



# Camp Trackers

## Parent & Guardian Overnight Camp Handbook 2023

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### Camper/Guardian To Do List

We strongly encourage all guardians and campers to review the details provided in this handbook. This quick check list is for items that should be completed prior to check in Monday morning. Please note a few of these items need to be completed no later than 2 weeks prior to your camp's start date.

- ☐ Check campers profile is up to date (2 weeks before camp)
- ☐ **IMPORTANT:** Check campers Overnight Medical Form is up to date (2 weeks before camp)
- ☐ Check Authorize Pick Ups or signed Self-Release Waiver (2 weeks before camp)
- ☐ Review packing list and pack! Your camper should do the packing.
- ☐ Bring a packed lunch for Monday Check In
- ☐ Provide any medications at check in to staff

## Check In & Out Details

### Check In ~ Monday

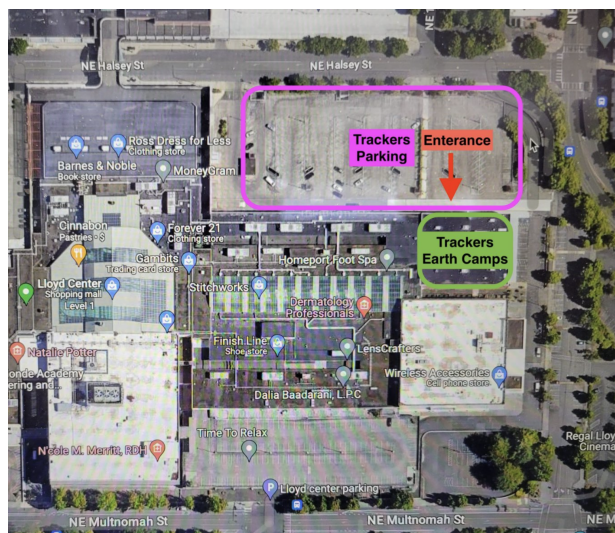
10:30 AM - 11:00 AM

### Check Out ~ Friday

12:15 PM - 12:30 PM

#### Check In/Out Location:

**Lloyd Center: 2201 Lloyd Center Portland, OR 97232**



The Trackers Earth NE facility is located in the former Marshalls building on the north east corner of the Lloyd Center mall. Park in the spaces on the top level, on the north side of the mall, in front of the Marshalls outside entrance.

The Trackers entrance is limited to the outside, top level only. No admission will occur through the entrances inside the mall or lower levels.

#### Friday Check Out (Authorized pick up persons) *\*important*

We cannot immediately release youth if someone is not listed on their authorized pick up list (this is a good thing). Authorized pick up person can be added to a campers profile no later than a week before your camps start date, otherwise they will not show on our printed roster. Late additions can be added by contacting the Family Success team.

- [Login here](#)
- Go to Authorized Pick-up Names
- Click Save Settings to confirm your edit

#### Self Release Waiver

Legal guardians can sign a waiver that allows free-range youth (age minimum is 10 years old) to check themselves in and out of camp. To allow for independent release, do the following:

- [Login here](#)
- Go to Manage Independent Releases
- Fill out the online form

## Early Pick Up

Contact the Family Success team at (503) 345-3312 or [hello@trackersearth.com](mailto:hello@trackersearth.com) to schedule early pick up—preferably no later than a week before camp starts. If it's an emergency, you can contact Family Success and they can relay it to the Overnight Site Supervisor.

## Emergency & Non-Emergency Contacts

To help our team focus on overnight campers, please only contact Nate, Overnight Camp Director, if it is a genuine **emergency**. Think of it similar to Trackers 911. For other inquiries and questions, please contact the Family Success team for assistance.

Family Success Team	Overnight Director (Trackers & Realms)
Monday - Friday: 8 AM to 4 PM Phone: (503) 345 - 3312 Email: <a href="mailto:hello@trackersearth.com">hello@trackersearth.com</a> *chat system also available on TrackersPDX.com	Nate Voelkel Phone: (503) 506 - 0960

## Evacuation Procedures

While not expected, we do notify families if campers need to move out due to a wildfire or other cause. For more information see [Challenging Conditions Procedures: Weather, Air Quality, COVID... Oh my!](#) (this can be found on our websites FAQ).

