



PROCTER SILVER CAMP HANDBOOK

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This handbook is designed to provide basic information to program participants on camp life and will help you prepare for your camp session. Additional information is available on our website at www.proctercenter.org.

Please contact us if you have questions not addressed in this handbook or on the website. For campership and payments contact: Robin Kimbler, Guest Services Manager 740.206.2036 or campregistration@proctercenter.org.

For questions about registration, our camp program, camp staff or to discuss specifics of your camper or family, contact Heather Bangerter, Camp Director hbangerter@proctercenter.org.

Revised February 16, 2023

WELCOME TO SILVER CAMP

Welcome to Procter Silver Camp, we are excited that you will be joining us this year. Time at Procter is filled with camp traditions and new activities, building community with friends old and new, growing in faith, and exploring the wonders of God's creation. Our staff cannot wait to welcome you to the camp!

This handbook provides basic, valuable information about camp life, programs and how to prepare for the camp session. Additional information along with answers to frequently asked questions are available on our website at www.proctercenter.org.

We will see you at camp!

Blessings and Peace,
The Procter Center Staff

OUR MISSION

Procter Center provides a safe, inviting, and spacious rural setting that cultivates spiritual formation, models sustainable living, and celebrates God's love and reconciliation through hospitality, prayer, study, work, and play.

The goals for all participants at Procter Center are:

- Create an intentional community grounded love and care for one and other
- Foster the development of skills and community relationships
- Practice being responsible stewards of creation
- Explore creatively and have fun!

Procter Center is owned by the Diocese of Southern Ohio. Our summer camp serves children and families from Episcopal parishes in our Diocese and families from other denominations, other faiths, and families following no faith tradition.

Procter does not discriminate based on race, color, gender, gender identity or expression, sexual orientation, religion, national or ethnic origin, age, or disability. However, Procter is not staffed as a medical treatment center. Our staff is not trained to work with campers who have severe mental, physical, or emotional challenges. We do reserve the right to refuse admission to our programs in what we deem appropriate cases.

The Thompson Conference Center is handicap accessible, and we have three handicapped accessible rooms available first come, first serve. We will have a golf cart available for those that cannot climb stairs or hills to get you to the upper part of camp where we have a lot of our activities.

ABOUT OUR PROGRAM

Procter Summer Camp strives to be a place for all people to play, pray, learn, and grow. Procter is a ministry center of the Diocese of Southern Ohio, with camps for children, youth, and families. We are part of the Episcopal Church. **Campers and staff members of all (or no) faith backgrounds are welcome.**

Mornings at camp include a fun and engaging trip to the farm to take care of the pigs, chickens, plant, and harvest. Creation Care is a very important aspect of the work we do at Procter, and we are excited to share that with you. Rooted in Scripture and guided by the week's theme, an activity session is reserved for

formation (religious education) and is led by a Chaplain. In the afternoons campers have free choice periods for recreation. Procter is home to a lake for canoeing & kayaking, a pond to fish in, fields for large group games and sports, and the Red Barn to explore creatively. After dinner we have singsong and evening activities and a campfire.

More information about the Episcopal Church is available here: <http://diosohio.org/who-we-are/the-episcopal-church/>

DIRECTIONS TO CAMP

Procter Center is located at 11235 St. Rt. 38 SE, London, OH 43140. Procter is roughly 30 miles south of Columbus, 5 miles from I-71 on Rt. 38, and 8.5 miles from the center of London Ohio. Enter “Procter Camp and Conference Center” or “Procter Center” into your map app and we should come right up. Google has been bringing people into camp via the service drive. Please go to the main entrance with the Procter Camp and Conference Center sign.

REGISTRATION

Registration for silver camp is online at <https://proctercenter.campbrainregistration.com>
If you have any trouble with registration, please call Heather Bangert at 740-490-6025 or Robin Kimbler at 740-206-2036. All forms and documents are due two weeks prior to the start of camp. You will receive an email reminder.

