



PARENT HANDBOOK



THE BALLIBAY CAMPS



2015 SEASON

Addresses, Sites and Phone Numbers

Below are some frequently used contact numbers, e-mail addresses and websites.

The Ballibay Camps
1660 Ballibay Road
Wyalusing, PA 18853

Camp Phone: 570-746-3223

Camp Fax: 570-746-3691

Office E-Mail: office@ballibayCamps.com

Ballibay Camps Homepage: <http://ballibayCamps.com>

Camp Account Manager: <http://login.ballibayCamps.com>

Transportation Form: <http://transportation.ballibay.com>

Ballibay Blog: <http://ballibayCamps.com/blog>

Camp Facebook: <http://Facebook.com/Ballibay>

Staff Directory: <http://staff.ballibaycamps.com>



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A Warm Welcome from Ballibay

Welcome to Ballibay! We are delighted to be caring for your children this coming summer. We have exciting activities planned, wonderful staff, a beautiful campus and the best camp food in America.

In this booklet you will find information about every facet of camp life and how best to prepare yourself and your child for it. Please see the Table of Contents on the Opposite Page for a complete listing. Importantly, you'll find the packing list, a list of hotels and restaurants near camp, and a map and directions to camp.

There are a few things we need you to do:

-Return the completed medical form ASAP. **All campers must have a new 2015 medical form.** We have updated our medical form, so it is important for all campers to have a 2015 Medical Form on file.

-Fill out the required **Transportation Form** by logging into your account or going directly to:

<http://www.transportation.ballibayCamps.com>

As both interim payment dates have passed, you should by this point have paid, in addition to the \$1000 deposit per session:

\$2000 for 6 or more weeks of camp

\$1500 for 4-5 weeks of camp

\$1200 for 3 weeks of camp

\$1000 for 2 weeks of camp.

Checks can be made payable to The Ballibay Camps.

Tuition is due, paid in full, by June 15.

Please don't hesitate to call the office with any questions or concerns.

We can't wait to see you this summer!

Cancellation and Refund Policy

Camp's expenses do not begin in June and end in August. Staff are hired in the winter, programs planned and materials purchased in the spring, and food ordered from our local purveyors as early as February, so we cannot allow full refunds on cancellation.

Tuition may be refunded at the discretion of the camp administration up to 60 days prior to the start of camp, excluding the \$1000 non-refundable deposit. Within the 60 days to the start of the season, partial tuition may be refunded on a case-by-case basis, strictly at the discretion of the camp administration. Tuition will not, for any reason, be refunded after the start of camp.

This is all stipulated in the Terms and Conditions which you agreed to when you registered for camp. We understand that emergencies happen and circumstances change. Please contact the office with questions about this policy.

Cabin Requests and Assignments

Cabin requests must be mutual, meaning that if Sara requests Suzie, Suzie must confirm the request. Non-confirmed requests will not be honored. Only up-to-date cabin requests may be honored, as well. You must re-submit a cabin request for each year.

Cabins are assigned by age, so cabin requests that would move a camper out of his or her age-appropriate cabin will not be honored.

Camp retains sole discretion in assigning campers to cabins and we do not guarantee that requests will be honored.

Arrival and Departure

Arrival

Camper drop-off begins at 10:30am and ends at 12:30pm on the first Sunday of each session. **If you anticipate being early or late, please call the office at least the day before.** Staff will be at the road outside of the office to direct you to your child's cabin. If you have a female camper you will be able to drive right out to the cabin and drop off her luggage. If you have a male camper, you can drop his luggage off at the office and we will bring it down - the hill to the boy's cabins is too narrow for most passenger vehicles.

After you have dropped off your camper's luggage please **come into the office to check in** and say hello to the directors. Your child will also be seen by one of the camp medical staff - all campers will be checked for head lice and for a fever. All medication should be turned over to the nurse at this time, and parents will have the opportunity to discuss their child's medication or any other concerns.

