

# INTERNATIONAL SPORTS TRAINING CAMP

EVERYTHING YOU NEED TO KNOW FROM REGISTRATION TO CHECK-OUT!

This camp guide prepares you and your camper for camp, and addresses many of your questions. If this guide does not answer all of your questions, please feel free to call our office at (570) 620-2267 or check our website for additional information.

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1100 Twin Lake Road, Stroudsburg, PA 18360, USA

Phone (570) 620-2267 Fax (570) 620-1692 [www.international-sports.com](http://www.international-sports.com)

"International Sports Training Camp, LLC (ISTC) is a subsidiary of International Gymnastics School-Camp, Inc."

## IMPORTANT DATES



**LAST DAY** to send in **written cancellation** to receive a partial refund.



**FINAL BALANCE** is due. Sorry, we do not accept credit cards for invoiced fees, please mail either a check or money order.

**MEDICAL FORM** is due. The complete medical form is now due including the physical exam page.

**LAST DAY** to change your check-out day.

## CHECK-IN TIME

**Sunday**  
1:30 - 4:00 pm

**DO NOT ARRIVE EARLY.** ISTC has no waiting facilities and you will be unable to enter the camp.

## CHECK-OUT TIMES

**Friday**  
11:00 am

**Saturday**  
10:00 am

**Sunday**  
10:00 am

Changes to your camper(s) check-out day may be made up until **MAY 1st** based on availability. Please be aware we have a limited number of weekend spaces available.

Once again **DO NOT ARRIVE EARLY** for check-out. You will be unable to enter the camp.

## HEALTH HISTORY & CAMPER PHYSICAL EXAMINATION

**ALL** sections of the health history & camper physical examination must be completed and submitted to ISTC no later than **MAY 1st**.

An incomplete form will mean that your child will **NOT BE ABLE TO CHECK-IN**. Please double check your forms before submitting them to us!

## PERMISSION SLIPS

**ANY** camper who is checking out of camp with someone other than a PARENT must have parental permission which must be submitted online by their parent.

We **cannot release** a camper on check-out day **without parental permission**.

## CELL PHONES

**DO NOT BRING YOUR CELL PHONE OR INTERNET ENABLED DEVICES TO CAMP.** Any such items shall be confiscated.

There shall be a **\$25.00 fee** when collecting your phone or similar device. This money will be donated to the non-profit Kriebel Fund for underprivileged campers operated by the Keystone Section of the American Camp Association.

## QUESTIONS

If you still have questions after reading through this parent guide and visiting our website, please send us an email at : [office@international-sports.com](mailto:office@international-sports.com) or give us a call at (570) 620-2267. We are here to help you!

## CAMP TOURS

We welcome you to visit the camp on one of our tour dates. Camp tours provide a wonderful opportunity for you and your camper to familiarize yourself with our facility and meet some of our staff. This year's tour dates are **Saturday, March 24th, Sunday, March 25, and Sunday, April 15th, 2012.**

Reservations are required. Please call the office (570) 620-2267 to schedule your tour.

## WHAT TO BRING

Clothing should be comfortable and suited toward lots of sport activity. All belongings should be labeled. All forgotten clothing and misplaced items are donated to charity at the end of each week. The following items are required:

- bottom sheet (single bed)
  - sleeping bag or blanket
  - pillow and pillow slip
  - two towels (showering & swimming)
  - personal items
  - sleepwear
  - bathing suit
  - jacket or sweatshirt
  - rainwear
  - two pairs of sneakers
  - sunscreen
- All Sports & IXTC Programs:
- All required sports equipment is provided by ISTC
- For Soccer Program:
- cleats
  - shin guards
  - soccer ball
  - mouth guard

Please pack any medications separately because they must be turned in to the Health Center. For further instructions see the section entitled "Medications."

Campers staying multiple weeks can do their washing on the weekends. Washers and dryers are available at \$1.50 per load. Counselors assist campers with their laundry.

Many campers also choose to bring battery-operated fans for their bunk.

## WHAT NOT TO BRING

Do not bring anything of value to camp. As Mark says, "If you can't dunk it in the lake, don't bring it to camp." ISTC cannot be responsible for articles which are lost, stolen, broken, or damaged.