## Camp & Activities



Trackers believes that youth and teens are capable of more than they are often given credit or opportunity to express in today's world. This means that we do our best to help each individual find their learning edges at camp, building new skills and relationships while also having a great time...it is Summer Camp after all!

Whether you're attending a Realms, Ranger, Forest Chef, or multi-guild camp like Trackers Adventure, there are some routines that you will find with all overnight camps. Some of these routines include: *fire making, knife carving, campfire cooking, wild plant harvesting and storytelling.*

Outside of these core routines, staff have the opportunity to change and shift curriculum to meet the needs of the land and students with whom they are engaging. This shift in curriculum means that

students who come back several times in the summer can have the opportunity to experience different activities, role playing and storytelling within the same camp theme.

## **General Daily Schedule**

Morning and afternoons are spent learning skills for their specific subject. Later afternoons and evenings find campers choosing a recreational activity such as archery or outdoor cooking, connecting with their tent mates, playing games, and attending campfires.

## **Lights Out! Wake up!**

Bedtime is 9 PM and lights out is officially 9:30 AM. Wake-up and breakfast is 7:30 AM. If students wake up early we ask that they remain in their tent quietly reading or journaling to let other campers and staff get a full night's rest.



## **Campfires**

Trackers Earth must abide by any fire bans for the overnight camp area. If there is not a current fire ban during the time of your campers overnight, we will have fires. If there is a fire ban at that time, we will follow all state regulations and use only propane equipment.

## **Camp with a friend! Friend requests**

To help your child get into the same team as their friend, you must make friend requests well no later than 2 weeks before camp starts. We understand that for some kids, our programs are an opportunity to spend time adventuring with old friends while making new ones. We go to great lengths to make sure friends are placed together. Friend requests will need to be added to your campers profile in the 'friend preferences' field.



# Packing List & Tips



## Pack Light!

At Trackers, we pack as lightly as possible, so plan on wearing some articles of clothing multiple times during the week. Individual space is VERY limited (about 2 square feet). This helps with things not getting mixed up or lost, but it's equally important to have enough to stay protected and safe. Be wise and conservative. You often need less than you think!

## Label, label, label!

In order to avoid confusion and lost property, please write your initials or first name on as many items as possible--particularly water bottles, knives, and flashlights/headlamps.

## Pack Compact!

We recommend using a duffle bag that fits all clothing, toiletries and sleeping gear inside, nothing should be tied to the outside. It's a great idea to bring along a day backpack to carry water bottles, knives, sunscreen, hat flashlight, and a layer during the day. Framed backpacks are not encouraged and take up a lot of excess space.

## Pack Intentional!

Every camper should place every item on the list in their bag. When a person packs their own bag, it is much easier for them to keep track of their possessions for the week. Campers should even practice packing and unpacking their personal gear bag, as they will need to know how and where to access all their supplies quickly.

### Plan for wet, cool mornings and evenings in the mountain valley

Our valley is cold and damp in the mornings and cool in the evenings. You can almost always depend on rain in June or even early July. Please watch the weather and make sure campers come with proper rain and warmth layers, no matter what the weather report says. Many pairs of wool or synthetic socks and base layers can make a big difference when campers are wet. Cotton does not keep them warm in most circumstances. We may ask that you provide extra layers during their stay if the ones sent are not meeting the student's needs. Thanks for your understanding here!

*Here it is . . . what you've all been waiting for . . . the . . .*

## Overnight Packing List!

Remember, pack as lightly as possible, but include the right gear to stay protected and safe. All packed items should fit into a single pack (nothing clipped or tied onto outside). We provide all tents for Trackers overnight programs if they need one.

### *Carry System (Backpack)*

The smaller bag should fit into the larger bag.

- ☐ **Duffle Bag or Backpack** Try to pack it all in ONE pack! Capable of fitting clothes and ALL gear. Large duffles are cost effective and work great.
- ☐ **Small Day Pack** - For carrying day gear.

