



JOURNEY YOUTH CAMP 2010

HIGHLAND LAKES CAMP AND CONFERENCE CENTER
 5902 Pace Bend Rd. North • Spicewood, TX 78669
 888-222-3482 • 512-264-1777 • 512-264-2794 (Fax)
www.highlandlakescamp.org

Thank you for your interest in Journey Youth Camp 2010. This packet contains detailed information about Journey Youth Camp, step by step instructions as well as all forms required for registration. Journey Youth Camp exists to present the Gospel of Jesus Christ to those who have not trusted Him for salvation that they may have new life, AND to renew and uplift those who belong to Jesus that they may be better servants of our Lord. Every aspect of Journey Youth Camp points toward glorifying Jesus Christ.

While Highland Lakes Camp is responsible for booking the worship leaders and speakers, Journey Youth Camp is planned by camp administrators, youth ministers and adult volunteers from participating churches. These talented and creative men and women combine their years of experience and expertise to design, coordinate, and implement a life-changing camp experience for students. We welcome the input of all adult leaders who are willing to serve on this team. **Please give prayerful consideration to volunteering as a Leadership Team member.** If interested, contact the camp program office for more details.

The **Registration Fee includes** eleven (11) meals, four (4) nights lodging, limited secondary-care insurance policy, Bible study materials, crafts, lakefront/recreational activities, medical staff and certified facilitators. **Registration opens November 30, 2009.** Refer to the following chart for session dates, fee's and registration deadlines.

<u>Session 1: June 14-18, 2010</u>		
Early	Nov 30, 2009 - March 2, 2010	\$195.00
Regular	March 3 - April 13, 2010	\$220.00
Late	April 14- May 12, 2010	\$240.00
<u>Session 2: July 5-9, 2010</u>		
Early	Nov 30, 2009 - March 2, 2010	\$195.00
Regular	March 3 - May 4, 2010	\$220.00
Late	May 5-June 4, 2010	\$240.00
<u>Session 3: July 11-15, 2010</u>		
Early	Nov 30, 2009 - March 2, 2010	\$195.00
Regular	March 3 - May 4, 2010	\$220.00
Late	May 5 - June 11, 2010	\$240.00

QUICK REFERENCE

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TENATIVE CAMP SCHEDULE

<p><u>Day 1:</u></p> <p>2:00-4:00 p.m. Check In / Fun Time Group Activities</p> <p>4:45-6:15 p.m. Welcome Pep Rally</p> <p>5:00 p.m. Adult Sponsor Meeting</p> <p>6:15-7:45 p.m. Dinner</p> <p>8:00 p.m. Worship/Church Group Time</p> <p>10:00-10:45 p.m. Concession Break</p> <p>11:00 p.m. In Dorms</p> <p>11:45 p.m. Lights Out</p> <p><u>Day 2-4:</u></p> <p>7:30-9:00 a.m. Breakfast/Sponsor Meeting</p> <p>9:00-9:30 a.m. Personal Quiet Time</p> <p>9:45-10:45 a.m. Morning Worship Celebration</p> <p>10:45-11:15 a.m. Church Group "Talk Back Time"</p> <p>CHURCH GROUPS BY AGE APPROPRIATE ACTIVITIES</p> <table border="0"> <thead> <tr> <th colspan="2"><u>JUNIOR HIGH</u></th> <th colspan="2"><u>SENIOR HIGH</u></th> </tr> </thead> <tbody> <tr> <td>11:15</td> <td>LUNCH</td> <td>11:15</td> <td>Team Recreation</td> </tr> <tr> <td>12:00</td> <td>Team Recreation</td> <td>12:00</td> <td>LUNCH</td> </tr> <tr> <td>12:50</td> <td>PEP RALLY</td> <td>12:50</td> <td>PEP RALLY</td> </tr> </tbody> </table>	<u>JUNIOR HIGH</u>		<u>SENIOR HIGH</u>		11:15	LUNCH	11:15	Team Recreation	12:00	Team Recreation	12:00	LUNCH	12:50	PEP RALLY	12:50	PEP RALLY	<p><u>Day 2-4 continued</u></p> <p>1:15—5:15 Church Groups Rotate through planned activities which may include: Swimming Pool, Lakefront toys, Banana Sleds, Water Inflatables, Crafts, Board Games, Indoor Recreation Games, Prayer Room, Ping Pong, Gift Shop, Archery, BMX Bikes, BB Gun Range, Prayer Walking, Tournaments (Basketball, Volleyball, Flag Football, Ultimate Frisbee, Soccer), Concession Stand or Challenge Course (Zip Line and Power Pole).</p> <p>5:15-6:15 Dinner</p> <p>7:00 p.m. Evening Worship Celebration</p> <p>Church Group Time</p> <p>Concession Break</p> <p>11:00 p.m. In Dorms</p> <p>11:45 p.m. Lights Out</p> <p><u>Day 5:</u></p> <p>8:00-8:30 a.m. Personal Quiet Time</p> <p>8:30-9:30 a.m. Breakfast</p> <p>9:30 a.m. Worship/Celebration of Decisions</p> <p>11:00 a.m. Depart</p>
<u>JUNIOR HIGH</u>		<u>SENIOR HIGH</u>															
11:15	LUNCH	11:15	Team Recreation														
12:00	Team Recreation	12:00	LUNCH														
12:50	PEP RALLY	12:50	PEP RALLY														

WHAT TO BRING TO CAMP

(Please label your personal belongings)

- Medications to be taken while at camp should be brought in the original bottle and/or container and placed in a clearly labeled zip-lock bag with the camper's name and church information. *Bring the required and signed Medication Administration form with the medications.*
- Bible (with your name and address in it)
- Pen and/or Pencil and notebook
- Alarm Clock (not a clock/radio)
- Closed toe / Tennis Shoes & extra pair of Shoes
- Sleeping Bag or Bed Sheets (twin size), Blanket and Pillow
- Towels & Washcloths
- Personal hygiene (toothbrush, toothpaste, comb, hairbrush, shampoo, soap, deodorant, etc.)
- Watch
- Beach towel for water recreation activities
- Swimsuit (**refer to camp rules for dress code**)
- Sunscreen
- Insect Repellant
- Flashlight
- Casual Clothing (**refer to camp rules for dress code**)
- Grungy clothing for messy rec. games
- Laundry Bag
- **A fantastic attitude and desire to draw near to God.**

WHAT NOT TO BRING TO CAMP

- Food items (attract ants in dorms)
- Cell phones, iPods, mp3 players or video games, Tape/CD players, television, Play station or any other type of electronic games or equipment. (We ask this to prevent theft and to help youth focus more on God during the week). Only adult sponsors may bring a cell phone.
- Keepsake or valuable jewelry
- Collectible or memorabilia sportswear
- Skateboards, Rollerblades, Heely roller shoes
- Computers
- Prank supplies (body paint, shaving cream, water balloons, water guns)
- Illegal Drugs, Alcohol, Any form of tobacco
- Firearms, knives, or any kind of weapon
- Fireworks or matches
- Immodest clothing or clothing with questionable sayings, slogans, etc. (**refer to camp rules for dress code**)
- Any material inconsistent with Christian testimony

OPTIONAL ITEMS TO BRING

- Camera and film
- Spending money for Gift Shop items, concession snacks, and vending machine
- Hat
- Water Bottle
- Mission Emphasis Donation
- Backpack to carry your stuff

REGISTRATION DETAILS

Registration Opens November 30, 2009

STEP 1

Promote Journey Youth Camp to your youth and their parents. While supplies last, additional brochures and DVD are available upon request. Call 888-222-3482 to place your request. Posters are available for download off of our website.

STEP 2

Enlist adults to commit to serving as a camp sponsors. It is the responsibility of the individual church to enlist adult sponsors to attend camp with their youth. Each church is required to send one (1) adult sponsor for every eight (8) campers. For every 8 girls there must be a female sponsor and for every 8 boys, a male sponsor. By state law, sponsors are to be at least 19 years of age, are required to be housed with their campers and are expected to assist in the camp activities. Much is required of the adult sponsors, demanding a physically fit, emotionally and spiritually mature person who relates well with young people. He/she is expected to serve as a church group leader, encourager, disciplinarian, dorm supervisor, and discussion leader. The adult sponsors will be responsible for knowing where their students are at all times—whether they are in Bible study, recreation, waterfront activities or free-time. It is the responsibility of the church adult sponsors to enforce the camp rules and to make certain that your campers follow the daily schedule—being where they are suppose to be, and engaging in the planned activities.

STEP 3

To secure a reservation submit to HLCCC the \$50. non-refundable deposit for each student and adult committed to attending Journey Youth Camp. All participants are required to pre-register by mail.

For Session 1, deposits must be received between November 30, 2009, and May 12, 2010.

For Session 2, deposits must be received between November 30, 2009, and June 4, 2010.

For Session 3, deposits must be received between November 30, 2009, and June 11, 2010.

It is important to send in any deposits received as soon as possible to secure the best registration fee for each camper. Each camper's final registration fee is based upon the postmark date of when their deposit is received by Highland Lakes Camp. Journey Youth Camp fills quickly. Registrations are accepted on a first-received, first-reserved basis. During the Registration process, any of the three Journey Youth Camp sessions could be declared "closed" due to filled to capacity reservations.

For the best savings and best chance to enroll in your first-choice session: It is recommended that during the Early Registration time, you send a \$50 deposit for **everyone** (students and adults) who has made a commitment to attend Journey Youth Camp. Continue to enlist students to attend, and send in additional deposits during the Regular or Late Registration. However, once the camp is full additional students cannot be added. **The deposit is non-refundable and may not be applied toward an outstanding group balance.** In the event of a cancellation, the deposit may be applied only as a deposit for a substitute camper within your church group.

