



*~Making a Difference~*

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## POLICIES

### RESERVATIONS:

1. All organizations or groups making reservations at Higher Ground will be charged according to the rates set by the Board of Directors of Blue Ridge Christian Ministries, Inc. (BRCM). A deposit of **\$50.00** is required when a reservation is made. The reservation is NOT confirmed until the deposit is received. Due to our increased activity it is imperative that you send your deposit promptly.
2. Your deposit guarantees the quoted rate. Please use the rate sheet as your guide, but feel free to contact us at the above e-mail or phone number with any questions you might have.
3. Rates are negotiable under special circumstances, such as volunteer helpers for the kitchen, conventions, camp meetings, etc.
4. In the Fairview Lodge and Inn Agape, individuals must bring towels and toiletries. Higher Ground does not provide any linens, blankets, pillows, or toiletries at the Sunshine House, individuals must bring sleeping bags, pillows, linens & personal items for use in the Sunshine House.

## USE OF FACILITIES:

1. Groups are encouraged to have a spiritual agenda.
2. All meals at Higher Ground shall be served cafeteria-style.
3. Use of the facility is not exclusive for groups of less than thirty people.
4. The manager should be notified two weeks prior to the day of registration by the person in charge of the organization of all contemplated plans concerning the use of the facilities such as:
  - (A) If requested time for meals is different from those stated in the contract.
  - (B) If the number of persons to be served at each meal is different from those stated in the contract.
  - (C) If Higher Ground is to provide coffee breaks, snacks, etc., prior arrangements must be made; additional charges will be applied.
  - (D) A detailed list of requirements for your group to be arranged and planned for by Higher Ground must be provided in advance of event date. (Example: classrooms, place for small group meetings and any special needs.)
5. All organizations and groups will have a person (registrar) to handle all registrations that will include:
  - (A) Collecting all fees including registration, room and board.
  - (B) Making all room assignments.
  - (C) Making arrangements with the manager if any member of the group plans to arrive more than 2 hours before the first meal is to be served.
  - (D) Presenting to the manager a list (name and address) of all persons attending, including staff and resource leaders with their room assignments.
  - (E) Presenting to the manager all money due prior to leaving.
6. Higher Ground does not provide medical supplies or a nurse for Children's camps sponsored by other organizations. Groups needing this service must supply their own. Higher Ground suggests that you have in writing parents' instructions on what may and may not be given to their child in the event of headache, upset stomach, bee sting, etc. You will need a list of each child's allergies and medications.
7. The person in charge shall be responsible for turning out lights not in use. Please turn out all lights in all facilities when you leave them.
8. Please park vehicles in the allotted areas not in the building complex area or the kitchen area.
9. Drink cans, food containers, paper and other trash must be deposited in trash containers; never left in buildings or on the grounds.
10. A bell will be rung when meals are ready to be served.
11. Each group using the facilities and equipment shall be responsible for leaving them in the condition they were found upon arrival.

**SUPERVISION: No minors are to be left unattended;** the person in charge is responsible for insuring that an adult with the group is on the grounds and overseeing the group at all times. All groups bringing children and youth to Higher Ground are responsible for providing appropriate

training for their staff that is consistent with the planned activities, the maturity and physical fitness of the participants, and the forest, woodlands and mountain setting found at Higher Ground.

#### RULES OF CONDUCT:

1. Use of alcohol or illegal drugs is prohibited. Smoking is not endorsed at Higher Ground and is not allowed in any building. No weapons of any kind are allowed at any time.
2. No visiting in dormitories between members of the opposite sex. Boys and girls will only be assigned to the Sonshine House with proper supervision.
3. Please use the Bible as the standard for sexual conduct respecting all persons.
4. Dress may be informal but in good taste and should reflect the highest Christian standard.

#### SAFETY:

1. It is necessary that no one goes bare-footed and all must wear enclosed shoes (not sandals) when hiking.
2. No recreational 4-wheelers are allowed on Higher Ground property.
3. Dogs:
  - (A) Any dog in a room must be in a crate
  - (B) Any dog on the grounds must be on a leash
  - (C) Owners of dogs are required to clean up after their dog
4. Christian organizations that use the facilities and conduct their organization's programs at Higher Ground are fully responsible for providing their own standards to further insure a safe and enjoyable experience for members of their organization.
5. Higher Ground's Camp Manager, the activity leader, and the leader of other Christian organizations using Higher Ground facilities for children and youth activities are responsible for responding to reports of injury, illness, or abuse of participants of their parent organization and in accordance with the laws of the State of Virginia.