**The following items are NOT PERMITTED at camp:**

- **Do not bring any CELL PHONES or INTERNET ENABLED DEVICES.**
  - Do not bring any valuables or jewelry.
  - Do not bring food, drinks or gum.

## DIRECTIONS TO CAMP

Please follow the directions listed below. We are providing the best possible directions into camp. DO NOT use the directions from internet map sites or GPS systems because the information they provide may be inaccurate and/or take you through very congested areas.

### From New York & New Jersey

*Approximately 1 1/2 hours from the GW Bridge.*

- Take I-80 West into Pennsylvania.
- Get off at exit 302, Bartonsville, PA.

### From Philadelphia

*Approximately 2 hours.*

- Take the Northeast Turnpike Extension to Allentown.
- Take 22 East to Route 33 North (Stroudsburg/Pocono Mountains).
- Follow signs to Bartonsville and exit.

### From Baltimore

*Approximately 3 1/2 hours.*

- Take 83 North toward Harrisburg, PA.
- Take 81 North to 78 East toward Allentown.
- Take 22 East to Route 33 North (Stroudsburg/Pocono Mountains).
- Follow signs to Bartonsville and exit.

### From West of Pennsylvania

- Take I-80 East.
- Get off at exit 302B, Bartonsville, PA.



- Turn left onto 611 North.
- Travel one mile and turn left onto Golden Slipper Road directly before Colonial Auto Sales.
- Travel 2.4 miles and turn right onto Wenton Lane (at Sports Camp and Gymnastics Camp signs).
- Travel until you reach a stop sign, and make a right.
- The entrance to ISTC will be on your right side.

## CHECK-IN

Check-in is between 1:30 and 4:00pm on Sunday. Only arrive during the designated times.

Do NOT arrive early. Early check-in is not available. Our gate and parking areas will be closed and you will NOT be able to enter the camp grounds. The roads around camp are public, not private roads, and arriving early and parking alongside any of the roads to and from camp is a safety hazard and is prohibited by law.

Please note, cabins and bunks are pre-assigned based on roommate requests, so there is no need to arrive early - we've saved you a place. If you are going to be late, please notify the office.

## BUS AND AIRPORT PICKUP

If you send your child via bus or plane, please contact the office before purchasing your tickets as you must schedule your arrivals and departures around our check-in and check-out times.

You must notify us at least two weeks prior to your camper's arrival so we can arrange to meet your child and transport them to camp. The round trip fee for a bus pickup from Stroudsburg is \$30.00. The round trip fee for an airport pickup from Lehigh Valley International (ABE) is \$50.00. Private planes may be met at the Mount Pocono Airport for a \$40.00 round trip fee. If you are interested in these options or have additional questions, please contact the office.

## AREA ACCOMMODATIONS

For information on area attractions and accommodations contact the Pocono Mountain Vacation Bureau at (570) 421-5791 or (800) 762-6667, or visit their website at [www.800poconos.com](http://www.800poconos.com).

## CAMPER BEHAVIOR POLICY

It is essential that you communicate to your child that we do not accept behaviors such as violence, possession of weapons, repeated profanity, disrespect, bigotry, inappropriate sexual behavior, drug or alcohol use, or any other unsafe behaviors that are potentially harmful to themselves or others. They must understand that a consequence of their behavior can mean dismissal from camp. If a child is dismissed from camp, no refunds are given.

Our staff will make every effort to provide a positive experience for your child. Campers that cannot live within the rules of camp, are adversely affecting the experiences of other children, or are a risk to themselves or the camp community, must be picked up and removed from the camp immediately. Parents are then responsible to come to camp and pick up their camper at the time of their dismissal.

Furthermore, there may be a circumstance where we have agreed to accept a child with full knowledge of his or her problems and have attempted to take all the necessary steps to make the experience successful, but find that it is impossible to do so. For the good of the child and/or the camp community, the child may have to leave.

Our interest is to offer pleasant camp experiences and memories. It is not our intention to exclude any child; however, that need may unfortunately arise. It is important to discuss in detail your expectations of your child and that we, parents and camp directors, are in total agreement.