STEP 4

Mail the deposit check: Church check should be payable to: **Highland Lakes Camp and Conference Center.** Mail the completed Church Registration Summary along with the deposit check to: HLCCC Attn: Summer Camp Program Office, 5902 Pace Bend Rd. N., Spicewood, TX 78669. The check amount should correspond with the Registration Summary form. Prepare one check from your church for the registration deposits. *Please do not combine the registration fees of multiple HLC programmed camps.* If you choose to pay by credit card, a 3% convenience fee will be added. It is recommended that you make a copy and save the original Registration Summary form in case of additions, substitutions or late registrants.

STEP 5

A mandatory HLCCC Registration / Liability Waiver and Medical Release form is required of every student and adult attending Camp. Photocopy the Registration Medical/Liability release forms (*3 page document*) and distribute the appropriate form to each student and adult that has paid their \$50 deposit. Highland Lakes Camp must have on permanent record the ORIGINAL completed and signed form. Faxes and copies cannot be substituted for the original form.

- The student's and his/her parent's signatures acknowledges that they have a firm understanding of the camp rules and that the parent's have granted permission for participation in all recreational activities, photos, etc. Parents are required to sign on three different locations, students are required to sign on two different locations.
- The church pastor or staff member signature at the bottom of the ADULT form is mandatory by the Texas Health Department and indicates that the Adult Sponsor has not been convicted of any crimes against children.

The completed and signed **HLCCC Registration / Liability Waiver and Medical Release form** is due no later than May 12, if attending Session 1; June 4, if attending Session 2; and June 11 if attending Session 3.

STEP 6

Adult Sponsor Child Protection Training is the responsibility of the church. Each church registering for camp has the duty of training and screening their Adult Sponsors. The following official documentation is required of any adult who will have direct contact with students at camp: **(1)** A current criminal background check (within last 365 days) **(2)** A current sex offender background check. The criminal background and sex offender checks can be completed by registering online at [<https://records.txdps.state.tx.us/>] as an organization that provides **Volunteer Children's Activities.** **(3)** Proof of satisfactory completion of Child Protection Training. This is available for free download at our website. HLC will provide a DVD containing the state approved Child Protection Training session and written test materials for a \$10.00 prepayment and **(4)** Church Recommendation (signature from pastor on medical release form). All required documents must be submitted along with the Adult **HLCCC Registration / Liability Waiver and Medical Release form** no later than the Session deadline date (Session 1: May 12; Session 2: June 4 and Session 3: June 11) For more details read the enclosed IMPORTANT BULLETIN pertaining to state law requirements.

Continued....

REGISTRATION DETAILS

Registration Opens November 30, 2009

STEP 7

No less than ten (10) days prior to the registration deadline (or preferably sooner) collect all completed **Registration / Liability Waiver and Medical Release forms** from your students and adult sponsors. Please take just a few minutes to double-check that each of the 3 required forms has been completed in its entirety before you mail them. Be sure that all blanks have been filled in. Check for health, medication, and insurance information. Also check for signatures of students, parents, and pastors or children's ministers on all three forms. Staple the three pages of the medical release forms together. Confirm and provide proof that all adult sponsor background checks and training have been completed. **Any incomplete forms will be returned which will cause a delay in the processing of your registration.**

STEP 8

The following **Final Registration requirements** must be received by the HLCCC Summer Camp Registrar no later the appropriate session late deadline date: **Session 1: May 12;** **Session 2: June 4;** and Session 3: **June 11.**

1. Completed and signed (3 pages) **Registration / Liability Waiver and Medical Release form** for each Student and Adult Sponsor. Make certain each student and their parent or legal guardian has signed where indicated on **all 3 pages.**
2. A **student housing list** indicating male and female campers and their group sponsors. This list is used for many things, including: housing, recreation and church group assignments, and printing nametags. (**Please print legibly**).
3. T-Shirt sizes order form.
4. All current mandatory Adult Background Checks and Child Protection Certificates.
5. A check for any remaining appropriate **registration fee** balance due (One Church check for the specific camp).

\$25 will be charged for any check returned due to insufficient funds. If final payment is paid by credit card, a 3% convenience fee will be applied. Do not send the completed and signed Medication Authorization Form—it should accompany the campers medication(s) which will be collected upon arrival.

If the HLC Registration Office has not received all required items by the registration deadline, any space initially secured by a deposit will be released and made available to others on the waiting list, resulting in the forfeiture of the \$50 deposit. Late or incomplete final registration details will not be accepted past the deadline date unless preauthorized by HLCCC Summer Camp Registrar.

No registration will be accepted after May 12 (Session 1); June 4 (Session 2); and June 11 (Session 3) unless the camp is not yet filled. Please call the Program Office to check if there is availability. If space is available, any registration or substitution after these dates will also require an additional \$10 fee.

Baptist churches in the following Baptist Associations, which regularly financially support HLC, are eligible for a **\$10.00** per camper discount: Austin, Bell, Bluebonnet, Burnet-Llano, Creath-Brazos, Gambrell, Gonzales, Greater Fort Hood, Independence, Lampasas, Milam, and Williamson. To receive this discount, *please indicate the Association's name on the registration summary form.*

STEP 9

Once registered, if a camper should cancel or you need to add or substitute campers, please complete the enclosed NOTIFICATION FORM and fax or mail to HLCCC Attn: Summer Camp Programs. It is important that the Summer Camp Program Office be notified **in writing** of all registration changes. Any person accepted as a substitution or addition must pay an additional \$10. If you have cancellations, it is IMPORTANT that you provide the written notification before the session final deadline to avoid paying the balance for reservations secured by the \$50 deposit and now will not be using. **The church will be held financially responsible for the full balance of any camper cancelling after the appropriate session final deadline** (Session 1: May 12; Session 2: June 4; and Session 3 June 11).

It is necessary to know for certain who will be attending, in order to accurately determine when the dorms are full. For this reason, the following cancellation policy applies: If cancellation occurs and the HLC Program office receives written notification **PRIOR** to session appropriate deadline date: The non-refundable \$50 deposit may be transferred as a deposit for a substitute camper, or if the full registration fee for the camper canceling was submitted **prior** to the deadline and has been processed by the HLC Program office only then will the registration fee (minus the \$50 non-refundable deposit) be refunded or the registration paid may be transferred to a substitute camper. If cancellation occurs **AFTER** the session appropriate deadline date: All registration fees are non-refundable and may not be applied to an outstanding group balance. However, the registration may be transferred toward payment for an **approved** substitute camper. If your church group needs to submit a substitution or notify HLC camp of a cancellation, PLEASE complete the enclosed NOTIFICATION form and either mail or fax to the Summer Camp Program Office at 512-264-2794.

If there is any problem with your registration packet or if the selected summer camp session is filled to capacity, you will be notified. Once your group's registration forms have been processed, you will be mailed a final confirmation packet for your week of Camp.

GENERAL CAMP INFORMATION

JOURNEY YOUTH LEADERSHIP TEAM:

While Highland Lakes Camp is responsible for booking the worship leaders and speakers, Journey Youth Camp is planned by camp administrators and a network of youth ministers and adult volunteers from participating churches. These talented and creative men and women combine their years of experience and expertise to design, coordinate, and implement a life-changing camp experience for students. We welcome the input of all adult leaders who are willing to serve on this team. **Please give prayerful consideration to volunteering as a Leadership Team member.** If interested, contact the camp program office for more details. Planning meetings will be held during the winter and spring. It is never too late to sign up for this.

CHURCH DESIGNATED "CAMP REGISTRATION" PERSON:

If the person responsible for registering your group for camp (i.e. Church office secretary, youth lay-leader, etc.) is NOT attending the week of camp, he/she should make certain that all pertinent information received is given to a designated "Group Contact Person" who IS attending camp with the students (ex. *This page*—General Camp Information, a copy of the registration fee summary, camp confirmation packet, map, etc). **It is equally as important for the HLC Summer Camp Registrar to be notified of any change relating to the Church Contact person.**

CHECK IN PROCEDURES:

Day 1: Check-in time 2:00–4:00 p.m.

Day 5: Departure time 11:00 a.m.

The Summer Camp Program staff will be ready to welcome campers at 2:00 p.m. Upon arrival, only the Church Contact Person should enter the registration area which will be located in the foyer of Miles Auditorium. At this time, the Church Contact Person will be given a packet containing your housing assignments, church group meeting location, prayer guide, nametags, camper booklets (which contain the schedule, map and quiet times), and Sponsor newsletter. At the check-in area, the Church Contact Person should provide the following: (1) Camper individually bagged medications along with the parent authorized Medication Administration Form, to be immediately reviewed by the Camp Medical Staff; and (2) any "last minute" required paperwork (if applicable) such as Early Release Authorization, or incomplete registration documents requested by the program office.

CHURCH "COLOR" GROUPS:

Each Church will be assigned to a specific color group. The Church Group leader will be notified of your group's color soon after late registration closes. Churches are encouraged to bring color appropriate bandanas, clothes, etc for spirit competitions. Each color group will be similar in size based upon the total number of camp participants (i.e. 630 total campers, 6 colors groups = 105 per color group) Each color group will usually consist of two or more church groups. Your entire church group will rotate throughout the daily scheduled activities together with the exception of Team Recreation and Lunch time when the churches are split by Junior High and High school. This approach will provide the opportunity for each camper to meet other teens and also will help deepen friendships among teens from the same church groups.