Departure

Pickup begins at 9:30am on the last Saturday of each session. **If you anticipate being early, please call the office. If you plan to arrive after noon, please let us know.** If your child cannot depart on a Saturday, your account will be charged for each additional day of stay. Arrangements for extended stays should be made by June 1 if possible.

Campers will be waiting for pickup in the area around the office, so please follow the same procedure as you did for drop-off. Remember to check your child out at the office and pick up any medication from the nurse when leaving camp.

Be sure that your child has all of his/her possessions before departing - **items left behind will only be shipped home at cost.**

Transportation

We offer several ways for your camper to get to Camp. Most parents drop their children off at camp, as detailed in the section on Arrivals and Departures.

Flights

For those who have to fly, we now offer pickup and drop off from two airports - Scranton International (AVP) and Newark International Airport (EWR). The fees are as follows:

Scranton Pickup or Drop-off - \$75
Newark Pickup or Drop-off - \$150

Please be aware that flights scheduled to arrive at or depart from either airport before 9am will require a staff member to stay in a hotel near the airport the night before, and you will be responsible for that cost.

The Transportation Form can be accessed at <http://transportation.ballibay.com> and **should be filled out by June 1**. All parents will receive a weekly update e-mail that will include the transportation information for **only the upcoming week**, not the entire summer. Please be sure to check the e-mail in the week prior to your camper's arrival and departure. If we have no transportation information, we assume that your child is being driven to and picked up from camp.

Bussing

We offer transportation between New York City and Camp on every opening and closing day. Please indicate on your transportation form if you would like to take advantage of this option. The cost of the bus is \$75 each way.

The bus stop is on Amsterdam between 62nd and 63rd, behind Lincoln Center. We have discontinued our stop in New Jersey due to lack of interest.

Sending Packages to Camp

Your camper will inevitably forget something at home, or ask for something they didn't know they needed once they arrive. Packages are welcome with the caveat that you **not send food**. Food leads to crumbs and crumbs lead to critters in the cabin. We will not hold food in the office for a camper.

Packages should be sent to:

Your Camper
c/o The Ballibay Camps
1660 Ballibay Road
Wyalusing, PA 18853



570-746-3233
office@ballibayCamps.com

8

TRIP HORN
760 Ballibay
Manufacturing, PA 16800

Cell Phones, Tablets and eReaders

Ballibay is a place where campers can get away from the hustle and bustle of modern life and learn, share and grow in an unplugged environment. Ballibay was designed that way in 1964, and it remains that way today.

As such we cannot allow cell phones, iPads, tablet computers or eReader devices. Different variations on the above devices have the capability to access the internet independent of a WiFi signal and for reasons of security and privacy, we cannot allow campers to have internet access outside of the camper email system. This prohibition includes iPhones and Android devices that have had their SIM cards removed.

We continue to allow iPods and iPod touch devices, and any mp3 player that does not have cellular capability. Please contact the office with questions about this policy.

Pet Policy

Pets are not allowed at camp under any circumstances, even for just a few minutes. There are horses, cats and sometimes farm animals at camp that may not react well to a new animal, even your family dog, being introduced into the environment. Likewise there may be campers here who may not react well to your pet or may be allergic. Please leave your pets at home. If you must travel with your pet please plan accordingly and make arrangements for your pet to stay in the car while you are here.

We apologize for the inconvenience, but this policy is absolutely non-negotiable.

Evening Performances

We have a performance of some kind almost every evening at camp, and parents are welcome at all of them. The program calendar (tentative, of course,) is printed in the back of this handbook. If you plan to attend a performance please call and let us know ahead of time so we know to have someone waiting in the office for you. Most parents attend the Rock Band Night on the last night of the session.

Preventing Headlice

As in any close-knit community, head lice is always a concern. We encourage you to have your child checked for head lice in the week leading up to their arrival at camp. Even if no sign of lice is found, we encourage you to protectively treat your child with over-the-counter anti-lice shampoo. Due to the gestational period (lice can be present but invisible for up to seven days) a check for lice is not a guarantee, so we also encourage you to send your child to camp with preventative shampoos that can be used daily. There are a number of companies that offer non-toxic shampoos designed for daily use - talk to your doctor or pharmacist for a recommendation.

