



PARENT >>> HANDBOOK

BCC
BEAR CREEK CAMP

WELCOME TO BEAR CREEK CAMP

Bear Creek Camp is committed to the care and well-being of all. We strive to cultivate an uplifting and loving environment where each person is wholly accepted and affirmed for who they are.



Evangelical
Lutheran Church
in America



THE SUMMER CAMP EXPERIENCE

Bear Creek Camp's overnight program is centered on spiritual growth, outdoor living, and small group development for youth who have completed grades 1-12. Each age group experiences a mix of small-group and all-camp activities throughout the week to meet their group's spiritual, social, and developmental needs.

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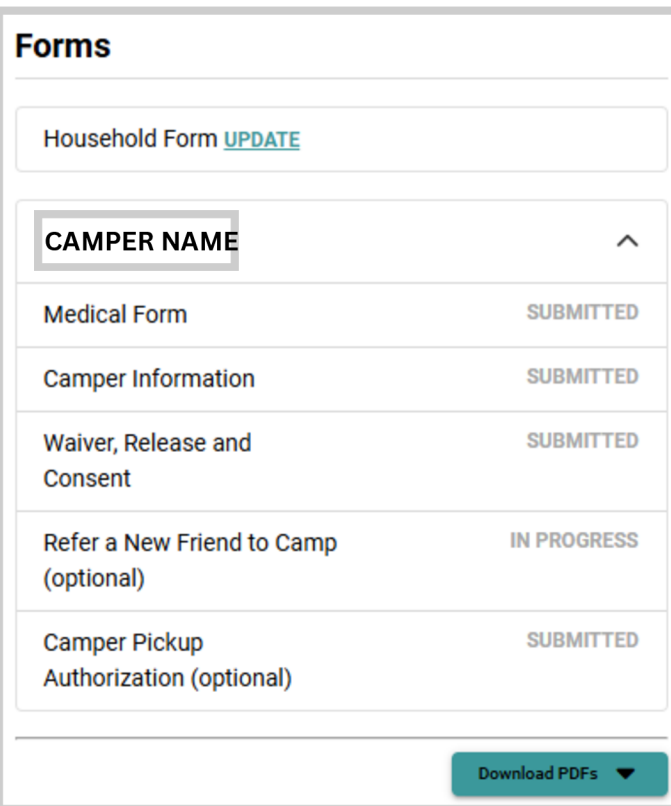
BEFORE YOU ARRIVE



 CAMPBRAIN is our online portal for managing your campers' accounts, forms, registrations, and payments.

Click to Log in  WWW.BEARCREEKCAMP.CAMPBRAINREGISTRATION.COM

THESE 3 FORMS MUST BE COMPLETED BEFORE ARRIVAL AT CAMP:

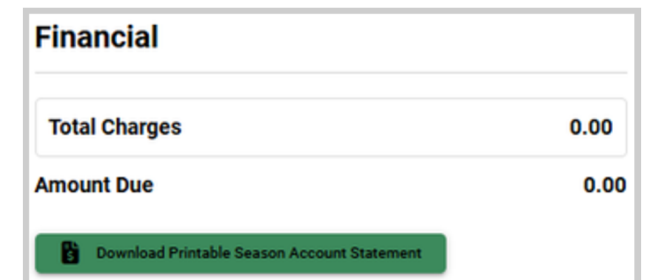


The screenshot shows the 'Forms' section of the CAMPBRAIN portal. It lists several forms with their status: 'Household Form' with an 'UPDATE' link; 'CAMPER NAME' (highlighted with a grey box and an upward arrow); 'Medical Form' (SUBMITTED); 'Camper Information' (SUBMITTED); 'Waiver, Release and Consent' (SUBMITTED); 'Refer a New Friend to Camp (optional)' (IN PROGRESS); and 'Camper Pickup Authorization (optional)' (SUBMITTED). At the bottom right is a 'Download PDFs' button with a dropdown arrow.

