

New Holstein Middle School Outdoor Education Handbook

CAMP ANOKIJIG

SEPTEMBER 15-18, 2026



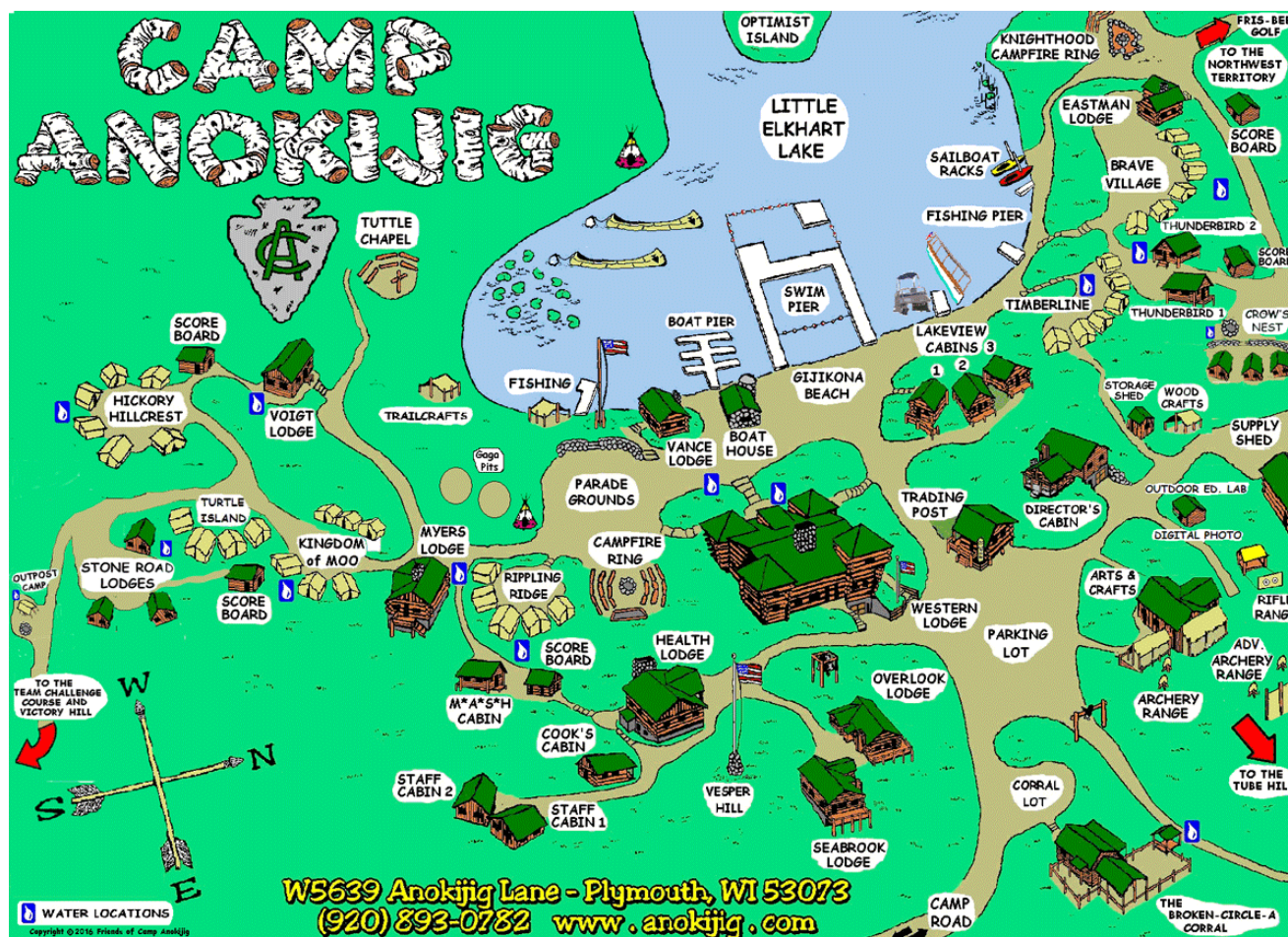


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Camp Anokijig

Founded in 1926, Anokijig has built a rich tradition of offering youth experiences that will last a lifetime. Camp Anokijig has grown to 396 acres of beautiful Kettle Moraine Forest surrounding three-fourths of Little Elkhart Lake. Its core programs are Youth Camp, Adventure Trips, Teen Leadership, Outdoor Education, Family Programs, and Retreats. As one of the largest youth camps in the state, Anokijig has had a stellar record of successful years serving thousands of youth and families.

