



Parent Handbook

Last updated November 2023

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About Camp Cedarbrook

CONTACT

Camp Winter Address until June 1

Camp Cedarbrook in the Adirondacks
P.O. Box 2139
Wilton, NY 12831
TELEPHONE: (518) 608-6800
FAX: (518) 608-6800
EMAIL: office@campcedarbrook.org

Camp Summer Address after June 1

Camp Cedarbrook in the Adirondacks
59 Davignon Road
Corinth, NY 12822
TELEPHONE: (518) 608-6800
FAX: (518) 608-6800
EMAIL: office@campcedarbrook.org

Registrations, Forms and Payments

Registrar
registrar@campcedarbrook.org
TELEPHONE: (518) 608-6800, ext. 3

CampInTouch / CampMinder
<https://campcedarbrook.campintouch.com/v2/login.aspx>

LOCATION

Camp Cedarbrook in the Adirondacks is located in Corinth, NY off Country Road 10 (West Mountain Road), 55 miles north of Albany. See the map in the back for specific driving instructions. Be advised that cell phones lose signal in the Adirondacks, so you will want your directions printed out ahead of time.

ACCREDITATION AND LICENSING

We are accredited by the American Camp Association, a voluntary peer review of our operation — from staff qualifications and training to emergency management. Camp Cedarbrook is inspected and licensed by the Saratoga County Department of Health. Reports are filed in the district office at 6012 County Farm Road, Ballston Spa, NY 12020.

Camper Email (One-Way)

Log in to [CampInTouch](#) to access Emails

Camper Photos

[SmugMug](#) (password emailed to current families)

Executive Director

Amy “Ellie” Culhane
EMAIL: amy@campcedarbrook.org
TELEPHONE: (518) 608-6800, ext. 6

Assistant Director

Megan “Rory” Morgan
EMAIL: megan@campcedarbrook.org
TELEPHONE: (518) 608-6800, ext. 3

Recruitment and Curriculum Manager

Hannah “Scooter” Taetzsch
EMAIL: hannah@campcedarbrook.org
TELEPHONE: (518) 608-6800, ext. 1

Registration, Arrival & Departure

Registration

FORMS All forms are completed in CampInTouch and must be 100% complete by June 1 including payment.

CANCELLATION POLICY Registration fee (deposit) is non-refundable and non-transferrable. The camper fee will be refunded for cancellations that occur no later than four weeks before the start of the session. We do not offer refunds for inability to complete the camp program including reasons such as homesickness, illness, or any other extenuating circumstances.

EARLY ARRIVAL OR LATE DEPARTURE Please contact camp if your daughter needs to arrive early or leave late.

BUS See our website for the most up to date information on what sessions run a bus and the specific locations/times.

AIRPORT SERVICE Shuttle service to and from Albany International Airport (ALB) is available. If at all possible, have flights that arrive before 11am on Sunday and depart no earlier than 12pm on Saturday. The one-hour trip to/from camp is made in a Cedarbrook designated vehicle.

TUCK SHOP ACCOUNT Deposit Tuck Shop (camp store) money in CampInTouch along with final payment by June 1. **The balance is returned to your payment method on file at the end of each stay.** We attempt to prevent overdrawn accounts. However, in the event that a camper spends more than she deposited, her family is responsible for the difference. We recommend \$50 of Tuck Shop money for each week of your daughter's stay. The most expensive item is usually a camp sweatshirt costing approximately \$30. Each week at camp we highlight a camp alumni missionary and campers are encouraged to give to an offering from their Tuck Shop accounts to support the missionary.

SCHOLARSHIPS Available to campers based on expressed need. All camper families must pay the deposit and register first. The application is available in CampInTouch.

SERVICE CREW All service crew members (kitchen aides/groom aides) are required to bring their **current, original New York State work permit.** Contact the [Registrar](#) and check our [website](#) for more details.

