



**CAMP
GRADY
SPRUCE**

**BEST
SUMMER
EVER**



SUMMER 2025 PARENT HANDBOOK

It is our mission to deliver exceptional outdoor programs
that inspire, build and strengthen relationships
with God, His creation and each other.

Welcome to Summer 2025

We are counting down the days until campers arrive at camp!
We encourage you to read through this entire handbook. It's our hope that you are always fully informed and prepared for anything camp related.

YMCA Camp Grady Spruce Values

RESPECT CARING RESPONSIBILITY HONESTY

Throughout your child's time at camp, these four core values will be exemplified and spoken about in almost every activity or event in which they participate. We hope that your child comes home with new skills and will talk to you about all the awesome new activities that they participate in while they were away at camp. More importantly, we hope that you as a parent will see a change in your child when they return home, because they have a better understanding of the values listed above.



Packing List

CLOTHES:

- Underwear (10)
- Socks (10)
- Jeans/Pants (2)
- Sweatshirt
- Bathing Suit (2) (NO string bikinis are allowed at camp.)
- T-Shirts (9)
- Shorts (9)
- Pajamas (2)
- Sandals with secure backs or Water Shoes
- Tennis/Closed toe shoes
- Hat/cap
- Plain white T-shirt for TIE DYE
- T-shirt and pair of shorts that can get TRASHED!
- One outfit that goes with the "theme of the week"

BEDDING:

- 1 set of twin sheets
- Blanket/comforter
- Sleeping bag
- Pillow

TOILETRIES:

- Shampoo/Conditioner/Soap
- Lip Balm
- Beach towel AND bath towel
- Toothbrush and toothpaste
- Floss
- Sunscreen
- Lotion
- Brush/Comb

OTHER:

- Water bottle
- Backpack
- Flashlight/batteries
- Sunglasses
- Stationary/stamps
- Disposable camera
- Paperback book/playing cards

ITEMS TO LEAVE AT HOME:

- Food and candy
- Personal recreation equipment (wakeboards, life jackets, etc.)
- Electronics: Cell Phones**, video games, digital and video cameras, IPOD's
- Jewelry/valuables
- Anything that you or your campers would be upset if it became: scratched, stained, battered, broken, lost or unrecognizable.

If a camper brings the following items, they will be sent home and no refund will be given:

- Tobacco products
- Alcohol/drugs
- Knives
- Fireworks
- Firearms/weapons
- Pets

Helpful Tip:
pack your things in
plastic drawers or
trunks and please label
all items with your
camper's name!

**Absolutely NO cellphones will be allowed at camp - NO EXCEPTIONS. Staff will confiscate phones and parents will be responsible for picking phones up at the end of the week.



Contact Information

Camp Address

YMCA Camp Grady Spruce
3000 Park Rd. 36
Graford, TX 76449

Phone Number:

214.628.9055

Emergency/After Hours:

580.704.6674

Staff Information

Executive Director

Cassandra Martin

cmarlatt@ymcadallas.org

Required Forms

Please bring the health form filled out completely, as well as the store credit card form with you to camp at the time of drop off.

The required insurance form can be found on the next page or on our website.

- All other forms should be completed during our online registration process
- Changes can be made to your camp application online at any time

Transportation

Traveling by Car:

- We can't wait to meet you and your camper! By car, camp is about 2 hours west of Dallas, 1.5 hours east of Abilene, and 1.5 hours south of Wichita Falls.
- For detailed instructions on how to get to camp please reference the **Directions to Camp** (pg. 17), or www.campgradyspruce.org
- Please leave ALL pets at home!

Drop Off:

- Drop off will be assigned by time. These assigned time are on the following page (pg7).
- The check-in process will take place as you drive through camp. There will be a welcoming committee to direct you to the cabin!
- Parents are welcome to stay and help their campers unpack.

- Pick up have assigned times. This will be communicated with you by email prior to arrival.
- There will be a welcoming crew assisting you with the check-out process. **Please make sure to have a copy of your photo ID when you arrive.** We can't release your camper to you without a photo ID.

Pick Up:

A quick note about supervision, your child is not under Camp Grady Spruce's supervision until your child is in their cabin with their counselor.

My favorite activity
was theater
because we learned
a cool dance!

-Charlotte Age 11
(Coppell TX)





Opening and Closing Day

Check-In day is an exciting time for campers and staff. The day is a well worked routine and we would like for your to know what to expect before arrival!

Opening Day Drop-off Times:

A-G Arrive 2:00-2:30

H-M Arrive 2:30-3:00

N-Z Arrive 3:00-3:30

Stop 1:

You will drive down the hill to the first tent, you will be greeted by our staff and here you can drop off your camper's mail, credit card form, and packages for the week. Health History form and medications.

Stop 2:

You will next stop across from barn and drop off all medical forms and medication.

Stop 3:

The next stop will be at the Main Camp Office. Here you will receive your camper's cabin assignment.

Stop 4:

When you arrive at your cabin, your camper will have a lice check done.

This year, parents are more than welcome to help campers move in!

