

Good Earth Village Day Camp

The purpose of Good Earth Village Day Camp is to provide a partnership between your congregation and GEV to create a unique, powerful ministry for children and youth. We want to work with your congregation to teach young people about God's love and grace, modeling a Christ-like life, and the importance of their church family. Your church and the GEV Day Camp team work together to provide a fun and rewarding week!

Responsibilities of Good Earth Village

1. Provide staffing for the Day Camp at a ratio of at least one staff for every 10 campers completing grades K-5 (entering grades 1-6).
2. Guarantee of three Good Earth Village Day Camp staff.
3. Provide all programming and materials needed for Bible study, worship, morning arts and crafts, and games.
4. Participant in an orientation for congregational volunteers on the Sunday evening prior to the beginning of Day Camp, or at a time that is more convenient, to meet, clarify expectations and roles, go over the week's schedule, and make sure everyone is prepared.
5. GEV staff will lead a daily evaluation and preparation session with the volunteers and church staff.
6. Provide necessary vehicle transportation for GEV Day Camp staff only.
7. Communicate with the congregation in advance to assure timely and adequate preparation for Day Camp.

Responsibilities of the Congregation

1. Each congregation provides a congregational Day Camp Coordinator, who will work with the GEV Day Camp staff each day. This person should be selected as soon as possible after the congregation has agreed to host a Day Camp.

Responsibilities of the Day Camp Coordinator

- ✓ Be the main contact person between the congregation and Good Earth Village
 - ✓ Transportation of children and volunteers (if necessary)
 - ✓ Arranging optional activities such as park space
 - ✓ Arranging food for GEV Day Camp staff
 - ✓ Arranging midday treats for campers
 - ✓ Supervising church volunteers
 - ✓ Working as a team with the GEV Day Camp staff to assure a successful program
 - ✓ Write storm emergency procedures
 - ✓ Implement any safety procedures seen necessary by the GEV Program Director or GEV Day Camp staff
2. Preschoolers are invited to attend the day camp, but the church must provide supervision for that age group, **GEV Day Camp staff are not responsible for preschoolers**. Adult and high school volunteers may assist GEV Day Camp staff with a variety of needs and may be secured in the same ratio: one volunteer per approximately 10 campers. Volunteers offer support in areas of registration, support in classrooms, behavior management, emergency response, lunch and snack breaks, preparing the building for activities, etc.
 3. Provide housing for the GEV Day Camp staff when it is impractical for them to return to Good Earth Village each day (more than 25 miles). A church member's home, church lounge or basement is acceptable lodging, provided there are separate spaces for men and women. Space and showers are more important than beds; GEV Day Camp staff will bring sleeping bags when beds are not available.



Responsibilities of the Congregation *(continued)*

4. Food for GEV Day Camp staff the entire week, during and after the Day Camp program. Parents or members of the congregation can alternate days for sack lunches, or they can be provided by a host family. Try to share the responsibility among many: a "casserole brigade" is often a practical idea to serve both kids and GEV Day Camp staff.
5. Provide insurance on campers and volunteers; liability and secondary health insurance.
6. Distribute and collect registration forms for each camper.
7. Health information is part of the recommended registration and must be signed by all parents or guardians of campers and submitted before or on the first day of camp. Note: a physical is not required.
8. Provide GEV with final camper numbers no later than two weeks prior to the start of camp. Copies of registration forms as well as a list of all campers (name, grade, gender) shall be provided to the GEV Day Camp Leader on Sunday when the congregation meets with the staff. A list of campers and registration information will be given to GEV to retain for their records.
9. The congregation will select afternoon activities and provide supplies and materials for non-GEV activities. All reservations and costs for optional activities at parks, swimming pools, etc. and necessary transportation of campers, volunteers and GEV Day Camp staff to these places are the responsibility of the congregation.
10. The congregation will need to provide campers with a morning drink, a noon drink, and a snack each day. Also, the congregation can provide meals each day or ask campers to bring a sack lunch. In accordance with the American Camping Association's protocol, we ask, "refrigeration be at less than 45 degrees Fahrenheit be provided for storage of sack lunches and other perishable foods."