



# **Camp Woodie Counselor In Leadership Training Handbook**

*Our mission is to pass on the legacy of our wildlife and waterfowl heritage to the next generation of hunters.*

## **Introduction**

The CILT program here at Camp Woodie is offered to campers ages 16-18 to give them the opportunity to build leadership and teamwork skills. CILT's have the chance to experience the camp environment in a more mature and professional manner that will leave them better prepared for future leadership roles at Camp Woodie and in all aspects of their lives.

## **Arrival and Departure**

All Counselors in Leadership Training (CILT) sessions will be two weeks, with CILT's going home over the weekend to do laundry and recharge for their following week.

CILT's should arrive at camp on Sunday between 4:00 pm and 6:00pm, please note that gates will open at 4:00 pm. Please be sure to check-in at the **NEW Boyd Dining Hall** with the CILT Director in order to get cabin and group assignments.

Checkout will begin on **Friday morning** at 9:30 and end at 11am (**This is a change from previous years.**) CILT's will return on Sunday at the standard check-in time between 4 & 6pm to begin their second week.

CILT's will be able to drive themselves to camp, but they will be required to turn their keys in to the CILT Director during check-in. They will be kept in the safe and they will receive them at check-out. CILT's will not be able to move their vehicles during the week.

## **Food**

Please do not allow your CILT to bring food during their stay at camp. We provide ample, balanced meals and snacks. Food attracts pests, causes hard feelings among the other campers, and poses a health threat due to allergies. CILT's will have an opportunity each day to purchase snacks from the canteen. Any food sent with CILT's will be removed from their cabin. Please read the section below about canteen snack time.

## **Canteen**

Canteen consist of snacks as well as Camp Woodie merchandise. CILT's will have canteen each day Monday-Thursday. One of the perks of being a CILT is that one free camp shirt is included. In order for CILT's to purchase items from the canteen & pro shop they will need to have money placed on their account. This can be done online at the time of registration or added later on once they have been accepted into the program. Money can also be dropped off at check-in. CILT's will not need cash throughout the week, so please have them leave cash at home.

## **Allergies**

If your child has a food allergy, be sure to contact Camp Woodie at the time of registration so we can create a plan of action to ensure a successful week at Camp. It is preferred that parents of children with specific food requirements leave food for the week with the kitchen staff upon arrival. A menu can be requested before the start of the camp session.

## **Electronics**

As with all Camp Woodie programs electronics are not part of the program. CILT's will be so busy with the program activities they won't have time to spend on their electronic devices, including cell phones. Please leave **ALL** electronics at home. Cell phones and other electronic devices will be confiscated and kept in our safe until check-out. Camp Woodie is not responsible for any lost or stolen devices.

## **Parental Contact**

Parents can check review the photos posted daily on our Facebook page. Camp will contact parents if needed, but during camp, 'No news is good news' and means that your CILT is doing well and enjoying a week of independence, learning and confidence building. We ask parents only to call the camp in an emergency situation.

## **Parent Notification of Injury or Illness**

In the event of an injury or illness during camp, parents will be notified in the event:

- Your camper has an injury or illness that removes them from activities for a prolonged period of time.
- Your camper has an injury or illness that requires them to stay in the infirmary.
- It is determined that your camper needs additional medical care away from camp. You will be provided updates as we are able to do so.
- Your camper's illness, injury, or emotional health present concerns for their ability to have a positive experience at camp.
- We feel there is a concern for your camper's mental health state.

## **Mail**

Remember to send stamped, self-addressed envelopes with your CILT so that your child is able to write you during their stay. They love to receive mail as well! Please send mail no later than Tuesday and specify their week of attendance so they will receive it before they leave.

Please Address mail to:

(Campers Name) – (Cabin Name)  
C/O Camp Woodie  
9833 Old River Road  
Pinewood, SC 29125

Mail for campers can also be dropped off in the Boyd Dining Hall during check-in!

