office.

PRIOR TO CAMP: STORE ACCOUNT

STORE ACCOUNT

If you would like your camper to be able to purchase drinks, snacks, and stationary items, from the camp store, you will need to add funds to their store account.

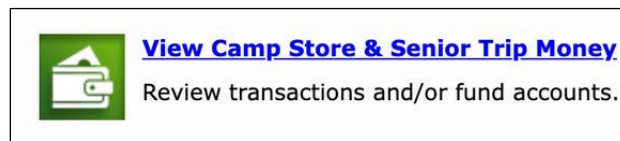
DAILY STORE Campers can get one drink and one snack after dinner each night. Each item is \$1.50. We recommend \$50-\$75 per camper for a two-week session.

EXTRAS If any items are needed while at camp (sunscreen, aloe, toothbrush, water bottle, etc.) they can be purchased through our office or health center. Campers can also purchase envelopes and stamps at the camp office.

LAUNDRY Campers can also have their laundry sent out every Monday and it is returned the next day. The cost is charged to their store account at \$1.05 per pound of laundry.

HOW TO ADD FUNDS TO CAMP STORE

1. Login to your CamplnTouch account
2. Click 'View Camp Store Money'



Once in the portal, you can select 'Fund' and follow the steps in the pop-up screen. Once funds have been added, you will be able to 'View' purchases, and the remaining balance.

Camp Store & Senior Trip Money	
Camper	Remaining Balance
Leniz Benjamin	\$0.00 <input type="button" value="View"/> <input type="button" value="Fund"/>

CHANGEOVER

For campers staying multiple sessions, families can take advantage of Changeover. This is the night between each two-week session. Campers stay at camp with counselors and enjoy activities, a movie, and meals. Cost is an extra \$118/camper. Alternatively, they can go home for the night. Please let the office know ahead of time if you would like to join.



CHECK-IN PROCEDURES

CHECK-IN TIMES: Sunday 1:00PM – 3:00PM

Families will be emailed an assigned arrival time during the week prior to check-in. This will stagger campers' arrivals to make it a more seamless check-in process for you.

Session 1B & 4B: Sunday 1PM – 2PM

BEFORE YOU LEAVE HOME Make sure you have read over the Family Handbook carefully and that your paperwork is fully completed. Everything can be double checked through your CampInTouch account.

ARRIVAL AT CAMP Campers and their families can arrive for check-in at their assigned time. Once you arrive, you will be greeted by our staff at the gate and they will guide you to parking.

STEP 1

Once you have parked, a CIT will greet you at your car. Your camper will receive their cabin and someone will help you unload your luggage. All items will be labeled and transported to your camper's cabin while you continue the check-in process.

STEP 2

If you are missing any paperwork or have an unpaid balance, please proceed to the office to see the Office Manager. If you are unsure, the staff welcoming you will have this information available.

Otherwise, please skip to step 3.

STEP 3

Proceed to the Rec Hall if you:

- Brought ANY medication. You will need to meet with the nurses.
- Are interested in purchasing Camp Mohawk apparel. Otherwise, please skip to step 4.

STEP 4

Proceed to the Dining Hall for a lice check. Every camper **MUST** be checked and cleared by a staff member before heading off to their cabin.

STEP 5

You are ready to head to your cabin! Your counselor and new friends are all so excited to meet you! Families can stay to help get the camper settled.

STEP 6

Head home! Once you have said your goodbyes, you can go back to your car and head home. Our staff are around camp if you have any questions or concerns.

WANT A SPEEDY CHECK-IN?

If your daughter is a returning camper and you do not want to go up the hill to get them settled in their cabin, you absolutely do not have to. Let the staff at the gate know, and they will direct you for parking. You will need to meet with the nurse if your camper has medication, otherwise, you are good to go!

CHECK-OUT PROCEDURES

CHECK-OUT TIMES: Saturday 9AM – 10:30AM

Session 1A & 4A: Saturday 9:30AM–10:30AM

STEP 1

Welcome back! A staff member will greet you at the gate and ask who you're picking up. You will be directed to where you should park to pick up your camper.

STEP 2

A staff member will notify you of your store balance. If there are remaining funds, you will have the option to donate your balance, receive it as a check, or a combination of the two.

