



Ecocamp 2025: Family Guide

Registration & Camper Fees

- Register and/or log in online at <https://glenhelenecocamp.campbrainregistration.com>
- Types of Ecocamps
 - Day - Monday through Friday daily camper drop off and pick up
 - Progressive - Monday through Wednesday daily camper drop off and pick up
Thursday through Friday overnight experience
 - Overnight - Monday through Friday overnight experience
- Deposits for Day/Progressive Camp (\$50) and Overnight Camp (\$100) are non-refundable and due at time of registration for each camp reservation.
- Camp fees are due in full by May 2, 2025 for all camps.
- We accept checks, cash, VISA, MasterCard and Discover.
 - Checks should be made payable to Glen Helen Association and mail to the Outdoor Education Center at 1075 State Route 343, Yellow Springs, Ohio 45387.
 - Credit card charges will appear on your statement as "Glen Helen Association."
- Every camper will receive one complimentary Ecocamp 2025 T-shirt upon registering. Additional Glen Helen merchandise may be purchased at Friday pick up.

Cancellations

- **If your child is unable to attend, please notify us as soon as possible.**
- All deposits are non-refundable and are required to hold your camper's spot. If a camper's attendance must be canceled the remaining balance will be refunded to those who notify us **at least 14 days prior** to the Monday of the camp session. No refunds will be made to those who cancel after this date.
- If Glen Helen Outdoor Education Center cancels a camp for any reason all camp fees will be refunded in full, included deposit fees. The full fee will also be refunded if the camper or other member of the household has tested positive and is being treated for COVID-19. A dated memo from a doctor is required if the camper is unable to attend for this reason.
- If a camper needs to transfer which week of camp they will be attending, please contact us as soon as possible to discuss the available options to provide space for a child that has been placed on the waiting list. Camper registration and associated fees can be transferred to an alternative camp if space is available. If space is not available in an alternative camp, registration will follow previously the stated cancellation policy.

Arrival Day

- On Monday, between 9:00 - 9:45 am, please visit the check-in table by the green lodge to receive necessary camp information, pre-ordered merchandise, and drop off medications.
- All online documentation must be completed before Monday arrival; health information form, release waiver, promotional photo release, authorized non-guardian pick-up list. All forms can be reviewed within the Ecocamp portal. Contact our office if you need forms re-opened.
- Electronics are not permitted at Glen Helen Ecocamp. Refrain from packing cell phones, laptops, handheld gaming devices, etc. Smart watches may be permitted if internet capabilities are disabled. Exceptions include medical necessary devices.

Medications

- If your child is coming with any medication, vitamin or supplement, the Medication Administration Form must be completed in full.
- ***A physician's signature is required for any prescription medications and/or non-prescription medications that are to be administered at a different dosage or schedule than listed on the prescription bottle or recommended by the drug manufacturer.***
- Medications must be in their original containers with the child's name, dosage and schedule.
- Bring medications in a clear zip lock bag clearly labeled with your child's name and camp.
- Medication Administration Form can be found as an attachment to the registration confirmation email or on our website (glenhelen.org/ecocamp).

Dormitories

- Glen Helen OEC dormitory accommodations include bunked beds, flush toilets, stall showers, and air conditioning.
- A suggested packing list can be found on our website (glenhelen.org/ecocamp). Please keep in mind when packing that you and your camper will need to carry their luggage from the main OEC campus down a gravel path to reach the dormitory.
- Overnight campers will receive their dorm assignment at Monday check-in and proceed to drop off their luggage and select their bunk. Bunks are not pre-assigned. Guardians are welcome to join their camper as they get settled into their dormitory.
- Progressive campers will drop off their luggage on Thursday morning.
- Campers are assigned to dormitories and/or dormitory wings depending upon the sex they are assigned at birth (male or female), as reported in their camper profile. If your campers' assigned sex does not align with their gender identity, please contact our office if you would like to discuss your camper's dorm assignment options.

Day Camp Schedule

- Monday check-in and camper drop off is between 9:00-9:45 am.
- Tuesday - Friday drop off is between 9:00-9:15 am at the assigned camp meeting spot.
- Monday - Friday pick up is at 3:30pm at the green yurt by the parking lot.
- Friday pick up is at 3:30 pm at the assigned camp meeting spots by the parking lot.
- Optional Extended Care can be purchased with registration to extend Day Camp until 5:30 pm, Monday - Thursday for \$30/week. In this time, day campers will complete crafts and activities under the supervision of our Day Camp Teachers and Counselors.

