

Transportation Information for Campers, Parents, and Guardians

Transportation to and from Pilgrim Lodge is primarily the responsibility of parents or guardians.

- Check-in/registration is generally 2-4 pm the first day of the session (often Sunday)
- Pickup is 9:30-10:30 am the final day of the session (often Saturday)
- If there is a change to either of these times, the actual times will be listed in the Dean's Letter (posted online, and emailed to all registrants)
- When you arrive at camp:
 - Drive ½ mile down the road to the "Welcome to Pilgrim Lodge" sign
 - Follow the direction of the arrow under the sign (generally to the RIGHT)
 - At the bottom of the hill, staff will greet you, help you unload and tell you what's next
- When picking up at the end of camp:
 - Follow the arrow's direction to the LEFT
 - Park in the parking lot and meet campers in either the lodge or Quitobaquito (the dean's letter will describe which location to meet)

In the case of campers coming from out of state by plane, bus, train, etc.

- Parent/guardian must contact the camp office as soon as possible - at least 1 month before the camp session - to arrange pick-up and drop-off of the camper at the appropriate transportation station/airport.
- As soon as travel details have been confirmed, this information must be shared with the camp office (flight number, arrival time and location, departure details, etc.)
- **In the event there are multiple campers needing transportation**
 - Pilgrim Lodge does not have a camp bus
 - Transport will occur in fully-inspected and registered vehicles
 - Each vehicle will contain the appropriate emergency equipment: first aid kit, fire extinguisher, and triangular reflectors
 - Drivers will:
 - Be Pilgrim Lodge staff members (preferred) and/or volunteers
 - Be trained in the camp's written accident procedures, including, but not limited to, the steps to take in the event of an emergency during the trip
 - Have the appropriate license for the vehicle(s) to be driven
 - Be background checked, including a review of their driving record, within the 4 months prior to transporting campers
 - Have car insurance
 - Provide a *Pilgrim Lodge Vehicle Safety Check*, completed within 48 hours prior to transporting campers

- Provide campers with an overview of the vehicle safety procedures before leaving the location, including, but not limited to:
 - Everyone must remain seated
 - Seatbelts must be worn at all times, while the vehicle is in motion
 - All extremities are to remain inside the vehicle
 - Luggage and other items will be placed so the driver can safely operate the vehicle
- Predetermined pick-up and drop-off times will be scheduled and communicated to parents/guardians and campers as soon as they are determined.
 - We ask that travel plans be made so arrival/departure is close to the predetermined pick-up/drop-off times
 - Depending on the number of campers needing transportation, there will be at least 1 pick-up time the evening before the session starts and at least 1 pick-up time the day the session starts.
 - Pick-up and drop-off trips will be consolidated to ensure each camper always has at least 1 other camper to ride with (minimum of 3 individuals in the vehicle, including the driver)
 - **Under no condition will the driver be alone with a camper**
- All campers, parents/guardians, drivers, and the camp office will have contact information (cell phone number, ideally) for all individuals involved in the campers' pick-up/drop-off
 - Example: the camper will have the phone number of:
 - The driver picking them up
 - The camp office
 - Their parent/guardian
 - If possible and applicable: also the phone number of the other camper(s) that will be getting picked up at the same time
 - In the event of a delay or other unforeseen circumstance, the delayed party will notify the others (at a minimum, the camp office, who will then contact the other parties) as soon as possible.
 - Example: the camper's flight is delayed by an hour
 - The camper will contact the camp office first
 - If time allows, and they feel comfortable, the camper will then contact the driver
 - otherwise, the camp office will contact the driver