### *Shelter System (Sleeping Gear)*

Make a good investment. How you sleep at night affects mood and learning capacity during the day.

- ☐ **Sleeping Pad** Does not need to be fancy, but no inflatable pool mattresses.
- ☐ **Sleeping Bag** Cold weather mummy bag, if possible. A quality bag rated at 10°-30° is essential. No cotton or flannel-lined sleeping bags.

### *Water & Food System*

- ☐ **Water Bottle** 1 Liter or more. Non-leaking. Clearly labeled with a name. Fill with water. We refill later. Don't leave it in the car! If you do, we have plastic ones on site just in case but it's the #1 item forgotten by most campers.
- ☐ **Mess Kit** Bowl, fork, spoon, cup with your campers name. Metal or wood are preferred.
- ☐ **Monday Lunch + Morning/Afternoon Snack** Must not require refrigeration. Trash free is ideal. Container must fit within the backpack. Lunch is only needed for the first day of camp at check in. Campers may pack snacks for the week which will be kept in a critter proof box at night.

### *Clothing System - Critical for High Quality*

Focus your investment on this clothing for overall comfort and safety. For cooler days these are essential. Many items, especially raingear and boots, can be purchased cost-effectively secondhand.

- ☐ **Base Layer (aka Thermal Underwear)** Merino wool for June & early July camps.
- ☐ **Merino Wool Socks - 3 Pairs** One pair on feet. One pair in a bag for cooler evenings and chilly mornings. Must fit well to prevent blisters.
- ☐ **Waterproof Coat and Pants** Heavy-duty rain gear that covers the entire body. Not a light poncho. See Water RESISTANT vs WaterPROOF description below.
- ☐ **Waterproof Hiking Boots** Waterproof and good fit.

### *Clothing System - Useful for High Quality*

- ☐ **Rugged pants**, Wool, good synthetic, or heavy-duty canvas.
- ☐ **Light Shoes or Rafting Sandals** Easy to wear around camp
- ☐ **Warm Insulating Coat** Wool or good synthetic.

- ☐ **Warm Stocking Hat** Wool or good synthetic.
- ☐ **Gloves** Thin enough to perform tasks while wearing them.
- ☐ **Shorts**
- ☐ **Swimsuit** Used during camouflage exercises or showering. Shorts can work as swimsuit bottoms.
- ☐ **Change of "Normal" Dry Clothes** If your "outdoor" outfit gets wet.


#### *Hygiene System - Toiletries*

- ☐ **Tooth Care** Toothbrush, toothpaste, floss (the most important thing EVER!!!).
- ☐ **Personal medications (prescription AND non-prescription)** Check in with our staff at drop-off. Please have them out and ready to check-in.
- ☐ **Sunscreen** SPF 15 or higher clearly labeled with the child's name. Apply before check-in.
- ☐ **Hand Sanitizer** Make sure it does not leak. Consider putting in a ziplock baggie.
- ☐ **OPTIONAL Insect repellent** Cannot be applied inside tents. This must be used away from Trackers tents and other campers. Personally, we prefer to rough it without the repellent.
- ☐ **Feminine hygiene products** if needed.

#### *Tool System*

- ☐ **Pencil + Eraser** For Trackers Journal.
- ☐ **Pocket Tape Measure** Small and compact for measuring tracks and plants.
- ☐ **Illumination** Headlamp or flashlight with charged batteries.
- ☐ **ESSENTIAL Safety Whistle** On person at all times.
- ☐ **OPTIONAL - Woodcarving Knife & Tools** We also have knives to use. We follow strict woodcarving protocols. If a Tracker brings their own knife, ensure they keep it in a safe place (backpack) until carving time designated by their instructor. We talk more about knives below.

## **IMPORTANT** Note About Electronics

 **NO CELL PHONES: Unplug from Technology, Reconnect with Nature** At Trackers we believe it's critical for kids to experience nature and community without being distracted by phones. Games and Social Media are designed to capture kids' attention and keep them hooked. We are teaching kids how to Pay Attention and we want them to get hooked on the plants and animals around them. Searching online gives kids instant gratification. At Trackers we want them to stick with skills, even when they are challenging. They're here to develop resilience and grit.

