

KIDS ACROSS AMERICA

(KAA)

Leader Guide

2024

“Run the Play!”

Matthew 28:18-20

KAA MISSION

To build Christian leaders by Encouraging, Equipping, and Empowering urban youth and their mentors through camping and education.

KAA VISION

Transforming urban youth to impact their communities for Christ.

Physical Camp Location

25114 Private Rd 2232 Golden, Missouri 65658

Registration Contacts

Marlene Nash – Registration Manager – mrnash@kaakamps.org 417-266-3133

Carey Principato – Registrar – carey@kaakamps.org 417-266-3134

Debi Hughes – Registrar – dhughes@kaakamps.org 417-266-3135

Office Address

2036 Timberlake Rd. Branson, MO 65616

Office Hours: 8:30 am – 5:00 pm M-F

To register, view the Open/Full List, obtain forms, monitor your account, or learn more about KAA (Kids Across America), visit www.kaakamps.org.

LEADER DUTIES AND RESPONSIBILITIES

1. Register and pay for spaces. We cannot accept direct payments from several sources. Attendees must pay you or your ministry; you in turn pay Kids Across America.
2. Maintain accurate records of ages and genders of each registrant.
3. Maintain accurate registration records and requests for changes.
4. Ensure all registrants are entered into the correct age groups, their data is complete, and the online health form is signed. (see data entry instructions)
5. Ensure only campers and Kaleos, who fit our Eligibility Restrictions, are in attendance.
6. Correspond with the Registration Team and respond to our correspondence.
7. Meet or beat our deadlines.
8. Keep contact information updated.
9. Abide by our guidelines and policies.

IMPORTANT DATES AND DEADLINES

October 15 – Registration Begins – Spaces may be held with a \$25 deposit per space

December 31 – Final date to register to be eligible for the 2024 Transportation Scholarship

January 31 – Final date to submit the transportation scholarship application (for those registered by December 31, only)

February 1 – begin submitting Kaleo background check forms

April 1 – Penalty free cancellation date

April 2 – May 1 – Forfeiture of \$25 per cancellation

May 1 - Payment Deadline – Spaces are cancelled for nonpayment

May 2 – Forfeiture of \$200 per cancellation; \$200 per person due upon registration from this date until season end (no grace period)

May 2 - DATA DUE – SESSION 1

May 9 – DATA DUE – SESSION 2

May 16 – DATA DUE – SESSION 3

May 23 – DATA DUE – SESSION 4

MAY 26 – SESSION 1 REGISTRATION CLOSES

DATES AND DEADLINES CONTINUED...

May 30 – DATA DUE – SESSION 5 -----SESSION 1 VERIFICATION DUE
June 2 - SESSION 1 – OPENING DAY-----SESSION 2 REGISTRATION CLOSES
June 6 – DATA DUE - SESSION 6 -----SESSION 2 VERIFICATION DUE
June 9 – SESSION 2 – OPENING DAY-----SESSION 3 REGISTRATION CLOSES
June 13 – DATA DUE – SESSION 7-----SESSION 3 VERIFICATION DUE
June 16 – SESSION 3 – OPENING DAY-----SESSION 4 REGISTRATION CLOSES
June 20 – DATA DUE – SESSION 8-----SESSION 4 VERIFICATIONS DUE
June 23 – SESSION 4 –OPENING DAY -----SESSION 5 REGISTRATION CLOSES
June 27 – DATA DUE – SESSION 9-----SESSION 5 VERIFICATION DUE
June 30 – SESSION 5 – OPENING DAY-----SESSION 6 REGISTRATION CLOSES
July 4 - (KAA office is open) -----SESSION 6 VERIFICATION DUE
July 7 – SESSION 6 OPENING DAY-----SESSION 7 REGISTRATION CLOSES
July 11 -----SESSION 7 VERIFICATION DUE
July 14 – SESSION 7 OPENING DAY-----SESSION 8 REGISTRATION CLOSES
July 18 -----SESSION 8 VERIFICATION DUE
July 21 – SESSSION 8 OPENING DAY -----SESSION 9 REGISTRATION CLOSES
July 25 -----SESSION 9 VERIFICATION DUE
July 28 – SESSION 9 OPENING DAY -----
August 2 – Camp ends

KAA Kamps Comprehensive 2024 Policy Agreement

All registrants are required to sign the following policies online. Read them carefully, and sign below. All dates relate to the current Kamp year and should be noted accordingly.