STEP 3

This step is only necessary if your camper brought medication with them to camp. At this point, you will be able to collect that medication(s) from the Health Center team, right in the Rec Hall.

STEP 4

Reunite with your camper! All the luggage will be in the same area as your camper. You can start collecting and loading everything into your car. See you next year! Camp Mohawk merchandise will be available for purchase in the Rec Hall.

REGISTER FOR 2025!

At check-out you will be able to register for 2025! Our team will be in the Rec Hall, ready to take enrollments. No payment is due at the time of enrollment, and you will receive our Priority Registration rate, along with a special 2025 shirt!

CONTACT US

We would love to answer any questions you may have! Please reach out to us to chat.



Phone: (860) 672-6655
Email: info@campmohawk.org
Website: campmohawk.org



DAILY SCHEDULE

- 7:20 am Reveille
- 8:00 am Breakfast
- 8:30 am Cabin Clean-Up
- 9:00 am Activity #1
- 10:05 am Activity #2
- 11:10 am Activity #3
- 12:30 pm Lunch
- 1:00 pm Siesta
- 1:55 pm Activity #4
- 3:00 pm Cabin Activity
- 4:00 pm Optional Recreation
- 5:30 pm Dinner – Theme Nights!
- 7:00 pm Evening Activity
- 9:20 pm Taps



SHOWERS

Campers will be taking showers in our bathhouse, the Lighthouse, at a time specific to their unit. Each shower has a door that locks, a bench with hooks for campers' towels & shower caddies, and an additional shower curtain for privacy.

BEDTIMES

Bedtime is between 9:20 and 10:00 for all campers, determined by age of the cabin unit.

CAMP ACTIVITIES

WATERFRONT

- Instructional swimming
- Rowing
- Log Rolling
- Canoeing*
- Sailing*
- Paddleboarding*
- Kayaking**
- Windsurfing**
- Fishing (11+)



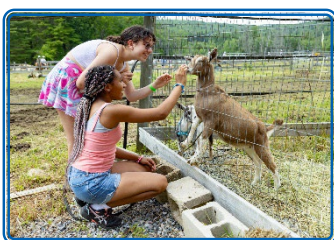
*blue and green swimmers

**green swimmers

Additional information on swim levels is available on our [website FAQ's](#)

FARM & HORSEBACK

- Animal Husbandry
- Horseback Riding (extra fee)
- Stable Management



CREATIVE & PERFORMING ARTS

- Arts & Crafts
- Baking
- Basketry
- Baton Twirling (11+)
- Ceramics*
- Chorus
- Creative Writing
- Drama Production*
- Improv
- Friendship Bracelets
- Jewelry
- Knitting (11+)
- Painting
- Photography (11+)
- Scrapbooking
- Set Design
- Stamping
- Sewing
- Ukulele (11+)

*two-week activity



SPORTS & ADVENTURE

- Archery
- Badminton
- Basketball
- Cheerleading
- Dance
- Field Hockey
- Field Sports
- Gaga
- Gymnastics
- Lacrosse
- Nature
- Outdoor Living
- Ropes Course (11+)
- Soccer
- Tennis
- Volleyball
- Yoga



THEME NIGHTS

	Session 1	Session 2	Session 3	Session 4	Session 5
Monday	P Party 	P Party 	P Party 	P Party 	P Party 
Tuesday	Wild West 	Twin Dinner Tuesday 	Granny Dinner 	Twin Dinner Tuesday 	Animal Dinner 
Wednesday	PJ Breakfast 	Counselor Appreciation & Mohawk Mania 	PJ Breakfast 	Counselor Appreciation & Mohawk Mania 	PJ Breakfast 
Thursday	Unit Night: Decades 	Unit Night: Colors 	Unit Night: Animals 	Unit Night: Holidays 	Dress Your Counselor 
Friday	Barbie Party 	80's Night 	Crazy Hair Night 	Disney Dinner 	Banquet THE END 
Monday	Crazy Hair Night 	Mismatch Monday 	Tie Dye Dinner 	Hawaiian Luau 	
Tuesday	Dress Your Counselor 	Dress Your Counselor 	Dress Your Counselor 	Dress Your Counselor 	
Wednesday	Support Staff Appreciation & Mohawk Mania 	PJ Breakfast 	Support Staff Appreciation & Mohawk Mania 	PJ Breakfast 	
Thursday	Patriotic Day 	Neon Night 	Disco Dinner 	Nerd Night 	
Friday	Banquet 	Banquet 	Banquet 	Banquet 	

P PARTY: The first night of each session we have P Party! That means you can dress as anything that starts with the letter "P" for this themed dinner. Examples: Wear purple or pink, dress as a penguin, etc.