Arrival/Camper Drop-Off - Sundays

CAMPER CHECK IN All camp sessions begin on Sunday. **Camper check-in takes place between 12:00 PM and 1:30 PM.**

Campers and their families check in at the Birdhouse and follow a drive-thru check-in process where the following will occur:

- Confirmation of forms and payment
- Basic health entrance exam for fever, lice, and signs of illness
- Turn in medications (if applicable)
- Discuss special situations with camp nurse (if applicable)
- Horsemanship campers meet and discuss the program with instructors.
- Wilderness trip campers meet and discuss the program with instructors.
- Receive cabin assignment

Families are invited to enjoy a picnic lunch outside the Dining Hall. The Tuck Shop is open as well.

FAMILY FAREWELL Camper program begins at 2:15 PM with a Family Farewell on the Green.

SWIMMING All campers will be given a swim test and canoe check on arrival day. The test includes swimming 50 yards (on their front and back) and treading water. The canoe check assesses comfort level in a capsized canoe. Campers who decline the swim test will not be able to participate in any water activities at camp.

Departure/Camper Pick-Up - Saturdays

GOODBYE CIRCLE 9:15 AM on the Green Join us for our closing ceremony, including awards and good-bye circles. **Campers must depart on Saturday between 9:30 AM and 10:30 AM.** Tuck Shop is open as well.

LOST & FOUND Items are collected throughout the session and placed in lost and found at the front of the Dining Hall. Please contact camp as soon as you know an item is missing. Lost and Found items are returned via U.S. Mail if possible. Camp Cedarbrook is not responsible for items that are lost while at camp. Unclaimed items will be held for two weeks, then donated to a local charity.

CAMPER RELEASE Please present ID and sign out with our staff person who will have your Camper Release Form to complete as you leave camp with your daughter. **If there is a change to who will be picking up your daughter, please contact camp beforehand.** In families with strained relationships or custody concerns, please contact the Registrar.

HOMECOMING Expect that your child will need extra rest and sleep. Listen as your daughter shares her experiences. It has been a significant time in her life. Share in it! Ask leading questions, such as “Tell me about your favorite person/activity.”

EVALUATION You will receive an email inviting you to complete a parent survey after your daughter’s stay at camp. Please help us to evaluate and improve our camp program by completing this survey.

Health & Well-Being

Health Information

Registered campers must complete all forms in their [CamplnTouch](#) account by June 1.

CAMPER HEALTH HISTORY For your child's protection, **all New York State camps are required to have a complete, up-to-date medical history, immunization record, and emergency information for each camper** and staff member on file. A physical examination is not required.

The Health History must be updated every year with signatures for the Meningitis Vaccination and Health Authorization. Every effort will be made to contact you in the event of an emergency. However, if you cannot be reached, your signature on this form will allow us to secure proper treatment.

Be sure to include all yearly immunization records and an uploaded copy of both sides of your insurance card. We carry secondary health and accident coverage for campers and staff with insufficient insurance coverage. However, your policy is considered the primary policy. We will submit all bills to your insurance carrier.

If your child has special needs or issues, such as bed-wetting, allergies, or learning disabilities, or has had recent stressful situations, such as family problems, a family death, or abuse please note it on the Health History. The more we know about your child, the better we can provide for her physical and emotional needs, helping her have a positive camp experience.

DOCUMENTS FOR PHYSICIAN SIGNATURE (must upload to CamplnTouch) Must be completed and signed by a licensed medical personnel and the custodial parent/guardian prior to arrival at camp. A new form must be completed every summer:

- **Camper Over the Counter Medication (OTC) Form**
- **Camper Medication Form (medications/vitamins to be administered regularly at camp)**

Your child will NOT receive any medications/vitamins/supplements these forms are completed and signed by a parent/guardian and physician.

Parents can review the Medical Guidelines Book at camp, which contains a complete list of oral and topical medications we use for routine first aid care (approved annually by our camp doctor). You do not need to pack the standard OTC medications listed since we maintain a supply.