A. ATTENDANCE

1. Registration is complete when the policy agreement is signed, and the required payment is submitted online.
2. Acceptable Camper and Kaleo ages are as follows: **a.** KAA1: 10-12 **b.** KAA2: 13-14
 c. KAA3: 15-18 **d.** Higher Ground: 14-18 **e.** Kaleos: 20 and up
3. Incorrect age reporting results in the loss of the tuition fee and that person is sent home at your expense. Except for Higher Ground, attendees are registered in groups of 8 or more Campers and 1 Kaleo.
4. The standard policy is 1 Kaleo to 10 Campers per camp. Requests for more Kaleos than the ratio result in the additional Kaleo(s) being placed on a wait list until after April 1st cancellation deadline.
 - a. If there are enough Kaleos available within your group, you must schedule one Kaleo for each camp where Campers are registered
 - b. Registration reserves the right to move Kaleos as deemed necessary
 - c. Register both Kaleo genders in case of behavioral issues
 - d. Kaleo enrollment is not required at Higher Ground
5. Regardless of group size, Campers ages 10-12 must have a Kaleo on site at KAA1, even if there are other Campers in other Camps and only one Kaleo enrolled. Campers ages 13-18 may attend without a Kaleo in their same camp but you are required to link them with an overseeing group before attending. You must notify the specific Camp's office staff on Opening Day that the Campers are paired with your group.
6. Kaleos must reside on the camp premises during your session. Babysitters and family housing are not provided. Care for non-camp age children is your responsibility and must be provided off site.
7. Attendees **must** report to the camp or lodging to which they were assigned. A \$25 fee per person and relocation to the appropriate camp or lodging is the resulting penalty of failure to comply.
8. The following are **not permitted** to attend KAA/HG:
 - a. Anyone who is **pregnant, has disabilities requiring individualized care and/or changes in Camp processes and procedures.** Such disabilities include (but are not limited to): Down syndrome, autism, sickle cell anemia, those requiring use of a wheelchair or those with cognitive delays.
 - b. Diabetics
 - i. between the ages of 10-12
 - ii. any person who has been diagnosed within 6 months of attendance
 - iii. any person who has uncontrolled blood sugar levels due to medication changes or biological changes
 - c. **Anyone with seizure disorders diagnosed within 6 months of your Camp attendance**
 - d. Anyone with behavior issues who are unresponsive to your Kaleo(s) or whose behavior medication has been changed one month or less before attending Camp
Attendees with these restrictions are sent home at your expense.
9. Campers attend KAA only once per summer except those between ages 14-19 who attend Higher Ground and KAA2 or KAA3.

10. Only those with completed registrations may attend. A \$200 additional fee is incurred (above the cost of tuition), or the person is sent home at your expense. This includes those from the waitlist.

11. Falsifying information to register an attendee result in a \$100 fee per person. An additional \$200 per person is accessed to re-register with correct information, or the person is sent home at your expense.

12. All HG Campers check in at the Registration Building on Opening Day, then contact the HG staff at KAA2.

13. It is your responsibility to monitor your registrations for enrollment status and accuracy.

B. WAIT LIST

14. As space becomes available, Registration will contact you with a confirmation email or phone call. Your response must be received by the stated deadline, or the space will be cancelled. If you do not receive any communication from Registration, there is no available space. Do not bring a waiting person without Registration's consent; you will receive a penalty up to \$500.

15. Payments for spaces enrolled from the wait list are paid by their due dates, otherwise the space(s) is

cancelled and offered to another registrant. Payment due dates are as follows:

a. Within 10 days of acceptance after May 1st

b. Opening Day if the spaces are accepted less than 10 days before Camp begins

C. PAYMENTS/CHARGES

16. Before May 1st, a \$25 deposit per person is due at the time of registration. Spaces are paid in full upon registration on and after that date. Registration is not processed if the required payments are not made.

17. The full cost of Camp is \$200 per person for KAA Campers, Kaleos and HG1. Pricing for HG2 and HG3 are \$400, and \$1,000, respectively. The cost of registration for the Adult Refresh Retreat will vary depending on when the registration is completed.

18. KAA does not accept payments from multiple sources toward one account, one payment may be made by the registrant to Kids Across America. **Please note deposits and tuition fees are not tax deductible.**

19. KAA has one payment due date, **May 1st 5pm CST (Central Standard Time)**. Payments after this date are considered late and will affect your account in reduced spaces to show a zero balance.

20. Any balance due from previous years is to be reconciled before registration for the current year can be processed. Funds submitted toward new registrations are first applied to the previous balance, then to the new registrations.

21. You cannot begin a new group nor attend with another group unless all accounts from previous years show a zero balance.

22. Registrants are charged a late fee of \$100 for arrivals after 4 p.m. on Opening Day.

23. Departure before Vespers or before 9 a.m. on the last day of Kamp receive an early departure fee of \$100 per group.

24. Medical charges are applied after a session's completion and are incurred for the issue of items such as ace bandages or prescription retrieval. These fees offset the cost of treatment at the Health Center and are not able to be billed through insurance.

D. FINANCIAL POLICIES (cancellations, refunds)

26. To avoid penalties, all cancellations are made in writing and submitted to our offices no later than **April 1st 5pm CST**.

- a. After May 1, refund requests are not processed until after August 31st
- b. Some form of documentation, i.e., doctor's note, school correspondence is needed to support cancellation/refund request
- c. Refund/waiver amounts are at the discretion of senior management and are not guaranteed.

27. Financial penalties are incurred in the following cases:

- a. The \$25 deposit for each cancelled space is forfeited between **April 1** and **May 1**
- b. The full tuition price is forfeited for cancellations made between **May 2nd and**

Opening Day.