Even with the preventative measures in place, we will be checking each child and staff member for lice upon their arrival at camp and throughout their stay as the situation warrants. If a camper is found to have lice upon arrival we will treat your child and bill your account for the cost of anti-lice shampoo.

All of the measures we take to prevent and mitigate lice are part of an effort to ensure that all campers and staff have a safe, healthy, enjoyable summer that is not interrupted by lice treatment.

Medical Policy

The health and welfare of the campers is always our first priority. Your medical form included a section allowing us to act in loco parentis for the purposes of medical treatment during your child's stay.

We will only seek non-routine medical treatment for your child after consulting you. The singular exception to that rule would be when taking the time to consult you would further endanger your child's health or life.

Also please keep in mind that medication should not be kept by the campers in the cabin. Any non-prescription medication your child might need is available in the infirmary. This is for the safety of the other campers - while your child may be able to make a safe choice about taking ibuprofen, another camper may not.

Camper Communications

Email

We've gone back to the system we used prior to 2010, which is for campers to use an email address that they create before arriving at camp. **Parents should assist their camper in setting up either a Yahoo or Gmail account before arriving at camp.**

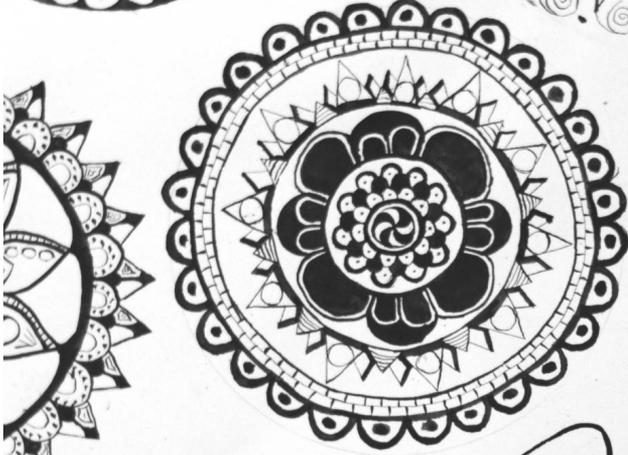
At check-in, you will be asked for your camper's email address and, for younger campers, the password.

Phone Calls

Our experience has shown that phone calls home often serve only to make campers more homesick. Therefore, we discourage phone calls. If a situation arises where we think it would be beneficial for your child to speak to you, we'll gladly arrange a call. Likewise if you feel strongly that you need to speak with your child. But please keep in mind that a homesick child will usually not be made to feel better by hearing your voice - it will almost always have the opposite effect.

In the event that you need to convey bad news (family emergency, etc,) please call us and let us know. You know your child best, but our experience has shown that email is not the best medium to transmit this information. We also need to know if your child is going to be struggling with bad news so that we can best help them through their difficult time.





Packing List and Suggestions

This is a suggested clothing and packing list. Boys and girls, younger and older campers and campers in different programs will have different needs. You know your child's likes and dislikes, so please feel free to substitute items to suit your campers' needs.

Below is a list of the most important things to remember when packing:

- **If in doubt, don't pack it.** Space in the cabin is limited. Needed items that are forgotten can be sent to your camper via UPS or Fedex, both of which deliver daily to camp.
- There are no uniform requirements at camp; just pack useful, sturdy, age-appropriate clothing.
- Camper laundry service is weekly, **so a two-week supply of clothing is necessary, even for a two-week session at camp!**
- **Label everything with first and (at least) last name.** We suggest labeling with a marker pen designed specifically for clothing. Even Sharpie marker washes off under some circumstances.
- **First Aid supplies and over the counter medicine are available in the infirmary and do not need to be sent with your camper.** We do not allow medicine in the cabin, even Advil or Benadryl, because you never know what another camper is allergic to. Please contact the office prior to your child's arrival at camp with questions about this policy.
- There is no need for cash at camp. Items of value (wallets, keys, passports and other documents) can be kept secure in the camp office during your child's stay.
- **Cell phones, tablets and eReaders** are not allowed at camp. Please see page 9 for the policy in full.
- **Open-toed shoes** are not allowed at camp. Ballibay occupied a picturesque mountaintop and, as such, it can be rocky in certain places. Our insurance company insists that open-toed shoes not be worn outside of the fenced-in pool area.
- **Aerosol spray products** are not allowed at camp. This includes but is not limited to hairspray, bug-spray, deodorant and instrument polish.

Clothing

- 14 sets underwear
- 14 pair socks
- 9 tee-shirts*
- 6 pair shorts
- 6 pair pants: jeans, running pants, cotton pants, &c...
- 2 light weight pajamas
- 2 heavy/flannel pajamas
- 1 bathrobe
- 2 pair sneakers
- 1 pair hard shoes
- 1 pair rain shoes or boots
- 1 poncho or raincoat
- 3 hats: sun, fun & rain
- 2 light sweaters or jackets
- 2 sweatshirts
- 1 heavy sweater
- 1 heavy jacket
- 2 bathing suits
- 2 belts
- 1 shoe bag/hanging storage bag
- 2 laundry bags

Bedding

(international campers: bedding will be included in your linen rental.)

- 2 blankets or quilts for the bed
- 1 sleeping bag for the outdoors (& as an extra blanket)
- 1 pillow

Please note that pillows are now included in linen rental.

Linens

(linen rental is available for all campers through your on-line account)

- 2 top bed sheets
- 2 bottom bed sheets
- 2 pillow cases
- 8 light towels

Theatre Needs

These are typical costume elements or underpieces that almost every camper doing theater will need:

- 2 pairs of black or dark socks
- 2 black tee-shirts (no printing)
- 2 expendable white tee-shirts
- pair of black or dark pants
- 1 pair of soft, darkly colored shoes (ballet/exercise/kung-fu or wrestling shoes)
- 1 pair black long pants/trousers

Art & Sets

- 2 sets of paint clothes or overalls
- 1 old pair of paint shoes
- 2 plain white t-shirt for tie-dying

For Dancers

- 1 pair of black leggings
- 1 pair of black tights
- 2 sets of dance clothing
 - dance shoes if you have them

For Riding

- an approved riding helmet if you have one (if not we have several here at camp to loan you)
- tough, long pants required
- tough shoes w/heels required

For Music

- your instrument if you have one
- extra strings/reeds/&c...
- sheet music

For Rock-n-Roll

- your instrument if you have one
- an amplifier (optional)
- ear plugs for hearing protection
 - ear plugs are required!
- effects pedals, extra strings, picks

Other Items

- headphones
- hair comb/brush
- toothbrush & toothpaste, soap, shampoo, washcloth
- plastic container for personal items
- cardboard shelves or a crate for beside your bed (optional)
- flashlight & batteries
- camera & film
- stamps, envelopes, stationery...
- pens & pencils
- sun glasses, sun screen
- wristwatch
- blank book for autographs
- address book with postal & e-mail addresses
- stuffed animal for your bed!
- poster/pennant for the cabin

Other Thoughts

- CDs &/or iPod! The iPod Touch is OK
- small FM radio with headphones for listening to the camp radio station, broadcasting 24/7 via low power FM
- alarm clock/clock-radio (an extra alarm clock in the cabin never hurts...)
- books, comics, magazines...
- small games
- scripts & monologues
- sheet music
- your own writings
- musical instruments
- ball glove, tennis racquet, frisbee, &c...