Camp Cedarbrook is required to be licensed by the Saratoga County Department of Health. Reports are filed in the district office at 6012 County Farm Road, Ballston Spa, NY 12020. Campers without completed medical forms will not be accepted.

Medications

All medications-including vitamins-brought to camp must be in the original prescription bottle or container and labeled by a physician with explicit instructions for their administration. If not in the original bottles, the medications will not be administered. All medications are given to the camp nurse at camper check-in. She will dispense them as needed. (Exception: The camp nurse will discuss special situations with each camper, such as inhalers for asthmatic conditions or Epi-pens for allergies.)

Health and Safety

We strive to run a safe and healthy camp. Please help us by making sure your daughter is well when she arrives. While your daughter is at camp, we will notify you if . . .

- Your daughter sustains an injury that requires treatment beyond basic first aid or is sick and stays sick for several hours or overnight in the health center.
- Your daughter has a fever of 101° or higher.
- Your daughter needs to visit a doctor or hospital. In an emergency, every effort will be made to contact you. If we cannot reach you, we will seek medical treatment and continue trying to contact you.
- Your daughter is experiencing behavioral problems or severe homesickness.

Food Allergies

If your daughter has food allergies that are verified by a medical professional, please indicate this on their health form. Specific cases will be addressed individually if needed by our camp nurse and/or special diets cook. Feel free to contact our director beforehand to discuss any concerns.

Homesickness

PREPARING FOR CAMP It is normal for children away from home, especially those away for the first time, to experience homesickness. You can help your daughter to prepare for camp by talking to her about:

- How excited you are for her to have this wonderful opportunity.
- How much you want her to have a good time at camp.
- All the wonderful things that she will be doing at camp.

HOMESICKNESS AT PARTING If your child becomes teary at the actual moment of parting, give her a hug, then turn and walk away. Lingering only makes the situation worse. A camper may exhibit homesickness if she feels that her family needs her. The best thing you can do is to be confident and let her go. **Please note: the FAMILY FAREWELL is an all-camp event and does not provide an opportunity to say goodbye individually, so say your goodbyes beforehand at her cabin/tent. If your daughter is especially sad at parting, prepare her for this and don't feel like you need to stay for this event.**

HOMESICKNESS AND MAIL If you receive a “homesick” letter, don't panic! By the time the letter reaches you, your daughter will probably be having a great time. Our staff is trained to deal with homesick campers in a loving and supportive way, and we encourage campers to work through the situation.

You can encourage your homesick daughter by sending her positive letters and emails (but not too many!). Inquire about the new and exciting things she is doing. Remind her that you are home doing routine and “boring” things.

- Please do not suggest to your daughter that you will phone her.
- Please do not ask your daughter to phone home.
- We will contact you if they are extremely homesick and other interventions have not solved the problem.
- Please do not tell your daughter that you will come get her. By making the suggestion, you reduce your daughter's interest in staying at camp.
- *For more information about homesickness for parents and campers, visit [the ACA website](#).*

Bed-Wetting

Our counselors are trained to check for wet beds in the morning and discreetly launder the bedding as soon as possible. If your camper is likely to bed-wet, please indicate this on her health form and share this with the counselor at the beginning of the session.

Camper Contact & Communication

Communication

LETTERS VIA U.S. MAIL Remind your daughter that she is special to you by writing letters and mailing them early. Mail may take three to four days to reach you, so don't panic if you don't hear from your daughter right away! Her mailing address will be:

(Camper's Name)
Camp Cedarbrook in the Adirondacks
59 Davignon Road
Corinth, NY 12822

MESSAGES VIA EMAIL You may correspond one-way with your daughter via basic email for a small fee. Your email will be delivered once a day. Email containing inappropriate language will not be delivered. Campers receive printed copies only. Log in to CampInTouch for more information.

PHONES Campers are not permitted to use cell phones at camp and camp telephones are not available for camper use. The camp director or camp nurse will call you in case of emergency. If your family has an emergency, telephone the director to reach your camper.