## **Medications**

All medications will need to be dropped off during check-in with our camp nurse. Medications must be labeled with child's name, medication name, strength, dosage, and the prescribing doctor's name in the ORIGINAL bottle. Be SURE to send enough medication for the entire week. Also send written directions for administering the medicine. Please place medications and instructions in a zip lock bag with the child's name printed in bold letters on the outside. All medication information should be updated on the camper's account online. Medications will only be administered to the exact dosage prescribed by the doctor. Any adjustments to the dosage must be done with a signed note/letter from the prescribing physician. Please be sure to pick up medications during checkout on Friday.

## **Rules of Conduct**

- Exemplify the Camp Woodie Core Values:
  - Caring
  - Honesty
  - Respect
  - Responsibility
  - Faith
- Stay with assigned group at all times unless otherwise instructed.
- Listen to counselors, shooting instructors, and Directors.
- Maintain personal care.
- Never be alone with campers
- Respect other in what you say and do
- Be involved and engaged with campers throughout the entire week.
- Camp Woodie has a zero tolerance for bullying. Teasing and bullying are grounds for dismissal. As a CILT your role is to lead by example. Report any bullying (physical/emotional) to your counselor, the CILT Director or any of the Leadership Team.
- Notify a counselor if a camper is injured, CILT's are not permitted to administer first aid.
- Report problems to supervisors concerning campers and staff

## **Disciplinary Procedures**

Safety is priority at Camp Woodie, particularly during shooting activities. It is imperative that your CILT understands the need to adhere to all rules to help ensure the safety of campers, staff and themselves. Our counselors strive to make camp-life fun, while practicing safety first. CILT's serve as an additional resource to assist counselors, but are still expected to abide by the rules. Since they are still campers, CILT's must follow all rules, if rules are broken CILT's will meet with the CILT Director and counselor to discuss the incident. If rules continue to be broken CILT parents will be called. Consequences for continued non-compliance will be discussed. If the behavior continues the CILT will be required to leave.

## **Confidential Information**

It is very important to our staff that your child have the best time possible at Camp Woodie. Information provided by guardians will only be available to the Camp Director, Camp Nurse, CILT Director and the camper's Counselor in order to provide a quality experience for your camper and prevent any embarrassment that delicate information may cause to your camper. We take our jobs very serious and will accommodate your camper's needs in every way possible.

## **Required Forms**

### **The Medical Release Form**

This form should be uploaded to your campers online account or emailed to [campwoodie@scwa.org](mailto:campwoodie@scwa.org). **THE HEALTH HISTORY FORM WILL NOT NEED TO BE COMPLETED OR SIGNED BY A PHYSICIAN.** It is S.C. law that each camper have a physical within 12 months of camp date. The Camp Director will use the information on this form to notify the cabin counselor of any recommendations or restrictions.

### **Camper Registration and Permission Form**

Please complete all necessary information online at [www.wildlifedcenter.org](http://www.wildlifedcenter.org) under the Sign up Now link. You can edit/update your account at any time once you've created an account.

### **Model Release Section**

This form was signed during the registration process and it gives SCWA and Camp Woodie permission to take "activity" photos of your child and use them to advertise and promote our summer camp. This section must be signed by a parent/guardian in order to complete registration. These photos will also be posted daily on Facebook so you can keep track of how much fun your camper is having.

### **Medical Consent Form**

This form will need to be completed online during registration for medical purposes. By signing this form, you will be giving Camp Woodie the right to treat as well as the right to take campers to urgent care/hospital in case of emergencies.