- c. Opening Day Late Arrival/ Closing Day early departure - \$100 each
- d. Bringing unapproved attendees (up to \$500 fine)

28. KAA reserves the right to change Attendees' camp placement as we deem appropriate before or after camp begins.

E. FORMS/VERIFICATIONS

29. You must enter or oversee the online data entry of attendee information due 1 **month prior** to your Opening Day. Spaces without information entered by **5pm CST** of your designated date, receive a \$25 late fee is (Please refer to the due dates.) There are no penalties for updating information; however, there is a \$25 per person fee for the following:

- a. Having incomplete/incorrect or no information, including medications, for your attendees by your 1-month data entry deadline (see handbook)
- b. Failing to sign a Policy for those who are Diabetics on insulin or who have a recent seizure history
- c. Having incomplete/incorrect or no information for replacement or new attendees on Opening Day

30. **All Higher Ground 1 prerequisites are due no later than April 1st.**

31. The Friday before your Opening day, email the signed verification/registration list to us. It is important that the names, birth dates, genders, and Camps be verified and returned to us by 10 am CST and again by 9 am on Opening Day if there are further changes.

F. INSURANCE

32. The safety and well-being of your Attendees is our number one priority. We **require** that all Attendees have adequate medical coverage. See packet or guide for more information on insurance.

33. The registrant is liable for every attendee in Kamp. **It is that person's responsibility to ensure that each attendee is covered by some form of insurance.**

34. The tiers of coverage are as follows: 1) individual insurance/Medicaid, 2) group/ministry insurance. If an accident occurs, the individual coverage is filed first then the group/ministry insurance.

G. HEALTH SERVICES AND SAFETY POLICIES

35. Check each attendee for lice and treat affected attendees prior to departing for Camp.

36. **Do Not** bring attendees who have lice, a fever or appear to be ill. (Further guidelines are required for COVID-19)

37. Upon your arrival to Camp, our Health Center Staff checks attendees for lice and health concerns. Those who have lice, fevers or other health concerns are not allowed to enter Camp until the matter is resolved. If the matter is not resolved within 36 hours that person is sent home at your expense.

38. Since lice and COVID are spread very quickly from one person to another, the Health Center Staff reserves the right to detain persons within the same vehicle in which the infected person is traveling.

a. If lice/nits are found during check-in, the group/family is charged a \$50 fine. In addition, a Kaleo is required to take that person's possessions off-site to wash at your expense, and another Kaleo is expected to wash the person's hair. If a Kaleo is not available, the attendee is sent home at your expense and additional fees may apply.

b. If COVID related health concerns are detected, CDC guidelines are followed, and attendees may be sent home at your expense

39. Leaders/Parents/Individuals must enter all information into the system **1 month** prior to your Opening Day. Online registration is halted one week prior to your attendance. Information may be updated but no new spaces may be acquired.

40. All Kaleos must submit to a KAA background check.

41. Although we give you as much notice as possible; it is possible that you are not notified that an Attendee cannot attend Kamp until a day or two before your session begins. In such cases there is no penalty for the cancelation of the space.

42. You must contact the Registration Department if your potential Attendee has a questionable medical condition.

43. The closest hospital is 1 hour away from our Kamp. Our Health Center Staff attends to regular day-to-day medical needs but is not equipped for major medical situations.

44. Attendees with severe Asthma or Allergies must submit an action plan and must have adequate medication on hand to attend. Failure to meet these conditions results in that person being sent home at your expense.

H. MISCELLANEOUS

45. KAA does not have a specialized menu for those with special diets and is not equipped to handle food allergies.

43. KAA is not responsible for items lost, stolen, or damaged during your session [including medical equipment such as nebulizers]. **Do not bring or send valuable belongings to Camp.** Lost luggage, medications and money are your responsibility. (Please refer to the Things to Bring/Packing Lists and follow the instructions closely).

I have read, understand, and agree to comply with the above stated Policies. I understand that all policy decisions are at the discretion of Kids Across America. I agree to discuss all these policies with affected parents and Kaleos and campers to thoroughly abide by and understand the Camp policies.

FYI

Camper and Kaleo (Kuh-lay-o) Registration

- Kaleos are scheduled at a 1 to 10 ratio to combined Camper total per age group.
- We do not register Campers by grade
- Attendees must be the designated Camp age by the attendance week
- A Kaleo per gender in each camp is not required because campers and Kaleos do not house together.

Camp Costs/Financial Information

- Tuition for Kaleos & Campers in KAA 1,2, 3 and HG 1 are all \$200 per person.
- HG 2 is \$400 and HG3 is \$1,000.
- Deposit costs are \$25 per person for all camps except HG3 which is \$100 per person. All deposits are a portion of the overall tuition cost.
- The deposit is forfeited for cancelations made after the cancellation deadline, April 1.
- The full tuition fee is forfeited for cancelations made after the payment deadline, May 1.
- Unpaid accounts are subject to partial or full cancelation.
- Forfeited funds are non-refundable.
- New registrations after May 1 require the full tuition payment immediately.
- We cannot accept direct payments from several sources. Attendees must pay you or your ministry; you in turn pay Kids Across America.
- Give your attention to the following information on refunds:
 - Refunds are processed by written request only
 - Refund requests resulting from cancellations after April 1, must be accompanied by documented proof of the situation such as a doctor's note.
 - We will process refunds between September 1 and May 1 of the following year. We will not process refunds during the summer.
 - Refunds are directed towards the entity which paid us directly. If the parent pays the group, they must seek a refund from the group and respect the group's refund policy.
 - Refunds can take up to two weeks to process.