PHOTOS Photos will be posted to [SmugMug](#) with a password for current parents. You can also follow us on social media for updates.

You will receive emails from camp with pertinent information before, during, and after your daughter's camp session.

Visitor Policy

Visitation to Camp Cedarbrook is by appointment only. Campers may not be visited during camper sessions. Your child is expected to stay at camp for the entire period for which she registered. Notify the camp director in the event of an emergency or other situation that may necessitate a change in plans.

Camp Life

Age Groups

Pathfinder: finished grades 2-4
Challenger: finished grades 7-8

Trailblazer: finished grades 5-6
Explorer: finished grades 9-11

Please notify us if your daughter should **not** be housed with a particular camper (i.e. twin, cousin, child from your church).

Cabin & Tent Assignments

When registering, each camper has the option to request one friend with whom she wants to be housed. We will make every effort to accommodate cabin mate requests, but cannot guarantee them. **Cabinmate requests must be in the same age-group division at camp.** Acknowledging the developmental skills of each age, we group campers by grade.

Living Conditions

Pathfinders and Trailblazers live in cabins. Challengers and Explorers live in platform tents. Camper housing does not have electricity in order to promote more engagement with the outdoors. Campers share their cabin with around eight girls total and at least one staff member (exact number based on New York State health code and American Camp Association regulations). Each division has a washhouse with electricity, hot water, toilets, and showers.

Schedule

Our detailed schedule is available on the website. Camp days start with “rise and shine” at 7:30am (service crew schedule [here](#)) and with lights out ranging from 9-9:30. Each day includes “kickback time” where campers can rest in their cabin and free time. Campers participate in three activities of their choice, cabin time, and an evening program (games, singing, campfire message). Each camper has their own personal quiet time in the morning called “morning watch” (devotional materials provided). Cabin groups participate in group Bible study (Bible Exploration) and evening cabin devotions.

Activities

Your daughter will choose her activities for the week on Sunday afternoon after a tour of camp and swim/canoe checks. A variety of activities are offered based on age group needs, developmental characteristics, and interests. Our activities are designed for fun as well as skill learning and safety. **Registration and payment for special activities**, such as horsemanship and wilderness trips, must be made in advance.

See the What to Bring list for specialized clothing required for Horsemanship, Fun with Horses, and Wilderness Trips. We cannot permit campers without proper equipment to participate.




Camper Expectations

All campers must be between 7-17 years old, female based on biological sex, and accept the use of female pronouns when at camp. Campers are expected to participate in camp activities and abide by the rules of camp. During their session, each camper will have an opportunity to hear the gospel and respond. No pressure will be exerted on campers to make a decision.

Because we are seeking to reach girls for Jesus, we will have campers who practice a lifestyle that is contrary to the Bible or Cedarbrook standards. These campers are welcome and encouraged to engage in the questions that will rise when faced with the gospel message.

When a camper is unwilling to participate, or is significantly disruptive to other campers and/or the Cedarbrook program (tobacco, drugs, behavior, language, picking on others, promoting a lifestyle that is contrary to the Bible and/or Cedarbrook standards etc.), the issue will be discussed with the disruptive camper and then their parent. If the problem is not resolved quickly, arrangements will be made to have the camper return home. Campers may also be required to return home in the event of an injury that significantly limits participation, or expressions of emotional/psychological distress that warrants professional help. We will make every effort to keep campers at camp while considering their overall impact on our program and staff resources.

Essential Eligibility Criteria

Camp Cedarbrook in the Adirondacks is not a rehabilitative or therapeutic program and does not specialize in serving those with special needs, including mental, emotional, social, or behavioral difficulties. Safe participation requires certain physical, mental, emotional, and social health abilities, and we are therefore limited in the types of accommodations we are able to provide. Participants must be in good mental, emotional, and social health and be able to function in a group setting in a positive and cooperative manner that displays tolerance and respect for self and others. Participants must be able and willing to follow all instructions and refrain from behaviors that pose a risk to self or others. Campers must be able to communicate and read in English.