CHURCH GROUP TIME:

Designated time is scheduled throughout the day for each Church Group to spend quality time together. This is a time for your entire church group to share with one another and reflect upon how God is moving. Youth leaders are encouraged to bring group building activities, musical instruments, short devotionals, and other such items for your Church Group Time.

DRESS CODE:

Campers (students and adults) are expected to reflect a Christian example by their dress. **Sponsors, parents, and church leaders are responsible** for the clothing and appearance of the youth and adults attending camp. The manner of dress should be set and clearly communicated prior to leaving home. Modest skirts, dresses, shorts, and jeans are acceptable in worship. Immodest short shorts or tops, small tank tops, tight clothes, spaghetti strap tops, distasteful designs or messages, cheer shorts and other extreme clothes are not acceptable at any time. Shorts must be longer than the arm and hand when extended down the side of the person. One-piece swimsuits are preferred. All other swimwear will require a dark colored t-shirt to be worn over them at all times including while in the pool. Campers may be asked to change their attire if an adult or HLCCC staff feels their dress is inappropriate.

EARLY RELEASE PROCEDURES:

For the safety of all campers, any student attending Journey Youth Camp that needs to leave early due to sickness or a scheduled event, **MUST be picked up by the parent who signed the student Registration / Liability Waiver and Medical Release form** or the student must provide camp administrators with a written note from his/her parent (along with photocopy of parents picture ID) authorizing that the student be released from camp to a specified adult. The student, church contact person and adult picking up the student **MUST check-out through the Camp Office before leaving Highland Lakes Camp.**

MEDICATIONS BROUGHT TO CAMP:

All medications (prescription or over-the-counter) brought to camp **MUST BE** in the original bottle and/or container. **During Registration, the HLC Medical Staff will collect all medications from the church contact person.** The Medical Staff will then take and secure all medication in the Health Center. Medications will be administered as per RX label instructions and dosage, unless written, signed and dated instructions state otherwise. All medications along with the completed *Medication Administration Form signed by the parent or legal guardian* should be placed in a zip-lock bag and clearly labeled with the camper's name and church information. The HLC Health Center is stocked with a variety of over the counter medications as recommended by our Medical Director.

MEDICAL INSURANCE

A secondary Medical Emergency insurance policy will be in effect for each person attending camp. This insurance is designed to provide **limited** coverage (in excess of a persons own medical insurance). A medical claim will be filed only if it becomes necessary, due to accident or illness which may occur during involvement with camp. A Medical Claim is filed: Be advised that if the policy coverage limits is exhausted any remaining medical fee(s) will become the financial responsibility of the student's parent or legal guardian. It is recommended that each camper bring with them necessary proof of insurance (i.e. an insurance card showing policy number and how to contact your insurance company).

PHYSICAL LIMITATIONS:

Please notify the Camp Program Office if someone in your youth group has a physical limitation (is in a wheelchair, on crutches, etc.). Every effort will be made to house any special needs camper in a centrally located dormitory.

PRIVATE HOUSING FOR MINISTERS, SPOUSES and/or NON-CAMP AGED CHILDREN

HLCCC has limited private housing during capacity summer camps. However, we will do our best to accommodate a request for family private housing. Non-Camp aged children are not allowed to sleep in the dormitory housing. There will be no childcare or programmed activities for non-camp aged children. Contact our Summer Camp Registrar regarding motel housing availability and rates.

SENDING MAIL TO A STUDENT AT CAMP:

Incoming mail is sorted by church groups and can be received by a sponsor each day at the Camp Office. Mail sent to campers should be addressed to:

Camper's Name (Church Group & which Camp Attending)
 Highland Lakes Camp and Conference Center
 5902 Pace Bend Rd. N. • Spicewood, TX 78669
 512/264-1777 **emergency use only**

SIXTH GRADERS

If your graduated 6th graders are considered a part of your youth group, they are welcome to attend Journey Youth Camp.

SPENDING MONEY:

How much money to bring? During breaks and recreation time, HLC provides a conveniently located concession stand so that students can cool off with a soft drink or pick up a snack.

Items available will include: Soft drinks, bottled water, candy, & other snacks. *Items cost: .50—\$2*

Souvenirs and Camp T-Shirts are available at the Camp Highlands Gift Shop. *Items cost: \$1—\$15*

Color Group Shirts, bandanas and other spirit items may also be purchased at the Gift Shop.

Remember your week at Camp... campers may purchase an end of the week camp video—\$10 or 5" x 7" group photo—\$7.

T-SHIRT

It is intended for each registered camper to receive a camp t-shirt. However, this can only be accomplished if the HLCCC program office receives the t-shirt sizes for your group by the session deadlines (**May 12 if attending Session 1, June 4 if attending Session 2 or June 11 if attending Session 3**). The enclosed T-Shirt Form is a useful tool for collecting the t-shirt sizes. HLCCC cannot be held responsible if the t-shirt size is incorrect on the T-Shirt List, and HLCCC may not provide a camp t-shirt if necessary information is not received by required dates.

VEHICLES:

For the safety of all campers, all vehicles (bus, van and cars) once unloaded will be parked in a designated parking area for the duration of camp. No vehicles will be driven during camp and may not be parked at the dorms.

MISSION EMPHASIS PROJECT- Optional:

Highland Lakes **Ring the Bell** is an on-going fund raising campaign for the new Miles Auditorium. Upon request, HLC will provide any interested camper Ring the Bell coin holder(s). Each coin holder will hold 40 quarters (\$10.00). The students bring their filled coin holder to camp. The Ring the Bell offering will be collected during a designated worship time.

Give to the **Austin Baptist Chapel** ministry. Austin Baptist Chapel mission helps feed the homeless in downtown Austin. During the summer months, their needs greatly increase because school is out. Help us minister to Austin by donating: canned goods, dry macaroni & cheese, peanut butter, canned meat, packaged cheese crackers, small boxes of laundry detergent, and personal hygiene items such as toothbrushes, toothpaste, deodorant, soap, hairbrushes. These items will be collected when you arrive at camp during check-in. *Both mission emphasis projects are optional.*

FREQUENTLY ASKED QUESTIONS

Q How do I substitute or add a camper? Are there any fees for substitution/cancellation or additions?

A After the final registration date, any person enrolling as a substitute must pay an additional \$10. Any processed registration fee for the person they are replacing will be accepted as the substitute's registration fee. **IMPORTANT...**Approval for any substitution must be in writing and authorized with the HLC Registrar's Office before bringing your group to Journey Youth Camp. We also request, if at all possible, substitutions be the same gender as the person they are replacing. Housing assignments are made according to gender. Therefore, confirmation of available bed space for any substitution is important **prior** to arriving at camp.

Q What is the cancellation policy?

A Journey Youth Camp fills quickly. It is necessary to know for certain who will be attending, in order to accurately determine when the camp is full. For this reason, the following policy applies:

Session 1 Deadline Date: May 12 Session 2 Deadline Date: June 4 Session 3 Deadline Date: June 11

1. If cancellation occurs and the HLC Program Office receives written notification PRIOR to session deadline date:

The non-refundable \$50 deposit may be transferred as a deposit for a substitute camper, or

If the full registration fee for the camper canceling was submitted prior to the deadline and has been processed by the HLC Program Office only then will the registration fee (minus the \$50 non-refundable deposit) be refunded or the registration paid may be transferred to a substitute camper.

2. If cancellation occurs AFTER the session deadline date: All registration is non-refundable and may not be applied to an outstanding group balance. However, the registration may be transferred toward payment for an **approved** substitute camper with the addition \$10 fee.

Q What are the duties of the Adult Counselor/Sponsor?

A Each adult sponsor should attend a mandatory Sponsor's Meeting scheduled for Day 1 of camp. At this meeting, each adult will be informed of their role as an Adult Counselor/Sponsor and receive additional details pertaining to the overall camp schedule of activities.

In order to provide the best possible atmosphere and supervision at camp, we ask that all student groups be accompanied by an adult sponsor of the same gender for every 1-8 male and 1-8 female campers. Adult sponsors are to be 19 years of age and will be housed with their students. Adult sponsors are expected to assist in the students' camp activities. Adult sponsors should not bring children with them who are not old enough to register as camp participants.

A Sponsor's general responsibilities **will** include: small group discussions, be an encourager, help facilitate recreation and /or lakefront activities, decision counselor, disciplinarian and dorm supervisor for your church group. Each adult sponsor is held responsible by your local church, Highland Lakes Camp, and the Texas Department of Health for the safety and well-being of the students from your church.

Q Is recreation mandatory?

A Yes, unless a student is physically unable he/she will be required to participate in all activities during camp. Any optional activities or events during camp will be clearly communicated, everything else is mandatory. Many of the recreation games involve water. It is strongly suggested that your campers bring grungy clothes for recreation "messy games" and preferably wear a colored t-shirt.

Q How will my church group be housed?

A Your church group will be housed in separate gender dorms. All your females will be housed in one dorm and all your males will be housed in a separate dorm. Each group may (depending on size) share their dorm with one or more churches. All dorms are fully air conditioned with running water and twin size bunk beds. Each camper will need to bring bedding, toiletries, towels, etc. It is recommended that Adult Sponsors bring liquid hand soap and paper towels for their campers to use in the dorm restrooms.

Q Where will my church meet?

A Church group meeting locations will be assigned beginning with the largest churches in the largest rooms. When the rooms are all assigned, the remaining churches will be directed to find a meeting place outdoors, on a porch, in a large room shared with other smaller groups, etc.

Q How is discipline handled?