STAFF APPRECIATION & MOHAWK MANIA: One of our favorites themes at camp! We want our counselors and support staff to know how much we love and appreciate them, so be prepared to remind them how much they mean to you! Also dress up in your Mohawk gear all day to show your spirit.

UNIT NIGHT: Don't worry about planning ahead for this one - each Unit will have a different theme to dress up as.

BANQUET: At the end of each two-week session we have a banquet at camp. This is the last dinner with all your camp friends and a chance to celebrate and say good bye. You can wear dresses or anything nice for this occasion.

COMING FOR A ONE WEEK SESSION? "A" weeks are the first week of a session, and "B" weeks are the second week.

CAMPER MAIL

Mailing Address (USPS)

Camper's Name, Cabin (#)
YMCA Camp Mohawk
P.O. Box 1209
Litchfield, CT 06759

Physical Address (UPS & FedEx)

Camper's Name, Cabin #
YMCA Camp Mohawk
246 Great Hill Road
Litchfield, CT. 06759

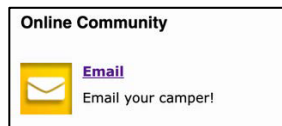
It is important to use these addresses as noted. Mail sent to the incorrect address will take much longer to arrive. Please also do not send ANY mail to the "246 Great Hill Road" address, unless it is a package mailed through UPS or FedEx.

Counselors encourage girls to write home at least once a week. You can help by packing self-addressed, stamped envelopes with paper inside. Postage and envelopes are available if your daughter needs them—the cost will be applied to her store account.

CAMPER EMAIL

In addition to snail mail, you will have access to our CampInTouch platform, where you can send one-way emails to your camper everyday. Please send your emails in by 4PM to guarantee same day delivery.

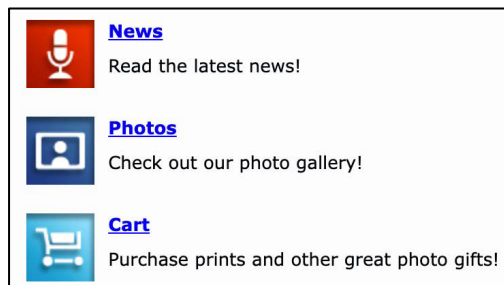
1. Login to your CampInTouch account
2. Scroll down to "Online Community" and click "Email."
3. You will want to make sure you have purchased 'CampStamps' before attempting to send an email. You can purchase directly on the email page or visit "Camp Stamps" under "Your Account."
4. You're ready to send email!



DAILY UPDATE & PHOTOS

Each day during the summer, our Media Director posts photos of our campers, alongside a Daily Update, a blog post detailing the events of each day. Here's how you can access these:

1. Login to your CampInTouch account
2. Scroll down to "Online Community"
3. To view the Daily Update, click "News." Once you get to the News Page, click "Daily Updates." You'll then have the option to choose the day you would like to read.
4. To view each day's photos, click "Photos." You'll be able to see all of the photo albums, and click on the day you would like to view. If you would like, you may purchase prints and other photo gifts. You can add photos to your "Cart" as you look at pictures.



BIRTHDAYS

If your child's birthday occurs while she is at camp, we will do everything we can to make it special! At breakfast, she will be presented with a crown, while the whole dining hall sings our Camp Mohawk birthday song. Counselors will go out of their way to find ways to celebrate throughout the day, such as decorating the cabin and making birthday cards. Finally, at dinner, her counselors will present her with a birthday cake and the entire camp sings.