Living in a Community

Please prepare for camp by reading these verses and safety guidelines and discussing with your family how they might be applied to daily life.

BIBLICAL GUIDELINES We base our experience together as a Christian community on the following Biblical guidelines.

- **Love one another** 1 John 4:7-8
- **Accept one another** Romans 15:7
- **Serve one another** Galatians 5:13
- **Be kind to one another** Ephesians 4:32
- **Forgive one another** Ephesians 4:32
- **Encourage and build up one another** 1 Thessalonians 5:11
- **Pray for one another** James 5:16
- **Be patient with one another** Ephesians 4:2
- **Speak the truth with love** Ephesians 4:15
- **Do no lie to one another** Colossians 3:9
- **Submit to one another** Ephesians 5:21
- **Respect those who are over you in the Lord** 1 Thessalonians 5:12
- **Don't speak evil against one another** James 4:11
- **Don't grumble against one another** James 5:9
- **Don't provoke or envy one another** Galatians 5:26
- **Live in peace with one another** 1 Thessalonians 5:13

SAFETY GUIDELINES Observing these guidelines will help maintain a safe and healthy camp for all.

1. **Living together in a Christian community means treating one another with love, kindness, and respect.** Teasing, bullying, threats, harassment, and other behavior that's harmful to yourself and others is not appropriate and will not be tolerated.
2. **Everyone must wear closed shoes or sneakers at all times,** except to the waterfront and washhouse. No one is permitted to walk barefooted.
3. **Stay on paths when moving around camp.** Beware of loose stones, roots, and stumps that can trip you up.
4. **Do not keep food in your living area.** It might attract unwelcome animal guests.
5. **Wear insect repellent and sunscreen when needed, but be sure to apply them carefully.**
6. **Stay with your group or your buddy at all times.** Do not go outside the camp boundaries (Birdhouse, Riflery, Explorer division) or away from the main areas of camp. Stay away from the lake unless you are in an activity that uses the lake.
7. **Give all medications to the camp nurse.**
8. **Obey all activity area safety rules.**
9. **No swimming, boating, or fishing without a lifeguard.** In addition to the lifeguard on duty, **everyone must wear life jackets** while canoeing, kayaking, or using any other boat.
10. **Use and store personal sports equipment in accordance with camp activity safety rules.**
11. **Please do not touch or handle animals that live in the forest.**
12. **Do not pet the camp dogs.**
13. **Campers are not permitted to bring pets to camp.**
14. **Campers are not permitted to bring vehicles to camp.**
15. **No one is permitted to have or use alcohol, tobacco, e-cigarettes, vaping devices, or drugs.**
16. **No one is permitted to have weapons in camp.** Personal activity equipment such as archery bows or rifles must be stored under lock with the camp equipment and used only in a supervised activity.

What to Bring

What to Pack

Your daughter should participate in the packing process, so that she knows what's in there and how to find it. Use our Packing List as a guide.

Pack “play clothes” that you don't mind getting dirty. Campers are expected to dress modestly and ready for activity. If any clothing is deemed inappropriate, campers will be required to change. We recommend labeling clothes with your daughter's full name. Also label suitcases, sleeping bags, hats, water bottles, and even pillows with full name. Be prepared for all types of weather in the Adirondacks with at least two pairs of sneakers, a raincoat, and a rain jacket.

Be sure to check the lost and found by the Dining Hall stage. Unclaimed items will be donated after two weeks.

Prohibited

Please do not pack cellphones, headphones, portable music or DVD players, tablets, or laptops. If a camper brings any of these items, they will be stored by senior staff for the duration of their stay. Please help by not packing food or sending food in the mail. Food in cabins and tents attracts unwelcome forest creatures.

Campers (including service crew) are not permitted to consume caffeinated beverages while at camp. If your daughter is accustomed to consuming caffeine, please discuss this with her beforehand and do not send her with caffeinated beverages/mixes, etc. Consider tapering caffeine use before camp to prevent any headaches or adverse symptoms.

