Camp Olympia Manual

Section 3
Daily Schedule and Operations



True Character is what you do in the dark.

CAMP OLYMPIA DAILY SCHEDULE

Monday – Friday

7:45 Wake up
8:00 Breakfast (see schedule below)
9:15 COLOCO
9:25 Spartan/Athenian Competition
10:20 Water Break (at field)
10:25 Travel Time (call period)
10:30 Activity 1 **(m/w/f)** *Breakout **(t/th)**
11:10 Travel Time (call period)
11:15 Activity 2
11:55 Travel Time (call period)
12:00 Radio Show
12:30 LUNCH
1:30 Rest Period
2:45 Snack Attack
2:55 Travel Time (call period)
3:00 Activity 3
3:40 Travel Time (call period)
3:45 Activity 4
4:25 Travel Time (call period)
4:30 Activity 5
5:10 Travel Time (call period)
5:15 Activity 6
6:00 End of Activity (back to cabins)
6:25 Dinner
8:00 Nightly Program

***Breakout is structured freetime held from 10:30 - 12:00 on T/Th**

BREAKFAST SCHEDULE

8:00	Sr. II-Boys & Girls	8:05	Sr.I-Girls
8:10	Sr. I-Boys	8:15	I-Girls
8:25	I-Boys	8:30	J-Girls
8:35	J-Boys		

Saturday

7:45 Wake up (no inspection)
8:00 Breakfast (See schedule)
9:00 Travel Time (call period)
9:00 Activity 1 (follow TT Schedule)
9:40 Travel Time (call period)
9:45 Activity 2
10:25 Travel Time (call period)
10:30 Activity 3
11:10 Travel Time (call period)
11:15 Activity 4
12:00 Radio Show
12:15 LUNCH
2:00 Free & Easy
6:00 End of Activity
6:25 Dinner (see schedule)
7:30 Movie

Sunday

8:45 Wake up
9:00 Breakfast (See schedule)
Begin Major Inspection/Cluster Vespers
12:15 Lunch
1:30 Rest Period
2:45 Wake up
3:00 S/A meets/Special Day
6:25 Dinner (See schedule)
7:45 All Camp Vespers

LUNCH SCHEDULE

12:30	J-Boys & J-Girls	12:35	I-Girls
12:40	I-Boys	12:45	Sr. I-Girls
12:50	Sr. I-Boys	12:55	Sr. II-Girls
1:00	Sr. II-Boys		

DINNER SCHEDULE

6:25	J-Boys & Girls	6:35	I-Girls
6:30	I-Boys	6:50	Sr. I-Girls
6:40	Sr. I-Boys	7:00	Sr. II-Girls
6:55	Sr. II-Boys		

DAILY OPERATION

THE DAILY SCHEDULE

7:45 a.m. The morning wake-up show, 30 minutes of popular (and not-so-popular) music and important reminders for the day, is hosted by one of the summerAD's (who rotate daily). If you have a favorite song you think would be good to hear on the radio, email your request to the interns at intern@campolympia.com. The time period is used for waking up and preparing for breakfast. **Counselors should be up and dressed before wake up (7:30 a.m.).** Be cheerful and rouse campers who are slow to rise. The entire duty of the counselor is to make sure the kids are ready to go when the breakfast call comes. This may be a chore with the younger kids, a snap with older ones. The big kids, though, may be harder to stir from slumber.

In addition, there are several cabin or counselor duties that can be started if time allows. They must be completed before leaving for COLOCO or first period activity. First is the checking of the kids' health and the gathering of merits, all recorded in the **cabin book**. Many counselors do this as the first item of business for the day. Calling the kids by name and requiring them to come to the counselor bunk is a good way to get them out of bed. Make sure and have them sit on a trunk while doing cabin book and not on the counselor's bed. The counselor must not lay in bed to do this. Laziness is contagious. Cabin Camper of the Day should also be done during this time.

Second, counselor library duty, the thorough daily cleaning of the bathrooms, should be done **before wake-up**. Work out with the cluster when the best time for this task to be completed will be. Do not neglect campers' needs to do this. Don't forget to **go back over** the bathrooms **during rest hour** to help maintain cleanliness.

Third, the campers and the counselors may start the cleaning of the cabin for inspection. For some cabins this is a necessity since there may be little time after breakfast to complete the job.