A Each group is responsible for the campers from their local church including enforcing the rules. If the problem escalates beyond the church group, the Assistant Director of Operations may become involved. Beyond this level, the Highland Lakes Executive Director or Assistant Executive Director become involved. Each church group will also be held financially responsible for damages to property of others and/or HLC.

Q Can family or church members visit camp?

A Yes, but the Church Contact Person should be made aware of this intent. Upon arrival, any non-registered guest must check-in at the Main office and be issued a "Day-Use Guest" badge. Camp office staff will notify the camper and Church Contact Person for approval of this guest visit. If the guest desires to eat a meal at HLC, the cost is \$6.50 per person. The nightly worship services are open only to registered campers. It is expected that each session of Journey Youth Camp will be filled-to-capacity. The assigned "color" group seating does not allow space for non-registered guests to be seated with your group.

Q Can our Church Group reserve seats in the Worship Center?

A No. In an attempt to be fair to everyone - seating is assigned by "color" groups and rotated on a daily basis. Seating will be clearly marked before campers enter the auditorium and the Church Contact Person will receive a daily seating chart when they arrive at camp. Every color group will be given the opportunity to be seated near the front.

IMPORTANT BULLETIN

THE TEXAS DEPARTMENT OF STATE HEALTH SERVICES CHILD PROTECTION LAWS

RULES FOR THE PROTECTION OF CHILDREN

Why Is It Important?

The Texas Department of State Health Services, which is the licensing agent for public camps is now requiring new criteria for camp workers and adult sponsors. This new law requires any adult who has contact with children at camp to be screened for criminal and sex offender records.

In addition, the adults are also required to take a one hour training course and pass a test regarding child protection and reducing the risk of child abuse and molestation. This new law applies to all state licensed youth camps, and is meant for the safety and protection of the children.

Statistics show that many child molesters are known and trusted by their victims. Many molesters seek out situations and atmospheres where they are trusted and accepted by those around them, such as the local church. They could even disguise themselves as the ideal children or youth worker in churches or other similar organizations. We do not want to give the impression that camp is automatically suspecting or accusing any of our staff or sponsors at camp of this type of behavior. However, we must be aware of how molesters work and do everything within our power to protect the children that God has entrusted to us.

The best way to deter abuse from happening at our camps is to develop an environment that puts the offender, rather than the child, at risk. An adequate screening process, proper supervision and accountability will discourage this type of offender.

The required "state approved" one hour training course informs all adults of the effects of child abuse, the methods of operation of child molesters, the signs and symptoms of abuse to watch for and the proper method of reporting abuse. The course also focuses on ways for adults to guard against any situation that could put themselves at risk for accusation.

Highland Lakes Camp will gladly comply with these state regulations in order to serve the children of our area. We have a responsibility not only to the children, but to the parents and churches we serve to provide a safe and secure environment to learn about God's eternal love.

Child abuse and Sexual abuse, real or alleged, must be reported to proper authorities.

REQUIREMENTS

According to Texas State Law, all adult counselors / sponsors that have any direct contact with underage individuals at a Camp must have:

1. Prior to contact with underage campers, a criminal background check performed within the last 365 days of the last day of your camp session.
2. Prior to contact with underage campers, a sex offender background check performed within the last 365 days of the last day of your camp session.
3. Attend and participate in a one hour child abuse and sexual abuse prevention and recognition class; as well as pass a written exam prior to contact with underage campers.
4. Signature from pastor/church leader on the Adult Registration/ Liability Waiver and Medical Release Form.

This is how you can accomplish these requirements:

1. A criminal background check may be performed online at www.records.txdps.state.tx.us/ for a nominal charge. It is important that you register as an organization that provides Volunteer Children's Activities to get this for a nominal fee. It is the sponsoring churches responsibility to perform these checks and submit proof of proper documentation at camp registration.
2. A sex offender background check may be performed online at <https://records.txdps.state.tx.us/> for no charge. It is the sponsoring churches responsibility to perform these checks and submit proof of proper documentation at camp registration.
3. Highland Lakes Camp will provide upon receipt of \$10.00 a DVD containing the state approved Child Protection Training session and written test material. You may download this for free from our website (www.highlandlakescamp.org) .

MANDATORY DOCUMENTATION REQUIRED:

The following documentation must be on file with Highland Lakes Camp prior to the start of your session and will become permanent record on file.

1. Copy of criminal background check.
2. Copy of sex offender background check.
3. A photocopy of the certificate issued by test administrator upon successful completion of the Child Abuse and Sexual Abuse Prevention/Recognition Class. It is recommended the church keep the original certificate on file for two (2) years.
4. Pastor/church leader signature on the Adult Registration/ Liability Waiver and Medical Release form.

**The new training requirements and other information can be found on the
Department of State Health Services web site at
www.dshs.state.tx.us/youthcamp/default.shtm**

JOURNEY YOUTH CAMP REGISTRATION SUMMARY

Highland Lakes Camp and Conference Center
 5902 Pace Bend Rd. North • Spicewood, TX 78669
 888-222-3482 • 512-264-1777 • 512-264-2794 (Fax)
 www.highlandlakescamp.org

It is recommended that you retain a copy of this blank Registration Form for your files—to be used in submitting possible late registrants or substitutions. Please complete all information requested below and return with the required deposit payment of \$50.00 per camper.

Indicate date your group desires to attend Journey Youth Camp:
 SESSION 1: June 14-18, 2010
 SESSION 2: July 5-9, 2010
 SESSION 3: July 11-15, 2010

GROUP INFORMATION:

Church Name: _____
 Mailing Address: _____
 City: _____ State: _____ Zip: _____ Area/Association: _____
 Church Phone: (_____) _____ Fax: (_____) _____ Request for Child Protection DVD? Yes No
(\$10.00 prepayment required)

CONTACT PERSON:

Contact Person: _____ Position in Church: _____
 Mailing Address (if different than above) _____
 City: _____ State: _____ Zip: _____
 Work Phone: (_____) _____ Home Phone: (_____) _____ Other: (_____) _____
 E-Mail: _____ Will Contact Person be attending Journey Camp? Yes No
 If not, please provide the name of a "Designated Adult Contact" attending camp: _____
 Home Phone: (_____) _____ Other: (_____) _____ E-Mail: _____

<u>DEPOSITS</u>			
Early Rate Attendees	_____	X \$50 = _____	Payment Type _____ Received _____
Regular Rate Attendees	_____	X \$50 = _____	Payment Type _____ Received _____
Late Rate Attendees	_____	X \$50 = _____	Payment Type _____ Received _____
Child Protection Training DVD	1	+ \$10 = _____	

<u>BALANCES</u> (see totals and deadlines below)			
Early Rate Attendees	_____	X \$145 = _____	Payment Type _____ Received _____
Regular Rate Attendees	_____	X \$170 = _____	Payment Type _____ Received _____
Late Rate Attendees	_____	X \$190 = _____	Payment Type _____ Received _____
Attendees Receiving Discount	_____	X \$10 = (-) _____	
Substitutions	_____	X \$10 = (+) _____	
TOTAL REGISTRATION BALANCE		\$ _____	

<u>DEADLINES</u>				
Session 1	Session 2	Session 3	<u>Fee</u>	
Early Deadline	March 2, 2010	Early Deadline	March 2, 2010	\$195
Regular Deadline	April 13, 2010	Regular Deadline	May 4, 2010	\$220
Late Deadline	<u>May 12, 2010</u>	Late Deadline	<u>June 4, 2010</u>	\$240

To finalize your registration the following items are due by the Session Late Registration Deadline: Camp Fee Balance Due, Housing Lists, T-Shirt Form, ALL Student and Adult Registration Medical Release Forms, Adult Sponsor Background Checks & Child Protection Certificates .

NOTIFICATION OF CAMPER SUBSTITUTION, ADDITION AND/OR CANCELLATION

If your church group needs to submit a substitution or a pre-registered camper is unable to attend camp, please mail or fax this notification to the Summer Camp Program Office 512/264-2794 Fax; 888-222-3482
HLCCC, 5902 Pace Bend Rd. N., Spicewood, TX 78669

Registered to attend: JY Session 1, June 14-18 JY Session 2, July 5-9 JY Session 3, July 11-15

Church Name	City	State
Contact Person	Daytime Phone #	E-mail

SUBSTITUTION POLICY:

After final registration date, any person enrolling as a substitute must pay an additional \$10. Any processed registration fee for the person they are replacing will be accepted as the substitute's registration fee, with the additional required \$10. **IMPORTANT...**Approval for any substitution must be in writing and authorized with the HLC Registrar's Office before bringing your group to Journey Youth Camp. We also request, if at all possible, substitutions be the same gender as the person they are replacing. Housing assignments are made according to gender. Therefore, confirmation of available bed space for any substitution is important **prior** to arriving at camp.