**New!** The Camper Contract **MUST** be reviewed with your child and completed by a parent. The form can be found in the 'Forms and Documents' section of your online account.  
(see page 9 for login instructions)

## GENERAL CAMP RULES

All of the following rules, regulations and policies have been designed for the safety of our campers. The rules are to ensure that everyone involved with ISTC has a safe and fun experience while at camp. The rules are taken seriously and strictly enforced.

1. Respect the camp and others.
  - Rudeness or profanity will not be tolerated.
  - ISTC is a positive place. No teasing, making fun, bullying, hazing, demeaning, or putting down others.
2. Alcohol, tobacco and illegal/controlled substances are not permitted on camp grounds.
  - No weapons, firearms, fireworks.
  - No smoking or chewing tobacco.
  - No illegal substances.
3. Outside food and beverages including chewing gum are not permitted on camp grounds.
4. No fraternizing. Male campers are not allowed in female camper cabins. Female campers are not allowed in male camper cabins.
5. Campers shall not leave camp grounds while in attendance.
6. Campers shall attend all sessions.
7. No graffiti. Campers will be charged for any intentional property damage.

## CABIN & BED ASSIGNMENTS

Roommate requests are limited to three children only. They must be within two years of age. We cannot accept non-requests. IXTC campers are housed separately and are not able to bunk with campers from other sports programs.

We make all of our cabin and bed assignments prior to your arrival at camp and base them upon camper ages, roommate requests, medical conditions, check-out dates, and several other factors.

Sorry, we are unable to take requests for particular cabins or top/bottom bunk bed assignments.

## CAMP INVOICE

Please review your camp invoice (You should have received it via email shortly after your application was accepted). If you have any questions, please call the office at (570) 620-2267 during regular business hours (Monday through Friday, 9:00 to 5:00).

The session(s) you are enrolled for, as well as your camper's check-out day and time, are reflected on your camp invoice. The invoice also indicates your remaining balance. This balance can be paid on any schedule that fits your budget as long as you are paid in full by May 1st, 2012. (ISTC does not accept credit card payments for camp balances.)

## DUE DATES

April 1, 2012

- If you are cancelling for any reason, a **SIGNED CANCELLATION FORM** must be received by April 1st. Please see the sections entitled "Refund Policy" and "Cancellations".

May 1, 2012

- **FINAL BALANCE** is due.  
The balance can be paid on any schedule that fits your budget as long as you are paid in full by May 1st. (ISTC does not accept credit card payments for camp balances.)
- **HEALTH HISTORY AND CAMPER PHYSICAL EXAMINATION FORMS** are due.  
This form must be 100% complete. If it is incomplete, your camper will not be able to check-in. Please see page 9 of this guide for more detailed information about completing the Health History and Camper Physical Examination Forms.
- **CHANGES TO CHECK-OUT DAY** may be made up until May 1st based on availability. We are only able to accommodate a limited number of campers each weekend, so the earlier you let us know of any changes, the more chance we have of being able to fulfill your request.

## REFUND POLICY

Prior to April 1st, deposit less a \$150 non-refundable application fee per session enrolled is refundable with **written notice** of cancellation. After April 1st, deposits are non-refundable. (This applies to applications received after April 1st.)

After April 1st, with **written notice**, camp fee, less \$300.00 (non-refundable application fee and session deposit) per session enrolled, will be returned to a camper who must withdraw up to 14 days prior to their camp session.

There is no refund if cancellation is within 14 days of their camp session. Cancellation of Saturday or Sunday check-out is non-refundable after May 1. No refund will be made for a camper who withdraws at any time after arriving at camp. There is no reduction or refund of fees for late arrival or early departure.

If a camper is a no-show for a registered session, no refund will be issued. Finally, we reserve the right to dismiss, without refund, any camper whose conduct is detrimental to the camp or to other campers.

## CANCELLATIONS

For your convenience we have provided a simple form that can be completed and either faxed, scanned or mailed to our office. The Cancellation Form can be downloaded and printed from our website in the Camp Forms section. Please note the following :

- All refunds follow our refund policy as listed above.
- Valid refund requests are processed in the order they are received.
- Refund requests are usually processed within 3-4 weeks, although occasionally, due to the busy nature of a summer camp, they may take 6-8 weeks to process. Your patience is appreciated.