Day Camp

Monday		Tuesday		Wednesday		Thursday		Friday	
Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up
9:00a	3:30p	9:00a	3:30p	9:00a	3:30p	9:00a	3:30p	9:00a	3:30p

Day Camp + Extended Care

Monday		Tuesday		Wednesday		Thursday		Friday	
Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up
9:00a	5:30p	9:00a	5:30p	9:00a	5:30p	9:00a	5:30p	9:00a	3:30p

Progressive Camp Schedule

- Monday check-in and camper drop off is between 9:00-9:45 am.
- Tuesday - Thursday drop off is between 9:00-9:15 am at the assigned camp meeting spot.
- Monday - Wednesday pick up is at 5:30pm at the stage.
- On Thursday, progressive campers will spend the night in the OEC dorms. Luggage can be dropped off at the camp meeting spot Thursday morning. Progressive campers will visit the dorms in the afternoon as a group to get settled into their bunks. Please provide any necessary overnight medications if this was not completed on Monday.
- Friday pick up is at 3:30 pm at the assigned camp meeting spots.

Progressive Camp

Monday		Tuesday		Wednesday		Thursday		Friday	
Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up
9:00a	5:30p	9:00a	5:30p	9:00a	5:30p	9:00a	–	–	3:30p

Overnight Camp Schedule

- Monday check-in and camper drop off is between 9:00-9:45 am.
- Friday pick up is at 3:30 pm at the assigned camp meeting spots.

Overnight Camp

Monday		Tuesday		Wednesday		Thursday		Friday	
Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up	Drop Off	Pick Up
9:00a	–	–	–	–	–	–	–	–	3:30p

Camper Pick Up

- **All parents/guardians will need to present a PHOTO ID in order to sign out their camper(s) at departure.** Please fill out the 'Glen Helen Ecocamp Release' form if a non-guardian will be picking up your child. For your child's safety, campers will only be released to approved adults on the list with Photo ID!
- Please notify staff if your camper(s) will be picked up early from camp for any reason.

Food & Special Diets

- Day camps
 - Served lunch and an afternoon snack each day
- Progressive camps
 - Served lunch and an afternoon snack Monday - Friday
 - Thursday includes dinner and an evening snack
 - Friday includes breakfast
- Overnight camps
 - Served breakfast, lunch and dinner, as well as an afternoon and evening snack each day
- Special accommodations concerning food allergies or dietary restriction (ex. vegetarian, vegan, no pork) can be made for campers who have food allergies or dietary concerns.
 - Please verify any dietary needs on your camper's health information form. If any changes are necessary, please contact our office to reopen the form and make updates at least two weeks prior to arrival.
- Outside food of any kind is not permitted at Ecocamp. Please do not send any food with your child. If your child has an allergy or dietary concerns that require access to additional food, please make special arrangements with our staff.
- We strive to plan healthy and child friendly meals. In addition to what is on the menu, all breakfasts have access to fruit and cereal while lunch and dinner offer additional fruit and a salad bar. Minor accommodations can be made for picky eaters.

Health

- We must have a completed and signed Health Information Form for each child.
- We recommend, but do not require, that your child be examined by her or his physician before attending Ecocamp.
- All OEC Staff are certified in First Aid, CPR, and Epi-pen administration.
- In the event of sickness or injury, parents and guardians will be notified as soon as possible.
- There is no refund in the event of a child's departure from camp due to illness or injury.
- It is our policy that campers will be sent home if they have a fever over 101°F.

Behavior Management

- Our behavior management system is based on the “three strike” rule.
 - 1) A camper may be given a strike for a violation of camp rules.
 - 2) If a camper receives two strikes, a phone call is made to the camper’s parent/guardian to inform them of the camper’s behavior.
 - 3) If a camper receives three strikes, the camper will be dismissed from camp. The camper’s parent/guardian will be called to pick up the child.
- Certain behavior will be grounds for an automatic dismissal. This includes, but is not limited to, physical violence, threats, or sneaking out of the dorms.
- There is no refund if a camper is dismissed from camp for misbehavior.

Homesickness

- Expect your child to have a great time at camp! However, if homesickness arises, we will do our best to engage your child’s interest while creating a friendly and comforting environment.
- If it is an extreme homesickness situation, our staff will keep you informed so that we can move forward with a solution that is best for your child.
- Visitations by parents are not permitted during the week, as we have found parent visits to be a trigger of homesickness among campers.

Phone Calls

- Cell phones are strictly prohibited.
- Campers are not permitted to make or receive phone calls at camp, except in the event of emergencies. We will contact you if problematic issues arise. You can also call us during business hours to receive a report on your child’s week.

Camper Mail

- Campers love to receive mail! Please do not send food items to campers.
- Please send mail early enough to arrive before the last day of camp. You may send mail a week or two in advance and notify on the envelope which day of camp you would like your camper to receive the mail.
- Please address all letters as follows:

Camper’s name
Camp Name and week #
1075 State Route 343
Yellow Springs, OH 45387