PREPARING FOR CAMP

PACKING FOR CAMP

When packing for 7th Grade Camp, remember to pack light since we'll only be gone for four days and three nights. Everything should fit into one carry-on-sized suitcase. Large suitcases are not allowed due to space issues. You'll also need to bring a pillow, a sleeping bag, and a towel for showering. Since most of our time will be spent outside and in nature, be sure to pack comfortable, weather-appropriate clothing, including sturdy shoes, a jacket, and layers for cooler weather. Don't forget essentials like toiletries, sunscreen, and bug spray. It's important to be prepared but to keep your packing simple—there's no need to overpack, as you'll be enjoying the great outdoors more than anything! See Appendix A for a suggested packing list.

Treats and Soda are not permitted at camp. Soda and desserts will be available at mealtime in the cafeteria.

REGISTRATION & REFUNDS

Payment for camp is due in full by September 3, 2025. No registration will be allowed after September 3, 2025. To register for camp, parents will need to fill out the registration form on page 11 and return the registration form, medical forms, transportation form, and payment to the MS Office on or before September 3, 2025.

- No refunds or credits are issued if a camper leaves camp or cancels after September 1st.

ROOMING ASSIGNMENTS

At 7th Grade Camp, rooming assignments are by cabin. There is a boys cabin and a girl's cabin. Each cabin is an open concept with bunk beds. There are spaces for adult chaperones in each cabin. Showers maybe in a separate building or in the basement of the cabin.

Things to remember about Rooming:

- Each person is responsible for his/her sleeping area. Keep it clean! You are only allowed in your cabin.
- You will be responsible for any damage to your room or gathering areas.

CAMP SCHEDULE

The 7th Grade Camp schedule is packed with a fun and diverse mix of activities designed to engage everyone. During the day, campers will rotate through group activities like canoeing, creating nature art, tie-dyeing t-shirts, practicing mindfulness, senses training, art classes, frisbee golf, tackling the ropes course, and fishing. In addition to these outdoor adventures, there's time set aside for quieter moments, such as reading, journaling, and writing and practicing skits. Students will also enjoy nature hikes, games, outside presentations, and a tug-of-war competition to bring out some friendly competition. In the evenings, campers will take part in team competitions and enjoy a camp dance, creating memories that will last long after camp ends. With such a variety of activities, there's something for everyone to look forward to each day!

Some things to know about our camp schedule:

- On the first day of camp, students will need bring a sack lunch for the first noon meal. Our first meal at Camp Anokijig will be supper on Tuesday evening.
- We expect everyone to be prompt and on time for each meeting
- When it is time to line up, campers must remain standing until all members of their group are present. Only then may the group be seated.
- All campers are to stay out of the water at the lake unless boating with an adult. Do not push fellow campers in the water.

HIGH SCHOOL COUNSELORS

At 7th Grade Camp, high school counselors will be an important part of the camp staff, helping to guide activities and support campers throughout the experience. These counselors have been selected for their leadership skills and dedication, and while they may not be much older than the campers, they are here to assist and ensure that camp runs smoothly. It's important to treat them with the same respect and authority as you would any other staff member or teacher. They are here to help, answer questions, and make camp enjoyable for everyone, so listening to their instructions and showing appreciation for their efforts will contribute to a positive camp environment. By working together with the high school counselors, you'll help create a supportive and respectful camp experience.

DINING/MEALS/FOOD

At 7th Grade Camp, meals are served buffet-style in the main dining hall. There will be a variety of options to choose from, so there's something for everyone to enjoy. As you go through the buffet line, remember to be courteous to others by taking reasonable portions and allowing everyone a chance to get their food. After finishing, you can always go back for seconds! Camp mealtime is not just about eating—it's a time to relax, chat with friends, and enjoy a communal dining experience.