## CAMPER PHONE

We recommend that you **do not** call your child while they are at camp. Phone calls take your child away from their camp activities, and a call from home sometimes causes homesickness.

If you must reach your child, the phone number is (570) 620-1795. The camper phone line is only for parent/guardian calls. The phone line is closed Sunday, Monday and Tuesday. It is open **1:15pm to 2:30pm Wednesday through Saturday**.

Please limit the length of your call to 5 minutes. We will not call children to the phones during inclement weather (thunder and lightning storms). We do not have facilities for campers to make outgoing phone calls.

## CELL PHONES AND INTERNET ENABLED DEVICES

**Cell phones and internet enabled devices are not permitted at camp.** Camp is a time for children to explore their independence, make friends, and enjoy new experiences. Calling home disrupts the camp experience and cell phones, with their cameras and online access, pose many serious privacy issues. The No Cell Phone Policy is taken very seriously.

If your child is found with a cell phone or internet enabled device, we shall confiscate it. There will be a **\$25.00 fee** when collecting the confiscated item - this money will be donated to the non-profit Kriebel Fund for underprivileged campers.

## INTERNET

Keep up-to-date with ISTC happenings and special offers throughout the year on the following social networking sites :



[facebook.com/intlsportscamp](https://facebook.com/intlsportscamp)



[twitter.com/intlsportscamp](https://twitter.com/intlsportscamp)



[youtube.com/InternationalSports](https://youtube.com/InternationalSports)

While your child is at camp, be sure to check out the special section of our website dedicated to parents. View and purchase daily pictures from around camp, see the results of the cabin recreation events, and lots more! You can even email your campers. Campers **do not** have access to the internet.

## MAIL

Campers receive mail daily. If you would like to write, please address letters as follows . . .

Camper's Name - Cabin # (if known),  
c/o International Sports Training Camp  
1100 Twin Lake Road  
Stroudsburg, PA 18360

When sending your mail, please allow enough time for delivery. If you want to send your child a care package, please **do not send any food items, including gum**. We do not allow food or snacks in the cabins. **Note:** ISTC offers our own Camp Care Packages filled with souvenir items from our canteen. Please see the section entitled "ISTC Care Packages."

## VISITATION POLICY

**For the safety and security of our campers, no visitation is permitted during the camp week.**

If your camper is staying more than one week and you wish to take them off camp grounds on the weekend (Friday at Noon until Sunday at 4pm), you may do so. All visitors must check in at the office upon arrival at camp. If your child is taken off of camp grounds on weekends by someone other than yourself (friends, relatives or parents of other campers), ISTC must have parental permission on file. (See the section entitled "Parental Permission".)

ISTC is not responsible for campers away from the camp grounds. Also, campers are not allowed to leave the camp grounds with ISTC staff members or minors. **There is no visitation on camp grounds.**

## HEALTH CARE

A physical examination and completed health history are necessary to attend camp. We also conduct brief written health screenings with all campers on check-in day. Campers who arrive sick will not be accepted and must return home.

ISTC operates a health center that is staffed by a registered nurse and athletic trainers. A doctor is on call. If a camper becomes injured or is out of the program for more than a half day, we will notify you.

In case of illness, campers will be housed in the health center for a brief period. If their illness persists, you will be required to pick up your child.

## CAMPER WELLNESS

Recently we are finding that some children are sent to camp without full disclosure of their emotional and/or physical well being. Campers with psychiatric problems, serious medical problems, or campers who are experiencing traumatic reactions to family issues such as parental separation, divorce or death are included in this category.

In fairness to our counselors, staff and campers, we need to make informed decisions regarding the care of every child. Our purpose in having pertinent health information, both physical and emotional, is to be able to better serve each child. We expect that parents or guardians of any child sent to ISTC have provided us with all the necessary information to help ensure a positive camp experience.

## MEDICATIONS

For our campers' safety, all medications must be turned into the health center and are administered by the camp nurse. Our health center is supplied with over-the-counter medications so please do not send them with your child. Any medications left in the cabin can result in serious consequences. Thank you for your cooperation in this matter.