HOUSING

Housing is completed on Opening Day.

- We do not take Camper roommate requests.
- Groups and families are not housed together as a unit.
- Kaleos are housed separately from their campers in one of three cabins.
- Each camper cabin has two KAA Counselors.
- Kaleos are not permitted in the camper housing area.
- Opposite genders may not enter the other genders' housing area.
- Kaleos must reside on the camp site in the Kaleo cabins.
- Family or special housing is not available for Kaleos. This includes PSM/TC, Uncle Deek's, and Covenant Family housing. Registration does not complete housing for these cabins.
- KAA does not provide babysitting services. Make provision for children 9 years old and younger and those who are otherwise ineligible to attend to stay with family or other individuals outside of KAA.

HARAMBEE (huh-rum-bay)

- Kaleos meet three times a week with their campers during Harambee.
- This is a time to check in with your campers, do a Bible Study or write thank you notes to donors or family members. Use this time as you choose.
- Kaleos are to monitor their campers the entire time.

DATA ENTRY DATES

- Complete camper and Kaleo information is due at least one month prior to your Opening Day of camp.
- Missing information incurs a fee of \$25 per person and is due by Opening Day
- Falsified information incurs a \$100 fee per person. An additional \$200 is charged in addition to the \$200 tuition, to register the person correctly or you can select to take the person(s) home.

REGISTRATION STATUS

- Pending – unpaid is unregistered – these spaces are cancelled after two weeks if left unaddressed. They are different from waiting.
- Active – the appropriate registration fee is paid, and the space is not waiting
- Waiting – a deposit fee is paid but there are no spaces available.
 - Monitor your account online.
 - Registration will contact you when space is available. You must respond before we activate the spaces.
 - Spaces are cancelled due to lack of response to enrollment offers or upon your request.
 - Spaces cannot be reclaimed after they are offered to another entity.
 - Payment for accepted waiting spaces is due within 10 days of acceptance or on Opening Day, whichever date is closer.
 - DO NOT bring campers on the waiting list to camp “to see what happens”. There is a \$200 fee for this in addition to the tuition fee and other fees as stated in our policies.

HEALTH SERVICES

- Health Services assists with dispensing medicine, performing health checks and overseeing emergency situations.
- There is a Health Center in each camp except Higher Ground who dispenses their own medications and visits the nearest camp in case of illness or emergency.

CAMPER PICKUP

- Parents/Group Leaders must notify Registration in advance of Early Dismissals
 - Date/Time

- Name of pick-up person must be listed as an emergency contact or sent in writing
- The Pickup person must have the camp issued documentation
 - If documentation is missing, the person must stop at the Registration building with photo ID for verification
 - Campers are not allowed to leave with someone not listed on your account or confirmed by you as a pickup person.

LEFT BEHIND AND LOST/FOUND ITEMS

- Contraband is to be picked up by the Kaleo as soon as you are made aware of it; items are to be in your possession until they are returned to the camper as you board head home. It is not KAA's responsibility to keep these items for you.
- Left behind/Lost items must be claimed within 30 days from our final camp session. We will not hold these items indefinitely.
- To claim missing items, send an email to the director with a detailed description of the item(s) or respond to our inquiries concerning found items.
- Any items that you wish KAA to return to you or a camper will be shipped to you upon your sending us a prepaid postage label.
- If another group/individual possesses your items(s) the director will place you in contact with one another to arrange for the item's return.



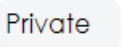

HIGHER GROUND

- Also known as HG, this is our leadership development camp. The program requires a three-year commitment.
- For prerequisite forms and information concerning Higher Ground, contact Robin Rankin at robin@kaakamps.org



DATA ENTRY AND LINK INSTRUCTIONS

Instructions for Leaders

1. Do not enter attendees' names; let them know in which Kamp they are enrolled. The names are filled in as the parents/Kaleos complete the information online.
2. After entering your online account, My Dashboard is found on right top of the screen  Registrations, Manage Attendees, "Public" link.    Share click [Share](#) to "Copy to Clipboard," open email right click and paste the link to the first line of your email. Email parents/Kaleos your deadlines and the [instructions below](#), in a mass email. **Remember KAA's data entry deadline is one month from your Opening Day!**
3. Check your roster periodically to view your attendees' names and information on the signed and completed medical form.
4. Attendee names may be removed from the roster. Go to "Manage Attendees," click on "Remove Attendee" found under the person's name.
5. You may print or review the completed online health form. From the registration screen, above the registered spaces click *View Forms* – "Medical Forms for Itinerary"

Link Recipients Instructions for (Parents/Kaleos)

You have received the link to complete the health information for Kids Across America!