To accomplish these goals, we need Trackers (our students) to leave their phones and other internet and gaming devices at home while participating in our programs. Trackers staff follow similar rules. During program time they only use phones for operational purposes (maps, emergency calls, etc), not for entertainment.

At Trackers, *leave the phone at home* to better appreciate nature! You can blame it on us! We recommend stopping your child's cell phone and internet use 2 days (or more) before the start of their Trackers program. Any phones or devices brought to a Trackers camp or class will be collected at the beginning of the program, stored safely, and returned to the owner at the end of the program. Thank you for your understanding and compliance. Your child will have a much richer experience because of your support.

## Also, Don't Bring...

While we are on the topic of what to leave at home, **please do not bring** candy, gum, alcohol, tobacco, drugs, weapons, pets or other animals, vehicles and sports equipment, inappropriate reading material and/or valuables for the protection of all involved.



## Role Playing Costumes

Campers attending the Realms of Cascadia camps are welcome and encouraged to create costumes that fit within the theme of that camp. Please note that homemade props such as foam weapons, melee, or boffer weapons must be approved by our staff on the first day of camp.



## Personal Gear

Yes, campers may bring their own bow if they wish. Trackers cannot be liable for anything lost, stolen or damaged. All bow and arrow equipment will need to be approved by staff at check in. Compound bows are not allowed. If your camper is attending a Trackers Adventure Overnight camp, they will be fishing for a day of this program. So please be aware they will only use this gear for one day of the entire trip. Trackers cannot be liable for anything lost, stolen or damaged. All fishing gear will need to be approved by staff at check in.



## Carving Knives

We recommend a 3.5" or less fixed or locking **non-serrated** knife. Please do not send campers with a serrated or non-locking/non-fixed blade, (i.e. some Swiss Army Knives) as they can be dangerous during carving. Be sure to follow instructions and safety rules given by our instructors, or your

instructor may confiscate your knife for the day. Please keep knives stowed in a safe place until we review the basic rules together at camp.

Our favorite to recommend is the [Rubber Grip Mora Knife](#). We love it so much we have it you can order it on our online store.



## Overnight Camp Accommodations

Join us for real camping! Be ready for a rugged outdoor experience. Each camper sleeps in tents supplied by Trackers. Tents are either larger cabin tents separated by boys or girls that sleep up to 14 campers or two person and single person tents that are non-gender specific. Every tent is all weather and keeps out rain or inclement elements for a comfortable and cozy camping shelter.

## Books & Night Lights

Campers may bring a good book and night light for night time reading. This is a great option for those who may have trouble falling asleep or want to dive into a good read during down time. We recommend bringing a book that will fit in a large zip lock bag to help keep it from getting dirty and to leave any library owned books at home.

## Restrooms & Showers

Most locations have portable restrooms. Solar power showers are available for use, although most campers choose to go without for the week. We recommend packing a swimsuit for showering.

## Feminine Hygiene Support

Our staff will have supplies if campers find they need some. We also recommend including these items when you pack before heading to overnight camp! It can never hurt to have more than expected. Female staff are also on site to help support any campers if they need to talk to someone. We recommend discussing this beforehand with your camper as well so they know what to do.



# Camp Meals

We serve meals completely outdoors. Depending on the season and camp logistics, food may be cooked over an open fire or on personal camp stoves. Meals are simple, using menus common to backpacking or overland expedition kitchens, for example, hearty stews. We make sure campers are well fed for their action-packed activities each day, but please understand that this is not the camp for choosy eaters. Menus may change from week to week to help vary it for staff who are there all summer. That said, a typical menu includes:

## Example Overnight Menu

**Breakfast** Bagels, Cream Cheese, Fruit, Cereal, Dairy Milk, Oat Milk

**Snack** Granola Bars, Fruit, Veggie Sticks

**Lunch** Sandwiches, Cheese, Cold Cuts, Wheat Bread, Gluten Free Bread, Hummus, Chips, Salad Greens

**Dinner** Monday BBQ (hot dogs & veggie dogs), Tuesday Spaghetti, Wednesday Burritos, Thursday Pizza

**1 Campfire Night** Smore's (because reasons)



## Don't Forget Your Mess Kit!

Each person needs a mess kit that includes a plate and bowl (or plate that can double as a bowl), fork and spoon or spork, and a cup for hot beverages. Stores like Fred Meyers, New Seasons or Next Adventure should have mess kit essentials available.