Any medications not picked up during check-out will be disposed of properly.

## INSURANCE

**All campers must have medical insurance in order to attend camp.**

Your personal medical policy is your child's primary coverage. All registered campers are covered by excess coverage accident insurance while at camp. If a camper sustains an injury at camp, parents are required to pay for any out-of-pocket expenses at time of departure, and then submit the claim to their insurance company.

Camp insurance does not cover illness. Parents must reimburse the camp for physician's fees and prescriptions due to illness upon time of departure from camp.

If you do not have medical insurance for your child, a short term policy for camp can be obtained. Contact Richard Scalice (1-888-812-5491) at least one month prior to your child's arrival.

## NATIONAL EMERGENCY

In the event of a national emergency and you are unable to contact the camp, be assured that we will be caring for your child.

New!

## HEALTH HISTORY

The 2012 Health History must be completed by a parent. We require an updated health history each year.

To complete your 2012 Health History, please log-in to your account at <http://www.international-sports.com>, click on the Parents Menu and select "Log-In To My Account". Next, click on the "Forms & Documents" link. Your password is the same one you used to originally register for camp. If you registered through the mail or at check-out last summer and did not create a password, please click on the Retrieve/Set Password link to create one.

### TO COMPLETE YOUR ONLINE HEALTH HISTORY YOU WILL NEED:

- Current Emergency Contact Details
- Prescription Medication Details
  - Insurance card
  - Immunizations

Please take the time to completely read and fill out your 2012 Health History – please note, you will not be able to progress through the form unless you complete all of the requested information. This information is used to better care for your child, so it is imperative that it is completed accurately. **ALL sections MUST be completed** and the form will require your digital signature upon completion. Our insurance does not allow us to let anyone participate and your child will not be able to check-in unless their Health History is totally complete.

Many hours are spent returning incomplete or inaccurate Health History forms. The phone calls, emails, reminder letters, etc., are frustrating for both you and us. For your child's sake, please take your time and carefully complete the form.

Your 2012 Health History form is due May 1st.

New!

## CAMPER PHYSICAL EXAMINATION

A completed Camper Physical Examination form is required for all campers. This form is printed from your account (see above for log-in instructions.) and **must be completed by a doctor**. Upon completion, the form must be faxed back to the number on the bottom right of the page next to the barcode.

Please note that each camper in your family has their own unique form with their name and an individual barcode on it. Do not use the same form for multiple campers.

**THE PHYSICAL MUST BE CURRENT. ONLY PHYSICALS DATED AFTER JUNE 1, 2011, WILL BE ACCEPTED.**

If you need to attach additional pages to your physical form, please make sure the camper's name is PRINTED legibly at the top of each page.

Special note : If you are unable to schedule your physical prior to May 1st, please call the office at (570) 620-2267.

Your 2012 Camper Physical Examination is due May 1st.

New!

## PARENTAL PERMISSION (RELEASE TO LEAVE CAMP)

For your convenience you may complete the Parental Permission form online in your account. (See above for log-in instructions.)

A completed Parental Permission Form is required if . . .

- your child is departing camp for home with someone other than his/her parent/guardian.
- your child is taken off camp grounds on weekends by friends, relatives or parents of other campers. (See the section titled "Visitation Policy".)

## CAMP STORE / CANTEEN

ISTC has a canteen / camp store that carries T-shirts, shorts, sweatshirts and personal items, as well as beverages and snacks. Spending money is placed "on account" and campers charge against their balance. The money can be placed on the account upon arrival at check-in or through the mail along with your camp payment. Campers are responsible for budgeting their own spending money. Campers are not able to overspend their account.

We suggest \$60.00 per week for incidentals (stamps, postcards, snacks, etc.), and additional money for purchasing clothing or additional jet skiing and banana boat rides. Unused canteen money will be refunded to your camper upon check-out along with an itemized statement of all items purchased.

We recommend sending your spending money in advance of your arrival - this will speed up your check-in process.