Lost and Found Policy

Things get left behind, and when they do, we'll gladly hold onto them until September 15. If the item is labeled we'll contact you after the season has ended to determine if you would like it shipped to you at your own expense. If you've lost an item of value that was not labeled please contact the office and we will attempt to find it. Please be respectful of the fact that nearly 500 items were left behind in 2014, and asking us to find an item of little value or a very generic item could prove extremely time consuming for our limited year-round staff.

Laundry

Laundry is included in camp tuition. Laundry is picked up on a Sunday and returned on a Thursday, so it is crucial that campers come to camp with **two weeks worth of clothes**, and that everything be labeled with their first and last name.

2015 Evening Program Calendar (v. 2)



The Ballibay Camps

red: Ballibay Theatre - Full Dress/Tech/Cam in PM

blue: Cabaret in Ballibay Theatre - Soundcheck in EVE

orange: Outdoor Platform - Dress/Tech/Cam/No

Lighting in PM

Pink: Other, photo doc only

black: no location

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
June 21	June 22	June 23	June 24	June 25	June 26	June 27
STAFF ORIENTATION						
June 28 opening Ballibay, FA and RF I. Orientation. <i>no nights off</i>	June 29 <i>no nights off</i>	June 30 Staff Cabaret <i>nights off begin after staff cab.</i>	July 1 Jam Night <i>days off begin</i>	July 2 Extended Evening Activities	July 3 Staged Reading <i>Director -- Time</i>	July 4 DJ Dance
July 5 Camper Cabaret	July 6 Bonfire	July 7 One-Act Play <i>Director -- Time</i>	July 8 Camper Cabaret	July 9 Musical in Concert <i>Director -- Time</i>	July 10 BAND NIGHT Art Exhibition	July 11 Movie Night
July 12	July 13	July 14	July 15	July 16	July 17	July 18

opening EMDC I, Farm Arts & Rock Farm II Mini-Staff Cab. <i>no nights off</i>	July 19 Musical 1	July 20 Evening of One- Acts <i>Director -- Time Director -- Time</i>	July 21 Musical 2	July 22 Play	July 23 Dance Concert Art Exhibition	July 24 BAND NIGHT <i>ICS.no nights off</i>	July 25 Script- in-Hand Theater	Bonfire
<i>Laura & Larken - PM</i>	July 26 opening EMDC II, Farm Arts & Rock Farm III and Balllbox II <i>no nights off</i>	July 27 Bunk In Extended Orientation	July 28 Staff Cabaret	July 29 Camper Cabaret	July 30 Staged Reading	July 31 Extended Evening Activities	Aug 1 DJ Dance	
Aug 2 Bonfire	Aug 3 Camper Cabaret	Aug 4 Extended Evening Activities	Aug 5 Play	Aug 6 Dance Concert Art Exhibition	Aug 7 BAND NIGHT	Aug 8 Movie Night		
Aug 9 Opening Farm Arts IV <i>no nights off</i>	Aug 10 Play	Aug 11 Camper Cabaret	Aug 12 Musical 1	Aug 13 Play	Aug 14 Musical 2	Aug 15 Closing Day		
		<i>Director -- Time</i>	<i>Director -- Time</i>	<i>Director -- Time</i>	<i>Director -- Time ICS.no nights off</i>			

Local Restaurants

We are an hour from Binghamton, Elmira and Scranton, all of which offer many fine and casual dining options. Here are some local places that parents have recommended over the years.

If you find a great restaurant in the area that isn't on our list, please let us know!

Parent Rating	Name	Phone	Location	Minutes to Camp
☆☆☆☆	Twigs Restaurant	570-836-0433	Tunkhannock,	40
☆☆☆☆	Bazil	570-587-1135	Clarks Summit,	60
☆☆☆	Suki's Diner	570-265-2488	Towanda	15
☆☆☆	Red Rose Diner	570-265-7203	Towanda	15
☆☆☆	Riverstone Inn	570-265-8882	Towanda	15
☆☆☆	Seasons Restaurant	570-836-3080	Tunkhannock	40
☆☆☆	Lost Dog Cafe	607-771-6063	Binghamton, NY	60
☆☆☆	Wyalusing Hotel	570-746-1204	Wyalusing,	10
☆☆	Great Wall of China	570-265-6679	Towanda Mall	20
☆	Perkins	570-996-0157	Tunkhannock	40
☆	Wiser Choice Restaurant	570-869-2203	Laceyville	15

Local Hotels

Below is a selection of hotels within an hour's drive of camp. Binghamton, Scranton and Elmira, all more than an hour away, offer numerous other options.