## Have a favorite snack?

If your camper has a favorite snack(s) they would like to bring they are more than welcome to. Snacks will be locked up to not feed the local roving gang of raccoons. Campers will have time in the morning and evening to access them.



## ! Dietary Restrictions & Allergies

Due to the rugged nature of this camp, it may be difficult to provide accommodations for specialized diets. If your child has a severe, systemic food allergy, contact us and we may be able to work with your Medical Doctor (MD) to see if adjustments can be made to meal plans. Information regarding campers dietary needs or allergies is included in the 'Health History' of the 'Overnight Medical Form'. Please fill this out a week prior to their camp's start date.

# Overnight Medical Form

Be sure your child's profile and Overnight Medical Form is up to date. To log into your profile, go to TrackersPDX.com and select the person icon on the upper right corner. Updates need to be done no later than a week before the camp's start date.

Once in your profile, select 'Student & Forms' in your profile

Students & Forms

Select 'Edit Student Information' or 'Overnight Medical Form' to update

Edit Student Information

Overnight Medical Form

## Prescription & Nonprescription medication

**Please bring all medications in the original packaging (with name and dosage) and packed in a bag with your camper's name on the outside. Please include all medication information on the medication form (instructions above).** Medication for Overnight Camps must be turned in to their guide at check in on Monday. All medications are kept in a lock box during day activities.

Campers must self-administer medication while at camp with us. Our guides can help offer a reminder with an alarm for when to take their medication and witness it being administered.

## Medical Devices

Please let the Family Success team know if your camper needs to have a medical device charged so we can make the necessary arrangements. Rechargeable battery powered devices are highly recommended as generator outlets are extremely limited.

## Medical Care

All of our staff have been First Aid/CPR and AED Certified. Our coordinators and some staff are also trained to administer Epinephrine in case of severe systemic allergic reactions. Two or more resident staff with a Wilderness First Responder or higher level of training acts as Health Officers and are responsible for collecting, containing and reminding campers to take their medications, as well as addressing and assessing medical concerns throughout the week.

In case of an emergency, arrangements for treatment have been made with Northwest Urgent Care in Sandy or Mt. Hood Medical in Gresham. Should any serious accident or illness occur at camp, parents or guardians are notified immediately. In case of minor illness, parents are informed if their child remains in the Medical Tent for more than 2 hours or if they have a condition that needs monitoring.

We reserve the right to send a child home if the Health Officers and Site Supervisor conclude it is in the best interest of the child or the other campers, or if the student needs more than two hours in the medical tent. If you plan to be away for any length of time during camp, please arrange ahead of time for a relative or friend to be able to pick up your child should he or she become ill. Please include their contact info on the Health Form.

## Homesickness & Code of Conduct

Sometimes this can happen and our staff works their hardest to first make the camper feel included and supported in their group as much as possible. If efforts do not help change the campers outlook or if the camper needs it—they will reach out to the guardians for support and to offer an update. The conversation between staff and the guardian is to help provide any insight on how to support their camper. We have found if a camper calls home the positive effects are short lived once they hang up. Our goal is to keep the campers experience as positive as possible. The staff and guardian will work together to determine if the camper will remain at camp or if they need to be picked-up early on a case by case basis.



## Do guardians get daily reports?

The short answer is no. No news is great news! Your child is learning to be self-directed and independent. Of course if there are any needs, we will contact parents.

## Care Packages & Mail

We ask to please not send any mail or care packages to campers while at overnight camp. We have found more than often that the mail does not arrive on time and we would like our staff to have their full focus on campers and camp activities. Ultimate fun!

## Code of Conduct while at Camp

On the first day of camp, staff will go over our Trackers Rules and Compass (code). This includes a site specific orientation, behavioral expectations and ways to successfully work together as a village.