<u>SUBSTITUTION:</u> (Person Church is ADDING) <i>MEDICAL /LIABILITY RELEASE FORM REQUIRED</i>			OFFICE USE ONLY
Person added: 1. _____ Substitution for: _____	T-Shirt Size _____ (Adult Size)	<input type="checkbox"/> Student Grade Completed _____ <input type="checkbox"/> Adult	____/____/____ Date Recv'd <input type="checkbox"/> Addt'l \$10. fee Recv'd <input type="checkbox"/> Medical Form <input type="checkbox"/> Registration
Person added: 1. _____ Substitution for: _____	T-Shirt Size _____ (Adult Size)	<input type="checkbox"/> Student Grade Completed _____ <input type="checkbox"/> Adult	____/____/____ Date Recv'd <input type="checkbox"/> Addt'l \$10. fee Recv'd <input type="checkbox"/> Medical Form <input type="checkbox"/> Registration

CANCELLATION POLICY:

Session 1 <u>Deadline Date:</u> May 12 Session 2 <u>Deadline Date:</u> June 4 Session 3 <u>Deadline Date:</u> June 11				
1. <u>If cancellation occurs and the HLC Program Office receives written notification PRIOR to session deadline date:</u> The non-refundable \$50 deposit may be transferred as a deposit for a substitute camper, or If the full registration fee for the camper canceling was submitted prior to the deadline and has been processed by the HLC Registrar's office ONLY then will the registration fee (minus the \$50 non-refundable deposit) be refunded or the registration paid may be transferred to a substitute camper.				
2. <u>If cancellation occurs AFTER the session deadline date:</u> All registration is non-refundable and may not be applied to an outstanding group balance. However, the registration may be transferred toward payment for an approved substitute camper.				
<u>CANCELLATION:</u> (Person Church is CANCELLING without providing a substitute)			OFFICE USE ONLY	
		Date Notified	Registration Deleted	Medical Deleted
1. _____	<input type="checkbox"/> Student <input type="checkbox"/> Adult	____/____/____	_____	_____
2. _____	<input type="checkbox"/> Student <input type="checkbox"/> Adult	____/____/____	_____	_____
<p><u>WRITTEN NOTIFICATION:</u></p> I authorize the HLC Program Office staff to release _____ # reservation (s) initially secured by a \$50. deposit. I understand the above cancellation policy and acknowledge the financial obligation to HLC if notification is given after the session final registration deadline.				
✓ _____	_____	____/____/____		
Signature	Church Position	Date		

JOURNEY HOUSING LIST: BOYS

This information is required no later than May 12 (Session 1); June 4 (Session 2) or June 11 (Session 3).

This form is **very important** and used for multiple purposes such as housing, recreation teams and **nametags**.

Please **print legibly** or type information.

It is recommended that you retain a copy of this blank Church Housing List for your files: to be used in submitting possible late Registrants or substitutions. A completed and signed Adult & Student Registration / Liability Waiver and Medical Release Form must be provided for each camper and sponsor listed below. Required Adult Sponsor ratio to Camper is 1:8.

Please print neatly; nametags will be made from this list.

Church Name _____ City _____ State _____

Contact Person _____ Daytime Phone # _____ E-mail _____

	Boy's Name (please print legibly)	Grade COMPLETED May '10	HLC Office Use Only	
			Access	HRF
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	Sponsor _____	Age _____	_____	_____
10.	_____	_____	_____	_____
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____
14.	_____	_____	_____	_____
15.	_____	_____	_____	_____
16.	_____	_____	_____	_____
17.	_____	_____	_____	_____
18.	Sponsor _____	Age _____	_____	_____

ALL Sponsors MUST be 19 years of age or older. Anyone under 19 years of age will count in your student ratio.

Total Male Sponsors

Total Boys

Indicate date your group desires to attend Journey Youth Camp:

- SESSION 1: June 14-18, 2010
- SESSION 2: July 5-9, 2010
- SESSION 3: July 11-15, 2010

JOURNEY HOUSING LIST: GIRLS

This information is required no later than May 12 for Session 1; June 4 for Session 2 and June 11 for Session 3).

This form is **very important** and used for multiple purposes such as housing, recreation teams and **nametags**.

Please **print legibly** or type information.

It is recommended that you retain a copy of this blank Church Housing List for your files: to be used in submitting possible late Registrants or substitutions. A completed and signed Adult & Student Registration / Liability Waiver and Medical Release Form must be provided for each camper and sponsor listed below. Required Adult Sponsor ratio to Camper is 1:8.

Please print neatly; nametags will be made from this list.

Church Name _____ City _____ State _____

Contact Person _____ Daytime Phone # _____ E-mail _____

#	Girl's Name (please print legibly)	Grade COMPLETED May '10	HLC Office Use Only	
			Access	HRF
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9. Sponsor	_____	Age _____	_____	_____
10.	_____	_____	_____	_____
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____
14.	_____	_____	_____	_____
15.	_____	_____	_____	_____
16.	_____	_____	_____	_____
17.	_____	_____	_____	_____
18. Sponsor	_____	Age _____	_____	_____

ALL Sponsors MUST be 19 years of age or older. Anyone under 19 years of age will count in your student ratio.

Total Female Sponsors

Total Girls

Indicate date your group desires to attend Journey Youth Camp:

SESSION 1: June 14-18, 2010

SESSION 2: July 5-9, 2010

SESSION 3: July 11-15, 2010



HIGHLAND LAKES CAMP & CONFERENCE CENTER
JOURNEY YOUTH CAMP 2010

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STUDENT REGISTRATION FORM

INSTRUCTIONS: Individuals 18 years of age or younger— Complete the Student Registration form in its entirety. Parent or legal guardian signature is required on each of the 3 pages. All requested information is applicable. Type or print legibly in Dark Ink.

Indicate date your group desires to attend Journey Youth Camp:

- SESSION 1: June 14-18, 2010
SESSION 2: July 5-9, 2010
SESSION 3: July 11-15, 2010

Camper's Name: First Middle Last (indicate name used)

Mailing Address: Street Apt. # City State Zip

Birth Date: Mo. Day Year Age Now: Sex: (M/F) Grade Completed '10 end of school yr: T-Shirt (Adult Size):

Home Phone: E-mail: Social Security #:

Have you been convicted of a felony: YES NO If yes, explain:

Name of Church or Group with whom you are attending: City: State:

Parent / Legal Guardian: Relationship to You:

Parent / Legal Guardian Phone Number: Daytime Evening Other

Parent Email: I have attended HLC Journey Youth Camp before: YES NO

AGREEMENT TO ATTEND, PARTICIPATE, ASSUMPTION OF RISK AND LIABILITY WAIVER

HIGHLAND LAKES BAPTIST ENCAMPMENT d/b/a HIGHLAND LAKES CAMP & CONFERENCE CENTER hereinafter referred to as the "Camp" requires a signature for all attendees of the Camp and all participants of any Camp activity including, but not limited to, Challenge/Ropes Course (high and lows), Water Crafts, Water Toys, Swimming Pool, Bicycle Course, Backpacking, Camping, Basketball, Football, Baseball, Softball, Volleyball, and any and all other camp and recreational sports and activities.

Attendance and Activities at Camp may include warm-ups, games, group initiative problems, high and low challenge course, and/or other rigorous physical adventure activities as well as exposure to the elements, exposure to animals, snakes and insects. Camp takes all reasonable precautions to ensure you a safe and enjoyable experience. Parts of the experience, by their nature, can be physically demanding and include varying levels of stress and anxiety, not all of which can be foreseen. The decision to attend the Camp and the decision to participate in any Camp activity at any level IS AT ALL TIMES COMPLETELY UP TO THE INDIVIDUAL'S CHOICE and, if there is attendance at the Camp and participation at any level of any Camp activity, there is a risk, which must be assumed by each attendee and by each participant.

"I understand that attendance at the Camp and participation in any Camp activity may be physically and emotionally demanding. I recognize the inherent risk of physical and/or emotional injury of attending Camp and participating in any and/or all Camp activities. I understand that each participant must assume the risk of any injury, physical and/or emotional, and any financial responsibility that could result from attending Camp and participating in any Camp Activity. I agree to assume such risks and such responsibility. I, on my behalf, and on behalf of my heirs and assigns, hereby release, indemnify and hold harmless Highland Lakes Baptist Encampment d/b/a Highland Lakes Camp and Conference Center from any and all claims, physical and emotional, including bodily injury, that I may have that may be sustained in connection with my attending Camp and with my participation in any and/or all Camp activities."

If you feel that there are any activities in which you or your child should not be involved in, please describe for us on an attached sheet the activities (include name and church/group name on the attached sheet). I understand the directors of Highland Lakes Baptist Encampment reserve the right to dismiss, without refund, any camper whose influence is detrimental to the operation of the camp, as determined by the discretion of the directors. I understand that the use of alcohol, tobacco products, and illegal drugs is strictly prohibited at all Highland Lakes Baptist Encampment programs.

I have read (or had read to me) this complete document and I understand the information contained herein. I have freely and voluntarily signed this document.

