



YMCA CAMP SHADY BROOK

YEAR-ROUND CAMP & RETREAT CENTER

Welcome to Camp Shady Brook,

Thank you for choosing YMCA Camp Shady Brook as the host for your upcoming group retreat. We are delighted to have the opportunity to provide your group with an exceptional retreat experience.

For over 68 years YMCA Camp Shady Brook has provided safe, nurturing environments, positive role models, creative activities, lifelong adventures and opportunities to serve the needs of our communities. These are the essential building blocks for our focus areas of youth development, healthy living and social responsibility.

YMCA Camp Shady Brook is accredited by the American Camp Association (ACA), the national governing body of the camp industry. Additionally we are licensed by the Colorado Department of Human Services.

This Handbook will help you and your group prepare for your time at camp. **Please read this material carefully and share it with your group prior to their arrival at camp.**

Please feel free to call us at 303.647.2313 with any questions you may have. We look forward to sharing our enthusiasm for the outdoors with your group.

Happy Camping,

Sonny Adkins
Executive Director, YMCA Camp Shady Brook



"The staff was amazing. Everyone was kind, so very helpful, and fantastic with our kids. I cannot praise the staff enough"

— Group Leader



YMCA Camp Shady Brook is accredited by the American Camp Association. Safety is our number one priority.

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CONFERENCE & RETREAT HANDBOOK

YMCA Camp Shady Brook is operated by
YMCA of the Pikes Peak Region
207 North Nevada Avenue
Colorado Springs, CO 80903
303.647.2313
campinfo@ppymca.org

Rental Agreement

Deposit and Contract: In order to confirm your group's reservation at camp, a signed contract and deposit payment must be made as stated in your contract. Your deposit (50% of the guaranteed minimum) is non-refundable.

Cancellation: If you determine that your group needs to cancel, please contact us immediately at 303.647.2313. Please refer to the cancellation terms as stated in your rental agreement.

Final Billing: Upon departure of your group from camp, a final billing will be presented to you confirming the number of participants in your group and balance due. This bill will also be emailed promptly to you. Payment is due no later than 30 business days after your departure date. Payments can be accepted at camp on departure.

Insurance: In addition to our liability insurance, your group must provide proof of their own liability and accident coverage. A copy of this certificate must be sent to the below address prior to your group's arrival at camp. Please refer to the insurance terms stated in your rental agreement.

YMCA Camp Shady Brook
c/o: Conference and Retreat Director
8716 Y Camp Road
Sedalia, CO 80135

Exclusive use of camp: Camp Shady Brook is a large facility and you may find that you are sharing facilities with other groups. Your group will be notified if there are other groups occupying camp on the same dates as you. Only groups booking 90% of the beds will be guaranteed exclusive use of YMCA Camp Shady Brook. Additional usage fees will apply if your group requests exclusive use of camp without occupying 90% of beds. This arrangement must be made at the time of registration.

Waiver of Liability

The Waiver of Liability is required for all participants. The group leader is responsible for the submission of signed waivers to Camp Shady Brook on arrival. Please ensure that each participant has read and signed the waiver. If the participant is a youth (under 18 years of age), then an adult must sign on their behalf. If these waivers are not completed prior to arrival, they will be need to be completed at camp. A group leader will be required to sign on behalf of a youth participant if not completed by their parent/guardian.

Please find the waiver at the end of this handbook for you to give to each participant. If you have any questions regarding this waiver please call us at 303.647.2313.



"Staff was friendly and helpful. The activities were well planned. The food was exceptional"

— Retreat participant

Arrival/Departure

Your arrival and departure times will be arranged prior to your first day at camp and will be stated in your rental agreement. Please help us at camp to ensure our facilities are ready for your group and for other incoming groups by arriving and departing at your designated times and not before or after. Thank you.

Address

YMCA Camp Shady Brook is located at
8716 South Y Camp Road
Deckers, CO 80135.