8:00 a.m. **Breakfast** . The wake-up person will call breakfast. Please take your campers to breakfast according to the breakfast schedule listed. The meal is served cafeteria style at the chow hall. Counselors (especially of Juniors) should help keep an eye on kids who may need help getting breakfast items. Be sure all of your campers eat and any special dietary needs are met at every meal.

BREAKFAST SCHEDULE

8:00	Sr. II-Boys & Girls	8:25	I-Boys
8:05	Sr. I-Girls	8:30	J-Girls
8:10	Sr. I-Boys	8:35	J-Boys
8:15	I-Girls		

After finishing breakfast counselors should be sure the plates are up and tables clean before leaving.

The nurse will be handing out medication outside the chow hall for those campers who take morning medications.

Once back at the cabin the kids should finish cleaning for inspection, and the counselors should finish cabin book and library duty. Kids who have aquatic activities should change into swimsuits.

9:15 COLOCO - everyone meets at the bottom of the O'Dome. For Olympians only!

9:25 Spartan/Athenian competition begins each day Monday - Friday. The clusters will be divided for effective competition. An all-inclusive schedule will be handed out at the beginning of each term and should be posted in each cabin. Counselors and campers should be prompt to their scheduled activity and be dressed for their competition. Make sure campers are ready for all morning activities because they won't be allowed to return to the cabin after S/A. Some may need swimsuits for BREAK OUT or jeans for horseback class. They will need your help in this preparation. No one should leave an activity except in case of emergency or if the child needs to report to the nurse. An Assistant Director will be the official at each field with counselors assigned as coaches. Counselors should never leave their activity uncovered.

10:20 Water Break will be served on the soccer field for the Spartans and the football field for the Athenians. Campers will need their water bottles and should not go back to their cabins at this time.

10:30 a.m MWF Activity 1 begins. Campers will be given 5 minutes between activities for travel time

which makes the actual class time 40 minutes.

10:30 a.m. TTh BREAK OUT!! Can you say free-time with all the fun stuff at camp at your disposal? There will be some counselors on duty while the others are spending time with campers in the areas that are open. These areas will include ropes course, tennis courts, all fields, pool, O'Dome and special activities such as scheduled tournaments. Basically, the "guts" of camp will be available for PLAY! The only scheduled activities will be at the Point in order to give all campers an opportunity for those activities.

11:15 a.m. MWF Activity 2 begins. Those campers & counselors in a 2 period class will not need to switch classes.

12:00 p.m. Radio Show. This is a time for the Olympian of the Day to play his/her favorite tunes on KAMP. Remember to email the interns appropriate songs to hear this summer. He/She will be accompanied by a cabin counselor. This is an excellent time to spend with the kids. It is a short period and not a time for napping. Check the inspection score for the day and make any appropriate comments to encourage the kids to do better or to reward them for a job well done. This is an excellent time to hand out merits for spotless cabins. Kids should change out of wet swimsuits, cool down, wash their hands and faces, and get ready for lunch. A Country Store schedule will be posted in your cabin book. A few cabins will be scheduled during Radio Show each day.

12:30 p.m. Lunch is called. All cabins report to the Chow Hall at the their assigned time and go through the line. Campers and counselors are encouraged to drink water first before having punch. Once the cabin sits down, everyone digs in.

Announcements will take place twice during lunch rotations in order for everyone to hear them and will include the traditional countdown: 10-9-8-7-6-5-4-3-2-1, May-I-have-your-attention-please, all-right-first-of-all-we-have-a-few-announcements-to- make, followed by a brief rundown of the day's schedule, plans for special events, important reminders, birthday celebrations, a rundown of special camper achievements for the day, some brief silliness, and grace.

Cabins are responsible for correctly cleaning their own table using proper Chow Hall procedures. Finally, the work detail counselor is responsible for a final check of the table to be sure it is clean. Cabins who leave their tables messy at lunch will receive a cabin demerit. **NOTE: Campers needing medicine will have go by nurses' table outside and get their meds from the camp nurse.**

1:30 p.m. Work detail counselors report to the chicken coop area by the Model Farm area. **Mail Call**: The cabin camper of the day will pick up the day's mail outside the back of the Chow Hall from the P"O"NY Express Mail Service. The cabin will also pick up their Special Delivery packages from here as well. The Camper of the Day will distribute the mail once they get back to the cabin. The only packages coming through camp this summer will be a Camp O Special Delivery or something purchased for them through the Country Store. Staff will receive their packages on their off time in the office. **Rest period**. After lunch and mail call all off-duty counselors ("off" referring to evening program) return to their cabin. All campers must be quiet and on their own bunks. Juniors and Intermediates should be strongly encouraged to sleep. Older cabins may read or talk quietly, but should be respectful enough to allow others to sleep. No more than two kids on a bunk.