X Required Student Camper's Signature Date

X Required Parent or Legal Guardian Signature Date



STUDENT REGISTRATION FORM / GENERAL CAMP RULES

1. All medications are to be listed on the Registration/Medical Release form, registered with the HLC medical staff and taken to the Health Center. All medications must be in original bottle and/or container. Medications will be administered as per RX label instructions and dosage, unless written, signed, and dated parental instructions state otherwise. A completed Medication Administration Form should be provided with the medications. Guests are not to share any medications, including over-the-counter medications.
2. Guests who are ill or injured must be either in the HLC camp office, medical clinic, or hospital. In the event of illness or injury, students will not be permitted to remain in their dorm rooms.
3. Prank supplies are not allowed in the dorms (i.e. shaving cream, body paint, water balloons, water guns/blasters). There are no exceptions.
4. Adult supervision is required at the lake and/or pool. At no time is a student to go to the lake and/or pool without adult supervision. Lifejackets are required for lakefront activities, regardless of a person's age or water safety ability.
5. Drugs, alcohol, any form of tobacco, firearms, knives, or any kind of weapon, matches or fireworks are NOT allowed.
6. Guest should not bring the following to camp: Cell phones, iPods, mp3 players, video games, CD players, television, laptop computer, play station or any other type of electronic games or equipment should not be brought to camp. Keepsake or valuable jewelry, collectible or memorabilia sportswear should not be brought to camp. HLC will not be responsible for the misplacing or theft of guest personal property.
7. Skateboards, rollerblades, Heely roller shoes are **not** allowed.
8. Guests are discouraged from bringing food items. Snacks will attract ants in the dorms. We suggest that if you bring snacks, that the food be stored in tightly sealed containers, such as a plastic storage container or zip-lock plastic bag. No electric appliances to be used for food preparation is allowed. The HLC Concession stand will be open throughout the day and each evening.
9. Guests (students and adults) are expected to reflect a Christian example by their dress. **Sponsors, parents, and church leaders are responsible** for the clothing and appearance of the youth and adults attending camp. The manner of dress should be set and clearly communicated prior to leaving home. Modest skirts, dresses, shorts, and jeans are acceptable in worship. Immodest short shorts or tops, small tank tops, tight clothes, spaghetti strap tops, distasteful designs or messages, cheer shorts and other extreme clothes are not acceptable at any time. Shorts must be longer than the arm and hand when extended down the side of the person. One piece swimsuits are preferred. Anything else will require a dark colored t-shirt to be worn over them at all times, including while in the water. Campers may be asked to change their attire if an adult or HLCCC staff feels their dress is inappropriate.
10. Refrain from Public Display of Affection with others.
11. Under NO circumstances are girls to be in guys rooms or guys in girls rooms.
12. No fighting or inappropriate / profane language is allowed.
13. Students are to respect all adult leaders and follow their instructions. All adults—members of HLC leadership team, church leadership teams, and adult volunteers—are in places of authority over all students. They have been trained in how to guide students for each particular event.
14. Everyone must attend all scheduled events. If your group is in an activity, whether in the classroom or on the athletic field, you must be with them. There are no exceptions to this unless you are injured or sick and are at the HLC Health Center, doctor's office or hospital.
15. Guest MUST be in the dorm by designated camp curfew. Your curfew is for your security and for your mental and physical well-being.
16. Guest must wear nametags at all times. Each Journey Youth Camp participant will be issued a nametag upon arrival, which is to be worn during all meals, and other activities during the day. Nametags are required at the Health Center before a camper can be given medical attention.
17. Guests are not allowed to leave Highland Lakes Camp without proper parental written authorization and approval of HLC administrative staff.
18. Guests are not allowed to bring pets on campus. No pets in the dorms, motels, or meeting rooms.
19. Guest and/or church group leadership will be held financially responsible for any property damages that occur during their stay at HLC. Campers should refrain from writing on furniture or walls. Do not use duct tape to affix signs to doors or walls.
20. For your safety, guests are not allowed on any HLC "RESTRICTED" property areas.

STUDENT CONTRACT	PARENTAL/GUARDIAN
I have read the Journey Youth Camp Rules listed above and promise to abide by all established regulations for my enjoyment and for the safety of all participating in Journey Youth Camp.	I have read the Journey Youth Camp Rules listed above and understand that my son/daughter may be dismissed from Journey Youth Camp and sent home at my expense if he/she does not adhere to the established regulations.
<div style="font-size: 2em; color: red; font-weight: bold; margin-bottom: 5px;">X</div> _____ Student Signature	<div style="font-size: 2em; color: red; font-weight: bold; margin-bottom: 5px;">X</div> _____ Parent or Guardian Signature

AUTHORIZATION FOR EARLY RELEASE

It is understood that my child will return home with the church group he/she arrive with. In the event that my child needs to be released early he/she may be released to the following persons:

Name	Relationship	Driver License No.	Contact Number
_____	_____	_____	(____) _____
_____	_____	_____	(____) _____

PLEASE DO NOT RELEASE MY CHILD TO:

STUDENT MEDICAL RELEASE FORM

In the event of an accident or special health needs, it will be necessary for us to have the requested information. Please make certain that you have provided thorough and accurate medical information. It is recommended that you attach a photocopy of your family medical insurance card.

Camper's Name: _____ Birth Date: ____/____/____ Age: ____ Sex: (M/F) ____
First Middle Last Mo. Day Year

Church: _____ City: _____ Dates at HLC: ____/____/____ to ____/____/____

Person to Notify in **Event of Emergency**: _____ Relationship to You: _____

Phone Number of Contact Person: Daytime (____) _____ Evening (____) _____ Other (____) _____

If unable to reach above person: Notify _____ Relationship to You: _____

Phone Number of Contact Person: Daytime (____) _____ Evening (____) _____ Other (____) _____

Family Physician: _____ Phone: (____) _____

Medical Insurance Co.: _____ Plan or Group #: _____

Insured ID or Member #: _____ Ins. Co. Phone #: (____) _____

MEDICAL INFORMATION

Significant Allergies (specify)

- Food: _____
- Insect Sting: _____
- Medicine/Drug: _____
- Plant/Pollen: _____
- Other: _____

Special Diet: _____

Recent Surgery? _____

Date of last Tetanus Shot? _____ Immunizations Current? _____

Diseases, Chronic or Recurring Illness: (Check all that apply, explain)

- Asthma: _____
- Bleeding Disorder: _____
- Dermatological Condition: _____
- Diabetes: _____
- Ear Infections: _____
- Heart Defect: _____
- Seizures: _____
- Stomach Condition: _____
- Emotional: _____

State law requires all medications to be placed in the campus Health Center. All medications must be brought in the original container (prescription or over-the counter) properly labeled as prescribed by law. Prescription labels must have the camper's name and current dosage. A current Medication Administration Authorization Form MUST accompany all medication. Medications and Administration instructions will be collected and reviewed by HLC Medical staff upon camper arrival. HLC Medical staff requests that you NOT send over the counter medications such as Tylenol, Ibuprofen, Benadryl or antihistamines. HLC stock an assortment of over the counter medications for the occasional need.

HEALTH CARE AND CAMP PERMISSION— ALL PARENTS/GUARDIANS MUST INITIAL & SIGN THE STATEMENTS BELOW.

____ I give my permission for first aid techniques and simple health care to be administered as the need arises. I understand in the event of any serious injury or illness on the part of my child/ward, the camp officials reserve the right to seek professional medical attention including but not limited to consultation with medical director, EMS transportation, and hospitalization.

____ I give permission for my child/ward in consultation with the Camp Health Supervisor and/or the medical director's standing orders to be given the following medications as indicated by checking below:

___acetaminophen (i.e. Tylenol)	___Ibuprofen (i.e. Advil)	___decongestant (i.e. Sudafed)
___antihistamine (i.e. Benadryl, Claritin)	___antihistamine cream	___antibacterial ointment
___antacid tablet (i.e. Tums)	___additional medications as indicated/prescribed by the HLC Medical Director	

I hereby attest that all information listed on this Medical Form is complete and accurate to the best of my knowledge that my child/ward is in acceptable health, physical ability, and emotionally ready to fully participate in camp. I grant my permission, as the parent/guardian of the camper mentioned on this form, to participate in all activities associated with the enrolled event with the exceptions of those that are noted.

I, _____ being the legal guardian of _____ give my permission to Highland Lakes Camp and Conference Center's management, medical staff, and/or the group director to provide medical treatment that may be deemed necessary to insure the well-being of the named student. I do hereby release and forever discharge all from any and all claims, demands, actions or cause of action arising out of damage or injury while participating in Highland Lakes Camp sponsored activities.

X _____ / ____/____ (____) _____
 Required Parent or Legal Guardian Signature Date Phone Number



HIGHLAND LAKES CAMP & CONFERENCE CENTER
JOURNEY YOUTH CAMP 2010

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ADULT REGISTRATION FORM

INSTRUCTIONS: Individuals 19 years of age or older— Complete the Adult Registration form in its entirety.

Adult signature is required on each of the 3 pages. All requested information is applicable.

Type or print legibly in Dark Ink.

Indicate date your group desires to attend Journey Youth Camp:

SESSION 1: June 14-18, 2010

SESSION 2: July 5-9, 2010

SESSION 3: July 11-15, 2010

Adult's Name: First Middle Last (indicate name used)

Mailing Address: Street Apt. # City State Zip

Birth Date: Mo. Day Year Age Now : Sex: (M/F) T-Shirt (Adult Size): Social Security No.:

Phone Number: Daytime: Evening: Other:

Email: Occupation: Employer:

Have you been convicted of a felony: YES NO If yes, explain:

I have attended HLC Journey Youth Camp before: YES NO

Name of Church or Group with whom you are attending: City: State:

AGREEMENT TO ATTEND, PARTICIPATE, ASSUMPTION OF RISK AND LIABILITY WAIVER

HIGHLAND LAKES BAPTIST ENCAMPMENT d/b/a HIGHLAND LAKES CAMP & CONFERENCE CENTER hereinafter referred to as the "Camp" requires a signature for all attendees of the Camp and all participants of any Camp activity including, but not limited to, Challenge/Ropes Course (high and lows), Water Crafts, Water Toys, Swimming Pool, Bicycle Course, Backpacking, Camping, Basketball, Football, Baseball, Softball, Volleyball, and any and all other camp and recreational sports and activities.

Attendance and Activities at Camp may include warm-ups, games, group initiative problems, high and low challenge course, and/or other rigorous physical adventure activities as well as exposure to the elements, exposure to animals, snakes and insects. Camp takes all reasonable precautions to ensure you a safe and enjoyable experience. Parts of the experience, by their nature, can be physically demanding and include varying levels of stress and anxiety, not all of which can be foreseen. The decision to attend the Camp and the decision to participate in any Camp activity at any level IS AT ALL TIMES COMPLETELY UP TO THE INDIVIDUAL'S CHOICE and, if there is attendance at the Camp and participation at any level of any Camp activity, there is a risk, which must be assumed by each attendee and by each participant.