Personal cameras are acceptable at your own risk, but due to the rugged nature of camp, disposable cameras are recommended. See the Community Guidelines for more details on prohibited items.

Laundry

Laundry is only available to campers staying more than two weeks. Campers only staying two weeks will need enough clothing for the duration. We will do laundry for special circumstances and service crew.



Camp Packing List

CLOTHING

- Shirts/Tops
- Sweatshirts
- Shorts
- Warm Pants/J Jeans
- Bras
- Underwear
- Socks
- Warm Pajamas
- Swimsuit (1-piece)
- Sneakers
- Flippies (for beach and shower)
- Rain Gear (coat/boots)

BEDDING/TOILETRIES

- Sleeping Bag
- Fitted Twin Sheet
- Pillow
- Bath Towel
- Beach Towel
- Laundry Bag
- Bath Soap
- Shampoo/Conditioner
- Hairbrush
- Toothbrush/Toothpaste
- Tampons/Pads

MISCELLANEOUS

- Sunscreen
- Bug Spray
- Flashlight and Batteries
- Bible
- Stationary and Stamps
- Notebook/Pen
- Small Backpack
- Camera (optional)

****Laundry will only be available for campers staying MORE than two weeks****

Specific Packing Lists

HORSEMANSHIP/FUN WITH HORSES

- Long Pants
- Hard Leather Shoes w/1 inch Heel

GROOM AIDES

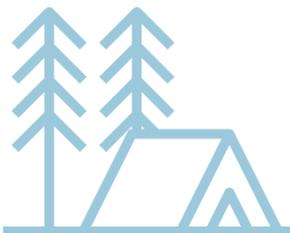
- Hard Leather Shoes w/1 inch Heel
- Extra Pair of Long Pants
- Muck Boots/Rain Boots
- Original Work Permit