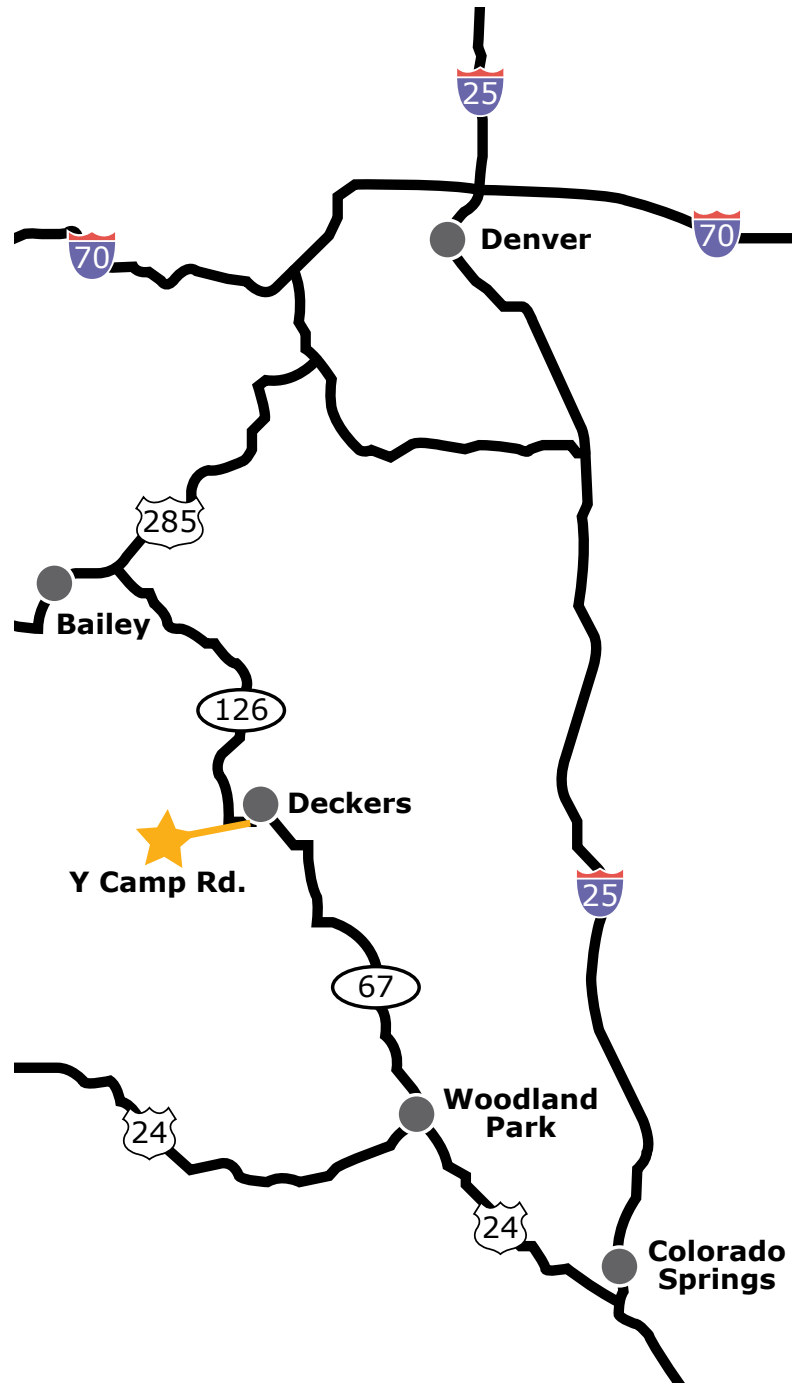
Directions

From Colorado Springs:

1. Take Highway 24 west to Woodland Park
2. At Woodland Park, take Highway 67 North (right) towards Deckers
3. Stay on Highway 67 North for approximately 23 miles
4. At Deckers, take a hard left onto Y Camp Road (this is a dirt road)
5. Go 2 miles into the camp parking lot
6. Approximate driving time is 70 minutes from Colorado Springs

From Denver:

1. Take Highway 285 West to Route 126 at Pine Junction
2. Turn South (left) onto Hwy 126 / S. Pine Valley Road towards Deckers
3. Stay on Highway 126 for approximately 25 miles
4. In Deckers take a hard right onto Y Camp Road (this is a dirt road)
5. Go 2 miles into the camp parking lot
6. Approximate driving time from downtown Denver is 90 minutes

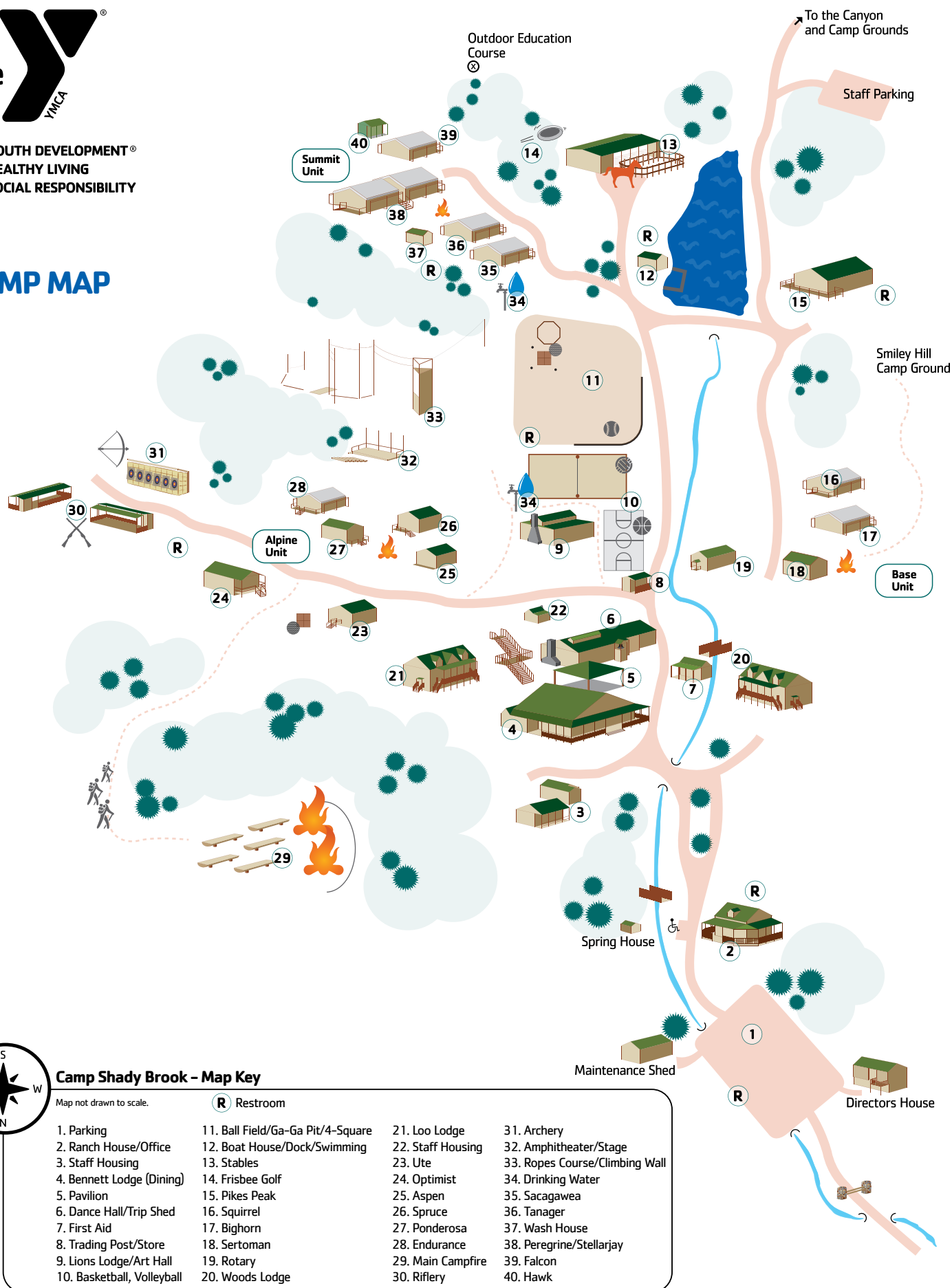


**"The staff was
amazing, very helpful
and accommodating."**
— Retreat Participant



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

CAMP MAP



Camp Shady Brook – Map Key

Map not drawn to scale.

(R) Restroom

- | | | | |
|----------------------------|-----------------------------------|-------------------|--------------------------------|
| 1. Parking | 11. Ball Field/Ga-Ga Pit/4-Square | 21. Loo Lodge | 31. Archery |
| 2. Ranch House/Office | 12. Boat House/Dock/Swimming | 22. Staff Housing | 32. Amphitheater/Stage |
| 3. Staff Housing | 13. Stables | 23. Ute | 33. Ropes Course/Climbing Wall |
| 4. Bennett Lodge (Dining) | 14. Frisbee Golf | 24. Optimist | 34. Drinking Water |
| 5. Pavilion | 15. Pikes Peak | 25. Aspen | 35. Sacagawea |
| 6. Dance Hall/Trip Shed | 16. Squirrel | 26. Spruce | 36. Tanager |
| 7. First Aid | 17. Bighorn | 27. Ponderosa | 37. Wash House |
| 8. Trading Post/Store | 18. Sertoman | 28. Endurance | 38. Peregrine/Stellarjay |
| 9. Lions Lodge/Art Hall | 19. Rotary | 29. Main Campfire | 39. Falcon |
| 10. Basketball, Volleyball | 20. Woods Lodge | 30. Riflery | 40. Hawk |

Facility Use

Welcome

Upon arrival, you will be greeted by one of our YMCA staff members to welcome you to Camp Shady Brook. A brief orientation will include safety guidelines, boundaries for living and general areas, supervision requirements, behavior expectations, rules for program, restricted and hazardous areas.

