

17THREE Pre-Arrival Information



Revised 2019.05.09

Thank you for entrusting your student to us for 13 days of **17THREE** at Doe River Gorge! This pre-arrival information should answer most questions you have as you prepare for this exciting time. Should you have any further questions after reviewing this, please feel free to call us at 423.725.4010 or email registrar@doerivergorge.com.

One Week Prior to Arrival

What needs to be done on your account:

So that we can be prepared for your visit, and to make your check-in experience as quick as possible, please visit your online account and complete the following information:

(To access your online account, go to www.doerivergorge.com, click on "My Account" at the top of the page, and login)

Fill out your Health Forms

This will make for a speedy check-in! On this form you will include any **dietary concerns** or **allergies** your child has, and we will alert the kitchen or medical staff to their needs. You will also include any medications your child is taking, and bring attention to any recent injury or medical concern. A physician's visit is **not** necessary to complete the medical forms.

Agree to Terms and Conditions

You must sign the **Financial Terms and Conditions**, the **Release Indemnification/Hold Harmless Agreement**, and the **Transportation Consent Form** for each person attending **17THREE**. This form also includes a publicity permission section (allowing us to use photographs of your camper in our promotional materials).

Pay any Balance Due

Your balance should be paid one month prior to your arrival date and can be paid on your online account. If you would prefer to pay by another method, please feel free to contact our office at 423-725-4010. If this is not done in advance, we reserve the right to fill the spot with another camper.

Optional Store Card

Doe Bucks money can be deposited into your student's account for snacks at the Side Track Café and purchases at the Outfitters Gift Shop. You can add additional money at any time as well as monitor your child's spending through their online account, by clicking on *Manage Current Registration(s)* link. Unspent money will be refunded to you.

Optional Roommate Requests

Students may request a roommate. Students must be registered for the same week and the same program, as housing assignments are made according to track selection. Doe River Gorge will make every effort to honor roommate requests although they cannot be guaranteed. We cannot link more than 6 roommates in a room.

Airport Pickup

Doe River Gorge is located approximately 45 minutes from the Tri-Cities Airport (TRI). Airport pick-up and drop-off is provided for a fee of \$60 roundtrip. This fee can be shared with up to four people arriving and departing at the same time.

Additional Requests

Please call our office at 423-725-4010 if you have any needs, requests or questions.

Linens

For those participants traveling by airline who wish to reduce baggage charges, Doe River Gorge can provide a linen package for \$10 per person. This package includes a mattress pad, fitted sheet, top sheet, blanket, bath towel, hand towel, and washcloth. (If possible, please bring your own pillow as only a limited number are available.) Linens can be reserved by calling the office or emailing registrar@doerivergorge.com

Late Arrivals

Arrival is 3:00pm-4:30pm. If for some reason you will not be able to arrive during this time, (e.g., due to other commitments or travel delays) please call our office in advance at 423-725-4010 to make arrangements. If you are running late, please call the office at 4:30 to let us know the **exact time** you will be here so we can make sure someone is available to greet you and check you in.

Arrival / While You're Here

Our address is 220 Doe River Gorge Rd, Hampton, TN 37658. Look for balloons in the median near the turn for our camp.

Check-In

Arrival Day check-in is from 3:00pm-4:30pm. We cannot process early arrivals before 3:00pm. Because all campers are required to check in with the Registrar and Medical Staff under the Lower Big Top (green and white striped tent), it is important that you make every effort to arrive during the scheduled registration hours. You will receive a Check-In Packet upon arrival and it is important to keep this packet with you during the entire Check-In process.

Prescription Medications, Inhalers, and EpiPens®

All medication must be turned in to the Medical Staff upon arrival. Please do not pack any medications in your student's luggage as you will need to have this with you upon arrival to check in with our Medical Staff. If your student requires prescription medications while at camp, please bring an adequate supply of the medication in the original, clearly-labeled prescription container, prescribed to your student, and check it in with the Medical Staff. State Law prohibits us from accepting medications in any other pill case or container or medications prescribed to another person. Medications are secured in our Health Center and distributed according to instructions by licensed Medical Staff.

If your camper uses an inhaler or EpiPen®, please **send two**: one for the counselor to carry during the day and one to be kept in the Health Center for back-up. Please be sure both EpiPens® are labeled with your student's name.