- ✓ **MEDICAL FORM**
- ✓ **CAMPER INFORMATION**
- ✓ **WAIVER, RELEASE, AND CONSENT**

PAYMENT

Paying your balance ahead of time through CAMPBRAIN or by phone expedites your check-in process the first day of camp. All balances must be paid upon arrival.



The screenshot shows the 'Financial' section of the CAMPBRAIN portal. It displays 'Total Charges' as 0.00 and 'Amount Due' as 0.00. A red checkmark is placed to the right of the 'Amount Due' value. At the bottom is a green button with a document icon and the text 'Download Printable Season Account Statement'.

PREPARING FOR CAMP

PACKING

- Send sturdy, comfortable clothing—campers will be active all week, and clothes will get dirty, wet, and muddy.
- Pack only items you're okay with getting worn or ruined.
- There are no laundry facilities, so pack enough clothes for the entire session, including extra changes.
- All clothing should have appropriate language and imagery.



SHOES

- Bring comfortable, closed-toe shoes for daily activities, games, and walks.
- **Flip flops are allowed only in cabins and at the lake.**
- Hiking boots are strongly encouraged for hikes; sturdy sneakers are acceptable if boots are not available.



LABEL BELONGINGS

- Clearly label all items with the camper's name.
- Lost and found items are kept for up to three months after the final summer camp session.
- If something is missing, please contact the camp, and we'll do our best to help locate it.



PREPARING FOR CAMP

PACKING LIST



- Personal water bottle
- Sleeping bag (optional - twin-sized fitted sheet set for bunks)
- Pillow
- Towels and a washcloth
- Toothbrush and toothpaste
- Comb/Brush
- Sunscreen and bug spray
- Swimsuit
- Clothes for all weather (shorts, jeans, t-shirts, sweatshirt, socks, etc.)
- Old clothes (things you don't mind getting dirty)
- Sturdy closed-toe shoes
- Extra pair of shoes (in case yours get wet)
- Backpack (if you don't have one, no need to buy one)
- Dress clothes for dance night
- Rain gear
- Bible
- Notebook
- Pens/Pencils
- Flashlight
- Small battery-operated clip-on fan (if desired)
- Camera (if desired)
- Medication (if needed)

ITEMS NOT TO BRING

- Electronics (CELL PHONES, personal music devices, video game systems, etc.)
- Cell phones (aside from taking away from the camp experience, phones can be easily lost or damaged which Bear Creek assumes no responsibility)
- Knives, weapons, or any fire-related substance
- Cash, jewelry, or other valuables
- Alcohol, vapes, tobacco products, other drugs, or any drug paraphernalia

PREPARING FOR CAMP

OVERNIGHT CAMPOUT PACKING LIST

Campers should bring the following items for their one-night outdoor stay. Please note that many of these items are included in the regular packing list and can be used on the overnight.

- Clothes for all weather (sweatpants/sweater to sleep in, thicker socks)
- Old clothes (things you don't mind getting dirty)
- Sleeping bag
- Sturdy closed-toe Shoes
- Rain gear
- Small grocery bag to keep clothes dry



RAFTING TRIP PACKING LIST

Campers should bring the following items for their one-day whitewater rafting trip (**for junior high and seniors who have registered for this optional add-on**).

- Clothes to get wet (swimsuit with shorts/shirt to go over)
- Dry change of clothes in a small grocery bag
- Water shoes (Shoes must stay securely on your child's feet. Sneakers, Crocs (with heel strap), and Chacos are allowed. **(no flip flops)**)



PREPARING FOR CAMP

MEDICATIONS



Please have medications, both prescription and over-the-counter, with you during the Check-In process. All medications must be stored with the Healthcare Staff while at camp; this includes any over-the-counter medications your camper might take. If your camper regularly takes over-the-counter medications or must take a specific kind, please bring these with you.

