



WELCOME

to **CAMP
LAKESIDE**

Offering the Christ, Nurturing the Spirit

We are honored to be your choice for your retreat or event. In the following pages you'll find our pricing, policies, and registration sheet. Please feel free to reach out if you have any questions or need any assistance.

God Bless,
Meg Anderson, Camp Director

CAMP LAKESIDE GUEST GROUP INFORMATION AND POLICIES

Welcome to Camp Lakeside! Camp Lakeside is a community made up of many people all with different experiences, opinions, backgrounds, and viewpoints. To function as a community, we must have a few guidelines. The following policies are meant to help us maintain order and to ensure that everyone has a positive experience at camp. All we ask is that you play safe, have fun, obey the rules, and respect others and the environment. We pray your time here in our little canyon is amazing!

Group leaders: it is your responsibility to review this information with participants in your group before your retreat/event starts.

Group leaders: please note that neither the Great Plains UMC or Camp Lakeside is responsible for insurance coverage of our groups.

GUEST SERVICES

A host will be on call 24 hours a day for guests. If this person is temporarily not on site, they will provide you with a phone number to contact them with and will designate someone who will be on site to check in on your group. The host will welcome the group as well as provide basic safety orientation.

DEPOSITS

50% of the total estimated charge is due when the responsible party signs and returns your final contract to guarantee the reservation of group event dates.

90% of the amount given is refundable if canceled 30 days before event. All cancellation requires a written notice. A cancellation occurring after the 30 days but at least 20 days prior to the event 50% of the deposit will be refunded. There will be no refund of any deposits when a group cancels 19 days or less prior to the event.

Bills are due to be paid at the time of the event or up to 2 weeks after the event. Bills left unpaid will result in late fees after 30 days and will continue to incur late fees every month left unpaid.

MEDICAL SERVICES

- Our AED is normally located in the Nurse's Station section of the Kanza (Office) building. Sometimes we move this to be more convenient to your group. If it is moved while you are staying with us, we will notify you.
- Groups must provide their own adults currently certified in First Aid and CPR who are responsible for the health needs of the group. Our nurse is not always available, but when present is more than willing to help if needed.

- Groups are responsible for gathering and maintaining information on all members of the group that includes name, address, emergency contact information, and any allergies/health conditions/restrictions. For minors without a parent on-site, group leaders should also have signed permission to seek emergency treatment. Group leaders are responsible to inform camp of any allergies or restrictions of their group that may affect camp services provided.
- Groups are responsible for their own emergency transportation. Phone numbers and locations of local EMS providers, clinics, and hospitals are located on the refrigerators in commonly used buildings, and in welcome information in all buildings rented.
- Groups are responsible for providing their own first-aid supplies, equipment, and medical personnel. Some first-aid materials are provided in case of forgetting, however we advise our guests, especially larger groups, to please bring their own.
- Safety Orientation will include updated emergency procedures for camp including information about how to contact camp personnel in an emergency.

CHILD SUPERVISION

Groups are responsible for their participants' behavior while at camp. All children/youth under the age of 18 must be under the supervision of a responsible adult from your group at all times during your stay. We recommend that children under the age of 5 be with a legal guardian at all times, a ratio of 1 adult to every 6 children ages 6-8, 1 adult to every 8 children ages 9-14, and 1 adult to every 10 teens ages 15-18. We also recommend that co-ed groups have supervisors of each sex present (in cabins this is mandatory); that your supervisors or counselors are at least 5 years older than your campers, 100% of your staff is 18 or older when serving camps for people with special needs, and that the contact person for each group is at least 25 years old.

Never be alone with a camper. Always follow the rule of 3- always three per group, especially in bathrooms, healthcare settings, with special needs campers, and in specific program areas. Please make sure all staff or leaders have gone through background checks.

We urge you to hike in groups so that no adult is ever alone with a child. We normally take groups of at least three.

EQUIPMENT

Feel free to use our sports equipment while you're at camp, but please remember to return it. If something accidentally gets damaged, no worries- just let us know. Please do not intentionally damage our property. Equipment can be found in Flowers or checked out at the Office.

Camp Lakeside is not responsible for any personal equipment you or your group members bring to camp with you. Please use your best judgement when selecting equipment to bring to camp. Please label all equipment (especially sporting equipment) with your first and last name along with your group's name in case of lost items.

LINENS

At this time, bedding is not provided. However, we do have a small amount of extras in case anyone forgets anything. Beds are almost twin size.

SWIMMING AND BOATING

We do not allow swimming or boating without Lakeside's lifeguards on duty. If our pool is in season and you'd like to swim, let us know and we can schedule a guard for you. The same is to be said for canoeing. Sailing is unfortunately not offered to our guests at this time, if you're interested in sailing, reach out to see what opportunities there are for that at another time.

You are not allowed to "lifeguard yourself". In the past, we allowed groups to bring their own guards, however we can not offer that anymore. If we find that you used the pool without one of our guards, your group may be asked to leave.

Do not take boats out without staff.