Parent Rating	Name	Phone (all 570-)	Pool	Bar	Location	Mins. to Camp
☆☆☆☆☆	Stone Mountain Inn	265-8846	no	yes	Wysox	15
☆☆☆☆☆	Fairfield Inn by Marriot*	265-5553	yes	no	Wysox	15
☆☆☆☆	Riverstone Inn	265-8882	no	yes	Towanda	15
☆☆☆☆	Fern Hall Inn	222-3676	no	yes	Clifford	60
☆☆☆☆	Eaglesmere Inn	525-3273	yes	yes	Eaglesmere	50
☆☆☆	Nichols Village	587-1135	yes	yes	Clarks Summit	60
☆☆☆	Crestmont B&B	525-3519	no	no	Eaglesmere	50
☆☆	Best Western	268-7000	yes	no	North Towanda	20
☆	Shadowbrook	836-2151	yes	yes	Tunkhannock	40
☆	Comfort Inn	265-5691	yes	no	Wysox	15

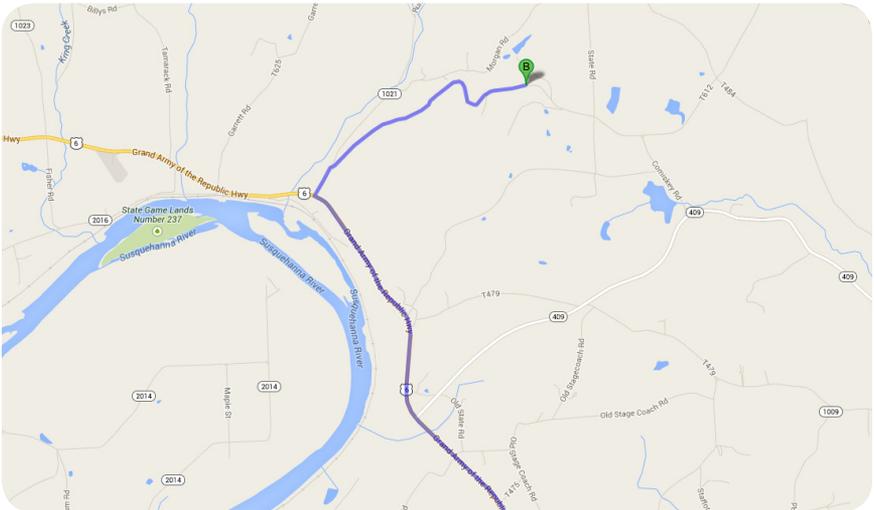
***Mention Ballibay when you make your reservation to receive a special discount.**

Directions to Camp

Take the best route to Scranton. There is a Superhighway from all Metro areas to Scranton.

Exit I-81 at No. 194, Clarks Summit and take the exit North & West marked "Towanda, RT 6 & 11." In about 10 minutes Rt 6 & 11 split. Bear to the right to stay on Rt 6 West. You will pass through the towns of Tunkhannock, Meshoppen, Laceyville and in about 30 minutes you will pass through Wyalusing. You'll see signs for Camptown, but don't make any turns. Stay on RT 6, past the turn for Route 409, and in about 5.5 miles you will come to Rummerfield Creek Road on your right, at the bottom of a long hill.

Turn right onto Rummerfield Creek Road and after about 50 yards you will see Ballibay Road on your right. Make the turn onto Ballibay Road and continue about 1.75 miles to the Camp Office, which will be on your right.



Address for GPS:

1660 Ballibay Road, Wyalusing PA 18853