Dining Hall Expectations:

- Students must go through the main line to get their food. This food should be consumed before going for dessert.
- Students should only take what they can eat. All food and beverages must be consumed in the dining hall.
- Inside voices should be used while in the dining hall.
- Clean up your area after you have finished eating. This includes the table and the floor.
- Rearranging furniture is not permitted. Students should push in chairs when they leave.
- Moving other people's food/trays/beverages are not allowed. Seating is first come first served. Invite people to sit with you.
- Soda is not an acceptable meal. All students must eat something at a meal. Beverages should not be mixed together.
- Line jumping is not permitted. Be patient and wait your turn. Leave hats on the hat rack at the entrance.

TRANSPORTATION

Students will travel to 7th Grade Camp by school bus, and all regular school bus rules will apply during the trip. This means students are expected to remain seated, speak quietly, and follow the driver's instructions at all times to ensure a safe and respectful ride.

At the end of camp, the bus will pick students up and drop them off back at school in the early afternoon. Students need to be picked up at this time and not wait for the bus at the end of the day.

GENERAL HEALTH & SAFETY - POLICIES & PROCEDURES ILLNESS, ACCIDENTS AND INJURIES

ILLNESS

- If your student becomes ill at camp, staff will have your student go to a quiet area and assess the nature of the problem.
 - If your participant has a fever over 100° Fahrenheit, diarrhea or vomiting, staff will notify the guardian and ask that you pick up your student.
 - If your student is not feeling well, but is not exhibiting any of the above symptoms, staff will escort your student to a quiet area to rest until feeling better or until we return to school.

INJURY

● If your student is injured at camp, staff will attend to your student immediately. Your student will not be left alone. The following steps will be followed in case of accident or injury:

- Appropriate first aid will be administered. For minor injuries, such as a small scratch or abrasion, staff will clean the wound area with soap and running water, then bandage it if necessary. A cold pack will be applied to minor sprains or bumps. Staff will evaluate more serious injuries to determine the need for further medical attention or if a call to the participant's guardian is needed.
 - If appropriate, the injured student will be moved to a quiet area under supervision.
 - If emergency medical attention is required staff will: call 911, administer first aid, and contact the guardian.
 - Staff will complete an NHSD Injury form to document the incident and provide a copy to the guardian.
- Until a guardian or emergency contact arrives, every effort will be made to respect the privacy and dignity of your student. If safe to do so, your student will be moved to a comfortable location away from other participants. A staff member will stay with your student if necessary.
- Staff may access Skyward to gain additional information regarding your student. You will be contacted if there is an emergency with your student while at camp. If you cannot be reached, we will proceed in contacting those individuals listed as your emergency contacts. Please be sure we have current emergency information for your participant, including a secondary contact, so that we are always able to reach someone should an emergency occur.

ALLERGIES

If your student has any allergies please communicate directly with the school nurse, especially if those allergies are food or medication related. Anokijig will accommodate food allergies during mealtimes; however, the school must notify the dining hall by August 25th of special meal requirements. Please let the school know by this date if your student will require special meal options such as gluten or dairy free options. If your student requires any allergy medication or an inhaler, please complete the necessary Medication Administration forms. See Appendix C.

MEDICATION

No prescription medication or non-prescription medication, including, but not limited to aspirin/pain relievers or inhalers, will be given to a participant unless the following conditions are met:

- A signed, dated Student Consent to Treatment is on file. See Appendix C.

- A Medication Administration form signed by the prescribing physician for any Dr. prescribed medications. For over-the-counter medications, a parent signature only is required. A separate form is needed for each individual medication. See Appendix C.
 - Prescription medication must be in the original container and labeled with the participant's name, name of drug, dosage, directions for administering, date, and physician's name.
 - Non-prescription medication must be in the original container and labeled with the participant's name, dosage and directions for administering.
 - Guardians must provide the time that the medication (prescription or non-prescription) was last administered.
 - Please put all medication in a Ziploc bag labeled with your student's name. It is helpful if you only send along enough medication in the original container for the duration of camp.
 - All unused medication will be sent home with the student when we return from camp on Friday.
- A written report, including the type of medication given, dosage, time, date and the name of the person administering the medication will be kept in a medical log book at camp.
- All medication forms and medications must be turned in one week prior to departure. Medications cannot be turned in the morning of departure as they need to be checked by the school nurse and she does not have time to do so before the group leaves for camp. Not following this procedure can result in your student missing the bus to camp, or the parent being responsible for taking the medication to camp once it is properly vetted by the school nurse due to the delay.