Please bring medication in its original container with all prescription information on it placed in a zip-lock bag. Please mark the bag with the camper's name and place a 3x5 index card or piece of paper in the bag with the following information legibly written on it:

Camper's Name

Name of the medication and the dosage

Directions for taking the medication

When the medication is to be taken (camp standard times include breakfast, lunch, dinner, and bedtime; other times can be scheduled as needed).

ALLERGIES

Please ensure that all registration information lists all allergies and food restrictions for your camper. Our kitchen will accommodate any food allergies and restrictions, so we need to know your child's restrictions in **advance** to best prepare for their week at camp.

PREPARING FOR CAMP

CAMPER MAIL



Receiving mail at camp is something campers look forward to. Here are a few options to do so:

1. Bring pre-written mail addressed to your camper on Sunday afternoon at drop off. We will have boxes to collect these at Check-In. If including food, please **do not bring** items with peanuts or tree nuts.
2. One-way email can also be sent to campers during the week:
 - Send an email to **campermail@bearcreekcamp.org**
 - In the subject line: **[Camper's Name] [Age Group] [Cabin Number (if known)]**
 - Write and submit your email; letters are delivered to your camper at the next lunch
3. Mail via the postal service: please send it **early in the week** to ensure delivery to your camper. Please address mail in the following way:

Food Items:

The camp provides good, nutritious meals. Food in the cabins only encourages rodents and other animals to invade, which can cause unsafe and unclean conditions. If a camper brings snacks or they are given in the mail, the counselors will have a designated spot for them.
(Snacks must not contain nuts).

Camper's Name
Bear Creek Camp
3601 Bear Creek Blvd
Wilkes-Barre, PA 18702

PREPARING FOR CAMP



CAMP STORE

- Buy snacks, apparel, and small items such as water bottles and stickers.
- Add funds to your camper's CampBrain account **before arrival** so campers do not carry cash (please do not send cash, as it cannot be used).
- We recommend adding \$10–30, with \$15 typically sufficient for a week of snacks.
- Daily limits are set on soda, candy, and ice cream purchases.
- Camp store is also open at check-out, so families can shop together.
- After the week ends, you will receive an email indicating whether you have a remaining balance or a balance due; remaining funds may be refunded or donated to the Campership Fund.

CAMP PHOTOS AND VIDEOS

An 8 x 10 Quest Group Photo (your campers group), and Weekly Highlight Video are items you have the option of purchasing. *Please note that campership money does not cover these items.* Items must be ordered **prior to the week** through the **[registration portal](#)**.

Photos from throughout the week will be available following camper departure at **BEARCREEKCAMP.ORG/PHOTOS** and on Bear Creek Camp's Facebook and Instagram pages.

For the safety of all our campers, photos are posted **after** the week has concluded.



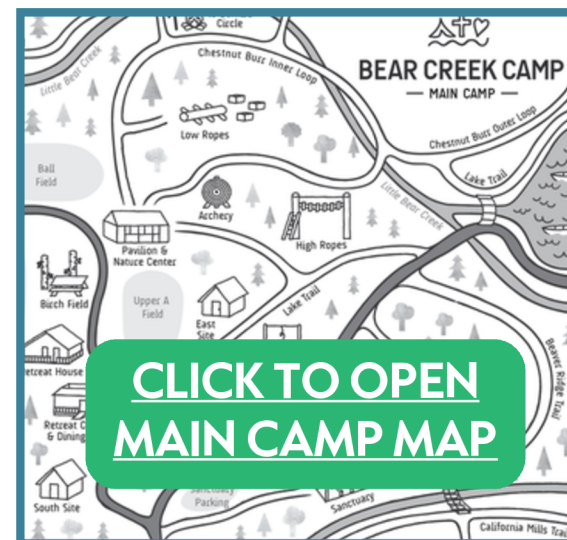
DURING CAMP

ARRIVAL AND CHECK-IN

- Camping Week Begins: **Sunday!**
- Check-In for Full Week & Try Camp Campers: **3:00 – 4:30 PM**
- Arrival Windows by Last Name: **A–I: 3:00 – 3:30 PM**
J–R: 3:30 – 4:00 PM
S–Z: 4:00 – 4:30 PM
- Traveling with Multiple Campers? - Choose the earlier arrival time.
- Flexible Arrival: If these times don't work, all campers are welcome after 3:00 PM!

