



## FORTUNE LAKE LUTHERAN CAMP

138 Fortune Lake Camp Rd  
Crystal Falls, MI 49920

(906) 214-CAMP (-2267)  
fortunelake.org  
officemanager@fortunelake.org

## 2024 VICTORY CAMP GUIDE

Welcome Victory CAMPERS AND FAMILIES! We are excited that you will be joining us this summer at Fortune Lake Lutheran Camp (FLLC)! We are eager for you to arrive and are busy preparing to make your time here a fun, faith-filled and memorable experience. We are committed to providing a safe experience, filled with faith, hope, and love for each camper. This informational guide is your best resource in preparing you and your camper for camp at FLLC. Included you will find information about:

- Arrival and Departure Times
- Camp Registration Fee
- Cancellation Policy
- Health & Medical Information
- Connecting with your Camper
- Cell Phone Policy
- Camp Store Information
- Miscellaneous Information
- Packing List

Please review this camp guide and save it for future reference. If you have any additional questions that are not answered here, please contact us at [officemanager@fortunelake.org](mailto:officemanager@fortunelake.org). We are happy to help!

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### CAMP ARRIVAL:

Families are assigned a check-in time on Sunday, June 11.

#### Check-In Times:

- 3:00-3:45 pm\* CENTRAL--Last Names beginning A-L
- 3:45-4:30 pm\* CENTRAL--Last Names beginning M-Z

\*Please do NOT arrive earlier than your scheduled arrival time, as we will not be prepared to check you in.

If you will NOT be able to arrive on time for check-in, please make alternative arrangements with the camp office in advance. Directions to camp can be found online at [fortunelake.org](http://fortunelake.org). When you arrive, staff will greet you, guide you to parking, and give you further instruction on checking in your camper/s.

**Check-in will be outside of the Spruce Duplex.** The licensed health care professional and Health Officer will be present to receive medications and go over the camper care plan.

**Campers may need to provide proof of a negative rapid COVID-19 test** depending on community spread at the time. Campers will be notified ahead of time if that is expected.

### CAMP DEPARTURE

**Check-out will be between 10:30-11:30 am CENTRAL on Friday, June 16** and families are assigned a time.

#### Check-Out Times:

- 10:30-11:00 am\* CENTRAL--Last Names beginning A-L
- 11:00-11:30 am\* CENTRAL--Last Names beginning M-Z

All campers must be signed out from their cabin leaders and will be released only to the persons authorized on the Youth-Victory Camp Camper Health History Form or pre-arranged with the camp office. **Check-out will be at Spruce Duplex.**

**Early departures** for secondary obligations must be cleared through the camp office in advance. Campers must be signed out with a camp staff member by persons authorized on the Camper Health History Form. **No camper will be permitted to leave camp without written parental/guardian permission on record.**

## CAMP REGISTRATION FEE

A **non-refundable deposit** is required at the time of registration. **Discounts** taken on your registration will be audited for accuracy and eligibility (see website for full details and eligibility); discounts are voided if account is not paid in full by the June 1<sup>st</sup> due date.

If you anticipate a **church scholarship** and have not yet sent the signed form to FLLC, please get it approved by your church office and send a signed copy to FLLC as soon as possible. You are responsible for ensuring that this payment is submitted by the due date to reserve your camper's space. If the scholarship will not be submitted to camp by June 1<sup>st</sup>, you are responsible for paying the full registration fee on time, and seeking reimbursement of the scholarship amount directly from your church.

**Your final registration balance is due by June 1<sup>st</sup> (or at time of registration if registering AFTER June 1<sup>st</sup>).**

Contact the camp office with any questions.

## CANCELLATION POLICY

Please contact FLLC if a scheduling conflict arises with your camp session.

In the event you need to cancel your session at FLLC, please contact us immediately. A refund based on payments received, less the deposit, will be granted. If cancellation occurs less than 2 weeks before the camping session, no refund will be granted. Your deposit is non-refundable except for the following reasons:

1. A medical condition or death in the family prevents the camper from participating in the program. A written excuse from the camper's physician may be requested.
2. Camper tests positive for COVID-19 prior to arrival. Should symptoms appear while at camp and camper tests positive, refunds will be prorated based on the number of nights camper was on-site.
3. FLLC cancels the camp session and cannot find a suitable alternative. A full refund will be issued based on payments received.