HYGIENE

Maintaining proper hygiene is essential for staying healthy and feeling good during camp. Campers are expected to follow daily hygiene routines, including brushing their teeth, showering, and wearing clean clothes. It's important to wash hands regularly, especially before meals and after using the restroom, to prevent the spread of germs. Proper hygiene also helps everyone stay comfortable and ready to participate in activities. Remember to pack personal hygiene items such as soap, shampoo, toothpaste, deodorant, and a towel, and make sure to use them regularly. Taking care of personal cleanliness not only helps keep you feeling fresh but also shows respect for others by maintaining a clean and pleasant camp environment.

REACHING YOUR PARTICIPANT IN AN EMERGENCY

In the event you need to reach your participant in an emergency, please contact the New Holstein Middle School directly at (920) 898-4769. If they are unable to be reached, please call the main desk at Camp Anokijig at (920) 893-0782 and someone will get in contact with the group. Please avoid calling your student's cell phone directly and try to talk to an adult first to ensure communication is clear and correct.

STUDENT EXPECTATIONS

PARTICIPATION EXPECTATIONS

To ensure a fun, safe, and memorable experience for all students, we have outlined clear expectations for behavior, participation, and safety during camp. Our goal is to create an environment where every student can explore new activities, build friendships, and develop important life skills. We ask that both students and parents familiarize themselves with these guidelines to help promote respect, responsibility, and a positive camp atmosphere. By working together, we can make this camp a rewarding experience for everyone!

To participate in camp, we expect students to:

- Be willing to participate in the scheduled activity/activities for the length of that activity
- Maintain school attendance and active participation in a group setting with peers
- Maintain safe behavior for self and others
- Understand and comply with health and safety guidelines
- Adhere to NHMS behavior guidelines
- Treat all participants and staff with respect and dignity in language, attitude, and behavior
- Represent NHMS in a positive manner

Students may not be allowed to participate if;

- Truant or unexcused absences exceeds the allowed number by the State
- Chronic Tardiness (severity to be determined by administration)
- Multiple In or out of school suspensions, detentions, or removals from class.
- Violate the New Holstein School Policies or rules
- Failing grades any class for the semester or the quarter
- Any issues with law enforcement that result in a ticket or referral to County

If a student can't behave at school, there is no reason to take a student out of the building

HOMESICKNESS

Homesickness is a natural feeling for many students, especially when it's their first time away from home. At camp, it's normal to miss familiar surroundings and family, but part of the camp experience is learning to face new challenges and growing through them. Camp offers a chance to develop independence, build resilience, and discover new friendships and activities. While the urge to call home might be strong, we encourage all campers to persevere, trust in the support of their peers and camp staff and stay committed to the experience. Overcoming homesickness is an important step in personal growth, and by staying at camp, students often find that the feelings of missing home lessen as they engage and have fun! Parents, we ask for your support in encouraging your child to remain at camp and embrace this opportunity for growth.

BEHAVIOR EXPECTATIONS

At 7th Grade Camp, we expect all students to demonstrate positive attitudes and behaviors toward each other and staff. This means treating everyone with kindness, respect, and cooperation. Camp is a time to build friendships and work as a team, so it's important to listen to others, be supportive, and include everyone in activities. Students are also expected to follow directions from camp staff and teachers, showing respect for their guidance and the camp's rules. A positive attitude goes a long way in making the camp experience enjoyable for everyone. By treating others with respect and keeping a friendly, open mindset, students will help create a camp environment that is welcoming, fun, and rewarding for all.

- Behavior Expectations
 - Follow program rules/stay in program area
 - Treat staff and other participants with respect and listen the first time you are told something
 - Be safety conscious.
 - Clean up after yourself. Leave the camp and cafeteria in better condition than you found it.
 - Appropriate use of technology
 - "Please" and "Thank you" are expectations. Manners never go out of style.
 - Respect physical space and boundaries
 - Boys and Girls are not permitted in each other's dormitory areas.
 - All school rules apply at camp.