Bear Creek Camp's address is:
3601 Bear Creek Blvd, Bear Creek Township, PA 18702.

TAKE ME TO BEAR CREEK CAMP!



Upon arrival at camp, you will turn off State Route 115 and travel down our three-mile red road. At the fork, follow signs for the one-way loop towards the office. Near the soccer field, you will be greeted by a staff member who will identify the program site where your camper will be staying and direct you to the check-in stations for each age group:

Try Camp and Juniors at the Retreat Center (Dining Hall); Middlers at East Site; Junior High at South Site; and Seniors at North Site.

DURING CAMP

MEDICATIONS AND CHECK-IN

Healthcare staff will be located at the office during the check-in process. **ALL MEDICATIONS MUST BE IN THEIR ORIGINAL LABELED CONTAINERS** (even large volume) and then grouped into a clear ziplock bag with the camper's full name on the outside to be turned in to the Healthcare Coordinator during Check-In. Any changes to medications from the submitted health form must be made at Check-in with the healthcare staff.

OVERNIGHT

All campers, except Try Campers, will get to camp overnight on our property for at least one night. This experience gets the campers involved in developing their outdoor living skills and involves carrying personal and group gear, hiking, preparing meals over campfires, setting up a tent, and basic outdoor hygiene. Older Quest Groups will have the option of deciding to camp out more than one night.



DURING CAMP

A DAY IN THE LIFE: ESSENTIAL FUNCTIONS OF A BCC CAMPER

Bear Creek Camp strives to create an environment where all campers are respected and safe. We want the program of BCC to meet the developmental readiness of all our campers. In addition to meeting the age requirement for camp, youth campers in our overnight programs must be able to meet the essential functions of campers as age-appropriate. If a camper is having difficulty following essential functions of a BCC camper, the director may ask that they go home for everyone's safety and well-being. Campers must be able to:

- Walk throughout the day on grass, gravel, sand, or asphalt
- Carry a small backpack with essentials for activities
- Communicate their needs to others
- Manage their own personal hygiene independently (including use of the bathroom, changing clothes, and showering) or with minimal counselor assistance (including brushing teeth and haircare)
- Sleep in bunk-style housing with toilets in a separate building and without air-conditioning
- Willingly follow simple and complex directions, including spoken guidelines, at orientation
- Appropriately participate in a community-based environment with a supervision ratio ranging from 1:6 to 1:10, depending on camper age
- Refrain from harming self, others, and camp property
- Ability to comply with all appropriate health guidelines
- Illegal substances (cigarettes, alcohol, drugs, etc.) are not permitted



Our programs are typically not designed to accommodate campers requiring reduced ratio care. We are happy to discuss reasonable accommodations or recommend other programs that may provide a more successful experience for your camper.

DURING CAMP

SAMPLE SCHEDULE

Sunday

3:00 PM Arrive at Camp
5:30 PM Spagetti Dinner and Dessert
7:15 PM Sunday Night Live
8:00 PM Bonfire

Monday

8:00 AM Breakfast
8:55 AM All Camp Morning Games
9:15 AM Chapel
10:00 AM Quest Group Activities*
12:00 PM Lunch
1:00 PM Rest & Quest Group Activities*
5:30 PM Dinner
Evening Village Games

Tuesday

8:00 AM Breakfast
8:55 AM All Camp Morning Games
9:15 AM Chapel
10:00 AM Quest Group Activities
10:30 AM Junior High + Senior Overnight
12:00 PM Lunch
1:00 PM Rest & Quest Group Activities*
5:30 PM Try, Junior + Middler Dinner
7:00 PM Try, Junior + Middler Dance