Your Schedule

Your group schedule of activities and meal times will be discussed with you before your arrival at camp. If you have any questions regarding your schedule, please contact our Conference & Retreat Center Director at 303.647.2313 or campinfo@ppymca.org

Waterfront Activities

For your safety, a YMCA staff member must be present at all waterfront activities. All swimming will be done in a designated swimming area and all boating in the designated boating area. A waterfront orientation will occur before waterfront activities commence.

Specialized Activities

For your safety all specialized activities using YMCA equipment, such as riflery, archery and ropes courses, must be lead by a YMCA staff member. Any other specialized activity that the group would like to lead must be approved before arrival.

Damages

Your group is responsible for any damage to buildings or the grounds including graffiti, broken windows or damage to equipment due to abnormal use. If damages should occur, a charge to cover these expenses will be added to your final bill.

No Pets

Pets are not allowed at camp. Exceptions will be made only for service animals.

Smoking

Smoking is prohibited on camp property. Those wishing to smoke must do so outside the front gate of the camp.

Bedding

Unless otherwise arranged, we ask that the participants in your group bring their own bedding or sleeping bags, towels, etc.

Phone Usage

Due to our location, cell phone service is not available at Camp Shady Brook. Our land lines will allow you to make local, emergency and 911 calls. If you wish to make a long distance call, please be aware that you will either need a calling card or you must call collect.

Vehicles

Vehicles may be used to drop off personal items and equipment at camp buildings. At all other times vehicles should be left in the parking lot. Please notify our staff ahead of time how your group will be arriving (buses, vans, or cars) so that we can make appropriate parking arrangements.