- Explanation of Major/Minor Behaviors

- Level One - Minor

Smaller or isolated issues are marked as minor. The staff member issuing the reminder will provide a consequence for the behavior. Staff provides intervention and redirection, gives reminders and develops a plan to support the participant. High School counselors can take care of minor rule infractions as they occur when appropriate. Each evening following the meal, one adult staff member will be available to sit with students assigned to "time out".

- Level Two - Major

A serious incident, or a pattern of multiple similar behaviors, qualifies as a major infraction. These cases are handled by adult staff or the principal. They will investigate the matter and assign appropriate consequences on an individual basis. If warranted, this could include being sent home for safety or supervision reasons.

- Consequences for Misbehavior:

Depending on the severity and frequency of the behavior, participants may:

- Miss a portion of program activity
 - Be removed from the program and sent home

A participant may be discharged from camp for any of the following reasons:

- Failure on behalf of participants to meet behavior expectations
 - Immediate termination will result from unsafe behavior where a participant is a danger to self, staff or other participants in the program

CELL PHONES/ELECTRONICS

Cell phones are allowed at 7th Grade Camp, but there are specific guidelines for their use. Students may use their phones during designated times as outlined by staff. Outside those designated time students must leave their phones in school provided containers located in the staff cabin. If a student is found misusing their phone, using outside of designated hours, or failing to put it in designated containers, it will be taken away for the remainder of camp and returned at the end of the trip. These guidelines help ensure that campers stay focused on the camp experience while still having access to their phones in appropriate ways.

7th Grade Camp Registration Form

Thank you for registering your child for 7th Grade Camp! Please complete the following information to help us plan a safe and enjoyable experience for everyone.

Student Information

- **Full Name:** _____
- **Parent/Guardian Name:** _____
- **Phone Number:** _____
- **Emergency Contact:** _____
- **Emergency Contact Phone:** _____

Health Information

- **List any known allergies (food, medication, environmental):**

- **Does your child have any medical conditions or require any special accommodations?**

Experience & Skills

- **Has your child stayed overnight away from home before?**
☐ Yes ☐ No
- **Does your child know how to ride a bike?**
☐ Yes ☐ No
- **Has your child canoed before?**
☐ Yes ☐ No
- **Is your child afraid of being in water?**
☐ Yes ☐ No
- **Has your child fished before?**
☐ Yes ☐ No

- **Does your family camp?**
☐ Yes ☐ No
- **Does your child enjoy being outdoors and in nature?**
☐ Yes ☐ No
- **Does your child work well in groups?**
☐ Yes ☐ No

Parent/Guardian Authorization

I acknowledge that the information provided is accurate to the best of my knowledge, and I give permission for my child to attend 7th Grade Camp. I understand that my child will be participating in various outdoor and group activities, and I agree to and have read the camp guidelines and policies outlined in the 7th Grade Camp Handbook.

Parent/Guardian Signature: _____

Date: _____

Student Signature: _____

Date: _____

APPENDIX A: SUGGESTED PACKING LIST

7th Grade Camp Packing List

A sack lunch for Tuesday noon meal

The toiletry articles should be kept in a plastic bag except when they are being used. This will help prevent the usual loss and scattering of these personal items.

All camp items should be packed securely in **ONE carry on sized suitcase or duffel bag**. Sleeping Bag and Pillow can be in an extra bag.

Inventory of items to bring

Sleeping Bag & Pillow	1 each	_____
Towel & Washcloth for showering	1-2	_____
Heavy sweater/sweatshirt	1-2	_____
Heavy jacket or coat (weather)	1	_____
Jeans & shorts	4	_____
Shirts	4	_____
Hat or cap	1	_____
Underwear	4-5	_____
Shoes Athletic & Crocs/Flip Flops	2 pr	_____
Socks	4 pr	_____
Pajamas	1-2	_____
Soap		_____
Comb or hairbrush		_____
Toothbrush & Toothpaste		_____
Deodorant		_____
1 gallon plastic bag to carry toiletries		_____
1 laundry or plastic garbage bag		_____
Watch (suggested)		_____
Alarm Device (One per room)		_____
Water Bottle		_____
Book to Read		_____
Flashlight		_____
Cinch Sack/ Small Day Bag		_____
Clean White 100% cotton T-Shirt (for Tie-Dye)		_____
Beach Type Towel (for Mindfulness)		_____

It is not intended that new clothing or equipment must be purchased for the camp. THE DISTRICT CANNOT BE RESPONSIBLE FOR ANYTHING THAT IS LOST, STOLEN OR BROKEN.