*Quest Group Activities: High ropes, Low Ropes, Archery, Swimming, Boating, Hiking, Sports & Games

Wednesday

8:00 AM Junior + Middler Breakfast
8:55 AM All Camp Morning Games
9:15 AM Chapel
10:00 AM Quest Group Activities
11:30 AM Juniors + Middlers Packout
12:00 PM Junior High + Senior Lunch
2:00 PM Junior + Middler Overnight
1:00 PM Rest & Quest Group Activities*
5:30 PM Junior High + Senior Dinner
8:00 PM Junior High + Senior Dance

Thursday

8:00 AM Junior High + Senior Breakfast
8:55 AM All Camp Morning Games
9:15 AM Chapel
10:00 AM Quest Group Activities*
12:00 PM Lunch
1:00 PM Rest & Quest Group Activities*
5:30 PM Dinner
6:30 PM All-Camp Game
8:00 PM Bonfire

Friday

8:00 AM Breakfast
8:55 AM All Camp Morning Games
9:15 AM Chapel
12:00 PM Cookout
4:00 PM Closing Ceremony
4:30 PM Goodbyes

MEALS



Each summer, our chef refreshes the menu with new dishes and fun updates. Below is a list of items your camper may see on the menu:

Breakfast: Hot dishes may include scrambled eggs, omelets, bacon, sausage, potatoes, hashbrowns, & french toast. Cold items are available daily and include cereal, yogurt, & toast.

Lunch: Salad bar daily. Hot items may include chicken fingers, pork BBQ, grilled ham & cheese, sloppy joes, cheesesteaks, fries, nacho bar, & veggies. *Cookout every Friday (grilled hot dogs & hamburgers with sides)*

Dinner: Salad bar daily. Hot items may include stir fry, BBQ chicken, chicken tenders, meatloaf, mac n' cheese, veggies, & desserts. *Spaghetti every Sunday*

Weekly Overnight: Lunch, Dinner, and Breakfast cooked over a campfire

Schedules change with weather, camper group interests and availability.

DURING CAMP

COMMUNICATION DURING THE WEEK



- In case of an emergency, parents/guardians will be informed as quickly as possible following our emergency procedures.
- Contact may be made via phone or email using the information provided during registration.
- Our medical team will update guardians if care goes beyond basic first aid (e.g., scrapes, bumps, or short-term illness).
- To support an unplugged experience, cell phones are not allowed at camp.
- If a camper needs to make or receive a call during the week, staff can help arrange communication.

ILLNESS OR INJURY



Bear Creek Camp does not carry primary medical insurance for campers. Guardians are financially responsible for the cost of any medical care needed during a camper's stay at Bear Creek Camp. We will contact the guardian via phone of a camper injury or illness that requires the camper to be in our infirmary for an extended time or taken off-site for medical reasons.

HOMESICKNESS



Homesickness is a natural and healthy part of appropriate child development. Summer staff are trained on appropriate methods of working with homesick campers to ensure that they feel safe and comfortable at camp while building the necessary skills of resilience and independence. Occasionally, one of the strategies in working with homesickness may include a phone call home. In this case, a staff member will reach out to the guardians to discuss strategies and if deemed appropriate, will facilitate a phone call.

DURING CAMP

OUR STAFF

- Bear Creek Camp staff includes both year-round and seasonal professionals.
- Our summer staff are college-aged young adults who complete extensive pre-camp training to serve as leaders and role models.
- Many staff members are former campers who want to share the positive impact of their own camp experiences.

SAFETY AND TRAINING

- All staff complete required clearances for working with youth under Pennsylvania State Law.
- Before campers arrive, staff attend comprehensive training that covers:
 - Child development
 - Camp safety and emergency preparedness (including First Aid, CPR, and AED certification)
 - Behavior management and homesickness support
 - All program elements, such as archery, low ropes, high ropes, waterfront, outdoor skills, and games
- Lifeguards and high ropes facilitators receive additional certification training specific to their program areas.