1. Click the link and enter the registration site, where you will:
2. Verify the event, week of attendance and the name of your group
3. **Select the available event (KAA1 ages 10-12, KAA2 ages 13-14, KAA3 ages 15-18, HG ages 14-18)**
4. Log into the existing account or create a new family account
5. Who is coming to the event - add attendee or add a new individual
6. Follow the prompts to complete each question, review the information before continuing
7. Review and Sign the form.

If you have more than one person to enter, log out and in again to complete the process for each person. This prevents the system from asking you for payment and creating a space outside the group roster.

Your group leader will see the person's name on the group roster once you have completed the information. If you have any questions, contact your group leader or the Registration Department at 417-266-4000.

INSTRUCTIONS FOR ENTERING DATA AS THE GROUP LEADER

As you collect copies of the paper health form:

1. Assemble the documents according to the Kamp, gender and whether that person is a child or Kaleo.
2. Enter your online account, dashboard, Registrations, [Manage Attendees](#) - roster page and select [Invite Attendee](#) – “[Name Attendee.](#)” Select Attendee from the [▼ drop down list](#) or Add a new Attendee.
3. Follow the prompts to enter the information from the completed, paper form. ***The home address and ethnicity questions need to be completed first before entering the emergency contacts and health information for everyone including Immunization Record.***
4. Review the information before exiting.
5. Make a copy of the forms and organize them alphabetically, by genders and their Kamps.
6. Give these copies to the nurses on Opening Day. **PLEASE NOTE: Leaders are responsible to distribute and collect specific signed policies for diabetics on insulin, those with a previous seizure history & the action plan for severe allergies or asthma. (Contact Registration for copies of these documents.)**

Those Who Cannot Attend KAA

2024 Kids Across America Attendee Eligibility Restrictions Individuals with the following are ineligible to attend KAA Camps:

- Pregnancy
- Sickle Cell
- Vision/Hearing impaired
- Uses Wheelchair/Paralysis
- Requires assistance to walk dress, eat, bathe, use toilet facilities, etc.
- Takes more than 2 psychotropic drugs (medication designed to alter the mind, emotions, and/or behavior)
- Unregulated Asthma or diagnosed within 6 months of camp start date
- Unregulated Diabetes or diagnosed within 6 months of camp start date
- Seizure activity within 6 months of camp start date
- Hemophilia/Communicable disease/Immune Deficiency
- Cognitive delays, Autism, Down Syndrome, Developmental Disability
- Responds defiantly to correction
- No hard casts
- Those unapproved by the Registration Team

*Participants must be in general good health and able to participate in the required walking and athletic activities typical of our Camp.

*KAA does not restrict the attendance of those who are juvenile delinquents/wards of the state. However, individuals must respond positively to authority & participate in camp activities.

*Regulated diabetics MUST be cleared through the Health Services Director BEFORE attending.

*Inhalers are primarily kept by the Campers and the Counselors, or the Health Center as needed as a secondary measure.

Camp Barnabas specializes in camping for individuals with physical and/or developmental disabilities and their families. Their offices may be reached at 417-476-2565 or www.campbarnabas.org.

If a condition is not listed, it does not mean that it is permitted. If you question eligibility, please contact the Registration Team at 417-266-4000.

CAMPER ITEMS TO BRING

***Campers are prohibited from having cell phones at Camp! Phones found in the Camper's possession are confiscated and given to the Camper's Kaleo.**

Phone Calls: In case of emergency, parents/guardians listed as an emergency contact on the Camper form are notified immediately. We do not allow incoming or outgoing phone calls to campers, including those for special occasions. If there is a family emergency, please call 417-266-4000 and specify which Camp your child is attending. Your child's Kaleo will be contacted.

Pack Camper medicines and clothing individually of one another. * To ensure Camper, staff and Kaleo safety; do not assume privacy regarding luggage, bags or belongings kept on Camp property. Contraband items are confiscated and given to your Kaleo, **we are not responsible for loss or theft of these items** and are **under no obligation to replace lost/damaged clothing or luggage.** Ω Alcoholic beverages, tobacco products, and illegal drugs are prohibited and cause **immediate dismissal from Camp! Do not expect these items to be returned.**

Bring These Items	Do not Bring These Items
1 Pillow/twin sheet set, 1 Comforter/ blanket/ sleeping bag, 1 Large bath towel and 2 wash cloths	Cell phones, games, electronic devices, headphones ABSOLUTELY DO NOT BRING THESE ITEMS!!!
Only girls may wear stud earrings and a purity ring	Sentimental or expensive jewelry
Deodorant, feminine hygiene products	Food items
Hair products, face wash, body wash or soap, Unscented lotion, toothbrush/toothpaste,	Scented perfumes/lotions
Appropriate length shorts (see Modesty Policy)	Tight or revealing clothing including sleepwear
Lightweight pajamas, 8-10 pair of socks & 8-10 underwear sets, Lightweight jacket, raincoat/ poncho	2-piece, low cut or revealing swimsuits, Short shorts, Spaghetti straps, Dressy or expensive clothes or shoes
8-10 T-shirts, tank tops, 1 sweatshirt, 1 pair of jeans or long sports pants, 1-piece modest swimsuit	Paisley bandanas, Weapons (guns, shanks, razor blades, etc.)
Athletic shoes or hiking boots, a pair of old shoes for wading,	Ω Alcohol, drugs or tobacco
Bible, notebook, pen, bug repellent, flashlight, water bottle, *extra money for souvenirs *must be given directly to the Group Leader or Kaleo who will keep the money the entire session	Pornographic, demonic, satanic, occultist, new age material of any kind including music, pictures or games
Bring enough medicine to cover your entire trip to & from Camp – 6 days. They must be in the original marked prescription bottles.	Bagged medicines for more than one person in the same bottle.