**We will not prorate fees for late arrival or for attending partial weeks.** Departure from the camp program due to homesickness or dismissal for behavior problems is non-refundable.

## HEALTH AND MEDICAL INFORMATION

### Youth/Victory Camp Camper Health History Form and Victory Camp Level of Care Questionnaire

To complete your registration for Victory Camp the **Youth/VC Camper Health History Form** and **VC Level of Care Questionnaire** must be completed and returned to our office with all required information AT the time of registration. These completed forms enable camp staff to properly plan and prepare to give all campers the best possible experience. Sharing detailed medical and/or personal information with us about your camper will help our staff provide quality care and is required by the State of Michigan. All information provided will be shared on a *need to know* basis with appropriate staff and held in strict confidence. If medical or health information changes prior to the start date of the session, please contact the office for instructions.

### Medical Services

For Victory Camp, FLLC has a licensed professional healthcare volunteer that manages all medications. FLLC also has a Health Officer trained staff member on-site-at all times for health needs and to assist the licensed professional during medication distribution. Routine First Aid will be provided by the Health Officer or a camp staff member certified in First Aid/CPR as needed. Camp will be in immediate contact with you should there be a serious medical concern, illness, or incident. If medical problems occur, FLLC uses the local clinic and hospital in Iron River to treat medical conditions or accidents. Medical expenses will be billed to you through these entities. FLLC does not carry medical coverage for campers.

### Medications

All camper medications should be listed on the VC Level of Care Questionnaire including name of medication, dosage, frequency, and method of administration. Our licensed professional healthcare volunteer will collect ALL medication at camp check-in and they are available to discuss any health-related question that you may have regarding your camper's medication and health while in our care. ALL medications must be in the original labeled container; bring just enough for your camper's time at camp. Label containers clearly with the name of camper.

Medications will be dispensed as indicated on the bottle unless documentation is provided by the prescribing physician. We stock standard over the counter (OTC) medications for cold symptoms, minor aches and pains, etc. Do not pack these medications UNLESS your camper uses OTC medications DAILY.

### **Food Allergies and Special Medical Needs**

Campers are fed well-balanced meals. Our food service staff are familiar with dietary needs. If your camper has a food allergy or needs special accommodations, please list those needs on their Health History Form and the VC Level of Care Questionnaire. In addition, please contact the Camp Director at least two weeks before your camper's week of camp to discuss their particular needs. If you have questions about our ability to work with your camper's needs, please don't hesitate to contact us. Please note that while campers may arrange to bring special supplemental food items with them, no food is allowed in camper cabins during the week. All food items will be stored in our kitchens and pantries under the guidance of staff.

### **Parent Notification of Health Treatment**

**Parents/guardians will be notified** of health treatment for a camper via a phone call from the Camp Director, Health Officer, or professional healthcare volunteer under the following situations: when a camper is vomiting or has diarrhea lasting more than 24 hours, a camper has a severely sprained limb or broken limb requiring advanced medical care, a camper has been removed from programming for 4 hours due to headache, fever, etc., anytime we suspect a communicable disease requiring medical treatment, or any emergency situation where an ambulance is called. **We will NOT notify** parents/guardians for minor cuts or wounds requiring simple cleaning, minor bruises requiring ice and rest, a headache, vomiting or diarrhea lasting less than 24 hours unless combined with other symptoms.

### **CONNECTING WITH YOUR CAMPER**

Campers are not able to call home during the week. Parents/guardians may contact the camp, if necessary, by calling the camp office. If you have an emergency that requires you to speak with camp staff or share information with your camper, please call the camp office. Normal business hours are between the hours of 8 am – 4 pm. In the event no one answers, please leave a message and we will return your call as soon as we are able. In the unlikely event of a camp-wide emergency or severe weather disturbance at camp, a representative of FLLC will contact you as soon as possible.

