

# RETREAT ANNOUNCEMENTS

## General Announcements

- **Quiet hours are from 11 p.m. to 7 a.m.** Please be inside during quiet hours or move quietly between buildings. Be respectful of other guests and mindful when near lodging areas.
- **Follow** your assigned mealtimes.
- **For our International Guests:** When using the bathroom, please flush toilet paper. Do not put 🍌 paper in the trash can. Only trash that is un-flushable should go into the trash can.
- **Announce** the 319Cafe hours. The café is located in the building beside the pool.

## Activity Details

- Participants must be under 280 pounds. (Age restrictions vary by activity.)
- All participants must be wearing closed toe shoes like a sneaker.
- Hair must be pulled back if shoulder length or longer.
- Arrive 15 minutes early for activities. Our goal is to begin the activities at your start time because all activities will end 5 minutes before the end time.

## Check-Out Reminders

Please leave things how you found them and follow the checkout instructions posted in your rooms. Additional information found on the “Check Out Details” page in this packet.

## Pool Rules

- Upon arrival, Pool Group Leader with a blue lanyard must check-in with lifeguards. This leader must remain at the pool for the entire pool time and is responsible for the group’s behavior.
- No shoulder chicken fights.
- No back flips or gainers off the diving board.
- No climbing or sitting on the fountain and troughs in the wet playground. Be respectful of the little children in this area.
- One person on the diving board at a time.
- No running or pushing allowed.
- Only slide on your back, feet first down on the slide.
- Food and drink must stay in designated areas.
- Non-swimmers must stay in designated areas.
- Modest swimsuits required. Modest board short style for guys – no above thigh shorts or underwear style swimsuits. A modest one piece or tankini for gals – no midriff showing, no low-cut tops, no high-rise bottoms. (An opaque shirt may be requested by RM staff if otherwise. Please wear cover-up when walking to/from the pool.)

# CHECK-OUT DETAILS

## Cabins

- Vehicles must be moved to Parking Lot B by checkout. All luggage and belongings must also be removed by checkout time.
- Wash and dry all dishes, utensils, etc. and place them in their proper places. Wipe clean the countertops and table.
- Sweep the floors.
- Gather all garbage and tie shut garbage bags.
- Place all used sheets and pillowcases and towels (*not blankets or pillows*) in an organized pile by the front door (inside) on the floor.
- Turn off lights and set the heat at 65 in winter months. In the summer, the air conditioner should be set at 75.
- Lock all doors and windows.
- All items that were in the cabin when you entered should be there when you leave. DO NOT take any items from one cabin to the other.
- Return keys to the office (or place them in the drop box if the office is closed).
- In general, keep furniture in its original position and leave the cabin the way you found it.
- Please note that extra cleaning fees will be billed if these checkout procedures are not followed.

## Bunk Houses

- Collect all trash on the floor and in the beds, and make sure it is in the trash cans.
- Furniture should be returned to the same location it was originally found.
- Check to be sure you aren't leaving anything behind.
- Return keys to the office (or place them in the drop box if the office is closed).

## Lodges/Private Rooms

- Follow the instructions that are posted inside each room. These are written in English and Spanish.

## Meeting Rooms

- Collect all trash on the floor and make sure it is in the trash cans.
- Return keys to the office (or place them in the drop box if the office is closed).
- If you need additional trash bags, please contact the office.

**In general, please leave the spaces you used the way you found them.**

# IN CASE OF EMERGENCY

## EMERGENCY RESPONSE: 911

If your group dials 911 for emergency response, please inform RM staff of this fact as soon as you are able.

**Call For On-Site Assistance: 717-738-1490 ext. 8**

## Emergency Response Plan for Severe Weather, Power Outage, and/or Other Large Scale Emergency

1. Seek Shelter. The best areas are the first floor or basement level of any building.
2. Account for each member of your group.
3. Call for additional instructions and/or to report the status of your group. **717-738-1490 ext. 8**

**RM DOES NOT STAFF MEDICAL PERSONNEL** so the group leader is responsible to make decisions as to the appropriate medical response in situations requiring medical attention. **RM will not give out medication or first aid supplies to anyone under the age of 18.** Group leaders should come to the office to sign for any supplies their underage campers might need.

## CLOSEST HOSPITAL

### Ephrata Community Hospital

169 Martin Avenue - Ephrata, PA 17522  
717-733-0311

### Driving Directions:

322 East to 272 North  
272 North for 1-2 miles  
Hospital on right

## LOCAL DOCTOR

### Cornerstone Family Health

6 West Newport Road - Lititz, PA 17543  
717-627-2108

### Driving Directions:

322 West to 501 South. 501 South for 5-6 miles. Turn right on Newport Rd. Take the 1st left into doctor's office.