### **Camper Health History**

Please complete this form and upload to your camper's account or bring to check in on the date of arrival for the camp health staff team to have any vital information regarding your campers past and current health. **THE HEALTH HISTORY FORM WILL NOT NEED TO BE COMPLETED OR SIGNED BY A PHYSICIAN.**

### **Packing List**

- Pillow & Bedding for twin bed-  
Sleeping bags are recommended
- Swim Suit
- 1 Pair of Sturdy Pants
- 6 T-Shirts
- 1 Raincoat or Poncho
- 2 Pairs of Old Tennis Shoes
- 6 Pairs of Socks
- 1 Long Sleeve Shirt
- 6 Pair of Shorts
- 2 Towels and 1 Washcloth
- Toiletries: Soap/Shampoo,  
Deodorant, Comb/Brush
- Sunscreen
- Bug Repellant Spray
- Bug Bite Lotion

### **Mandatory Items**

- Shooting Safety Glasses
- Shooting Ear Protection
- Water Bottle

### **Items You May Want**

- Stamped Envelopes
- Sunglasses
- Duck Calls
- Bow & Arrows (Practice Tips Only)
- Personal Fishing Gear (**No Treble Hooks**)
- Water Shoes

PLEASE LABEL ALL PERSONAL GEAR WITH FIRST AND LAST NAME. CAMP WOODIE IS NOT RESPONSIBLE FOR ANY LOST, BROKEN OR STOLEN ITEMS.

### **Prohibited Items**

- Cell Phones
- Electronics
- Knives
- Candy/Food
- Lighters
- Fireworks
- Alcohol
- Drugs
- Pets
- Crossbow
- Firearms
- Ammunition

**Directions to the Wildlife Education Center**  
Home of Camp Woodie and Camp Leopold

*You can print these directions and go to [www.wildlifeeducationcenter.org](http://www.wildlifeeducationcenter.org) to view a map! One of the main bridges leading to the Wildlife Education Center was damaged in the flood during October 2015. While repairs are underway, this bridge is not currently open. Please use the written directions below, **NOT YOUR GPS!***

**I-77, I-26 & I-20 traveling South or East**

I-26 traveling through Columbia turn North onto I-77

I-20 traveling through Columbia turn South onto I-77

From I-77 in Columbia turn at exit #9 onto Hwy 378/76 east (Garner's Ferry Road) toward Sumter. Follow 378/76 about 25 miles to Highway 261 and turn right. Follow 261 for approximately 12 miles and turn right onto Camp Mac Boykin Rd. Follow Camp Mac Boykin Road for approximately 9 miles and cross the railroad tracks in Rimini, take the left fork onto Governor Richardson road. Travel 5.6 miles and turn right onto St. Philip Church UME road. Travel 2.5 miles on St. Phillips Church Road to Old River Road and turn right. Travel 3.1 miles on Old River Road and turn right at large SCWA Wildlife Education Center sign onto Kinnette Trail (gravel road) and travel 0.2 miles. Turn right at the large wooden and iron gates – there is a sign adjacent to them that reads “Marshall Collins Gateway.”

**I-95 traveling South** – Exit I-95 at milepost 115 (Highway 301) and go West (right). Follow 301 to the second traffic light in the town of Summerton. Continue straight through Summerton for 4.5 miles and turn left onto St. Phillips Church Road. Travel 2.5 miles on St. Phillips Church Road to Old River Road and turn right. Travel 3.1 miles on Old River Road and turn right at large SCWA Wildlife Education Center sign onto Kinnette Trail (gravel road) and travel 0.2 miles. Turn right at the large wooden and iron gates – there is a sign adjacent to them that reads “Marshall Collins Gateway.”

**I-95 traveling North** – Exit I-95 at milepost 108. Turn left on Buff Road and travel 0.8 miles to Church Street (Hwy 15/301). Turn right on Church street and travel 0.7 miles to traffic light. Turn left on Larry King Road (Gov. Richardson Road) and travel 4.5 miles. Then turn left onto St. Phillips Church Road. Travel 2.5 miles on St Phillips Church Road to Old River Road and turn right. Travel 3.1 miles on Old River Road and turn right at the large wooden and iron gates – there is a sign adjacent to them that reads “Marshall Collins Gateway.”

**Physical Address of Camp Woodie:**

**Wildlife Education Center  
8444 Old River Road  
Pinewood, SC 29125**

**Mailing address of Camp Woodie:**

**South Carolina Waterfowl Association  
9833 Old River Rd  
Pinewood, SC 29125**