### **CELL PHONE POLICY**

Campers are NOT allowed to bring cell phones to camp. We understand that cell phones provide caregivers and campers with security and comfort of unimpeded contact anytime, anywhere. We take the safety and well-being of our campers very seriously. Cell phones are expensive and can get lost, stolen, or broken. The success of your camper's experience is largely built on the fact that individuals come to camp, away from the demands and distractions of the outside world, to build intentional Christian community. The use of a cell phone is a distraction and often campers do not focus their energy and attention on building community. When found, camp staff will remove cell phones and other tech devices for the remainder of the camp session. These items will be returned at the close of the session.

### **CAMP STORE (CANTEEN) INFORMATION**

Deposits for canteen may be paid at time of registration or at check-in. Our canteen includes snacks, beverages, apparel and a variety of assorted merchandise. Campers attend the canteen once daily and items may be purchased at that time. Food and beverage items range between \$2-\$3. Apparel and merchandise range from \$2-\$40. We offer an online store which can be found by visiting our website: [fortunelake.org](http://fortunelake.org). All online orders will be shipped directly to you; we will not be distributing purchases as part of our check-in process. If you wish to have your merchandise prior to arrival at camp, please place your order at least a week in advance.

**New for 2024:** No refunds for canteen accounts. Balances remaining on your canteen account at the end of the week will be considered donated and you will receive a receipt for your donation as well as a record of your purchases. This is to keep us compliant with best financial practices. We will make every effort to have the canteen open at check-in and check-out to allow for purchasing of apparel and other larger items.

## MISCELLANEOUS INFORMATION

### Pets

Except for **pre-approved** service animals, guests are not to bring pets onto camp facilities. If your pet must accompany you to camper drop-off or pick-up, walk them PRIOR to arriving at camp, and leave them in your vehicle while on site. Please be respectful of camp grounds, and others who may have allergies or aversion to pets.

### Alcohol & Drugs

All camp facilities have been declared alcohol, tobacco, and drug free environments for our guests during summer programming. Any camper possessing or using tobacco products, alcohol, or drugs will be subject to immediate dismissal from camp with no refund.

### Lost & Found

Please make sure that all of your camper's personal items are clearly marked with their name, and double-check that you have everything prior to departure after check-out. We retain a lost & found bin until September 1; after that time unclaimed items will be donated. Camp staff is not responsible for locating and returning items left behind.

### Tips & Gratuities

The services we provide are part of our ministry. Please do not offer tips or gratuities to our staff. As an alternative, consider a donation to FLLC in honor of a staff member.

## JOIN US ONLINE

Check out our website for current news and information regarding camp programs during the summer and retreat season. Follow us on Instagram & Facebook, where we post pictures of camp, inspiration, and a variety of information as we are able.

## PACKING LIST

- Bible
- Money for the camp store
- Notebook & pen/pencil
- Sleeping bag and fitted twin sheets & pillow
- Towels (bath, washcloth & beach)
- Flashlight & extra batteries
- Personal toiletry items
- Warm & cool weather clothes (including extra clothes and undergarments in case of accidents)
- Tennis shoes
- Pajamas
- Jacket
- **Raingear (very important!)**
- Underwear and socks for each day
- Swimsuit
- Water bottle (labeled with name)
- Sunscreen
- Insect repellent
- Camera (NOT cell phone)
- White shirt or other items for tie dying (shirts are also for sale in canteen)
- Any prescription medicine that will be needed during time at Camp. **PRESCRIPTIONS MUST be in original container** & will be turned in to Health Officer/Vagland Coordinator and Licensed Health Professional at check-in. Bring just enough for your time at camp.

### DO NOT BRING:

**Any item on this list brought to Camp will be taken away and stored until after Camp ends. Any camper possessing or using tobacco products, alcohol, drugs, marijuana, or weapons will be subject to immediate dismissal from Camp with no refund. The camper's family will be responsible for providing or arranging transportation home. Please check your Camper's belongings and remove any questionable items.**

- Cell phones (see Cell Phone Policy)
- Personal electronic devices - MP3 players, iPods, computers, e-readers, etc
- Fireworks
- Weapons, including pocket knives
- Soda or snack foods
- Pets
- Extremely valuable items
- Tobacco products, drugs, vape pens, or alcohol

***Fortune Lake Lutheran Camp is not liable for the damage, loss, or the return of any personal property. Be sure you have everything with you before departure.***