Respecting Camp

Quiet time at camp is 10:30 p.m. – 7 a.m. We understand that some programs may be designed to continue beyond this time and those arrangements must be made in advance of your arrival at camp. We ask that you please respect any other groups that may also be using the facility and may turn in early. Please help us keep camp clean by disposing of all litter in our designated trash cans that can be found all around camp. Please also respect our facilities, such as our bathrooms and remember that others may also be using them.

Conservation of Energy

Please help conserve energy during the heating season by keeping heat low when cabins are not occupied, and by keeping doors and windows closed.

Fires

In accordance with fire restrictions that may exist in the area, we are happy to provide campfires. We ask that special care is taken to ensure all fires are completely extinguished before leaving the area.

Personal Sports Equipment

Care of personal sports equipment is the responsibility of the individual. Personal target sport and climbing equipment must be cleared before bringing them to camp.

Audio-Visual Equipment

Our A.V. equipment (TV/DVD, overhead projector, chart paper, small stereo) is available on a reservation basis at no extra charge. Please arrange your group's A.V. needs with the camp office before your arrival at YMCA Camp Shady Brook.

Disability Access

Please note that Camp Shady Brook is located in mountainous and rocky terrain. Access for disabled individuals is available in the main areas of camp. Please contact the camp office for more specific information.

Personal Food

Please leave all personal food and snacks at home unless prearranged for dietary needs. Please also refrain from sharing food in your cabin due to wild life. Appropriate storage is available if needed

Camp Store

Camp Shady Brook has a gift store that will open at designated times during your retreat if you wish. We sell snacks, drinks, sweatshirts, t-shirts, water bottles, stuffed animals, souvenirs, flashlights and much more.

Our Staff

The quality of our camp staff is of the upmost importance. Camp Shady Brook staff are trained and certified in running all specialized activities at camp and are there to make sure that your group is safe and having fun while participating in camp activities. We are dedicated to providing you and your group with top hospitality. If there is anything you need while at camp, please speak to our staff members who will be happy to help you.

Your Staff

Each group is responsible for the supervision and actions of its participants. A leader, at least 21 years of age, must accompany the group. A ratio of 1:10 chaperone to youth should be observed. Please ensure that your staff are supervising youth participants at all times. Thank you.

Alcohol, Drugs, and Weapons

Possession of alcoholic beverages, illegal drugs, and weapons are prohibited on the camp property. Possession of any of these items on camp property will not be tolerated.*

*If you are an adult retreat rental group, please inquire about our alcohol policy.

Health and Safety, and Gear List

Health & Safety

All groups are responsible for providing their own first aid care, first aid supplies and emergency transportation. Groups are strongly advised to provide an adult with first aid and CPR certifications. Camp is within a 10 minute response time of EMS. The closest emergency care facility is in Woodland Park, 35 minutes from camp. A report of first aid care requiring more than a band-aid should be filed with the camp staff.

Groups are advised to gather the names and addresses of all participants, along with emergency contact names and numbers, allergies, health condition and restrictions. Groups are also advised to obtain a signed permission form to seek emergency treatment for all participants under 18 years of age.

Gear List!

What to bring/what not to bring:

Packing Pointers:

- Camp Shady Brook is a rustic and adventurous place, so please bring old clothing and items that are suitable for the outdoors.
- Luggage should be compact and easy to carry so you can get it to your cabin (up rocky terrain) with ease.
- Labeling your items is a great idea, especially if you are part of a large group. Please be responsible for your personal property and remember to check our Lost and Found before you depart camp. Items found after your departure will be taken to our association office located at: 207 N Nevada Ave., Colorado Springs, CO 80903. They will be held for 2 weeks after your departure and any unclaimed items after that time will be donated to Goodwill. **CAMP SHADY BROOK IS NOT RESPONSIBLE FOR LOST, STOLEN OR DAMAGED PROPERTY. PLEASE DO NOT BRING VALUABLE OR EXPENSIVE ITEMS WITH YOU TO CAMP!**



