



FAMILY HANDBOOK

— SUMMER 2025 —



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 and 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 oversees staff recruitment, hiring and training, oversees all programming, our Program Directors, CIT Director and program, our senior programming, and transportation. During the day, Mikayla likes to join in with campers in their activities, and doing her best to 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.

BUNK REQUESTS Due May 1st You can request for your child to be with up to two other campers. For requests to be honored, the girls must be within 12 months of each other’s age and create a mutual group of no more than 3 girls.

LETTER TO MY COUNSELOR (paper form) 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.

PARENT LETTER TO MY COUNSELOR This must be completed by you, the parent or guardian. It will give us a better idea of your expectations, as well as any other information we may need for your child’s time at camp.

HEALTH HISTORY 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.

PHYSICIAN’S EXAM (paper form) This will need to be completed by a doctor. You can use the form we provide, but your physician’s form will also be accepted. We will accept forms up to 2 years old.













MEDICATION AUTHORIZATION FORM (paper form) **This form is required for any medication brought to camp.** In addition to prescription medication, 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.

INSURANCE CARD Please upload an image of both sides of your health insurance card.

HOW TO COMPLETE YOUR ONLINE FORMS

1. Login to your CampInTouch account
2. Click “Forms & Documents”
3. View your required forms:



Form	Due	Status
 Terms & Conditions Agreement	06/01/2025	Due on Jun 1, 2025
 Bunk Requests	05/01/2025	
 Letter to my Counselor (61.92kb PDF)	06/01/2025	Due on Jun 1, 2025  UPLOAD
 Letter to My Counselor (Parent)	06/01/2025	Due on Jun 1, 2025
 Health History	06/01/2025	Due on Jun 1, 2025
 Physician's Exam [more info] (154.44kb PDF)	06/01/2025	Due on Jun 1, 2025  UPLOAD
 Medication Authorization Form [more info] (162.30kb PDF)	06/01/2025	 UPLOAD
 Insurance Card [more info]	06/01/2025	Due on Jun 1, 2025  UPLOAD

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, stationary items or send out laundry, you will need to add funds to their store account. We recommend \$50-\$75 per camper for a two-week session. This amount should cover the cost of a daily trip to the camp store for snack and a load of laundry. You'll be able to see how much your camper has spent, and reload if necessary, from your online account.

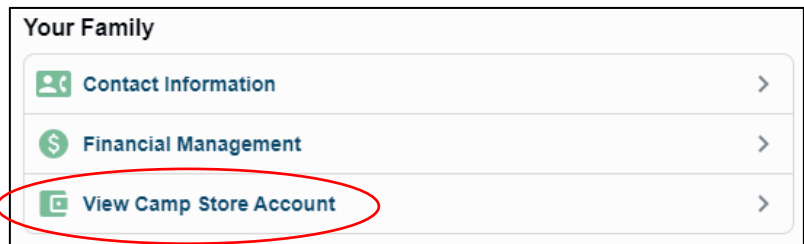
DAILY STORE Campers can get one drink and one snack after dinner each night. Each item is \$1.50.

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 \$1.10 per pound of laundry.

HOW TO ADD FUNDS TO CAMP STORE

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



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.



Any funds remaining in your child's account at the end of their session can be refunded to you or donated.

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 assignment 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

Next, at the tent on the ballfield, your camper will have their temperature taken and a quick wellness screening.

If you are missing any paperwork or have an unpaid balance, please proceed to the office to see the Office Manager. Otherwise, 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.

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

Reunite with your camper! All their luggage will be in the same area as your camper. You can start collecting and loading everything into your car.

STEP 3

Head to the Rec Hall! 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 4

Camp Mohawk merchandise will be available for purchase in the Rec Hall. Any medications brought to camp will be available for pick up from the Health Center team, right in the Rec Hall.

REGISTER FOR 2026!