Forms Checklist

CampBrain Forms

These forms are accessed within your CampBrain account

- Camper Info Form
- Waivers & Release
- Financial Agreement
- Initial Campership Request, if applicable
- Camper Health History

Additional Documents

Upload these documents to CampBrain.

- Copy of medical insurance card
- Copy of immunization record
- Campership Planning Form, if applicable. This form is available for download in CampBrain and on the Procter website at: <http://proctercenter.org/forms/>.

Upload Documents to CampBrain

The “Upload Documents” section is accessed by clicking the green “View Registration Details” button on your Home page, after you have submitted your registration. If you cannot upload documents, call Robin Kimbler in the Procter office at 740-206-2036.

PAYMENT INFORMATION

Payments are made in CampBrain or via check and should be paid before the start date.

REFUND POLICY

- If you cancel your reservation 2 weeks (14 days) prior to the start of your session, you will receive an 80% refund, less your \$100 deposit.
- If you must cancel your reservation within the two weeks prior to camp, you may apply that money to another session or event at Procter within the calendar year only.

CAMPER ARRIVAL AND DEPARTURE

You will receive an email a week before your session begins outlining arrival and camper check-in procedures. There will be staff and signage to guide you to parking and check-in. Due to other commitments, our staff are unable to accommodate early check-ins.

Camp Check-In is from 4 – 5pm. Please call Heather Bangerter at 740-490-2206 if you are going to be late. Dinner is served at 5:30pm.

During Check-In, your campers will:

- Receive their room assignment and verify completed paperwork
- Check in at the Health Center to
 - Review Camper Health History and dietary restrictions

Check-out

Silver Camp will conclude with a Closing Eucharist after breakfast. Eucharist is a church service that includes readings, prayers, music, and communion. These services are joyful, full of music and sharing the week's events. All are welcome to participate in any way that is comfortable to you. Families, youth ministers and clergy are all invited to attend and celebrate your camper's time at Procter. Everyone is invited to celebrate the end of camp with us at the Closing Eucharist, but it is not mandatory.

The Closing Eucharist will be held in Christ Chapel at 9:30am. Camper check-out begins immediately after Eucharist.

There will be Procter Swag for sale and Procter raised pork and chicken. If you pre-ordered a Harvest Box, that will be available for pick up at that time.

ABOUT OUR STAFF

Our counselors and leadership staff love summer camp! All resident camp counselors are 18 years or older. They are subject to a rigorous application process, which includes interviews, reference calls and background checks.

Procter holds a multiple week training for camp staff prior to the beginning of the camp season. Camp Staff Training lays the groundwork for the summer; we begin group bonding and establish community norms. Counselors are trained in communication skills, childhood developmental stages, establishing an inclusive cabin culture, our camp discipline procedures, abuse prevention and identification, anti-racism training and cultural competency. Additionally, they map out the workshops for the summer, practice our Emergency Action Plan, and are CPR/First Aid certified.

Support Staff

Each week Chaplains, clergy from the Diocese of Southern Ohio, facilitate camp formation and worship.

DAILY SCHEDULE

The daily schedule provides opportunities for large and small group activities, cabin time and free choice. Some examples of activity options are:

Canoeing and kayaking	Sewing
Fishing	Tie-dye
Farm Chores	Nature exploration
Creative and fiber arts	Friendship bracelets

The camp staff are intentional about scheduling a variety of options for each activity period (an active game, an artsy offering, and something more low energy, for example) so there is something for everyone. Program activities may vary based on age restrictions, weather conditions, and other factors.

An example of camp’s daily schedule is listed below. Counselors and the Chaplain plan the schedule with the Camp Director. You will receive an actual schedule at check-in.