"I understand that attendance at the Camp and participation in any Camp activity may be physically and emotionally demanding. I recognize the inherent risk of physical and/or emotional injury of attending Camp and participating in any and/or all Camp activities. I understand that each participant must assume the risk of any injury, physical and/or emotional, and any financial responsibility that could result from attending Camp and participating in any Camp Activity. I agree to assume such risks and such responsibility. I, on my behalf, and on behalf of my heirs and assigns, hereby release, indemnify and hold harmless Highland Lakes Baptist Encampment d/b/a Highland Lakes Camp and Conference Center from any and all claims, physical and emotional, including bodily injury, that I may have that may be sustained in connection with my attending Camp and with my participation in any and/or all Camp activities."

If you feel that there are any activities in which you or your child should not be involved in, please describe for us on an attached sheet the activities (include name and church/group name on the attached sheet). I understand the directors of Highland Lakes Baptist Encampment reserve the right to dismiss, without refund, any camper whose influence is detrimental to the operation of the camp, as determined by the discretion of the directors. I understand that the use of alcohol, tobacco products, and illegal drugs is strictly prohibited at all Highland Lakes Baptist Encampment programs.

I have read (or had read to me) this complete document and I understand the information contained herein. I have freely and voluntarily signed this document.

X Required Adult Attendee/Participant Signature Date



ADULT REGISTRATION FORM / GENERAL CAMP RULES

1. All medications are to be listed on the Registration/Medical Release form, registered with the HLC medical staff and taken to the Health Center. All medications must be in original bottle and/or container. Medications will be administered as per RX label instructions and dosage, unless written, signed, and dated parental instructions state otherwise. A completed Medication Administration Form should be provided with the medications. Guests are not to share any medications, including over-the-counter medications.
2. Guests who are ill or injured must be either in the HLC camp office, medical clinic, or hospital. In the event of illness or injury, students will not be permitted to remain in their dorm rooms.
3. Prank supplies are not allowed in the dorms (i.e. shaving cream, body paint, water balloons, water guns/blasters). There are no exceptions.
4. Adult supervision is required at the lake and/or pool. At no time is a student to go to the lake and/or pool without adult supervision. Lifejackets are required for lakefront activities, regardless of a person's age or water safety ability.
5. Drugs, alcohol, any form of tobacco, firearms, knives, or any kind of weapon, matches or fireworks are NOT allowed.
6. Guest should not bring the following to camp: Cell phones, iPods, mp3 players, video games, CD players, television, laptop computer, play station or any other type of electronic games or equipment should not be brought to camp. Keepsake or valuable jewelry, collectible or memorabilia sportswear should not be brought to camp. HLC will not be responsible for the misplacing or theft of guest personal property.
7. Skateboards, rollerblades, Heely roller shoes are **not** allowed.
8. Guests are discouraged from bringing food items. Snacks will attract ants in the dorms. We suggest that if you bring snacks, that the food be stored in tightly sealed containers, such as a plastic storage container or zip-lock plastic bag. No electric appliances to be used for food preparation is allowed. The HLC Concession stand will be open throughout the day and each evening.
9. Guests (students and adults) are expected to reflect a Christian example by their dress. **Sponsors, parents, and church leaders are responsible** for the clothing and appearance of the youth and adults attending camp. The manner of dress should be set and clearly communicated prior to leaving home. Modest skirts, dresses, shorts, and jeans are acceptable in worship. Immodest short shorts or tops, small tank tops, tight clothes, spaghetti strap tops, distasteful designs or messages, cheer shorts and other extreme clothes are not acceptable at any time. Shorts must be longer than the arm and hand when extended down the side of the person. One-piece swimsuits are preferred. All others will require a dark colored t-shirt to be worn over them at all times, including while in the water. Campers may be asked to change their attire if an adult or HLCCC staff feels their dress is inappropriate.
10. Refrain from Public Display of Affection with others.
11. Under NO circumstances are girls to be in guys rooms or guys in girls rooms.
12. No fighting or inappropriate / profane language is allowed.
13. Students are to respect all adult leaders and follow their instructions. All adults—members of HLC leadership team, church leadership teams, and adult volunteers—are in places of authority over all students. They have been trained in how to guide students for each particular event.
14. Everyone must attend all scheduled events. If your group is in an activity, whether in the classroom or on the athletic field, you must be with them. There are no exceptions to this unless you are injured or sick and are at the HLC Health Center, doctor's office or hospital.
15. Guest **MUST** be in the dorm by designated camp curfew. Your curfew is for your security and for your mental and physical well-being.
16. Guest must wear nametags at all times. Each Journey Youth Camp participant will be issued a nametag upon arrival, which is to be worn during all meals, and other activities during the day. Nametags are required at the Health Center before a camper can be given medical attention.
17. Guests are not allowed to leave Highland Lakes Camp without proper parental written authorization and approval of HLC administrative staff.
18. Guests are not allowed to bring pets on campus. No pets in the dorms, motels, or meeting rooms.
19. Guest and/or church group leadership will be held financially responsible for any property damages that occur during their stay at HLC. Campers should refrain from writing on furniture or walls. Do not use duct tape to affix signs to doors or walls.
20. For your safety, guests are not allowed on any HLC "RESTRICTED" property areas.

ADULT CONTRACT	PASTOR, STAFF, OR GROUP DIRECTOR SIGNATURE <i>(State Law Requirement)</i>
<p>I have read the Journey Youth Camp Rules listed above and promise to abide by all established regulations for my enjoyment and for the safety of all participating in Journey Youth Camp. I understand that I may be dismissed from Journey Youth Camp and sent home at my own expense if I do not adhere to the established regulations.</p> <p style="font-size: 2em; color: red; margin-top: 20px;">X</p> <p style="margin-top: 10px;">_____</p> <p style="margin-top: 5px;">Adult Signature Date</p>	<p>The person above is known by me. To my knowledge, this person has not been convicted of any crimes committed against minors in his/her back-ground. I assume full responsibility for this person serving as a camp sponsor/counselor working with minors.</p> <p style="font-size: 2em; color: red; margin-top: 20px;">X</p> <p style="margin-top: 10px;">_____</p> <p style="margin-top: 5px;">Signature of Pastor, Staff Member, or Group Director Date</p>



ADULT MEDICAL RELEASE FORM

In the event of an accident or special health needs, it will be necessary for us to have the requested information. Please make certain that you have provided thorough and accurate medical information. It is recommended that you attach a photocopy of your family medical insurance card.

Name of Adult Sponsor: _____ Birth Date: ____/____/____ Age: ____ Sex: (M/F) ____
First Middle Last Mo. Day Year

Church: _____ City: _____ Dates at HLC: ____/____/____ to ____/____/____

Person to Notify in **Event of Emergency**: _____ Relationship to You: _____

Phone Number of Contact Person: Daytime (____) _____ Evening (____) _____ Other (____) _____

If unable to reach above person: Notify _____ Relationship to You: _____

Phone Number of Contact Person: Daytime (____) _____ Evening (____) _____ Other (____) _____

Family Physician: _____ Phone: (____) _____

Medical Insurance Co.: _____ Plan or Group #: _____

Insured ID or Member #: _____ Ins. Co. Phone #: (____) _____

MEDICAL INFORMATION

Significant Allergies (specify)

- Food: _____
- Insect Sting: _____
- Medicine/Drug: _____
- Plant/Pollen: _____
- Other: _____

Special Diet: _____

Recent Surgery? _____

Date of last Tetanus Shot? _____ Immunizations Current? _____

Diseases, Chronic or Recurring Illness: (Check all that apply, explain)

- Asthma: _____
- Bleeding Disorder: _____
- Dermatological Condition: _____
- Diabetes: _____
- Ear Infections: _____
- Heart Defect: _____
- Seizures: _____
- Stomach Condition: _____
- Emotional: _____

State law requires all medications to be placed in the campus Health Center. All medications must be brought in the original container (prescription or over-the counter) properly labeled as prescribed by law. Prescription labels must have the camper's name and current dosage. A current Medication Administration Authorization Form MUST accompany all medication. Medications and Administration instructions will be collected and reviewed by HLC Medical staff upon camper arrival. HLC Medical staff requests that you NOT send over the counter medications such as Tylenol, Ibuprofen, Benadryl or antihistamines. HLC stock an assortment of over the counter medications for the occasional need.

HEALTH CARE AND CAMP PERMISSION— INITIAL & SIGN THE STATEMENTS BELOW.

____ I give my permission for first aid techniques and simple health care to be administered as the need arises. I understand in the event of any serious injury or illness on my part the camp officials reserve the right to seek professional medical attention including but not limited to consultation with medical director, EMS transportation, and hospitalization.

____ I give permission for myself in consultation with the Camp Health Supervisor and/or the medical director's standing orders to take the following medications as indicated by checking below:

____acetaminophen (i.e. Tylenol)	____Ibuprofen (i.e. Advil)	____decongestant (i.e. Sudafed)
____antihistamine (i.e. Benadryl, Claritin)	____antihistamine cream	____antibacterial ointment
____antacid tablet (i.e. Tums)	____additional medications as indicated/prescribed by the HLC Medical Director	

I hereby attest that all information listed on this Medical Form is complete and accurate to the best of my knowledge that I am in acceptable health, physical ability, and emotionally ready to fully participate in camp. I grant my permission to participate in all activities associated with the enrolled event with the exceptions of those that are noted.