Sadly, we can't swim in our side of the lake. If you're wanting to swim in the lake, we are happy to shuttle people to the Beach House as the State Park requires Park Permits on vehicles.

PERSONAL PROPERTY

Camp Lakeside is not responsible for any personal property or equipment belonging to your group that is lost, stolen, or damaged. Please do a thorough check of all sleeping quarters and meeting spaces for personal belongings before departure. Lakeside will hold lost and found items for up to a month. Personal sports equipment must be approved in the office.

VEHICLES

Vehicular traffic is only allowed on designated roadways and parked in designated parking areas. Please do not park where a vehicle may block a driveway or road. The speed limit at camp is 5mph. Please watch for children, pedestrians, and pets. Riding in the back of a pickup truck is prohibited by Kansas State Law. No one shall operate any vehicle without a license or permit. Use of camp vehicles is very strictly prohibited.

BUILDINGS

Please help us save energy by turning off all lights and closing doors when leaving buildings. Use only those buildings assigned for your use and stay out of all others. All groups are requested to leave their areas clean. Please sweep out buildings used, put trash and recycling in their proper places, and put away any used items back to their original locations.

FOOD AND SNACKS

We love all God's critters, just not in our beds. Therefore, food and beverage are prohibited in sleeping quarters. Please keep all food and snacks in sealed containers in your group's meeting space.

DINING HALL

Breakfast is served at 8am, Lunch at Noon, and Dinner at 5:30pm unless other arrangements are made. Our dining hall serves meals Buffet Style. Please confirm a meal count a week before your event. We understand that sometimes a head count is difficult to get. If your group has less people than your confirmation number, we hold the right to charge for the full count that we planned for. If your group starts growing after you have confirmed your head count with us, please let us know. We would hate to run out of food.

STORM SHELTER

Our designated storm shelter is our Nurse's Station side of the Kanza (office) building. This is unlocked during your stay. Our staff will keep in contact with your group about any weather alerts and if the shelter needs to be utilized.

OTHER EMERGENCIES AND LOST GROUP MEMBERS

In most emergencies, it is important to call 911 FIRST. After you get off the phone with emergency personnel or while someone is still on the phone with them, call camp staff.

In case of fire, go away from the fire and notify staff/911. Do not go into a burning building for any reason. Be sure to do a head count so we can account for everyone.

In case of lost group members, our staff will fall into our normal missing camper protocol. Let us know immediately if you can't find anyone.

CAMPFIRES

Because of the amount of moisture we get out here (or don't get), we often find ourselves in a Fire Ban. Please check with our staff before burning ANYTHING. There are non-campfire options for S'mores.

If you do have a campfire, please eat a S'more for us and also make sure your fire is always watched carefully and extinguished completely before leaving the fire pit.

PETS

We love pets. However, to respect our guests with allergies, we have a no-pet policy. We do acknowledge that some pets are more than pets. Please contact our office if you need to bring or would like to bring your service animal, therapy animal, or emotional support animal. We only ask that your animals do not enter food preparation areas or the pool (next to the pool is fine).

If you really need to pet a dog, we encourage you to find Sadie, our official welcoming committee; or Lady and Max, our therapy dogs in training (early training- please be patient with them).

DAMAGE/EXTRA CLEANING

We ask that your group leader report any pre-existing damage to camp staff as soon as possible. Damage inflicted by the group will be charged to the group on the basis of the cost of materials and labor.

ALCOHOL/SMOKING/WEAPONS/ETC.

Lakeside prohibits alcohol use- period. Same goes for drugs and illegal items. Smoking is allowed outside, at least ten feet from doorways, so long as butts are placed in designated cans. Weapons are not allowed on site. Kansas allows concealed carry, however we do NOT. Please keep weapons locked in vehicles and do not send children to camp with anything that could be deemed a weapon. Lakeside reserves the right to dismiss any individual or group for failure to abide by any policies, illegal activity, or concern for health and safety. Lakeside reserves the right to inspect living areas and personal property once reasonable suspicion of a crime or policy infringement has been established.

HAVE FUN AND ENJOY YOUR STAY

As the representative and leader of this group, I agree that all participants and leaders will abide by the above rules and policies.

Signed _____ Print Name _____

Group Name _____ Date _____

PRICING

LODGING

LODGE/BAKER/KANZA/ARARAT

Groups 0-25 \$45/Person Groups 25-50 \$40/Person Groups 50+ \$35/Person

LARGE CABINS

Groups 0-25 \$30/Person Groups 25-50 \$25/Person Groups 50+ \$20/Person

SMALL CABINS

Groups 0-25 \$25/Person Groups 25-50 \$20/Person Groups 50+ \$15/Person

MEALS

BREAKFAST \$7/PERSON DINNER \$10/PERSON

LUNCH \$8/PERSON SNACK \$2/PERSON

BUT WHAT ABOUT...