It is very helpful for you to explain to your student what medications they will need to take during their stay at camp so they will know what is necessary and that you expect them to take these medications as prescribed.

RSVP to Closing Ceremony

There will be a closing ceremony with a sit-down meal on the Friday you pick up your student (see "Departure"). In order to ensure there is enough food, please be sure to RSVP with the number of attendees for your student. We provide lunch for each student plus two guests. Additional lunches can be purchased upon check-in.

Learn about the Mission of Doe River Gorge

We encourage parents to attend a brief orientation directly following registration and move in. This meeting will begin at 4:30PM.

Communicating with Your Student

During your student's 13 day stay at Doe River Gorge we highly encourage communication from those who love and support them. Here are some ways we suggest:

- Mail– Postcards, letters, and care packages are welcomed! Address to:
Doe River Gorge Ministries, Inc.
17THREE
Student's Name
220 Doe River Gorge Road
Hampton, TN 37658
- Phone– Students are only allowed to make necessary phone calls home. Your student will be permitted to use the office telephone. The office number is 423.725.4010. Your student will also be allowed to use his/her cell phone on Friday evening after campers have departed.
- Visits– The most convenient time to visit your student is on Sunday. You are welcome to attend our Sunday morning worship service followed by lunch (\$6/per person). Please RSVP at 423.725.4010 or drginfo@doerivergorge.com.
- E-mails: You can send e-mails to your student on your online account under your student's Registration Details page. We are not able to offer facilities for your student to send replies.

Health & Safety

Safety is top priority at Doe River Gorge! While there is risk inherent in any sport or adventure activity, Doe River Gorge seeks to minimize that risk through well-designed courses, top-of-the-line equipment, and well-trained staff. All adventure courses are professionally designed and independently inspected. Along with maintaining a Health Center that is staffed by at least one Registered Nurse and other trained medical professionals, all summer staff members are trained in First Aid and CPR. In preparation in case of an emergency, Doe River Gorge maintains a close relationship with the local EMS and Wings Air Rescue.

Insurance

Doe River Gorge provides limited secondary insurance coverage for accidents and illnesses (excluding pre-existing conditions) which occur while engaged in one of our programs. In the event of an accident or illness involving your student that requires or may require medical care off-site, our staff will take immediate action to obtain proper medical treatment and will also contact you promptly.

Withdrawal

If your student must withdraw from a program before the session ends, a refund will only be given in cases of debilitating physical illness, injury, or family emergency (not including homesickness). The amount of the refund will be pro-rated based on the cost of that program and the number of days missed. Doe River Gorge reserves the right to dismiss anyone without refund whose conduct is not in the best interest of other participants.

Vehicles

Your student's personal vehicle is not permitted on the premises during their stay. Parents, please make arrangements to bring and pick up your students.

Departure

Schedule

The gate will open for student check-out and closing events at 9:00 am.

Early Check Out

Arrangements for early departure must be made directly with the **17THREE** Director prior to check-out.

Celebration Banquet

This banquet will recognize your student's achievements while portraying their new life of being a servant leader. You will receive an "official" invitation in the Registration Tent when your student arrives for **17THREE** (includes time and location of event), but please be sure to RSVP on Arrival Day at the Leadership and Specialty Program Table located in the Registration Tent.

Luggage Pick-Up

The luggage pick-up area is located in the green and white striped tent, and will be open immediately following the closing programs. Luggage will be grouped by housing area. Please remember to check for all of your student's items including bags, bedding, and dirty clothes bags. Also, please ensure that you received your child's medications, placed in the top of your camper's luggage by the Medical Staff.

Lost and Found

Lost and Found items will be on tables located at the back of the Depot. Please be sure to check this table for any items your student has lost. We want to help your student leave with everything they brought. Doe River Gorge is not responsible for lost, stolen or misplaced articles. Items left behind will be held for one week only, then donated to charity. We are not able to return any item without a name or extensive description.

Doe River Gorge Outfitters

The Doe River Gorge Outfitters Gift Shop will be open on Departure Day so that you or your student can purchase last minute souvenirs or other items.

Doe Bucks (Camp Store Account)

The remaining balance in your student's spending account (Doe Bucks) will be refunded after the completion of their session unless, during registration, the option was chosen to donate the remaining balance to our ministry. Any money refunded will be to the method of payment used during registration.