2:40 p.m. **Wake-up**

2:45 p.m. **SNACK TIME** by the pool and by the Point, Monday - Thursday. Fridays will be at the cluster for **CCOW.**

3:00 p.m. Afternoon activities begin. MWF Activity 3 and TTh Activity 1. On MWF, periods 3-6 are in the afternoon and on TTh, periods 1-4 are in the afternoon. They will be every 40 minutes with 5 minutes for travel time. On Saturdays this will signal the beginning of Free & Easy and on Sundays will start Special Days or the S/A Track and Swim meet.

3:45 p.m. MWF Activity 4 & TTh Activity 2

4:30 p.m. MWF Activity 5 & TTh Activity 3

5:15 p.m. MWF Activity 6 & TTh Activity 4

6:00 p.m. Clean up time. All folks return to their cabin to get ready for supper. Counselors may sign out for off time at **6:15**. They must check their cabin and make sure duties are covered before departing.

Do not leave your cabin until they are covered by the counselor on duty that night. Please make as little fuss about leaving for the night as possible. Talking about off-nights is TABOO. It's best to avoid the issue. Off-duty counselors report immediately to the radio room to sign out before leaving.

Special duty counselors report to the Radio Room as soon as possible, wait to shower or cleanup as time will be given for this during the evening.

Merit questions should be asked sometime before nightly program.

6:25 p.m. Dinner time. Thanks for reading about the daily schedule. Send Michelle an email at mmauldin@campolympia.com with your favorite meal or item on the salad bar that you would like to see at camp, and you will receive a prize at CTS.

8:00 p.m. Nightly program varies. This may be an opportunity to shower and dress or it may begin nightly program. Please check your term schedule. If not listed, consult your division head. During shower time counselors should be especially alert to the kids' health, checking for sores, bites, scratches and infections. One counselor from the cluster should be assigned as shower monitor, changing each night to ensure campers privacy and safety. A counselor should never shower with a camper. The campers also need to prepare their bunk area for bedtime since lights are allowed on for only ten minutes after returning from nightly program.

9:15 p.m. End of day. (Occasionally this will be later.) Cabin lights may be on for ten minutes only. Everyone should be in bed within fifteen minutes of arrival. ALL TRUNKS AND PARAPHERNALIA SHOULD BE UNDER BUNKS. The only exceptions to this are in cabins 13 and 14 and K and L, where trunks are stored differently. If this is not done, a cabin counselor will be awakened by prowl to move any objects from floor which might cause injury to unsuspecting campers or counselors. Campers that become sick during the night, have trouble sleeping or that wet the bed should wake a counselor for help.

9:30 p.m. This is a perfect opportunity to get to know your campers. During this time, you need to draw a **CCOD card** and bring the cabin together to complete it. Be sure to put it in the **mail the next morning**. Please invest this time in your campers. After completing the CCOD card, you can tell stories (ABSOLUTELY NO GHOST OR SCARY STORIES), sing songs, hash out cabin problems or just develop friendships.

10:00 p.m. Lights out please!

SUNDAY

Sunday at camp is a day of rest and relaxation. Many things go on, but most are at a leisurely pace. Everyone sleeps until 8:45a.m. We eat breakfast at 9:00 a.m. on rotation. Between wake-up and lunch, each cluster should accomplish clean up, cluster vespers and major inspection.

Lunch is served at 12:30p.m. Once your cabin is through eating, counselors may go to the back of the Chow Hall and get their cabin sundaes. It's Sunday Sundaes!

The first Sunday of the term will be a Special Day to be planned and implemented by the Program Team and the second Sunday (and the only Sunday in a 2 week term) is the Spartan/Athenian track and swim meet competition.

Sunday morning vesper services are done in the cluster and led by cluster counselors. The counselor assigned to leading cluster vespers should meet with TOTAL Ministries to discuss options and ideas if they need help.

On Sunday nights we have all-camp vespers. Usually a Christian artist will come in for a concert on one Sunday evening while the Olympia staff will lead songs, skits, and scripture for the whole camp on the other Sunday evenings.