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# Blue Mountain Ranch Camper Handbook



P. O. Box 146 • Florissant, CO 80816  
E-mail: [camp@bluemountainranch.com](mailto:camp@bluemountainranch.com)  
Phone: 719-748-3279  
Fax: 719-748-3472

Blue Mountain Ranch was established by Coach Bill Allen and his wife, Dorothy, in 1946. This handbook was created in order to make your child's experience at camp an enjoyable and memorable one. We have worked hard to make Blue Mountain Ranch a special place, and in order to continue this tradition, we have set in place specific policies and guidelines that should be followed by not only the campers, but the parents as well.

Please review these policies with your child. When signing the **BMR Policies Form**, located on the website under Camp, Camper Handbook, you will acknowledge that you and your child have read and acknowledge this handbook and all the terms and conditions that are included. Please understand that the handbook must be read each year, as changes may occur.

Thank you for choosing Blue Mountain Ranch!

Sincerely,  
The Graf Family

**The following topics will be covered in this handbook:**

- Travel and transportation by airplane, including luggage
- Travel and transportation by car
- Camper communication (mail, phone calls, cell phones)
- Visitors to camp
- Emergencies
- Prescription and non-prescription medications
- Camper injury or illness
- Drug and alcohol policy
- Dress code and personal items
- Camp Fees
- Spending money (field trips and snack store)
- Refunds

**If you have a question or concern about topics not covered in this handbook, please contact the camp office at 719-748-3279.**

## **Travel and Transportation Policy (Airplane)**

### **Campers traveling by airplane:**

1. Fill out and submit the **Travel Information Form** through CampMinder, prior to departing for BMR.
2. Please schedule all arriving flights to COS (Colorado Springs) between 10:00 a.m. and noon.
3. Please schedule all departing flights from COS between 10:30 a.m. and 4:00 p.m.
4. Parents are responsible for plane reservations and the purchase of tickets.
5. We will meet your child **AT THE GATE** in Colorado Springs and put them on the plane heading home at no additional charge on session travel dates.
6. **If your child is arriving at the Denver (DIA) airport, a fee of \$300 per child will be charged for transportation and supervision.**
7. There will be an additional travel charge of \$50 for airport trips not on travel dates.
8. Several days before camp begins, we will decide precisely what staff member will be meeting your child. **You must call BMR** and get that person's name to give to the airline if the child is traveling as an unaccompanied minor.
9. If your child is traveling alone, most airlines require an additional fee paid at check-in. Contact your carrier for further information.
10. Please give the camp name and phone number to your child. In case of an unlikely event that a staff member is delayed in meeting your child's flight, instruct your child to go to the ticket agent at the gate and request assistance. Gate attendants will keep the child with them until our staff member is paged.
11. Instruct your child that staff members will hold a sign that says "Blue Mountain Ranch" and will be wearing BMR staff clothing.
12. Parents please talk with your children about proper behavior on the plane prior to their departure.

### **Luggage:**

Due to heightened security, please contact your airline to find out about any luggage changes or restrictions. The following are suggested ideas from years of experience.

- Please put BMR tags on all luggage for easy identification.
- Check with your airline for size restrictions and packing specifics. Most airlines charge for luggage.
- Have your camper wear a BMR name tag so that we can easily identify him/her.
- Campers must report to the airport at least two hours before departure time. This is necessary for security measures and so all luggage may be handled easily.
- It is possible to send your luggage by UPS, FEDEX, or USPS and have it arrive prior to your child's arrival. Check with different companies for their rates. Our physical address is:

**Blue Mountain Ranch  
11227 CR 98  
Florissant, CO 80816**

# Travel and Transportation Policy (Car)

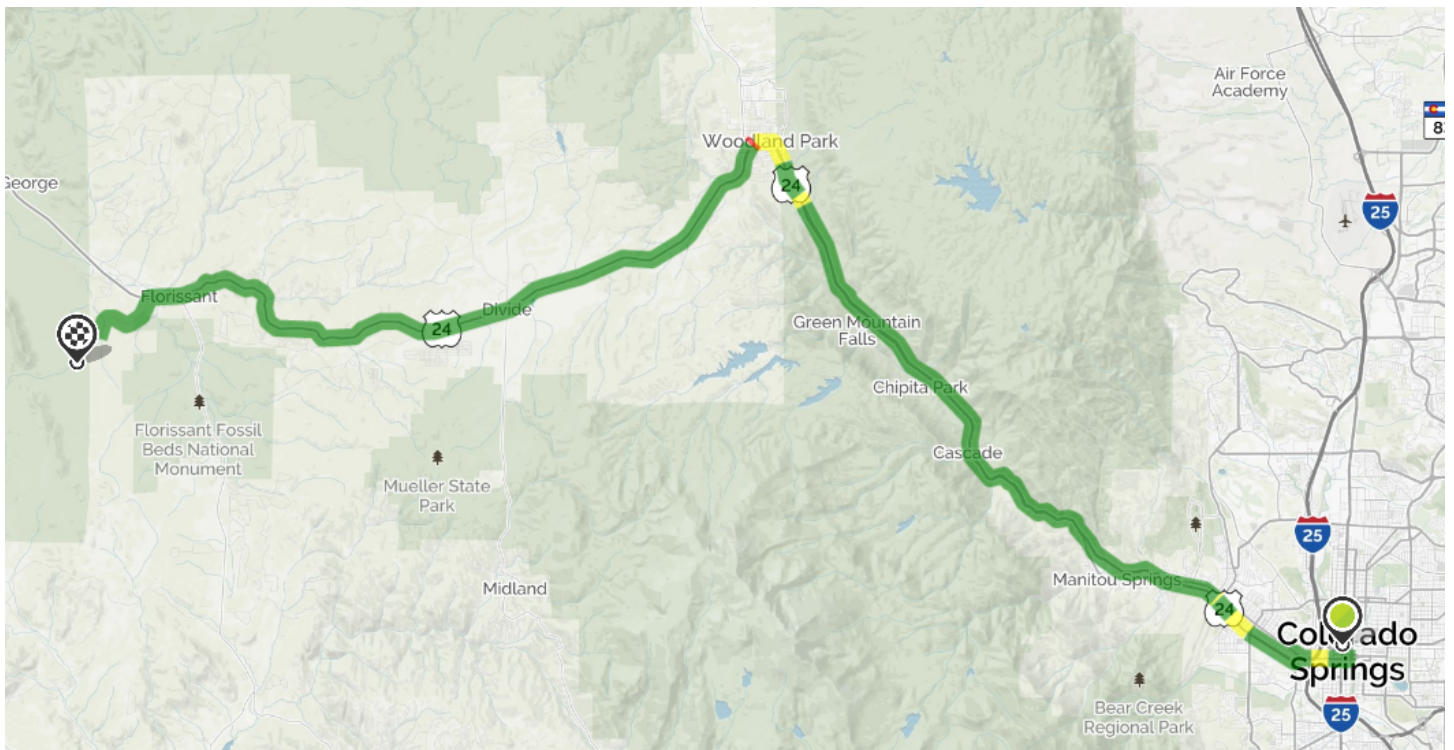
## Campers traveling by car:

1. Please fill out and submit the **Transportation Information Form**, located on the CampMinder site, prior to departing for BMR.
2. Please arrive at camp between 10:00 a.m. and 2:00 p.m.
3. Check-in at the camp office where you will be given your cabin and meet one of your counselors.
4. Parents may help their campers unload items and prepare for camp.
5. There will be a sandwich buffet lunch between 11:30 a.m. and 1:00 p.m. We would love for you to join your camper for lunch.

## Directions from Colorado Springs:

- Take HWY 24 West from Colorado Springs.
- Go through Cascade, Woodland Park, Divide, and Florissant (about 35 miles).
- Less than a mile west of Florissant on HWY 24, at the top of the first hill, turn left onto County Road 46.
- Follow it until you reach our entrance (about 3 miles).

**HWY 24 is a paved highway to Florissant and County Road 46 is a good all-weather gravel road to camp.**



# Communication Policy

## MAIL, E-MAIL, and PACKAGES

- Please take care in your letter writing to your child. Too much talk about home can cause homesickness. Try instead to concentrate on the fun new things your camper is doing and the new adventures he/she is having. Please know that he/she will come home with tall tales and a mountain of smiles!

- Address** letters to camper:

Child's First and Last Name  
C/O Blue Mountain Ranch  
P. O. Box 146  
Florissant, CO 80816

- E-mail** letters to campers:

**To:** [camp@bluemountainranch.com](mailto:camp@bluemountainranch.com)

**Subject Line:** E-mail for Camper's First and Last Name

The office will attempt to deliver your message that day if it is received before 10:00 a.m. We will follow the same delivery as USPS, so we will deliver any e-mails sent on Sundays to the campers on Monday.