Group Leaders/Kaleos, if you see a need to accept any of the restricted items, it is your responsibility to keep them and to replace/refund the item to the family in the event of loss or damage. They are never to be given to our offices nor left in the Registration Building **but are to be kept in your possession!**

KALEO ITEMS TO BRING

Kaleos are responsible for their own medications and need to bring enough to cover the entire trip to and from Camp. For emergency purposes, be sure they are in the original marked prescription bottles and kept in a secure place.

Campers are prohibited from having cell phones at Camp! Any phones found in the Camper's possession is confiscated and given to the Camper's Kaleo. *Please understand we are not responsible for loss or theft of any contraband and are under no obligation to replace lost/damaged clothing or luggage.*

Ω Alcoholic beverages, tobacco products, and illegal drugs are prohibited and causes immediate dismissal from Camp! Do not expect these items to be returned!

Bring These Items	Do not Bring These Items
Pillow/twin sheet set, Comforter/blanket/sleeping bag, 1 Large bath towels and 2 wash cloths	Ω Alcohol, drugs or tobacco
Only ladies may wear stud earrings and purity rings All - Wedding/engagement rings, sports watch	Sentimental or expensive jewelry
Deodorant, feminine hygiene products	Food items
Hair products, face wash, body wash or soap, Unscented lotion, toothbrush/toothpaste	Scented perfumes/lotions
Appropriate length shorts (see Modesty Policy)	Tight or revealing clothing including sleepwear
Lightweight pajamas, several pair of socks & underwear, Lightweight jacket, raincoat/poncho	2-piece, low cut or revealing swimsuits, Short shorts, Spaghetti straps, Dressy or expensive clothes or shoes
T-shirts, tank tops, 1 sweatshirt, 1 pair of jeans or long sports pants, 1-piece modest swimsuit, Athletic shoes or hiking boots, a pair of old shoes for wading	Paisley bandanas, Weapons (guns, shanks, razor blades, etc.)
Bible, notebook, pen, bug repellent, flashlight, water bottle, extra money for souvenirs	Pornographic, demonic, satanic, occultist, new age material of any kind including music, pictures or games
Bring enough medicine to cover your entire trip to & from Camp	Bagged medicines or medicines for more than one person in the same bottle

Modesty Policy/Dress Code for Campers and Kaleos

Athletics are a large part of our Camp program. At KAA, we are aware that modern athletic apparel is designed to create the least amount of resistance for an athlete's optimal performance. Although sports are a large part of our program, our desire to minister to the heart is even larger. Our bodies are a gift from God. We do not want that gift to be a distraction. The policy concerning apparel is designed to create the least amount of resistance to ministry for optimal, spiritual growth. What we gain in not causing our brother/sister to stumble is far more than what we lose in not being able to wear the clothing we may prefer individually. We wholeheartedly want to thank you in advance for adhering to our Modesty Policy.

Clothing Modesty:

1. Daily attire for Campers/Kaleos consists of athletic wear (t-shirts, shorts, athletic shoes).

* Males are always required to wear shirts unless they are in an all-male class. Shirts are worn any place where females may be present.

* Do not wear low cut tops that show cleavage, do not wear crop tops or shirts that show midriff, have suggestive or inappropriate writing or designs across the chest area.

* Do not wear thin undershirt tank tops as outer wear. Only athletic sport tank tops are to be worn. No spaghetti straps are to be worn and no midriffs showing even when the arms are raised.

* Inappropriate or suggestive slogans/designs are NOT to be worn on clothing or hats.

* No tight clothing such as jeans/pants, shorts or shirts are to be worn at any time.

* Short shorts are not allowed. If your bottom shows at any point while wearing the shorts, they are too short! There is at least a 3-inch inseam and shorts are evaluated according to the finger-length rule (hemline is not shorter than your middle finger when your arms are by your sides).

* No leggings are worn without shorts worn on top. Pants, including sweatpants and shorts with writing on the rear are not allowed.

* Skirts and dresses of any length are not permitted.

* Kaleos may wear casual clothing at night, which reflects the same modesty guidelines described within our policies.

2. Modest one-piece swimsuits are to be worn- No 2-piece swimsuits please!!! No high cut-legs, no bikinis or tan-kinis, no low backs, and no cut-outs, see through swimwear or speedos. (Girls should not wear Lycra swimsuits all day because of potential yeast infections.) Swimsuit approval is subject to the director's discretion. Ladies must wear shorts and shirts over their swimsuits when not at a water activity.