ACTIVITIES

TEAM BUILDING	\$10/HOUR
CRITTER MEET & GREET/NATURE LESSON	\$10/HOUR
POOL/CANOES	\$20/HOUR
ARCHERY	\$20/HOUR
GUIDED HIKE	\$5/HOUR
CRAFTS	\$5/PERSON

DAY USE (NO OVERNIGHT LODGING)

OUTDOOR SPACES	\$50/DAY
WIFI	\$25/DAY
LODGE/DINING HALL/KANZA/CHAPEL	\$250/BUILD

WEDDINGS

CHAPEL ONLY	\$350
WEDDING + RECEPTION	\$500

KID PRICES

Children ages 5-12 eat half off.

Children 4 and under eat free and stay overnight for no charge.

*Note- We currently only have one high chair and one booster seat available.

We also have infant/small child sized lifejackets.

Camp Lakeside

PRICING

specials

UMC CLERGY SPECIAL:

We value our clergy. All UMC pastors and deacons (plus immediate family) are more than welcome to stay at Lakeside (free of charge) in one of our retreat areas. Please call to reserve your spot. Note- summer (May 15-August 15) is excluded from this offer.

NON-PROFIT EARLY BIRD:

We are so thankful for our Non-Profit Rental Summer camps. Reserve your spot for summer (contract returned to Lakeside's office) by Thanksgiving the year before to save 10% on the total cost of your camp.

A LITTLE MORE INFO ON OUR FACILITIES AND ACTIVITIES

SCHUTTE LODGE

Has heat and A/C, an equipped kitchen, large meeting space with fireplace and piano, two dorm areas on either side which house 20 guests each (for a total of 40) in single beds, six bathrooms (including six showers) and is wheelchair accessible.

BAKER CABIN

Houses 11 individuals in single beds. The cabin has heat and A/C with two bathrooms in the building itself. This building is not accessible.

KANZA HOUSE (OLD STAFF HOUSE)

Houses 16 guests in four bedrooms with two bunk beds in each, and has its own bathrooms, equipped kitchen, and meeting space. It has heat and A/C but is not accessible.

LARGE CABINS

Tabor and Zion house 24 each on single beds and are wheelchair accessible. Bathrooms are located in the nearby showerhouse and cabins have A/C.

SMALL CABINS

Four rustic cabins house 12 each and have A/C. Bathrooms are located in the nearby showerhouse. These cabins are not wheelchair accessible.

DINING HALL

Accommodates 120 at a time. Meals are served buffet style.

CARPENTER CHAPEL

A beautiful, native stone building with seating for about 120. A large picture window looks out over the hill with a cross. It has heat and A/C.

FLOWERS

A shelter-house type of building constructed from native stone. It has a fireplace at one end and wooden shutters that can be closed for weather. Sports equipment is located here.

MOAB (CAMP STORE)

Includes a snack shop and is often used for crafts or meeting space.

PAGODAS

Three pagodas are located around camp. They have concrete floors and roofs, but are not made for storm shelters, just as nice picnic areas.

TEAMBUILDING

Build confidence, teamwork, empathy, and other life skills in a fun challenging way. Activities can be tailored to the mission of your organization or goals you want your group to meet.

CRITTER MEET & GREET/NATURE LESSON

We teach Creation Care during the summer (and sometimes throughout the year) we would love to share our lessons with your group. Meet our critters and learn about how to love on our environment (without loving it to death).

POOL

Our pool holds up to 75 at a time and is normally open May-August.

CANOES

Come explore Scott Lake! -Lakeside lifeguards must be present when canoeing.

ARCHERY RANGE

Archery isn't just a summer activity at Lakeside- come try out our compound bows!

OUTDOOR COOKING

Meals at Lakeside can also be offered around the campfire. Weather and summer schedule permitting.

GUIDED HIKES

Nature and Historical hikes are available upon request or you can hike by yourself- but be sure to take a group on every hike for safety purposes

CRAFTS

We love to make all sorts of crafts! For example: tie dye, painting, simple pottery, messy science crafts, and lots of other things! Let us know what you want to make!



CAMP LAKESIDE REGISTRATION SHEET

DATE:		NAME OF EVENT:	
CONTACT PERSON:			
PHONE #:			
ADDRESS:			
EMAIL:			
DATE ARRIVING:		TIME:	
DATE LEAVING:		TIME:	
# ADULTS:		# CHILDREN:	

FACILITIES USING - Please put a check mark next to facility/facilities you wish to use

DINING HALL		LODGE		LARGE CABINS		SMALL CABINS	
POOL		CHAPEL		ALL FACILITIES			

Please let camp staff know if you have any special needs for the facilities:

Please let us know how many nights the group is staying and how many rooms the group will need.

# OF NIGHTS STAYING		# OF ROOMS THAT WILL BE NEEDED		
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Please indicate below what days, how many people, and any dietary needs or allergies that the camp staff needs to be aware of when providing meals for your group:

DAYS	BREAKFAST	LUNCH	DINNER
SUNDAY			
MONDAY			
TUESDAY			
WEDNESDAY			
THURSDAY			
FRIDAY			
SATURDAY			