Suggested packing list for camp:

- Water bottle (ESSENTIAL)
- Raincoat/Poncho (ESSENTIAL)
- Sleeping bag
- Swimsuit
- Pillow and cover
- Socks
- Pajamas
- Comb/Brush
- Underwear
- Long pants
- Pairs of shorts
- A great attitude
- Long sleeve shirts
- Rain Jacket
- Short sleeve shirts
- Hat with visor
- Closed-toe shoes
- Soap in soap box
- Flashlight/batteries
- Toothbrush and paste
- Sunscreen (SPF 15 min.)
- Towel, washcloth, & soap
- Light jacket or heavy sweater
- Feminine products if necessary
- Hat, gloves, and coat - season specific
- Sandals with ankle strap or water shoes (to be used in the water)



“Thanks for building a retreat that focused on friendship, values, and nature.”

— Retreat Leader



RELEASE & WAIVER OF LEGAL LIABILITY

PLEASE PRINT AND DISTRIBUTE TO EACH PARTICIPANT TO SIGN AND BRING TO CAMP.
THOSE UNDER AGE 18 MUST HAVE A PARENT OR GUARDIAN SIGN. THANK YOU.

THIS IS YOUR RELEASE AND WAIVER OF LIABILITY (the "Release"). You individually and on behalf of any minor child, release the Camp Shady Brook YMCA of the Pikes Peak Region, its officers, directors, board members, employees, volunteers, agents, independent contractors, other participants and/or others acting on its behalf (collectively, "YMCA"). **You agree that this Release is effective immediately.**

This is important to you, so do not sign until you have had your questions answered. You provide this Release freely, and without duress under the following terms:

NAME OF PARTICIPANT: _____ **ORGANIZATION** _____

- 1) GENERAL RELEASE, INDEMNIFICATION AND HOLD HARMLESS:** I hereby agree for myself and my child and our respective heirs, assigns and legal representatives, to indemnify, defend and hold YMCA and its officers, directors, board members, employees, volunteers, agents, independent contractors and other participants ("Releasees") in the [insert program name] program harmless from any and all claim and causes of action of any nature for any and all personal injury or illness, including death, which may occur to my child or which may be aggravated during or by any activity during the course of the [insert program name] program in which I have decided to allow [myself or my child] to engage. I further waive any and all claims or causes of action which I or my child may now or hereafter have against YMCA which may at any time arise as a result of negligence and any act or thing occurring in or arising out of [my or my child's] participation in the [insert program name] program. I further expressly understand and agree the foregoing indemnity, release and waiver is intended to be as broad and inclusive as permitted by the law of the State of [Insert State] and that any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full force and effect.
- 2) ASSUMPTION OF RISK:** I, individually and/or on behalf of any minor child(ren), expressly and specifically assume any and all risk of injury, illness, death, or property damage resulting from the YMCA of the Pikes Peak Region. **You assume the risks:** I, individually and on behalf of my minor child(ren), understand that the YMCA [insert name of program] activities are strenuous and dangerous. I understand that the activity should be engaged in only by persons in good health. **Once you sign, you are saying that you understand the risks involved and accept all of the risks.** You acknowledge that the YMCA is a charitable organization and that you are a beneficiary of the YMCA.
- 3) MEDICAL RELEASE:** I, individually or on behalf of any minor child(ren), hereby release YMCA from any claim whatsoever which may arise as a result of any first aid, treatment, or services or assistance provided to me or my minor child(ren) in connection with any injury that arises from the [insert name of program]. **A)** I take full responsibility for my welfare and safety as well as my child(ren) during the [insert name of program]. **B)** I hereby give permission for emergency medical treatment to be administered as deemed appropriate.
- 4) INSURANCE:** YOU ARE EXPECTED TO HAVE YOUR OWN HEALTH INSURANCE. You should understand that the YMCA does not carry health insurance to cover injuries and losses that may befall you.
- 5) PHOTOGRAPHIC RELEASE:** I consent to be photographed and to allow YMCA's use of any photos of me or my minor child(ren) at its sole discretion.
- 6) ARBITRATION:** You individually and on behalf of your minor child(ren) and we agree that any controversy, dispute, or claim ("Claim") by either you or us against the other, or against the employees, agents, or assigns of the other, whether based on contract, tort, or any other legal basis or theory, that arises from or relates to (a) this Agreement, (b) services rendered by us pursuant to this Agreement, or in connection with any YMCA activities you or your child(ren) have with us, (c) the relationships that result from this Agreement, or (d) the validity, scope, enforceability, or applicability for this arbitration provision to a Claim shall be resolved by binding arbitration. You individually and on behalf of your minor child(ren) or we may choose either the American Arbitration Association ("AAA") or a local [Insert State Name] Arbitration Forum to conduct any Arbitration proceeding. If either is unwilling or unable to conduct the arbitration proceeding, or if you or we are unable to agree on another arbitrator, we will substitute another national or regional arbitration organization.