3. No underwear is to be shown either through the clothing or by sagging/low riding clothes. Bras are worn all day. Bras are not to be visible through any shirt or tank top. No white Cool Max/Dri Fit type shirts are allowed.

4. Absolute personal modesty is observed while inside the cabin. Nudity is unacceptable unless you are dressing or undressing in an appropriate and timely manner.

- a. Sleeping in the nude or walking around in a partially or fully undressed state is not allowed.
 - b. Towels are worn going to and from showers. Disrobing takes place at the last possible minute before and after showers while dressing.
5. Athletic shoes and socks are always worn during the day.
- a. To reduce the instance of injuries, flip-flops or similar sandals can be worn to and from showers but never outside the cabin.
 - b. Tevas and Chacos that have a strap around the ankle can be worn throughout the day at your own risk.
6. Ladies may wear a maximum of 2 stud earrings in their ears only, a purity ring and Camp jewelry.
- a. Kaleos may wear wedding rings, small stud earrings (ladies only) and a sports watch.
 - b. Body piercing, outside of a small stud nose ring, must be removed, plugged or covered prior to Camp.

Modesty Policy/Dress Code continued

± As part of our modesty policy, we never joke about, exemplify, comment on, emphasize, or otherwise call attention to sexual body parts or address sensitive subjects in a manner directed toward any person. This is not appropriate and is considered overt sexual abuse.

± KAA reserves the right to update this policy at any time. Please contact us at 417-266-4000 with any questions regarding attire.

The FAQ'S about Lice

Q: How do you get head lice?

A: Head lice is passed through close personal contact with another person who has lice. This happens by using shared combs, brushes, and other hair grooming aids; sharing hats, caps, wigs, coats, or through co-mingling these items. A common misconception is that lice are only on people who are unclean. In the case of head lice, this is **NOT TRUE**. Frequent bathing will neither prevent lice nor eliminate them.

Q: What should you look for:

A: Head lice are long insects about this (--) long and are grayish white with dark margins. Lice do not have wings and cannot fly. **They do not jump** but do move very quickly. This makes it difficult to find in a child's hair. They are difficult to see and usually the diagnosis of head lice is frequently made when nits, the egg from which lice hatch and spread, are seen. Nits are teardrop in shape, about this size (') and are yellowish-brown to white in color. The lice attach each nit to a strand of hair with a glue-like substance. The glue makes it impossible to wash or brush out the nits as we do with dandruff. Sometimes they are clustered together and are easy to find but usually they are spread throughout the scalp, so a careful examination of all the hair is necessary.

Q: How do I treat lice?

A: Treatment of head lice involves not only the person, but also, all the person's personal articles: caps, combs, brushes, towels, bedding, and clothing. (see the lice treatment instructions below)

When Campers come to Kids Across America with head lice, they are treated before returning to activities and cabin areas. This involves treating the whole cabin and everyone's clothes, bedding, and personal articles. The Camper misses out on a lot of great fun because he/she is in the Health Center to have hair washed and combed out, etc. We want to make sure every Camper gets to experience camp at its fullest. PLEASE have parents check their children for head lice several days before camp, so that if they do have lice, treatment can be started and completed before the child leaves for camp. **THIS IS OF GREAT IMPORTANCE AND WE ASK THAT YOU GIVE YOUR ATTENTION TO THIS CONCERN!**

Treatment of Head Lice

HAIR:

The hair must be washed with NIX or similar shampoo. Nits are very difficult to remove. Comb hair while still wet using a fine-tooth comb, rinsing with equal parts vinegar and water, or trimming and thinning the hair. All family members and close friends should also be examined and treated if lice are found. Family who shares a bed with the child should be treated whether lice has been found or not.

CLOTHING, PERSONAL ARTICLES AND ENVIRONMENT:

Since heat kills lice and their nits, many personal articles can be disinfected by machine washing in HOT water and then using the HOT cycle of the dryer. Nits are killed in 5 minutes at 125 degrees (F) and crawling forms are killed at slightly lower temperatures. Home hot water heaters usually keep water this hot. If a dryer is used, dry articles for at least 20 minutes at the HIGH heat setting.

Machine wash all washable clothing and bed linens that have come in contact with the child within the previous 3 days.

Personal clothing or bedding that cannot be washed or dried may be dry-cleaned or left in a plastic bag and sealed for 10 days.

Soaking combs, brushes, and similar items in an insecticide liquid, made for lice, for 1 hour, can disinfect them or you may soak them in a pan of water heated on the stove for 5-10 minutes (BE CAREFUL not to get the water boiling: heat may damage some combs and brushes.) To break the cycle of new lice being hatched, spray Li-Ban R & D, or other lice sprays on objects, like mattresses, that cannot be washed or dry cleaned.

After treatment is completed, you must re-check your child! They must be free of all lice and nits before coming to camp! If you bring a child to camp with head lice, you are required to cover the expense for the treatment! The expense is a \$50 fee for each Camper we treat for lice due to infestation brought by your Camper to camp.