- Packages** to campers:

We prefer **NO CANDY, NUTS, or OTHER FOOD ITEMS** sent to campers. Food packages taken to the cabins cause mice and create unhealthful conditions. The camp store provides snacks daily and saves parents the high cost of postage. If you want to send a package, we suggest items such as books, games, toiletries, etc. If you are sending by **UPS or FEDEX**, please use our actual physical address below, USPS packages can be sent to the P. O. Box listed above:

Child's First and Last Name  
C/O Blue Mountain Ranch  
11227 Park County Road 98  
Florissant, CO 80816

- Mail from your camper:** Each child is required to write a letter home every week. This serves as their meal ticket to Sunday dinner. You may want to send pre-addressed, stamped envelopes for your child to ease this process. We do offer stamps at our camp stores as well.

## **VISITORS**

- Frequent visitors defeat the purpose of camping and disrupt our programs. We prefer NO VISITORS except on Parent's Day, which is always scheduled the day before campers depart for home.
- Campers are not permitted to leave except with regular camp groups. We prefer the camp program not be disrupted by people taking campers out of camp.

## **PHONE CALLS and CELL PHONES**

- Parents are requested NOT to call except in an emergency and campers are discouraged from using the camp phone.
- Cell phones and chargers will be turned in on the first day of camp.
- Cell phones and chargers should be placed in a Ziploc bag with the camper's name on it.
- Cell phones and chargers will be kept in the camp office in a locked file cabinet.
- Campers will be allowed to charge their cell phones before field trips.
- Field Trips will be as follows: one during 1<sup>st</sup> & 3<sup>rd</sup> sessions, two during 2<sup>nd</sup> session.
- Campers may take their phones on field trips and call home, if they choose. We do not, however, instruct them to call home.
- Blue Mountain Ranch is not responsible for lost or stolen phones.
- Campers are **NOT** allowed to keep phones in the cabins.

## **EMERGENCIES**

- In case of **family emergencies**, please call  
Office: 719-748-3279  
Fax: 719-748-3472  
E-mail: [camp@bluemountainranch.com](mailto:camp@bluemountainranch.com)

- Parent Contact Information**

Parents should keep BMR informed of their whereabouts during camp sessions. If you are going out of town, please let us know where you can be reached or designate another person for us to call in an emergency. Please make sure that the camp office has your current phone numbers and e-mail address as well.

## **Prescription and Non-Prescription Medication Policy**

**Blue Mountain Ranch has a registered nurse on the premises at all times to treat and/or assess the camper's medical needs.**

### **Prescription Medication Policy**

1. Parent(s) must fill out, sign, and return all Health Forms listed on CampMinder, **10 days prior to camper arrival** at Blue Mountain Ranch.
2. Nurses can administer allergy shots and medication sent by parents if and only if they have written permission signed by parents and strict instructions sent by a physician.



3. **Medication prescribed for campers must be from a licensed pharmacy;** labeled with the name, address, and phone number of the pharmacy; name of the camper; name and strength of the medicine; directions for use; date filled; prescription number; and the name of the practitioner prescribing the medicine. **Meds MUST be in the original containers.**
4. Please direct your parent and physician instruction letters to :

**CAMP NURSE**

Blue Mountain Ranch  
P. O. Box 146  
Florissant, CO 80816

5. Any medication sent with your child must be turned into the camp nurse upon arrival.
6. Children should not have ANY medications (including Tylenol, Neosporin, etc.) in their possession during camp.
7. Inhalers are allowed, but camp nurses must be informed of its presence.
8. **BLUE MOUNTAIN RANCH MUST RECEIVE WRITTEN NOTICE BY YOUR CAMPER'S PHYSICIAN OF EACH MEDICATION YOUR CAMPER IS TAKING. MEDICATION MUST BE IN THE ORIGINAL CONTAINER AND PERMISSION TO TREAT FORM MUST BE SIGNED BY PARENT.**

**Non-Prescription Medication Policy**

1. Parent(s) must fill out, sign, and return all health forms, prior to camper arrival at Blue Mountain Ranch.
2. Children should not have ANY medications (including Tylenol, Neosporin, etc.) in their possession during camp.
3. Topical medication such as **Vaseline** and **bug sprays** may be administered to children with written parents' authorization. These may not be applied to open wounds or broken skin unless there is a written order by the prescribing practitioner. **Bug spray may not be allowed in cabins.** When supplied for your camper, the bug spray must be labeled with the camper's first and last name. We will keep it in the office and apply with your permission.
4. Parents must give **written authorization** with instructions for **applying sunscreen** or use of another form of parent approved sun protection to their child's exposed skin prior to going outside. A doctor's permission is not needed to use sunscreen at camp. **Sunscreen may not be kept in cabins.** When supplied for your camper, the sunscreen must be labeled with the camper's first and last name and will be kept by the camp nurse. We will keep Banana Boat KIDS 50+ and SPORT Broad Spectrum sunscreen spray (SPF 50) in our office and will apply with your permission.
5. **Home remedies, including homeopathic medications,** must not be administered at camp without written parental consent, authorization of the prescribing practitioner and delegation as required. This includes vitamins so you will need a note from your doctor for those and any other non-prescription remedies.
6. **BLUE MOUNTAIN RANCH MUST RECEIVE WRITTEN NOTICE BY YOUR CAMPER'S PHYSICIAN OF EACH MEDICATION (Prescription or Non-Prescription) YOUR**