I HAVE READ THE ABOVE WARNING, WAIVER, AND RELEASE AND UNDERSTAND THAT I GIVE UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND KNOWING THIS, SIGN IT VOLUNTARILY. I AGREE TO PARTICIPATE KNOWING THE RISKS AND CONDITIONS INVOLVED AND DO SO ENTIRELY OF MY OWN FREE WILL. I AFFIRM THAT I AM AT LEAST 18 YEARS OF AGE, OR, IF I AM UNDER 18 YEARS OF AGE, I HAVE OBTAINED THE REQUIRED CONSENT OF MY PARENTS/GUARDIAN AS EVIDENCED BY THEIR SIGNATURES BELOW.

Applicant Signature _____

Date _____

Applicant's Spouse _____

Date _____

FOR PARENTS/GUARDIANS OF PARTICIPANTS OF MINORITY AGE (UNDER AGE 18 AT TIME OF REGISTRATION)

This is to certify that we, as parents/guardians with legal responsibility for this participant, do consent and agree to his/her release, as provided above, of all the Releasees, and, for myself, my heirs, assigns, and next of kin, I release and agree to indemnify and hold harmless the Releasees from any and all liabilities incident to my minor child's involvement or participation in these programs as provided above, even if arising from their negligence, to the fullest extent permitted by law. I have instructed the minor participant as to the above warnings and conditions and their ramifications.

BOTH PARENTS MUST SIGN

Individually and as Parent and/ Legal Guardian _____

Date _____

Individually and as Parent and/ Legal Guardian _____

Date _____

If you have questions please
contact 303.647.2313.
Thank you.

YMCA CAMP SHADY BROOK

ROCKY MOUNTAIN OVERNIGHT CAMP



**REGISTER FOR SUMMER
CAMP TODAY!**
Ages 6-17



VALUES-BASED PROGRAMMING

At Camp Shady Brook, we believe that we provide much more than just a fun recreational experience. Through activities, staff role models and daily conversations, campers learn about and practice our four core values: caring, honesty, respect and responsibility. Every program is designed around these values. We believe that you will notice your child's growth in their understanding and use of these values after their time at camp.



YMCA Camp Shady Brook is accredited by the American Camp Association. Safety is our number one priority.

YMCA OF THE PIKES PEAK REGION'S MISSION

To put Christian principles into practice through programs that build healthy spirit, mind and body for all.

The Y, we're for youth development, for healthy living and for social responsibility

CAMP'S MISSION

To effect positive change in our community by creating opportunities in the outdoors for personal growth, leadership development, and the building of relationships through exceptional camping experiences.