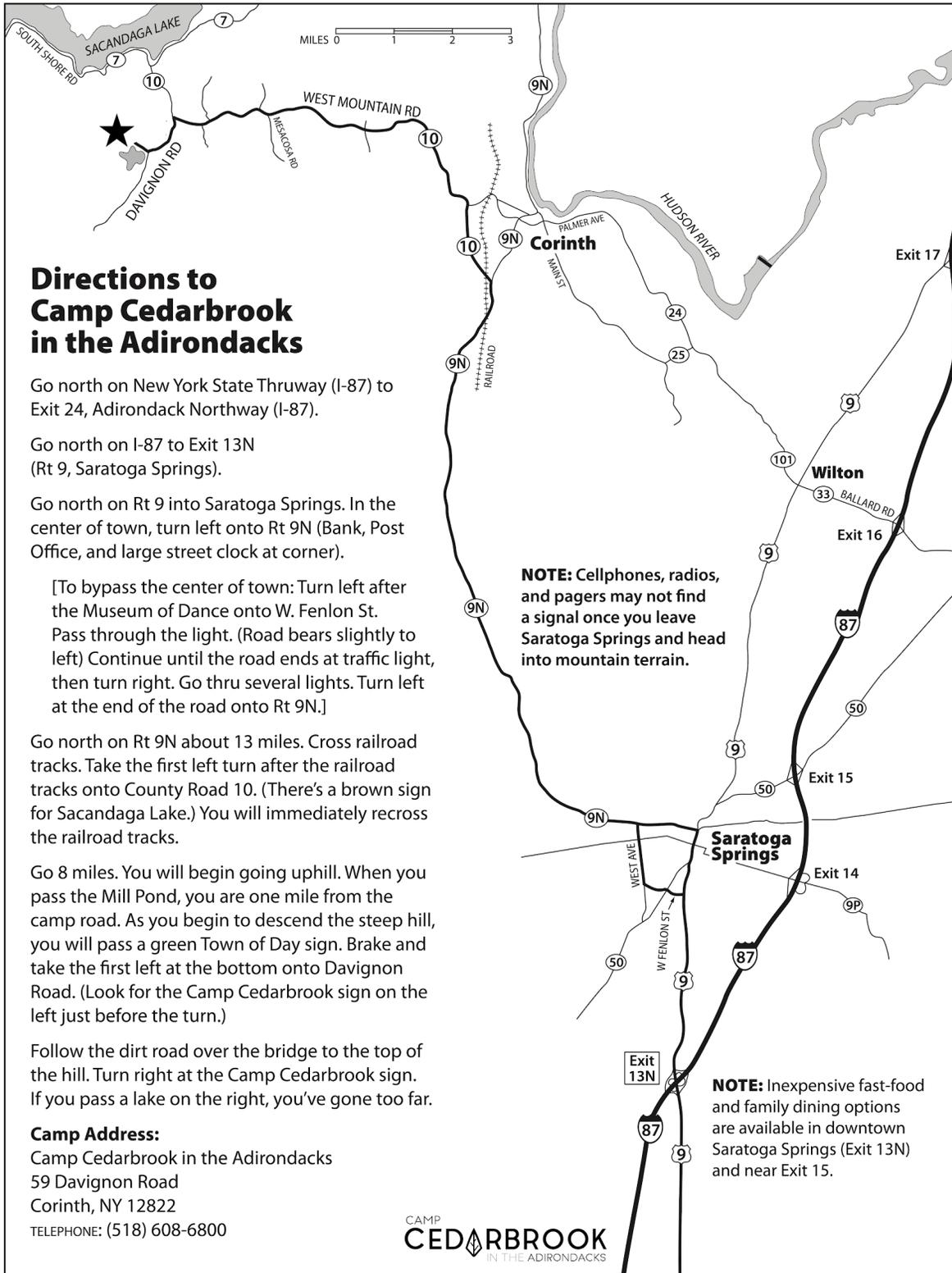
KITCHEN AIDES

- Bandanas or Hat
- Original Work Permit

TWO-WEEK EXPERIENCE

- Small Backpack
- Sleeping Bag (for outdoors)
- Two Weeks of Clothing





Directions to Camp Cedarbrook in the Adirondacks

Go north on New York State Thruway (I-87) to Exit 24, Adirondack Northway (I-87).

Go north on I-87 to Exit 13N (Rt 9, Saratoga Springs).

Go north on Rt 9 into Saratoga Springs. In the center of town, turn left onto Rt 9N (Bank, Post Office, and large street clock at corner).

[To bypass the center of town: Turn left after the Museum of Dance onto W. Fenlon St. Pass through the light. (Road bears slightly to left) Continue until the road ends at traffic light, then turn right. Go thru several lights. Turn left at the end of the road onto Rt 9N.]

Go north on Rt 9N about 13 miles. Cross railroad tracks. Take the first left turn after the railroad tracks onto County Road 10. (There's a brown sign for Sacandaga Lake.) You will immediately recross the railroad tracks.

Go 8 miles. You will begin going uphill. When you pass the Mill Pond, you are one mile from the camp road. As you begin to descend the steep hill, you will pass a green Town of Day sign. Brake and take the first left at the bottom onto Davignon Road. (Look for the Camp Cedarbrook sign on the left just before the turn.)

Follow the dirt road over the bridge to the top of the hill. Turn right at the Camp Cedarbrook sign. If you pass a lake on the right, you've gone too far.

Camp Address:

Camp Cedarbrook in the Adirondacks
 59 Davignon Road
 Corinth, NY 12822
 TELEPHONE: (518) 608-6800

NOTE: Cellphones, radios, and pagers may not find a signal once you leave Saratoga Springs and head into mountain terrain.

NOTE: Inexpensive fast-food and family dining options are available in downtown Saratoga Springs (Exit 13N) and near Exit 15.

CAMP CEDARBROOK
 IN THE ADIRONDACKS