**CAMPER IS TAKING. MEDICATION MUST BE IN THE ORIGINAL CONTAINER AND PERMISSION TO TREAT FORM MUST BE SIGNED BY PARENT.**

## **Camper Injury and Illness Policy**

**Blue Mountain Ranch has a registered nurse on the premises at all times to treat and/or assess the camper's medical needs.**

1. The camp nurse will assess injury or illness and determine if further treatment is necessary.
2. If additional treatment is necessary, the camper will be taken to either Penrose Mountain Urgent Care or the Woodland Park Hospital emergency room (14 miles).
3. Parents will be notified of anything other than a minor accident or illness.
4. Parents are responsible for any charges for doctor, hospital, or pharmacy expenses incurred by their camper from injury or illness.
5. There is a fee of \$10 for visits to the doctor or hospital.

## **Drug, Alcohol, and Behavior Policy**

Blue Mountain Ranch campers are **NOT** allowed to smoke, vape, use e-cigarettes, chew tobacco, or use alcohol or non-prescription drugs in any form. If your child has any of these habits, it would be better if he/she chose another camp. Please check your child's luggage before they leave for camp. Any of these items found in a camper's possession will be confiscated and the child will be sent home. In addition to drugs and/or alcohol, if a child has unacceptable behavior and is sent to the camp office multiple times, the camper will be sent home immediately. There will be no return of camp fee. Parents will be notified if a child is coming home. It will also be the parent's responsibility for any change of flight fees as well as travel to the airport. If we discover a child in possession **AND** distributing any of the above items, we will contact the police. Our policy is for the safety and protection of all our campers.

## **Camper Dress Code Policy**

We request that you monitor the clothing that your child brings to camp to ensure it is camp appropriate. Please keep the following in mind when helping your camper pack for BMR:

- No clothing with printed expletives
- No low-riding pants
- No chained wallets
- No "gang" clothing
- Please remove all piercings other than ears



- Shorts should be a respectable length and should be able to be seen, no short shorts
- Shorts must be visible below the T-shirt
- No pajamas outside of cabins (without Camp Director consent)
- No bathing suits outside of cabins or pool area (no parading around)
- Please remember that we are a ranch and appropriate shoes are a must at all times
- Campers are asked to please change undergarments often

**Mark all items with your child's name**

## **Personal Items Policy**

While we want your camper to feel at home and encourage them to bring comfort items such as stuffed animals, special pillows, cards, books, and other camp appropriate personal items, please do not send the following items:

- Valuable or precious items
- Expensive jewelry
- Music that includes expletives
- Electronic equipment (iPod with music is fine)

**Blue Mountain Ranch cannot be responsible for the loss of such items**

## **Camp Fees Policy**

### **Camp Fees include:**

- Session Fees
- All planned field trips and activities
- One bundle of laundry per week (not ironed)
- One BMR T-shirt
- Regularly scheduled airport trips

### **Camp Fees DO NOT include:**

- Camper Insurance
- Camp Yearbook
- BMR Sweatshirts
- Hats
- Water Bottles
- Stadium Blanket
- Additional T-shirts

- Stamps
- Spending Money for field trips
- Chapstick (can be purchased in camp store)

## **Spending Money Policy**

### **Spending Money Account**

- Used for field trips and Silver Dollar (camp store)
- An account of deposit and withdrawals will be kept for each camper during the session
- Any money left in the account at the end of the session will be returned to the camper
- Money for Silver Dollar must come in an additional payment (check or paid online) from tuition because the funds for this must be kept separate
- We suggest that you do not send greater amounts than listed below
- Your canceled check or credit card statement will serve as your receipt

### **Suggested Spending Money Amounts:**

- Sessions 1 & 3: \$100 per child
- Session 2: \$150 per child
- Weekly Campers: \$50 per child
- Please use your discretion for longer stays

## **Refund Policy**

### **Refunds:**

- No tuition refund is made for early departures/late arrival except in case of camper illness.
- Registration fee will not be refunded for canceling after the session begins.