Staying Connected

Don't let the Doe River Gorge experience end! You will be receiving emails about upcoming happenings at Doe River Gorge, including information on Adventure Quest next summer, high school leadership programs, family retreats, and information to help your student grow in their walk with Christ!

What to Bring

Packing

- Sleeping Bag
- 2 Flat Sheets and 1 Blanket (Mattresses are Twin XL)
- Pillow and Pillowcase
- Bath Towel and Wash Cloth
- Soap, Shampoo, Toothbrush, Toothpaste, Toiletries
- Pajamas
- Underwear and Socks (lots)
- 1-2 Pairs Athletic/Tennis Shoes
- Sandals (with heel strap) and Flip-Flops (for shower)
- Windbreaker or Jacket, and hooded Raincoat or Poncho
- 2-3 Swimming Trunks (guys), modest one-piece Bathing Suit (girls)
- Beach Towel
- 8-10 Short-Sleeved Shirts and 1-2 Sweatshirts
- 5 pairs of modest Shorts and 2 pairs of Long Pants
- 1 pair of clothes that can get very muddy/covered in paint and possibly thrown away
- Sunglasses, Sunscreen, Bug-Spray
- Flashlight
- Laundry Bag and a separate bag for wet clothes
- Bible, Pen, Journal or Notebook
- Backpack: Leadership Program students are often away from living quarters for long periods of time.
- Khaki Shorts/Pants for Uniform: Shorts must be modest and not ripped or torn.
- "Nice" clothes for banquet
- "Pod" laundry detergent: Leadership program campers will have the opportunity to do laundry. Pods are easy to pack and takes the guess work out of measuring detergent.
- Prescription Medicine in original container with instructions
- Optional: Hat, Bandana, Water Bottle, Camera, Nose or Ear Plugs for water
- River Apparel: Since the river is cold, it's best to not wear cotton! We recommend polypropylene or silk long underwear (i.e. Under Armour) under synthetic clothes. A Wetsuit is also permitted. Campers will also need a pair of closed toed shoes for river tubing that they can get wet.

Please pack all items in soft-shell luggage or duffle bag, if possible, for easy storage (2 bags maximum per person, please!). Be sure to label ALL ITEMS clearly using nametags, labels or marker, to ensure things return home with you! All campers will have a small locker space to store their personal items. Each locker has a few shelves and a bar to hang items. To save room in your camper's locker, pack a few clothes hangers to hang shirts and jackets.

Prohibited Items:

- Over the counter medication, vitamins
- Handheld games, laptops, tablets, pagers
- Radio, CD player, MP3 player, iPod
- Food, gum, candy, drinks, energy drinks
- Alcoholic beverages, tobacco products, illegal drugs
- Knives, firearms, fireworks, matches, lighters
- Books and Magazines

**Although not prohibited, jewelry, valuables, and cash are discouraged. Doe River Gorge cannot be held responsible for these items in the event of loss or theft.

**Only bring over the counter medication, vitamins, dietary supplements if necessary. These and all prescription and non-prescription medications must be checked in with Medical Staff in the original containers.

Collected Items Inspection

On Arrival Day, your student will be required to unpack their luggage in the presence of their counselor for safety purposes. Any collected items will be returned at the end of the week. Please pack only the necessary items for their stay and leave all other items at home.

Leadership Program Cell Phone Policy

In order to promote community, unity, and focus on serving/leading others, Teen Leadership students are highly discouraged from bringing cell phones to Doe River Gorge. However, in circumstances where cell phones may be a necessity, students enrolled in Teen Leadership programs are allowed to have their cell phone on property for very limited use on select weekends only. Cell phones will be collected on Sunday during camper arrival, secured in the camp office, and redistributed for very limited use on select weekends only. Failure to comply with this policy will result the phone being locked in the camp office for the remainder of the camper's Teen Leadership program session.

Note: In case of emergency, the Doe River Gorge office phone will always be available for students to use under staff supervision.

Special Items for Specific Activities

Some activities may require additional gear. Doe River Gorge provides safety gear and equipment for all programs, although participants are welcome to bring their own gear if they already own it (there is no need to make special purchases).