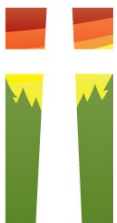


Encounter

Retreat



Camp Wapo
Grades 6-9
October 2-4, 2020
Church Staff Packet



LAKE WAPOGASSET
LUTHERAN BIBLE CAMP, INC.



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Encounter

Retreat



Thank you for choosing to bring your youth to the Encounter Retreat at Camp Wapo. We have created this weekend as a way to offer your youth a different way to Encounter God and Jesus in a fun and exciting environment.

This document contains all the information you need prior to arriving at camp. Please read carefully so we can all make sure this event is successful. If you have questions or suggestions not found here please reach out to our staff.

As a Church Staff/ Group mentor we expect your help in the following:

- Be present with your groups.
- Lead by example.
- Follow Camp Wapo rules and expectations.
- Have all documentation in place before you arrive.
- Help us with crowd control, lights out
- Cabin behavior is your group's responsibility.
- Maintain the schedule provided.
- Provide First Aid to your group and manage all medications, we do not have first aid for this retreat, if a need arises Amery Hospital is 10 minuets away.
- Assure mentors coming with you have had your and our expectations clearly communicated to them.

Registration

Please read this page carefully this will help your process be smooth and limit the amount of fees charged to your group.

Reserving space:

Space can be reserved online (See Page 8) or by calling camp. Payment of \$25 per spot is required to reserve spots. If you wish to mail a check spots will not be reserved until payment is received.

Charges:

Cost per youth is \$110 and Adult mentor is \$70. Payments are due to camp 2 weeks prior to arrival. Churches are to make the payment. No individual payments will be received for this event.

Change in numbers:

Additional spots can be added as space allows.

Deposit of \$25 is non-refundable even if spots are not filled or canceled.

Cancellations within two weeks \$50 per spot is charged. One day before and at retreat 100% will be charged for spot not used. Any group not paid in full by departure will be charged a \$100 late payment fee.

For this event you must provide mentors for your group:

For each gender you must maintain a ratio 1:7 but may not exceed a ratio of 1:5. (Example 18 Boys would need at least 3 male mentors but cannot exceed 4.) Mentors must be background checked by the church, if your group does not background check adults contact Wapo so Wapo can run the background check.

Camper Registration :

After spots are reserved you will have a link to send to your participants. All participants, both youth and adult must complete the registration prior to arrival. With in registration participants, will sign the Camp Wapo release and provide Food Allergy information. (See Page 8)

Housing :

Wapo will assign housing spaces based on your reserved numbers. Wapo will provide your assignments when you arrive. If your group does not fully fill a space, Wapo may add another group with a mentor to the space. Most housing is for 8 people (7 youth and 1 mentor)

Other Details

First Aid and Medications:

Wapo will **NOT** provide first aid for this event. Each church/group **MUST** provide a first aid kit and manage medications and first aid needs with the group they bring. Participants will have signed Wapo's emergency release allowing emergency treatment if needed. All other needs will be managed by the church/group. Amery Hospital can be reached at 715.268.8000

What To Pack

- Bible and pen
- sleeping bag
- pillow
- shirts, pants
- sweatshirt
- warm jacket
- warm hat
- socks and under garments
- more than one pair of shoes
- towel for shower
- water bottle
- bug repellent
- toothbrush, toothpaste
- soap, shampoo
- Optional:** hearing protection headphones if your child is sensitive to loud noises

What Not To Pack

- cell phones
- radios/headphones/mp3/ipod/gaming systems
- lighters/matches
- weapons/knives/fireworks
- non-prescription medications
- illegal drugs or alcohol
- personal sports equipment
- animals
- Items containing nuts

BIBLE CAMP TRADITIONS

- In order to provide a healthy environment, bullying and any other harassing behaviors will not be allowed.
- Please respect and do not harm any property, nature or person. Leave all animals alone.
- Help keep camp clean by using properly marked containers for garbage and recyclables.
- Safety is our main concern, and all waterfront rules must be obeyed. Waterfront activities are done only when the waterfront staff are on duty.
- Our Low and High Ropes Challenge Course at Ox Lake require authorized camp staff to be on duty when in use.
- For your safety, always wear shoes / sandals, except on the beach (WCB requires closed-toe shoes. NO sandals at WCB, please)
- Do not sit on porch railings, stairwells, or tables.
- Campers may not enter other cabins or tents.
- We are God's creation and believe it is important to take care of our bodies. We offer an alcohol free, smoke free and substance abuse free environment.
- Camp is weapon free. Campers must not bring any kind of weapon or explosive device, including firecrackers.
- Camp reserves the right to hold inappropriate personal items of campers. Return of the item will, if appropriate, be made at the end of the camper's stay; parental contact and authorization may be necessary for this return.
- Only personnel approved and trained may operate any type of power tool.

Breaking any of these rules gives the Camp Director the right to send the camper home without a refund.

Checklist

Camp Wapo Address
738 Hickory Point Ln
Amery WI, 54001

715.268.8434

Items due before you arrive:



Payment –Due to Wapo by September 18th
Payments can be made online or by calling the office.



Participants Registered Online
Please use the link provided with in your online dashboard to have participants complete Wapo's registration. You can track your groups progress by logging into your account.



Packing List - Please provide packing list to participant a week prior to arrival

These items are due during check-in Friday at camp:



Group Roster
Those attending with your church will be checked against our registration system.



Payment
A check for the amount owed, or a credit card. Any group not paid by departure will be charged a \$100 late payment fee.



Car
We ask for this event each group have vehicle on site for the weekend in case of situations that may arise (emergency or not) .



First Aid Kit
Wapo is not providing first aid for this event

Schedule—Subject to Change

Friday

6:45-8:00 PM	Arrival
8:00	Games
8:45	Worship and Session
9:30	Congregation Time
10:00	Campfire (s'mores)
10:45	Devotions
11:15	In Cabins
12:00	Lights out

Saturday

8:00	Breakfast
9:00	Group Session/Morning Worship
10:00	Congregation Time
10:45	Mighty Mighty
11:30	Cabin Activity
12:00	Lunch
1:00	Congregation Time
2:15	Afternoon activities
4:30	Hot Chocolate in OC
5:00	Dinner
5:45	Group Session
6:30	Congregation Time
7:15	Canteen/Store
8:15	Campfire
8:45	Snack
9:30	Night Game
10:30	Devotions
11:15	In Cabins
12:00	Lights out

Sunday

7:30	Cabin Cleanup/pack up
8:15	Morning Worship/Group Session
9:00	Congregation Time
9:45	Finish packing
10:15	Brunch
11:00	Departure

How To Reserve Space

Please Read Carefully

1. Log into or Create Account [here](#)
2. [Click here](#) to go to event and select group or create group if needed .
 - A. Select “Create Group”.
 - B. Then Enter Church information.
3. Enter the number of spots you would like to reserve for each division (1 Mentor for every 7 youth)
4. Confirm numbers you entered and the deposit amount
5. Review and accept the Terms and Conditions and sign your name
6. Enter Payment information
7. Complete Payment

Your space is reserved!

Registering Participants

Please Read Carefully

1. Log in to Account [here](#)
2. Click “View Itineraries”
3. Click “Manage Roster” under desired event
4. On the right side click on “Itinerary Link: Copy It! “
5. Highlight the URL that pops up and copy to your clip board.
6. Send that URL to your Mentors and Youth so they can register.

You can use the Manage Roster page to see who has registered and what items they are missing.