When it comes to behavioral management, our staff will always focus on being positive role models and using positive reinforcement to accomplish challenging tasks. Below is our Behavior As Choice Policy - AKA Because Knives, we encourage families to review this information with their campers as well prior to camp.

## Because Knives

At Trackers, we keep our expectations high for youth because we do real and challenging activities. We use wood carving knives with other real tools to learn wilderness survival! Teens work by blacksmith forges at 2300° F. Kindergartners light campfires (in winter). And everyone respects the wilds and forest we thrive in.

These things make us different from other camps. We trust youth to act responsibly.

We do not water down the deeper skills we share or the wild places we explore. We believe youth are capable of great things and we dedicate ourselves to that true potential. Nearly every kid can step up to that expectation. They appreciate honesty and trust as we discuss real world results of choices they can make. To maintain this high level of expectation, there are some behaviors we cannot accommodate.

## It's About Choice

We recognize everyone makes choices that are personal to their own needs and experience. We don't define behavior as good or bad. But some behavior choices may simply conflict with the needs of the Team. Remember, your child is part of a team: *Every Trackers Team has more than one camper.*

## We Take Direct Steps

With most behavior conflicts, we use redirection, reminders, or conversation. We can apply natural consequences, like taking a short break after ignoring boundaries. If the behavior choices that conflict with the Team continue, we begin our Fair Share Process.

## Fair Share of Attention - Process

Our ability to guide youth depends on how they align their contributions with their Trackers Team and Village. Guides cannot spend excessive time addressing one participant at the expense of other youth in the program. The Fair Share process begins when a participant makes choices that demand more than their Fair Share of attention.

Please note, we immediately move to the next step if they miss commitments, choose defiance, or misunderstand the outcome of their choices.

**Step #1: Commit to Team** Participant, Guardians (Parents) and Guides agree together to work towards the well-being of the Team and Village. The participant immediately engages in community service. This could include picking up trash, doing dishes, or any activity that contributes to the well-being of the community.

**Step #2: Guardian Outreach** After a conversation with the Site Director and/or General Managers, we will call home and let the guardian know the approaches that staff has tried and ask for advice or for suggestions that work at home.

**Step #3: Go Our Separate Ways** Staff will follow through with consequences. The participant is expelled from the program, forfeiting any registration fees. Depending on the behavior, they may not return to Trackers Earth programs.

**IMPORTANT** Very few youths choose actions that bring them to step #3 (Go Separate Ways). It's important to note, dangerous or obstinate behavior can skip directly to any step in the Fair Share Process. While rare, we may require Guardians to Respond Swiftly.

Trackers Staff will choose consequences that reflect the challenging behavior to the best of their ability. It WILL NOT be a punishment, nor referred to as such. It WILL BE presented as a strategy to return the entire group to the equilibrium necessary to continue to function as a healthy community or team.

**There are some behaviors that may result in immediate dismissal from the camp program. These include, but are not limited to:** *physical violence, possessing alcohol, tobacco, or drugs, possessing weapons with intent to harm, damage or theft of property, sexual misconduct and bullying (including hate speech).*

## Respond Swiftly

Guardians are required to IMMEDIATELY pick up their child at any site and youth will not return if the following applies:

- ▲ **Dangerous Behavior:** Anything impairing the ability of staff, students, and families to keep each other healthy and safe. This includes the unwillingness to stay with the team.
- ▲ **Openly Defiant:** The dangerous behavior needs to be a choice, or openly defiant. Accidents can be forgivable and become teachable moments.
- ▲ **Lacking certainty of future compliance:** If we're not 100% certain that in the future, the participant will make choices that keep everyone safe.

## Stand With Us

We need the active support of every youth, Guardian, and Guide to stand up for these essential goals. At Trackers, we trust kids. Most rise to our high level of expectation and thrive there. Kids come to Trackers to discover adventures they may not find elsewhere. They value the opportunity to do something challenging, real, and meaningful. With clear expectations, youth can safely play and work together as a Trackers Team while learning a timeless craft and care for family, nature, and many generations beyond.