Group Insurance Information

Kids Across America is a place of ministry, friends, and many activities. However, the occasional medical emergency can occur; when it does, we want our Campers' families to carry as little of the financial burden as possible. The following are a pair of insurance companies you may contact for assistance. While it is not mandatory that you use either company, **securing a form of insurance prior to attending KAA is REQUIRED.**

<p><u>Special Markets Insurance Consultant Inc.</u></p> <p>An AmWINS Group Company</p> <p>Nancy Echeverria nancy.echeverria@amwins.com</p>	<p>Individual Insurance</p> <p><u>Travel Guard by AGI</u></p> <p>www.travelguard.com</p> <p>800.826.4919</p>
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GENERAL INFORMATION

1. When calling, identify yourself as a group coming to Kids Across America Camp.
2. All group participants are insured. Staff may be insured as well. A list of names is not required.
3. There is no limit to the number of groups and/or activities that can be covered.
4. The group's name must appear on the form as registered in our system.
5. For questions and application information contact Nancy Echeverria, 312-601-9406 | nancy.echeverria@amwins.com

Special Markets

1. \$235.00 is required to purchase coverage. \$200.00 of that amount is a non-refundable minimum premium requirement which is credited toward premiums due during the policy term. \$35.00 of that amount is a non-refundable policy administration fee.
2. Excess coverage is either \$.24 or \$.33 or \$.48 for each day (depending on what plan you select) for each participant and includes participation in ropes courses and snow sports.

**** Please be advised to begin to acquire insurance before coming to Camp to ensure coverage during your term.** Insurance is not billed for in-Kamp medical charges.

Individual Insurance

AIG has a program that these individuals can obtain coverage on-line that would cover them during their stay at KAA. The individuals need to purchase the coverage themselves.

The AIG company's name is Travel Guard. Here is their link:

<http://www.travelguard.com/>

KIDS ACROSS AMERICA TRANSPORTATION INFORMATION

Please call the listed companies for quotes and a list of services. Prices are quoted on an individual group basis. You are not required to use these companies.

(All Kamps are in Golden, MO 65658)

Thompson Coach/ Gathering Plus - Karen Steele 800-542-6768 (Hollister, MO)

Village Travel - Jeff Johnson 918-739-3673 (Nationwide Charter Bus Service)

Kincaid Coach Lines - Sales 888-878-5100 (Offices in OKC, Tulsa)

**Overland Charters – Dallas – 214-790-1987, Oklahoma – 405-655-7465,
Kansas – 316-652-9463**

Arrow Stage Lines - Kansas City, MO - Chuck Gunnels 816-453-8727
(Offices in Des Moines, IA, Omaha, NE., Topeka and Manhattan, KS., Kansas City, Denver, CO.)

MISCELLANEOUS SERVICES

A new KAA resource, High Point, a Christian Travel Agency brokers travel arrangements to reduce transportation costs. Based in Dallas, TX but works with vendors throughout the United States. Contact Adam “Scoop” Stewart, Director of Sales for High Point **972-284-1322** www.highpointgo.com.

Airports

Miles from KAA

Branson Airport (BKG)	42
Branson-Springfield Regional Airport (SGF)	70
Joplin Regional Airport (JLN)	90
Northwest Arkansas Regional Airport (XNA)	50
Lambert-St. Louis International Airport (STL)	320
Kansas City (MCI)	249
Tulsa International Airport (TUL)	160

Fisk Transportation - Julie at 1-417-862-2900 (Springfield, MO)

(25 or 35 passenger coaches or van rentals) - From Branson-Springfield Regional Airport - **SGF**

Ride With Us – Branson area Shuttle Service **417-336-2625**

Enterprise Rent-A-Car: Branson area/ BKG Branson airport **417-336-2000**
Springfield Airport / SGF **417-833-828-570**

Groups must arrive on Sunday before 1 pm. Departure: choose between Thursday after Vespers (11 pm) or Friday at 9 am.



Just DON'T Do It!

KAA Registration is delighted to work with our attendees to establish a registration process which allows our registrants the opportunity to plan ahead. 1 Corinthians 14:40

(KJV) states “Let all things be done decently and in order.” In accordance with this teaching, we ask that you refrain from the following actions.

Don't:

- bring campers or Kaleos who have not been approved by the Registration Manager.
- go to someone other than the Registration Manager to discuss an exception. This is one of the greatest causes of confusion and results in additional fees on your account if our guidelines are not followed.
- wait until the last minute to
 - o tell us pertinent information about a group member. (health issues, correct age, etc.)
 - o register late and expect the same grace on fees and information as extended to those who registered in advance
- bring a group member into camp without signing in with Registration or receiving health checks from our health team on Opening Day
- bring a group member who is out of compliance with our Eligibility Restrictions.
ex. A person with sickle cell or who is pregnant cannot attend Kids Across America Camps
- falsify information (see the policy agreement for specific fees)
- skip verifying your spaces the Thursday before you arrive
- send us a list to verify your spaces other than the Registration list from your account (groups only)