I, _____ give my permission to Highland Lakes Camp and Conference Center's management, medical staff, and/or the group director to provide medical treatment that may be deemed necessary to insure my well-being. I, the undersigned, do hereby release and forever discharge all from any and all claims, demands, actions or cause of action arising out of damage or injury while participating in Highland Lakes Camp sponsored activities.

X _____ /____/____ (____) _____
 Adult Sponsor Signature Date Phone Number

MEDICATION ADMINISTRATION AUTHORIZATION

Name: _____ Birth date: ____/____/____ Age: ____ Sex: ____ Male ____ Female

Church Name: _____ Church City & State: _____

As the parent or legal guardian of the above-named child, I give my permission to the enlisted Highland Lakes Medical Staff to administer as prescribed by law the listed below medication to my child.

X _____ (____) _____ (____) _____

Parents/Guardian Signature _____ Date _____ Daytime Phone # _____ Evening Phone # _____

OR

As an Adult Camper/ Sponsor/Staff, I give my permission to the enlisted Highland Lakes Medical Staff to administer as prescribed by law the listed below medication to me during my stay at Highland Lakes Camp.

X _____ _____

Adult Camper / Sponsor/Staff _____ Date _____

For Prescription Medications only...PLEASE follow these guidelines: In accordance with Texas Department of Health regulations: ALL Medication that is brought to camp must be: (1) Placed in the Health Center, (2) Prescribed for the camper (not a sibling or parent), (3) In the original container with all labels intact, and (4) Correct current dosage.

Dosage of non-prescription medication may not exceed product recommendation without doctor's written orders. HLC Medical Camp staff request that you do not send over-the-counter medications (i.e. Tylenol, Ibuprofen, Benadryl, etc). These types of medication, as are others, are provided by the camp).

Name of Medication: _____

Purpose for medication use (e.g. allergies, asthma, antibiotic) _____

Form of medication: ____ Tablet ____ Pill ____ Capsule ____ Liquid ____ Inhalation ____ Other (specify) _____

Dosage (amount to be given): _____ How often or at what time: _____

Remarks or special instructions: _____

Name of Medication: _____

Purpose for medication use (e.g. allergies, asthma, antibiotic) _____

Form of medication: ____ Tablet ____ Pill ____ Capsule ____ Liquid ____ Inhalation ____ Other (specify) _____

Dosage (amount to be given): _____ How often or at what time: _____

Remarks or special instructions: _____

Name of Medication: _____

Purpose for medication use (e.g. allergies, asthma, antibiotic) _____

Form of medication: ____ Tablet ____ Pill ____ Capsule ____ Liquid ____ Inhalation ____ Other (specify) _____

Dosage (amount to be given): _____ How often or at what time: _____

Remarks or special instructions: _____

If necessary, make additional copies of this blank Medication Form in order to provide requested information for each medication. All Medication Release/Administration Forms and medication(s) to be administered **should be given to** the church Contact Person prior to arriving at camp. When the church group arrives at camp, the Contact Person will be responsible for bringing all medications and forms to the camp registration area. The Forms will be reviewed by our Medical Staff to clear up any possible questions about medications or their administration. To make it easier for the church Contact Person, **the parent/or student should put their medications and signed Medication Administration Authorization forms in a zip-lock type plastic bag with the student's name and church written with a marker on the outside of the bag.** Parents should emphasize to their child(ren) the responsibility of reporting to the camp Health Center for their medications while at camp.

JOURNEY YOUTH CAMP T-SHIRTS ORDER FORM

IMPORTANT DATED REQUEST

FAX THIS FORM TO 512/264-2794
PRIOR TO THE APPROPRIATE REGISTRATION DEADLINE

Session 1—Due: May 12

Session 2—Due: June 4

Session 3—Due: June 11

It is intended for each registered camper to receive a camp theme t-shirt. However, this can only be accomplished if the HLCCC Program Staff receives the t-shirt sizes for your group on or before your camp session deadline.

HLCCC cannot be held responsible and will not provide a camp t-shirt if necessary information is not received by required dates. Please help us better serve you by returning this form by faxing to 512-264-2794. Make sure that you include all persons (students and adults) registered for camp.

Church Name _____ Church City _____

Camp Contact _____ Contact Phone _____

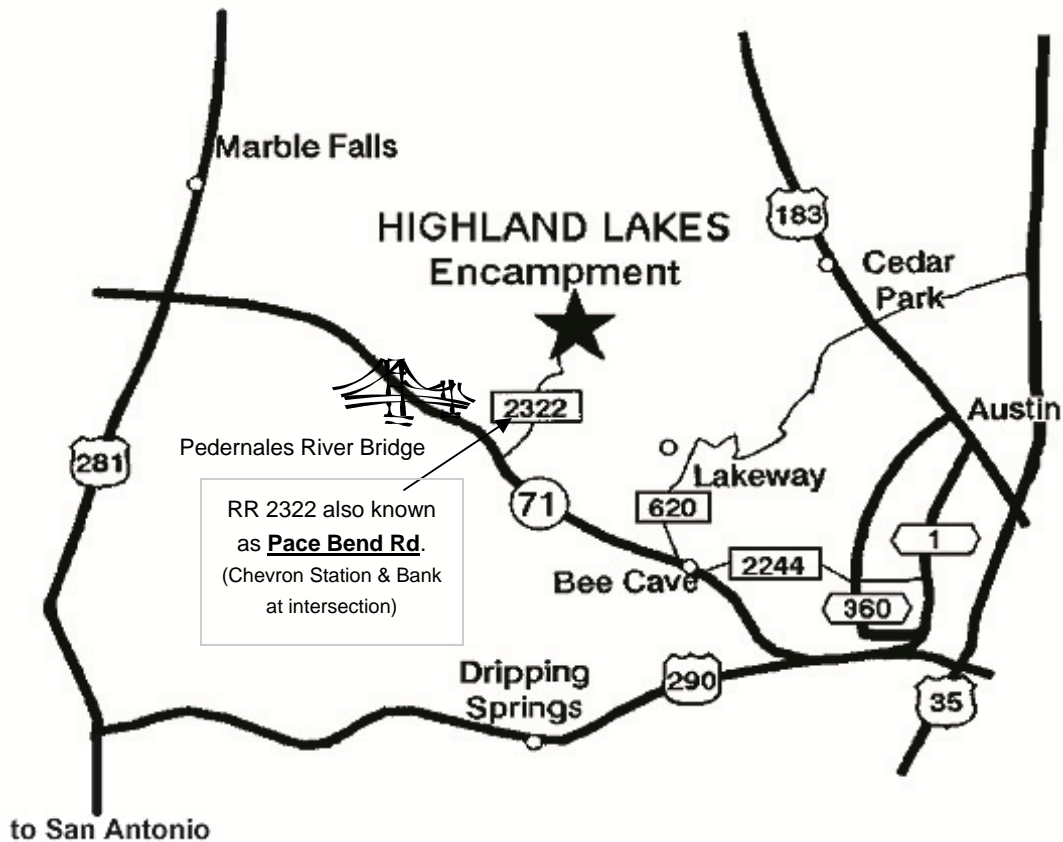
Adult Small	
Adult Medium	
Adult Large	
Adult XL	
Adult 2XL	
Adult 3XL	
Adult 4XL	
Total number of shirts	



Indicate date your group has registered to attend Journey Youth Camp:

SESSION 1: June 14-18 SESSION 2: July 5-9 SESSION 3: July 11-15

DRIVING DIRECTIONS TO HIGHLAND LAKES CAMP AND CONFERENCE CENTER



AUSTIN:

Option 1:

R.R. 620 to Highway 71 West.
Turn right. Continue through Bee Cave approximately 12 miles.
(Follow directions for end of travel).

Option 2:

Ben White Blvd. (Hwy. 290/71 West) to Oak Hill. Highway 290 and Highway 71 will split. Stay to the right for Highway 71 West into Oak Hill. Continue west through Bee Cave for another 15 miles (approximately). (Follow directions for end of travel).

DALLAS/FORT WORTH:

Option 1:

Take I-35 South to Round Rock. Exit R.R. 620 (turn right, McDonald's across intersection). R.R. 620 through Austin, across Mansfield Dam to Bee Cave (T-intersection with Highway 71). Turn right onto Highway 71 West, travel approximately 12 miles. (Follow directions for end of travel).

Option 2:

Travel from Dallas/Fort Worth to Stephenville. Take Highway 281 South to Marble Falls. Highway 281 intersects with Highway 71 five miles south of Marble Falls. Go underneath the bridge and back around to take Highway 71 East, travel approximately 17 miles. (Follow directions for end of travel).

SAN ANTONIO:

Travel Highway 281 North towards Marble Falls. Before entering Marble Falls, exit Highway 71 East towards Austin, travel approximately 17 miles. Immediately after you cross the Pedernales River there is the light for F.M. 2322. (Follow directions for end of travel).

HOUSTON:

Option 1:

Go West on I-10 until you see the Exit for Highway 71 West- just past Columbus. Highway 71 will come into town beside the airport which then will become Ben White Blvd. (Follow directions for Austin option 2).

Option 2:

Take Highway 290 West to Austin. Highway 290 will merge with I-35 South. Take the 290/71 Exit. This will go straight until you hit a light. Turn right to get on Highway 290/71. Highway 71 will turn into Ben White Blvd. (Follow directions for Austin option 2).

****END OF TRAVEL (FROM HIGHWAY 71):

Highway 71 T-intersects with F.M. 2322 at a full stop light. This is a one way turn. Turn here. (Chevron station on a hill on the corner). Continue 5 miles to Pace Bend Park guard booth. Tell them you are going to Highland Lakes and continue straight on the main road. Highland Lakes entrance will be 3.5 miles into the park on the left.