## ONLINE CAMP STORE

In our online camp store you can purchase camp clothing before you get to camp! Gift certificates are also available through the online store. Do you have a camper birthday coming up? Friends and relatives can purchase gift certificates to help defray the cost of camp, or to give their favorite camper some extra spending money on their canteen account.

If your child is already at camp you can add additional spending money to their account by purchasing gift certificates online. Please visit our website for more information.

## CARE PACKAGES

ISTC Care Packages can be sent to your camper with one day delivery (order before 9:00 am for same day delivery) and no shipping charges! ISTC Care Packages are available on our website beginning in June. You have the option of purchasing them online or at camp upon check-in. All packages are decorated and personally delivered to your camper.

## JET SKIING & BANANA BOATING

Jet skiing and banana boating are included in all of our programs. One session of each is included in your camper's schedule and fee.

Campers may sign up for additional rides at the following rates : Banana boating is \$25.00 per 15 minute ride, jet skiing is \$50.00 per 30 minute ride. The cost of any additional rides will automatically be deducted from their camp store / canteen account.

All campers ride with an ISTC staff member who is licensed to operate personal watercraft (PA State Law).

## CHECK-OUT

The check-out option you chose is reflected on your camp invoice. Early and late check-outs are not permitted.

The check-out times are as follows:

**Option A**  
**Friday at 11:00 am**

**Option B**  
**Saturday at 10:00 am**

**Option C**  
**Sunday at 10:00 am or**  
**if your child is staying**  
**for another week**

Changes to your camper's session and check-out option may only be made until May 1st. After May 1st, there is no refund (in accordance with the camp refund policy). In the event of an emergency and you must check your child out earlier, special arrangements must be made with the office and a processing fee of \$25.00 will be incurred.

## CAMP MENU

Even picky eaters find plenty of food to eat at ISTC! Our buffet style meals are full of options, including vegetarian alternatives. Campers evaluate the food each week, and they overwhelmingly approve! Take a look at some sample meals . . .

Breakfast	Lunch	Dinner
pancakes and syrup	cheese pizza	roast beef
hash browns	assorted toppings	mashed potatoes
bacon	potato chips	gravy
blueberry muffins	chicken noodle soup	green beans
assorted yogurts	sandwich bar	dinner rolls
assorted dry cereals	salad bar	side bar of pasta
toast	breads and crackers	salad bar
fresh fruit	brownies	bread
juices, milk, coffee	juices, milk, coffee	white cake
		juices, milk, coffee

We are accustomed to working with children and staff with a wide variety of food allergies including peanuts, tree nuts, gluten and lactose. We do not use peanut oil or any nuts in the food we prepare. Additionally, our food service director has completed training with the National Foundation for Celiac Awareness and can help provide safe gluten-free food for campers who require it.

If you have concerns about your child’s specific dietary needs, please contact us prior to arriving at camp so we can discuss the options available.

## A MESSAGE ABOUT HOMESICKNESS

Sleep-away camp offers an excellent opportunity for children to learn how well they can manage without their parents, but it can also produce anxieties. Children often feel that without parents to care for them, they cannot survive. Children may also feel guilty because they have “left their parents behind.”

Check your own feelings about having your child gone for a week or more. If you are not ready yourself, it may make it harder for your child to leave and feel like they have permission to have fun.

Generally, as each day passes, children feel better about being away from home and discover that not only are they capable of making it on their own, but that there are other adults who care. If you are concerned about homesickness, and would like to know more, please visit our website for more information.

From Materials By Dr. Bruce Bogard & Christopher Thurber PhD

## ACCREDITATIONS



International Sports Training Camp (ISTC) is an accredited camp by the American Camp Association (ACA). To earn this accreditation, ISTC must adhere to numerous strict industry guidelines and pass site inspections.

ISTC is approved by, and/or licensed by, the Pennsylvania Department of Environmental Protection and the Pennsylvania Department of Health. In addition, ISTC is a member of both the Pocono Mountain Chamber of Commerce and the Pocono Mountains Vacation Bureau.

## TIPPING POLICY

ISTC staff are not expecting to receive tips. However, if you would like to leave a tip, you are welcome to do so.

## PETS

We love pets and we recognize that Fido is part of the family; however, pets are **not** allowed on camp grounds. Please leave your pets at home.