7:00	Wake up Bell
8:00	Breakfast
9:00	Daily Awakening – group song with scripture
9:30	Activity 1
10:30	Activity 2
11:30	Wash hands, GRACE and prepare for lunch
Noon	Lunch
1:00	Rest Hour: Loved by many and affectionately called FOB (Flat on the Bed)
1:00	Activity 3
3:00	Snack: We break for a snack, to hydrate and reapply sunscreen. Snacks might be popsicles, cold watermelon, or cheese and crackers, for example
3:30	Activity 4
4:45	Activity 5
5:15	Get ready for dinner and GRACE
5:30	Dinner
7:00	Chapel Time with Chaplain
7:30	Sing Song
8:00	Evening Activity: Some examples are scavenger hunt, variety show, etc.
9:00	Campfire – reflection of the day, inspirational story, and beloved camp songs.
9:30	Free Time
10:30	Quiet Time

Suggested Packing list

- Sturdy, reusable water bottle (must have)
- Clothing that can get messy and dirty
- Clothes to sleep in
- Shirts and Shorts
- Jacket and/or sweatshirt
- Swimsuit – for canoeing/kayaking
- Closed toed shoes- required!
- Sandals or flip flops
- Lightweight raincoat or poncho
- Hat for sun protection
- Sunscreen
- Insect Repellant
- Soap and shampoo/conditioner
- Toothbrush and toothpaste
- Prescription meds in their original container
- Flashlight with batteries

Optional Items:

- Camera
- Instrument
- Cards, word games, etc.
- Book for cabin time
- Laundry Bag

Do not bring the following:

- Pets
- Weapons, of any kind, including knives
- Valuables of any kind – Procter is not responsible for lost or stolen items.

Clothing should not display images or messages that are derogatory, violent in nature, or disrespectful of others. The Camp Director will ask campers to change if their clothing has offensive imagery. Clothes should allow campers to be active and fully participate in the program. Closed toed shoes are required for many activities

COMMUNICATION

Office Communication

The Procter office is staffed M- F, 8:00am – 4:00pm throughout the summer.

Robin Kimbler
rkimbler@proctercenter.org
740-206-2036

Heather Bangerter
hbangerter@proctercenter.org
For afterhours emergencies
740-490-2206

HEALTH AND WELLNESS

Medications

You will be responsible for your own medication, and you will keep it in the room with you.

Over the Counter Medications

We keep a variety of OTC medications in the Healthcare Center and Leadership staff can be dispensed if needed. If you have something you regularly take, please bring it with you.

Medical Treatment

If you need medical attention beyond the scope of our staff, we suggest that you go to Mt. Carmel Urgent Care or Hospital in Grove City. Other facilities may be utilized if necessary. If it is not safe to transport you, or it is a life-threatening medical emergency, 911 will be called. Your emergency contacts will be notified if transport is needed for medical treatment.

COMMUNITY COVENANT

Camp is a community governed by respect for the **people, program, and place**.

I agree to respect the **people** at camp by:

- Respecting the dignity of every person at camp, that we might be leaders in showing Christ's love to each other.
- Refraining from fighting, aggression, dangerous physical or violent behavior that may endanger me, and/or others
- Refraining from lewd, crude, or socially unacceptable behavior (verbal/physical)

I agree to respect the **program** at camp by:

- Participating in the camp program and schedule, to the best of my ability
- Engaging with fellow campers and being an active part of the community.
- Being welcoming to campers and counselors from all backgrounds and faith traditions.
- Understanding it is my counselors' job to keep me safe and follow their direction.

Procter is holy ground. I will respect the **place** of Procter Camp and Conference Center by:

- Remaining in my assigned sleeping area or cabin after lights out/quiet time
- Adhering to boundaries communicated by the staff, not entering "off limits areas"
- Understanding that smoking is only permitted in designated areas.
- Refraining from bringing non-prescription drugs, firearms, knives, fireworks, or weapons at any time during camp and on camp property.

I understand and accept the **non-negotiable** community regulations. The camp fee is non-refundable if the camper is sent home.

Camper Signature: _____ Date: _____