APPENDIX B: TRANSPORTATION FORM

Students will be allowed to notify you when we leave Green Lake. Drop off times will be approximately 2:00 p.m. Special instructions would include alternate person picking up student, walking from pick up point, etc.

Please check the area for drop off and sign the bottom of this form.

Location Options	Check Box	Special Instructions (if someone other than a parent is picking up student)
Mt. Calvary Marshfield Fire House		
Calumet Cedar Lodge Parking Lot 151 and HHH		
St. Cloud Athletic Parking Lot		
New Holstein Middle School - Parent Pick up from School		

Student Name (print): _____

Parent Signature: _____

Date: _____

APPENDIX C: MEDICATION FORMS

7th Grade Camp

MEDICAL AUTHORIZATION

The undersigned is a parent of _____ who will be traveling with and/or in the physical possession of chaperones from New Holstein Middle School to 7th Grade Camp. We hereby authorize and empower the chaperones to consent to any needed or appropriate medical or surgical care and treatment including but not limiting to non-emergency treatment and the administration of pharmaceutical, for our child while in their possession. No additional consent form or prior notice to the undersigned shall be required as a precondition to rendering treatment and I do hereby expressly agree to pay all charges for any such services directly to the person or institution rendering same.

Dated this _____ day of _____, _____.

_____ (Parent Signature)

Address: _____ City: _____

Day Phone: _____

Evening Phone: _____

☐ Check if your child needs any special attention (i.e. sleep walking, motion sickness, special medications or medical reactions, etc.

Please explain:

MEDICATION/TREATMENT REQUEST
School District of New Holstein

453.4 Exhibit 1

Please check: ☐ Medication ☐ Treatment

All portions of this Medication/Treatment Request form must be completed before medication can be administered by school personnel. Incomplete forms may result in the form being returned for full completion.

Student _____ School _____

Child's Date of Birth _____ Grade _____ Teacher _____

Name of Medication _____ Dose: _____

Method: (*please circle*) Oral Inhaled Injected Neb Topical Eye Ear Other _____

To be given: ☐ Daily at the following times: _____

☐ As needed for: _____ How often: _____

Dates to be given: From _____ to _____

Additional Information _____

Healthcare Provider's Name _____ Healthcare Provider's Phone # _____
(*please print*)

The school personnel have my permission to administer this medication/treatment as indicated above.
I agree to hold the School District of New Holstein, its employees or agents who are acting on this request, harmless in any and all claims arising from the administration of this medication/treatment at school. I also agree to inform the school immediately and in writing of any change or discontinuation of this order. I shall pick up unused portions of the medication/treatment within 3 business days of completion of the school year or when this order has been discontinued. I acknowledge that the medication/treatment supplies will be destroyed if it has not been picked up after a 10-day period following notification.

ASTHMA INHALERS: *This student is capable of self-administration and may carry inhaler.* Circle: YES or NO

EPI PENS ONLY: *This student may self-carry epi-pen.* Circle: YES or NO

Parent/Guardian Signature _____ Date _____

HEALTHCARE PROVIDER AUTHORIZATION

The healthcare provider whose signature follows hereby authorizes school personnel to administer medication/treatment as prescribed and also agrees to accept communication regarding the administration procedures. It is understood that the medication/treatment will be given by non-licensed, but specially trained personnel, and *the reason(s) that the medication/treatment must be given during the school day should be given.* Temporary orders (except controlled substances) from healthcare providers written on prescription pads or faxed will be accepted for a period of seven days from the date of the order. Prescription inhalers may be carried by the student per section 118.291 (Wis. Stats.) with written signature from healthcare provider and parent/guardian.

ASTHMA INHALERS: *This student is capable of self-administration and may carry inhaler.* Circle: YES or NO

EPI PENS ONLY: *This student may self-carry epi-pen.* Circle: YES or NO

Healthcare Provider's Signature _____ Phone # _____ Date _____