



ALL SAINTS
CAMP AND CONFERENCE CENTER
Lake Texoma

RETREAT LEADERS GUIDE
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Welcome to All Saints! The Episcopal Diocese of Dallas welcomes you to All Saints Camp and Conference Center. Please read this guide carefully prior to your arrival at Camp.

Accommodations

All Saints Camp has three lodging options: Adult Cabins, Youth Cabins, and Family Style Motel Rooms. PDFs of room layout and number of beds in each are available at the All Saints Website for planning purposes. Our cabins are designed to support a 1 to 6 adult to camper supervision ratio. It is our suggestion that you also follow these guidelines. Linens are available for a small fee in cabins and are provided in motel rooms.

Meeting Rooms: All Saints Camp has several meeting room options: Beck Center, Powers Center, and Cabin Meeting Spaces. All Saints also audio/visual packages available. Please reserve these spaces and equipment at least two weeks prior to your event to ensure availability.

Keys: Please do not leave valuable unattended. All Saints Camp is not responsible for lost or stolen items. Keys will be provided to the Retreat Leader upon check-in. If you have received a key and you accidentally lock yourself out please go to the Main Office for another one. Upon departure you may place your keys in the key drop box located the main office or hand them in to your host.

Food: The Dining Hall serves meals at 8:00am, 12:00pm, and 6:00pm each day. Meals require advanced reservation and are not available on a first come, first served basis. Please be sure to keep any food items that you have brought in tightly sealed containers to limit the foraging of animals. Similarly, please bag all garbage and place in dumpster upon your departure.

Internet: Wireless Internet Service is available at the Dining Hall and JOLT office. There are no public computers.

Worship Services: All Saints does not currently have regularly scheduled worship services. Prayer books, bibles, and other sacristy related items can be reserved in advance.

Golf Cart: There is a Golf Cart available for rental, please ask your Retreat Host or Administrative Staff for more details.

Business Matters

Rental Terms and Conditions: Your event is not confirmed or guaranteed until a 50% nonrefundable deposit has been received by All Saints Camp and Conference Center. This deposit is based on your guaranteed minimum number of participants. Payment in full is due on or before the date of your event. A \$100.00 late charge will be imposed if payment in full is not submitted by the conclusion of your event.

Cancellation Policy: The cancellation of any event will incur a fee based on:

- Made 90 days or less prior to the event date 30%
- Made 30 days or less prior to the event date 50%
- Made 14 days or less prior to the event date 80%

Violation of Guidelines: Damage to All Saints Camp and Conference Center property will be billed to your group and significant violations of these guidelines may result in individuals or the entire group being required to leave before the completion of the planned stay. There will be no refunds if this occurs.

Transportation

All participants engaged in riding bicycles must wear helmets designated for the activity being conducted. Furthermore, use of ATVs and other similar motorized vehicles are not permitted. Transportation of individuals in the back of pickup trucks or other nonpassenger vehicles is also prohibited.

Directions From US 75:

- take Exit 69 (Morton Street/FM 120)
- Head west on FM 120 toward Pottsboro
- Proceed straight through 2 stop signs in Pottsboro and continue on FM 120W
- Road turns into Cooks Corner Road (speed limit changes to 45mph)
- Turn left onto Locust Road and continue 2.2 miles (there is an All Saints sign at this turn)
- At the stop sign, turn right onto Mill Creek Road
- All Saints gate is ¼ mile ahead, look for the giant orange colored "A's"

Health and Safety

Emergency Contacts:

Fire, Police, Ambulance: 911

Sheriff: 903.813.4408

Hospital: 903.416.4000

Your group is responsible for its own health, safety and first aid as well as accident and injury insurance for its members. We recommend that you bring at least one adult certified by a nationally recognized provider in CPR and First-aid. You should also bring your own first aid supplies, which should be kept with your group.

Be advised that you are to provide your own emergency transportation or call EMS (911).

Retreat Leaders should have a list of all participants including name, address, emergency contact numbers, known allergies/medications, and a signed permission slips/permission-to-treat forms.

Directions to the Hospital: To reach Texoma Medical Center from Camp, drive out the main gate of the camp, continue straight out of the driveway onto Mill Creek Rd, turn left at Locust Rd, turn right at Cooks Corner Rd, continue onto FM 220 E. turn right onto US 75 S. (Katy Memorial Expressway), take exit 65 for FM 691, take U-turn onto US 75 N. (Katy Memorial Expressway) and stay on access road, take the first right onto Gateway. A map to this location is posted at the main office.

Natural Hazards: Do not approach wildlife and stay on established trails. Wear appropriate clothes for the weather and always carry water. Watch where you step at all times!

Guidelines

Fireworks and Weapons: No fireworks, firearms, ammunition, or weapons are allowed.

Smoking: No smoking is allowed inside any building or near their entrances. Tobacco use is permitted only in designated areas, away from children. Please keep All Saints clean by placing all extinguished butts in the trash.

Alcohol: Alcoholic beverages should be consumed legally and responsibly within a Campsite or building. Traveling from site to site with exposed, open alcohol is prohibited.

Pets: Pets are not allowed, except in pre-approved instances. When pets are present at Camp, they are to remain outside of buildings and on a leash.

Drugs: No illegal drugs of any kind are allowed.

Fires: Open fires are permitted only in established fire rings and burned only on days not designated "burn ban". No cutting of timber is permitted; dead fallen branches may be used for firewood.

Conservation: Relics such as arrowheads and fossils must be left undisturbed. Please be careful not to litter! Conserve energy by turning off lights, air conditioning, heating units when not in use. Dispose of garbage in dumpsters upon departure.

Quiet Time: Please be respectful of others who are staying with us at All Saints. We request that you observe quiet hours between 10:00pm and 7:00am so that others may rest.

Forget to reserve your meals? Need a Map? Looking for a Guide? Try a Kayak? Want to visit the Camp Store? Please let All Saints Staff know what programming requests you have at least **TWO WEEKS** before your event!

Activities: We offer a wide variety of activities and programs which your group may wish to include during your retreat. These are led by trained facilitators and require advance reservation and a small fee. Programming options can be found on the all saints website and include: Challenge Course, Swimming, Fishing, Boating, Rappelling, Nature Hikes, GPS Scavenger Hunts, and more.

Activity Field: All Saints has an activity field that your group may use at no charge, or reserve in advance for a small fee. Bring your own sports equipment or ask to borrow some of ours!

Camp General Store: The Camp General Store is located across from the main office. Please discuss hours of operation with your host. Healthy Snacks, bottled water/Gatorade and souvenirs are for sale.

What to Bring: If you didn't arrange for us to provide linens, you will need towels, sleeping bags or bedding, and pillows. You will also want to bring any personal items and clothing you may need. A flashlight with working batteries, sturdy walking shoes, insect repellent, and sun block are also good items to bring to camp. Please do not bring expensive or valuable equipment as All Saints assumes no responsibility for their safe keeping.

*Please let us know if you have any other concerns or comments.
We would love to hear them!*