SICKNESS & HOMESICKNESS

It is not unusual for even the veteran camper to feel homesick the first few days away from their family. Parents can help by emphasizing the wonderful camp experience your daughter will have at Mohawk. We strongly discourage parents from telling your camper she can come home after a few days if she is homesick. This actually encourages homesickness and often makes the child unhappy. It also is more difficult to try and help the child make it through if she knows she can go home. Parents should understand that the initial letters you may receive might express strong homesick feelings. Please do not be alarmed. What was a crisis on day two may have been forgotten by day four. Write a reassuring letter back urging them to stick with it and have a great time. We treat our homesick campers with sensitivity, reassurance, and special attention. If a situation requires further attention, the Unit Leader is called to help, and if necessary, the nurse is called in for some TLC. We frequently speak with parents regarding their child's homesickness. If you would like more information on preventing homesickness, please contact us.

Anytime a girl needs to spend the night in the Health Center, or needs to be seen by the camp physician or it is the opinion of the Camp Nurse that it is in the best interest of the child, we will make every effort to contact the parent.

REFUND POLICY

1. Any cancellation received in writing or email (info@campmohawk.org) prior to May 1st (April 1st for Senior program participants) will result in a refund of all fees paid minus the \$200.00 deposit regardless of reason of cancellation.
2. Prior to attendance: No refunds will be made for cancellations received after May 1st (April 1st for Senior Day Trip program participants) except in cases of documented medical reasons. In the event of documented medical reasons for cancellation, a refund will be issued for all of fees paid after the deposit has been subtracted. In the event of cancellation of one or more sessions, while still enrolled in another, deposits will be partially transferred to the remaining balance in the amount of \$100.
3. Once a child has begun her camp experience, no refund will be issued for any part of camp fees paid if the child leaves camp before the session(s) she is registered for are completed except in the case of a documented medical reason. Any camper withdrawn from camp for reasons related to homesickness will not be issued a refund. In the event of a documented medical reason, other than those related to homesickness, a refund will be issued for prorated fees minus the deposit.
4. Riding Fees: If inclement weather results in a camper being unable to ride for more than two days in a one week period, a refund equal to 1/5 of the weekly riding fee paid will be refunded upon request for each subsequent day that a riding lesson participant cannot ride due to weather related causes.

If you are uncomfortable with the above Refund Policy, please consider camp cancellation insurance. Information about camp cancellation insurance is available at www.travmark.com

PACKING LIST

Please be sure that your child has the following items for camp this summer.

This packing list is for a two-week session. Feel free to alter according to your daughter's schedule and specific needs.

CLOTHING

- 8-10 t-shirts
- 6-8 pairs of shorts
- Closed toed shoes (ie. sneakers, Crocs)
- 14+ pairs of underwear
- 2 sets of pajamas
- 2 sweaters or sweatshirts
- 2 long sleeve shirts
- 2 pairs of long pants
- 14+ pairs of socks
- 1 raincoat (required)
- 2 bathing suits
- Rain boots
- Theme night outfits
- Dress clothes (mass and/or banquet)

TOILETRIES

- 4 towels (shower & beach)
- 2 wash cloths or loofa
- Shower caddy
- Shower flip flops (for beach too!)

As needed (no glass containers):

- Hairbrush
- Shampoo
- Conditioner
- Soap
- Deodorant
- Toothbrush
- Toothpaste
- Detangling spray

BEDDING

- A standard footlocker trunk, a large container, duffel bag, or suitcase
- Twin sheets (*mattress is 4" x 29" x 74"*)
- 1 sleeping bag or heavy blanket
- 2 light blankets
- 1 pillow
- 2 pillowcases

EXTRAS

- Reusable water bottle (MUST HAVE)
- 2 flashlights with batteries
- 1 laundry bag with camper's name
- Bug spray
- Sunscreen
- Pre-addressed, stamped envelopes, paper, and pen

OPTIONAL

- Books or magazines
- Camera
- Battery operated fan
- Personal sports equipment
- Musical instrument

DO NOT BRING

- Cell phones, tablets, computers
- ANY device with internet access
- Food
- Televisions, laptops, DVD players

Please MARK EVERYTHING with your daughter's name.

You may need to increase these suggested amounts depending on your child's habits.

Clotheslines are available to dry wet clothes and towels.

We cannot assume responsibility for damage or theft of personal items or items damaged or lost when out to the laundry.