

LETTER TO STAFF – FINAL INFORMATION

PLEASE READ THE WHOLE LETTER CAREFULLY – THIS IS A LONG ONE FILLED WITH LOTS OF IMPORTANT INFORMATION...

Hello Staff! We are just two weeks away from the start of precamp! This email outlines a number of details that you are going to need to know as you get ready for camp. Please take the time to read through everything carefully and make note of the things that you are required to do after this email. This might be our last email to you before we see you at the 'Den!

LIVING ARRANGEMENTS

Counsellors and Specialists will soon find out which half unit they are living in, **specialists should write their unit on your baggage tag** so that they can be sorted easier when you arrive at camp. We have done our very best to accommodate all of your requests about where you want to live and who you want to live with. Please remember that there are many things to consider when placing staff in cabins including: matching younger staff with older and more experienced staff, integrating and teaching new to Walden staff by pairing them with veteran Waldeners, the requests that campers make about the kind of experience they are hoping for, our needs in a certain cabin or unit, your strengths and the strengths of other staff – finding the best matches we can.

STAFF NEEDS

At this time we actually have no needs for the summer. Thank you to everyone that suggested friends and others to join our Walden family. I feel that we have an amazing and diverse staff this summer!

FACEBOOK

After staff lists are published on the website and through email it is expected that camp families will try to look you up on the internet to learn as much as they can about the people that are going to be looking after their children this summer. This is completely normal and expected these days. We strongly encourage you to take a look at your Facebook profile and in particular the items that are visible to people you have not friended. Those of you who have campers or camper parent's as friends on Facebook will need to also look at the items that are visible to friends. We have provided you with a step by step process of how to customize your security settings. Please take a look through the album [FACEBOOK SECURITY SETTINGS](#) that I created on the Camp Walden Facebook Page. We also remind you, that even if a picture is guarded with security settings, you are not necessarily protected from it being available to everyone. Think before you post.

FORMS

We have asked for a number of items on www.campmanuals.com. If you have not already completed your paperwork you must complete and upload your documents ASAP. If you are having a hard time with this process, please contact Ashton ashton@campwalden.ca. I have completed my forms, and you must too. Remember! No Forms... No Town Night! (no pay at the end of the summer either).

SPECIAL ARRANGEMENTS

If you have special arrangements for preamp or the camp season because of exams or other issues and haven't already spoken to Wax or Steph, please summarize the specific details of those arrangements in an email to Steph stephanie@campwalden.ca right away to avoid any confusion.

10 YEAR BOOKS

If this is your 10th year at Walden and you expect to be receiving your 10 year book this summer, please notify wax@campwalden.ca. Each year we inevitably and accidentally leave someone out. We would like to avoid that this summer.

YOUR PHOTO

We are always looking to update our staff profiles in our database and need a current photo of you. Please send a nice, clear photo of yourself to office@campwalden.ca.

PACKING AND BAGGAGE

Everything you need to know about packing can be found here: www.campwalden.ca/PackingList

We are committed to doing everything possible (including confiscations!) to preserve the traditional camp environment. We will always try to be respectful of our staff and their belongings but when it comes to the items on the do not pack list:

“If you bring it, we must take it. And if we take it, we donate it.”

STAFF PLACEMENTS

We have listened to your feedback! We know that some of you are eager to know where and with whom you will be living.

Who is working at camp and in what area?

Please see the up-to-date **Staff List By Area** at www.campwalden.ca/finalinstructions2.

I am a specialist, what unit will I be living in?

Please see the up-to-date **Staff List by Unit** at www.campwalden.ca/finalinstructions2.

What cabin will I be living in? Who will be my campers and co-counsellors?

You will find this out upon your arrival at camp.

NEW CAMP CLOTHING

We welcome and encourage you to place a clothing order with us early while supplies last! To view this year's clothing please visit <http://www.campwalden.ca/clothing2011order>. Just select “*please deduct from my staff salary*”.

ALL STAFF – SUNDAY JUNE 26

All staff members taking the camp buses from Toronto, Ottawa and Montreal must notify the office office@campwalden.ca no later than **June 15** of your transportation needs so that we may order the correct number of buses. Simply write us something like “I will be on the Toronto Bus.” **If you have not notified us, there will not be a seat for you on the bus.**

For those of you that are taking the bus from Toronto to camp or planning on putting your bags on the truck in Toronto, you must ensure that you are getting on the right bus. In the past there have been other camps using the same parking lot, as us. Check for the Walden signs, as well, look for staff in Yellow Walden T-Shirts who will direct you to the right bus and truck. We would hate for your bags to arrive at the wrong camp, or even worse, for you to arrive at the wrong camp.

TORONTO STAFF

Please help load all baggage onto the truck and get on the bus promptly at 10:15am. The bus will leave from Seneca College, parking lot #7, 1750 Finch Avenue East, west of the Don Valley Parkway, east of Don Mills, North Side of Finch. The bus will leave at 10:30 a.m. sharp, so please plan to be there by 10:00 a.m. You must notify the parking attendant that you are meeting the Camp Walden buses so you will not be charged. This bus will stop for 10 minutes at McDonalds (on the 115) along the way. Please bring some money for lunch.

MONTREAL STAFF

Only if there is interest, will a bus be ordered to leave from Montreal at 9:30 a.m. Please email office@campwalden.ca if you are interested in taking a bus to camp from Montreal. Once we have determined the need for a bus we will notify those staff of the details of the pick-up location. If there is a bus from Montreal, it will stop at McDonalds (in Renfrew) along the way. Please bring some money for lunch.

OTTAWA STAFF

Only if there is interest, a bus will leave from Ottawa at 11:30 a.m. Please email office@campwalden.ca if you are interested in taking a bus to camp from Ottawa. Once we have determined the need for a bus we will notify those staff of the details of the pick-up location. If there is a bus from Ottawa, it will stop at McDonalds (in Renfrew) along the way. Please bring some money for lunch.

ALL STAFF DRIVING TO CAMP

Please arrive at camp between 2:00 – 2:30 p.m. When you arrive at camp there will already be some children here that are not used to cars driving around on the camp roads. So when you come into camp, please drive slowly, carefully, and only on camp's gravel roads. After you have had a chance to check in and unload your car, please park your car in the staff parking lot. There will be a number of staff at The Flagpoles and the office waiting for your arrival. Please meet us there to find out where you are living.

Once at camp, all staff are to meet at the 'Den for 4:00 p.m. SHARP.

Please bear in mind that this will likely be the final mass communication email before the start of camp. If you have any questions, concerns or needs that were not addressed in this email, please contact our office at 1-888-254-4274.

Looking forward to seeing all of you on Sunday, June 26!

On behalf of the Leadership Team - Wax