Closing Day Pick-up Times

A-G Arrive 9:00-9:30

H-M Arrive 9:30-10:00

N-Z Arrive 10:00-10:30

Opening and Closing Day

- Pick at camp will be during scheduled times. Each parent will be informed by email what time to arrive to pick up their child.
- All campers will be picked up at the cabins they were dropped off. Parents will have their ID checked and will sign out their camper with the cabin staff.
- All luggage and belongings will be loaded into the car by staff so parents will not need to leave their vehicle at any point during the check out process.
- All store accounts will close with in 7 days of the campers last camp session.

We can't wait to see you at Opening and Closing Day!

Week	Opening Day	Gates Open	Closing Day	Gates Open
Spy Week	Sunday, June 8	As Assigned	Saturday, June 14	As Assigned
Superhero	Sunday, June 15	As Assigned	Saturday, June 21	As Assigned
Color Wars	Sunday, June 22	As Assigned	Saturday, June 28	As Assigned
Holiday	Sunday, June 29	As Assigned	Saturday, July 5	As Assigned
Wild West	Sunday, July 6	As Assigned	Saturday, July 12	As Assigned
Island Paradise	Sunday, July 13	As Assigned	Saturday, July 19	As Assigned
Olympic Games	Sunday, July 20	As Assigned	Saturday, July 26	As Assigned
Decades	Sunday, July 27	As Assigned	Saturday, Aug 2	As Assigned



Health Information

Bringing Medications to Camp

Campers are not allowed to keep ANY medication in their cabin. Medications brought to camp will be stored and administered in the Clinic. Please bring all medication pre-seperated and labeled by day and time taken. This will help minimize who will contact the medication. Medication will be collected at the cabins during check-in, and returned at the cabin during check-out.

- **RX Medications:** The medication must be in the original packaging with pharmacy label for dosing instructions with the camper's name. Our Camp Staff CANNOT accept or administer any medications that are not properly labeled as this violates the law. This includes pills, liquids, inhalers and injectables.
- **OTC Medications:** Campers who take over the counter meds for occasional symptomatic relief NEED TO BRING these medications with them to camp. OTC medication should also be brought to camp in its original packaging and dropped off at The Clinic table on Opening Day.
- **Asthma Inhalers:** Will be kept in the Clinic unless we have a doctor's note requesting that the camper carry it. This minimizes the risk of loss and allows Camp Staff to keep track of camper usage and take the necessary steps to improve respiratory health if the camper uses an inhaler more than usual.
- **Epi Pens:** Please check the expiration date prior to arriving at camp. Epi Pens are kept in the Clinic unless a doctor requests that the camper carries it.

IMPORTANT

Camp is not the time to experiment with new medications or the time to put your camper on a "medication vacation". This is especially true for campers with ADD/ADHD. We have found that because of the structured camp schedule these campers have a better experience if they stay on their medication while at camp.



Safety

At Camp Grady Spruce, our goal is for every parent and guardian to be able to walk onto our property and drop off your campers with no fear. Facilities and policies have been constructed to provide a thorough and consistent safe environment. To make sure you know that your camper is in safe hands here are few fast facts that will help ease your mind!

American Camp Association Accredited

Camp Grady Spruce is accredited by The American Camp Association (ACA). The ACA Accreditation covers over 300 standards in areas such as staff selection, safety rules, programs, health & sanitation and administration. This accreditation is voluntary, and we hope that it assures you that we are committed to a safe, nurturing environment for your children. For more information on ACA Accreditation please visit www.acacamps.org

Ratios

We have an overall staff-to-camper ratio of 1 to 8. Your camper's cabin will have at least two staff members at all times.

Camp Grady Spruce Staff

We carefully select the men and women of our staff because we expect them to be the best role models for your campers. Each staff member attends an intense 2-week orientation where they are extensively trained on counseling skills, safety procedures, child abuse, first aid/CPR, and activity skills. Staff forms a strong, committed team with a single focus: A safe summer filled with fun, learning, and growth opportunities for each camper.

Water Activities and Life Jackets

Camp Grady Spruce is known for its awesome waterfront! Due to the large number of activities that take place on Possum Kingdom Lake, we pride ourselves on our waterfront safety measures. All waterfront activities are supervised by YMCA Certified Lifeguards. These lifeguards participate in weekly training and drills so that their safety skills are always sharp throughout summer. In addition, because our waterfront is on a lake, it is YMCA policy that every camper wears a life jacket when they are in the water. If you have any concerns about your camper and the waterfront, please give us a call.



Cabin Assignments and Cabin Mate Requests

Camp Grady Spruce assigns cabins based on grade and age. We encourage campers to attend camp without cabin mate requests. It is our experience that cabin placement has little to do with your camper's success at camp. If you would like to make a request please follow the following guidelines and understand that while we will do everything in our power to accommodate requests, we do not guarantee that requests will be honored.