MEET OUR
SUMMER STAFF



MEET OUR
YEAR ROUND STAFF

EMERGENCY PREPAREDNESS



SAFETY POLICIES & PROCEDURES

Bear Creek Camp's emergency procedures are shaped by our American Camp Association accreditation, Pennsylvania state guidelines, and reviewed in partnership with our insurer. Through these relationships, our policies and practices are regularly evaluated, ensuring that our approach to safety reflects industry best practices and continues to improve over time.



PREPARED STAFF

Before campers arrive, all summer staff complete comprehensive training that includes **First Aid, CPR, and AED certification** through the American Safety & Health Institute. Training topics also include contextual emergency preparedness on potential scenarios including fire, weather, and water emergencies, unknown camper location, and unknown intruders. Lifeguards and high ropes facilitators carry additional certifications specific to their program areas.

PREPARED CAMPERS

On the first day of the camp week, campers participate in an orientation that covers safety expectations and emergency procedures including shelter locations, muster points, and alarm signals.

EMERGENCY PREPAREDNESS

HOW WE'LL REACH YOU



For emergencies involving your child, a **phone call** to the emergency contact will be the **first point of communication**. For any situations affecting the greater camp population, we will utilize all communication methods available to us, including text messages, emails, and direct phone calls, to ensure that timely and accurate information is communicated efficiently.

BEFORE YOU ARRIVE



Three Things to Do in CAMPBRAIN:

- ✓ Confirm your phone number and email
- ✓ Add or confirm your emergency backup contact(s)
- ✓ Opt in to text messaging



Click to Log in



WWW.BEARCREEKCAMP.CAMPBRAINREGISTRATION.COM

DURING CAMP

LODGING

Our semi-rustic cabins combine classic camp character with modern conveniences. While surrounded by nature, campers have access to clean, comfortable sleeping spaces and modern restroom facilities.

Try Campers and Grades 1-4 stay in the **Retreat Center** cabins, which have bunk-style lodging with the bathrooms and showers connected. This offers younger campers comfortable access to restrooms.

Grades 5-6 stay at the **East Site** Cabins with bunk-style lodging, centered around the program building that provides a group meeting space and modern bath facilities.

Grades 7-8 stay at the **South Site** Cabins, with bunk-style lodging, centered around the program building that provides a group meeting space and modern bath facilities.

Grades 9-12 stay at the **North Site** Cabins, with bunk-style lodging, centered around the program building that provides a group meeting space and modern bath facilities.



POST CAMP

FRIDAY DEPARTURES

The Family Program, beginning at 4:00 PM on Friday will take place in the Pavilion. This will include an opportunity to experience highlights from the camper's week.

The **Check-Out** window following this program will be from **4:30 to 5:30 PM**. Campers will return to their cabins after the program. Guardians will proceed to their camper's program site and cabin where they will sign the camper out and receive medications, Quest Group photo, and luggage. **All campers must be picked up by 5:30 PM on Friday. Try Camp Check-Out is Wednesday at 11:00 AM** at the Retreat Center.

EARLY DEPARTURE

If your camper needs to depart camp prior to the conclusion of the family program, please contact the office and we will ensure the camper is prepared to depart from the office at the scheduled time.

POST CAMP FOLLOW-UP



Guardians will receive a post-camp evaluation/survey to review with their camper. These evaluations help us shape the Bear Creek Camp program for the future and your thoughtful participation is appreciated.

CONTACT INFORMATION

If you have any questions or concerns that are not included in this handbook, please reach out to us by phone or email:



570.472.3741



bccamp@bearcreekcamp.org



3601 Bear Creek Blvd, Bear Creek Township, PA 18702

WEBSITES AND SOCIALS



bearcreekcamp.org



[CampBrain Account](#)



[FACEBOOK](#)



[INSTAGRAM](#)

