

Lake Tomahawk Christian Retreat Center

Policies & Procedures (Revised 1.7.10)

- 1) All prospective campers must complete the forms required.
- 2) Group leaders must obtain a copy of a document entitled LTCRC Camp check list and follow completely the guidelines there within.
- 3) Group leaders are required to settle payment at the time of arrival.
- 4) No activities outside after midnight. This includes, but is not limited to organized activities.
- 5) The volume of outside activities needs to be kept at a reasonable level after 10:00 p.m. (out of respect to our neighbors).
- 6) The waterfront is only open while LTCRC lifeguards are on duty. Sponsors must be present during any waterfront activities. Failure to obey the posted LTCRC waterfront rules or the LTCRC lifeguards' instructions may result in the immediate dismissal from the campgrounds without refund.

- 7) No one is allowed on the ropes course (Tower or any part of the Zipline or Poles) at any time other than during specified ropes course times approved by LTCRC and under LTCRC supervision.
- 8) LTCRC employees and volunteers only are allowed in the kitchen area.
- 9) No food or drink is to be kept or consumed inside the dorm facilities as it is an attractant for ants and other insects. NO SNACKS ARE ALLOWED OF ANY KIND IN THE DORMS.
- 10) The group will be billed for excessively filthy rooms and grounds and for damages beyond normal wear. There is a \$50 charge for unnecessary discharge of fire extinguishers.
- 11) Please bear in mind that our witness and ministry extend beyond the boundaries of this camp. Since all camp property boundaries are not clearly marked, no minor is to roam more than 100 feet away from camp buildings without an adult sponsor present.
- 12) Alcoholic beverages, illegal drugs, knives and firearms are not permitted and possession of such will result in immediate ejection of the individual from the camp. Tobacco products of any kind are also prohibited.
- 13) Any t-shirts, caps, etc. which advertise alcohol or tobacco products, or are of a suggestive nature will not be allowed.
- 14) No formal dress code is stated. It is understood that all dress will be reasonable and proper at all times. Girl's swim wear must be one-piece and modest or a colored t-shirt must be worn over it. Boys are to wear modest trunk-type suits (no-Speedos). The lifeguard may eject anyone wearing swim wear that is not in good taste.
- 15) Footwear (shoes, sandals, flip flops, etc) must be worn at all times. The only exception is during waterfront activities.
- 16) Campers are not allowed to enter dorms which house campers of the opposite sex.
- 17) Fireworks are prohibited unless prior arrangements have been made with the camp manager.
- 18) Water balloons, shaving cream and other "prank" materials are discouraged, but if used MUST be well away from all buildings. All games must be approved by the Camp Manager.
- 19) Pets are not allowed at the camp without the approval of the Camp Manager.
- 20) Radios, tape players, etc. are not allowed unless used by the entire group or by an instructor as a teaching aid.
- 21) LTCRC Management reserves the rights to terminate, without refund the stay of any individual or group whose actions we feel do not hold to the fundamentals of our faith by which we stand and operate.
- 22) There will be a charge to your church/group for graffiti or other intentional damage left by your group.
- 23) Registration will be at the Downstairs Meeting Room.
- 24) Bring your own camp nurse or equivalent for free and they will bunk in a Powell Room. Make sure to send us his/her credentials before May 15th. We will still have first aid staffers to co-labor with your Nurse. They will need to coordinate "on call schedules" to give each other breaks. We will have radios for communication and sign in sheets to know where the nurse is at all times.
- 25) Upon your arrival, turn in meds to our Health Clinic. All First Aid will take place in this building & all medications will be given in this building during your campers stay. (Nurse needs to be present during registration)
- 26) No food fight or food games allowed.(REGARDLESS OF THE DVD EXAMPLES)
- 27) All Adults who attend camps that have children in attendance must:
 1. Have proof that a criminal and sexual offender background check has been performed.
 2. Have proof that they have successfully completed a Child Abuse Protection Course approved by the State of Texas.
- 28) Insurance Note: Lake Tomahawk's insurance is secondary insurance and pays only after the registered camper's primary insurance has paid. In the event the camper has no insurance, Lake Tomahawk's insurance becomes their primary insurance. Pre-existing conditions are not covered. This insurance does not cover members of your group who may leave the grounds during your stay. Unauthorized activities may not be covered. All claims must be filed on forms provided by LTCRC.
- 29) Children age 4 and under can come free as long as they are under the continual watchful care of a legal guardian. If a sponsor brings more than one child, age 4 or under, they are not allowed to be counted as part of the required 1-10 sponsor/student ratio.