At check-out you will be able to register for 2026! 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 2026 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 Rec
- 5:15 pm Flag – Theme Nights!
- 5:30 pm Dinner
- 7:00 pm Evening Activity
- 9:20 pm Taps



SHOWERS

Campers will be taking showers in one of our shower houses, The Lighthouse or Jawaks, 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
- Scrapbooking
- Set Design
- Stamping
- Sewing (11+)
- Ukulele (11+)

*two-week activity



SPORTS & ADVENTURE

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



THEME NIGHTS

Check back in February for Summer 2025's Theme Night schedule!

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

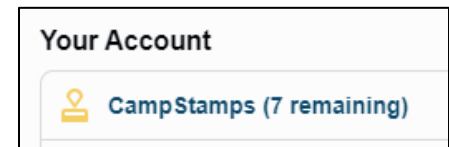
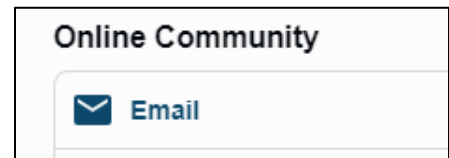
It is important to use these addresses as noted. **Mail sent to the incorrect address will take much longer to arrive.** Please also do not send ANY mail to the "246 Great Hill Road" address, unless it is a package mailed through UPS or FedEx.

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 CamplnTouch platform, where you can send one-way emails to your camper every day. Please send your emails in by 4PM to guarantee same day delivery.

1. Login to your CamplnTouch account
2. Scroll down to "Online Community" and click "Email."
3. You will want to make sure you have 'CampStamps' before attempting to send an email. You will be given several, but you can purchase additional CampStamps directly on the email page or visit "CampStamps" 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 CamplnTouch 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 April 1st 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 April 1st.
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. Any camper withdrawn from camp for reasons related to homesickness will not be issued a refund.
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

BEHAVIOR POLICY

Appropriate behavior is expected of all participants in our programs. Behavior that conflicts with our values and/or this policy will be addressed in a nature appropriate to the behavior and is at the discretion of the YMCA Camp Mohawk staff and directors.

This policy aims to accomplish the following goals in sticking with our mission: each camper will show respect for herself, respect for others, and respect for property and nature.

The parent/guardian's responsibility is to understand the following unacceptable behavior and share with their camper as they deem necessary:

- Endangering the health and safety of other campers/staff
- Bullying, teasing, and making fun of campers/staff
- Fighting and physical violence
- Using profanity, vulgarity, or obscenity
- Stealing or damaging property
- Leaving a program without permission
- Using illicit drugs, alcohol, vapes, or tobacco

In the event of any misbehavior, the following discipline procedures may be used:

1. Staff will redirect the camper to more appropriate behavior
2. If inappropriate behavior continues, camper will be reminded of camp rules and behavior guidelines. The camper will be asked to decide on action steps to correct her behavior.
3. Campers who have had multiple instances of inappropriate behavior will have the parents contacted by counselors and an intervention from leadership staff such as a Unit Leader or Director.
4. If inappropriate behavior continues, as a final action step, the camper may be dismissed from camp.

Physical Restraint: The use of physical restraint is only a last resort when the behavior is so extreme that the staff person believes that the camper will cause immediate harm to others or herself.

Inappropriate behavior can be described as any action that does not reflect the YMCA's core values of caring, equity, honesty, respect and responsibility.

YMCA Camp Mohawk will do their best to redirect any misbehavior and resolve any issues to achieve a positive outcome for all involved. Parents will be notified if issues arise regarding camper behavior. The Director reserves the right to suspend or terminate any camper from our program. It is under YMCA Camp Mohawk's discretion if an expelled camper can return to camp the following year. Camp fees will not be prorated or refunded for behavior dismissal.

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 (required for riding lessons)
- 14+ pairs of socks
- 1 raincoat (required)
- 2 bathing suits
- Rain boots
- Theme night outfits
- Dress clothes (for banquet)

TOILETRIES

- 4 towels (shower & beach)
- 2 wash cloths or loofa
- Shower caddy
- Shower flip flops (for beach too!)
- As needed** (no glass containers):
 - Hair ties
 - 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
- Swim goggles

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.

Campers will have the opportunity to have laundry sent out, and returned the next day, each Monday.

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