Cabin Mate Requests:

We divide cabin requests into two categories- YOU MUST USE the requests section during online registration – please do not call or email your request. The requests must be submitted more than 2 weeks prior to the start of your camp session. After that time, no changes are allowed. All placements are revealed on Opening Day and are final

- Mutual: Both campers request each other AND are in the same grade OR are the same age. If campers in different grades mutually request each other, the older camper will be put in a younger cabin. Please keep in mind your camper may be with an entire cabin of younger campers if you make a mutual request.
- Anti-Request: (USE CAREFULLY) – THIS IS HONORED BEFORE ANY OTHER CABIN-MATE REQUEST. If you DO NOT think it is best that your camper be placed with a particular camper we will make sure that the campers aren't placed together. While we will not share this information freely, there may be circumstances where it is necessary to reveal this information to address cabin placement questions.

CABIN REQUESTS must be made in the "REQUESTS" Section during online registration.

Requests must be submitted more than 2 weeks prior to the start of your child's session.



Keeping Up With Your Camper

Though you won't be able to call or visit your campers during their stay, we DO have a few amazing options to stay in touch with your child while at camp.

Campers LOVE mail!

It takes time, but a handwritten letter from Mom, Dad, Grandma, Grandpa, etc. can make all the difference in the world! Here are some tips to make corresponding with your child more successful.

Helpful Tips:

1. ADDRESS LETTERS with your camper's name & cabin number (as soon as you know it).

Camper First Name & Last Name. Cabin _
Camp Grady Spruce-Week Theme
3000 Park Rd. 36
Graford, TX 76449

2. Mail your first letter BEFORE CAMP STARTS. This ensures that your letter will reach camp for your camper's session. You can also drop off letters on Opening Day, please make sure to mark which day you would like your letter's to be delivered!
4. KEEP LETTERS POSITIVE! Don't focus on what your campers are missing at home; focus on how much fun they must be having! Letter's and emails from Bunk 1 are NOT the place to share sad news. Save that news for when they see you again!
5. Provide your camper with pre-addressed/stamped envelopes to send mail home!

Camp Grady Spruce has a strict NO FOOD, CANDY, or BEVERAGE policy for care packages. Any food and beverage items sent to camp will be disposed of at our discretion and will not be returned to the sender. Non-food care packages are welcomed and encouraged.



Keeping Up With Your Camper

Camp Grady Spruce uses **Bunk1** to keep parent's and campers in touch! Parents can view photos of camper's day-to-day activities, and even send camper's Bunk Notes (e-mails).

On Monday, after you have dropped off your camper you will get an email with the access code for Bunk1, once you have this please visit www.Bunk1.com to register for an account. Every night, Camp Staff uploads photos to Bunk1 from that day. Internet at camp is slow to say the least, so please be patient with photos being uploaded, the best time to check for photos is in the morning!

We make every effort to include each child on Bunk1 at least twice a week. If you have a camera-shy camper, call us and we'll make a special effort to find him/her with the camera.

Bunk Notes can be purchased in a minimum packet of five. Camp staff will print off Bunk Notes each day and deliver them at Mail Time.

This year's Bunk1 code is:

25CGSPRUCE



I LOVE CGS! It's so much fun to come to camp and see old friends and make new ones

-Cambrie Age 14
(Graham TX)

Camper Behavior Policy

Please go over the following section with your camper so that they are aware of the standards they will be held to while at camp.

Admission as a Camp Grady Spruce camper carries many privileges and responsibilities. We expect campers to participate in the total life of camp and to co-exist in a cooperative spirit. Camp Grady Spruce reserves the right to warn, suspend or dismiss any program participant from our programs and facilities without a refund. The following are all grounds for dismissal:

1. Camper who is found with tobacco, alcohol, illegal drugs, or weapons on property
2. Should a behavior or discipline problem affect our work with other campers, or their enjoyment of Camp Grady Spruce, and we have exhausted all options.
3. Camper's behavior poses a threat to self or others.
4. Camper's behavior is determined to be inappropriate within the scope and spirit of YMCA values and the mission statement.

Our goal is for your camper to have an incredible summer experience. With the help of their counselors, cabin mates, and peers campers face the challenges that camp life brings and learn important lessons about themselves. We are so excited that you and your family are joining us for the journey!





Additional Information

Camp Food Services

Three hearty and well-balanced meals are served each day. Each meal has fresh fruit, and a salad bar is available for lunch and dinner time meals. Cabins sit together and eat as a cabin group.

If your camper has special food needs or concerns including food allergies (i.e. gluten, lactose intolerance, etc.) or preferences (i.e. vegetarian), please complete the online medical form so that we can accommodate your needs.

Camp Grady Spruce is peanut free during summer camp. We do offer a peanut butter alternative called Sun Butter for Sun Butter and Jelly Sandwiches!

Birthdays at Camp

Camp is an incredible place to celebrate your birthday! We will make sure that it is an unforgettable day. We do provide a birthday dessert to each camper for their birthday. If you would like to send a "Birthday Party in a Box" (i.e. balloons, decorations, party hats, etc.), please give this to the mail table on opening day (not your camper's counselor).

Lost and Found

Marking all your camper's personal belongings is imperative! Camp will make all attempts to identify lost items. If when you get home you find you have lost some thing please contact camp and we will try and locate the item. If the item is located Camp will mail to item to you.

