



Camp Augusta, Inc.
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www.campaugusta.org

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Your camper is coming to Camp Augusta!

Below you will find a summary of the forms you have received in this packet and components of these forms that may require special attention.

In an attempt to streamline our process, cut down on cost, and decrease environmental impact, we have placed a number of our forms on the website in a digital version. The forms are separated by format. The digital forms DO NOT need to be printed and sent to us.

As always, please do not hesitate to contact the camp office with any questions. Please help by following the directions closely and filling out the forms completely.

What's in the packet?

Paper copies (send to camp by April 1st)

Permission to Participate	This form is intended to inform parents of the activities their camper may be exposed to while at camp. Cross out what you do NOT want them to do and let your child know of this before they come to camp. Your signature allows them participation in all activities not crossed out.
Parents' Confidential & Camper letter	This is the parents' chance to let us know particulars that may have an impact on your camper's experience. Counselors love reading these; especially the camper's letter on the back!
Health History Form	This form provides the Camp Health Supervisor, Kitchen, and Directors with medical information related to the health and wellbeing of your camper during their stay. A parental signature and updated health history must be completed within 6 months of camp.
Medical Exam	The Medical Exam requires a physician's examination and signature within the last 24 months in order for this form to be complete. If you wish to opt out of the physicians visit, a parental waiver form is available on the back of the Medical Exam. Note that only one side of this paper needs to be completed. <i>If your physician visit can't be complete before April 1st, this form can be submitted up to June 1st, after which time, a fee will be incurred for late forms.</i>
Camper Behavior	This form outlines behavioral expectations for your child while at camp. <u>It is also a contract for your camper to sign</u> to emphasize the importance of these expectations in our camp community.
Envelope	This is for cash (preferred) or check that your camper may use for purchases in our camp store including Lazy Dog ice cream 2 days a week (estimate \$8/week for Lazy Dog) and laundry for 2 week sessions (\$17). Please indicate how you would like the balance of the store money to be dealt with.

Digital copies

Parent Handbook	Please review this information to further understand our camp policies. There is both necessary and useful information included here. Take the quiz on the last page (J). <i>There are no forms to return here.</i>
What to Bring List and Supplement	Use this as a checklist to make sure your camper has what they need for a great camp experience. Please help us limit excess stuff and contraband. <i>There are no forms to return here.</i>
Transportation Form <i>(located in the "read before filling out online form" doc)</i>	This form confirms transportation arrangements to get your camper to and from camp. Only necessary if your camper is taking the bus or being picked up at Sacramento airport. <i>A digital signature is required if you are requesting transportation.</i>
Equestrian Permission <i>(located in the "read before filling out online form" doc)</i>	The equestrian program requires that parents be informed in detail about the nature and risks of this activity. <i>A digital signature is required if you want your child to participate.</i>

! Over Please !

TIMELINE:

Feb. 1st - full tuition due

March - receive your parent packet

April 1st - Completed Parent Packet returned to Camp Augusta. Be sure to also complete the online forms.

Medical Exam can come later if physician appointment hasn't occurred yet.

April 15th - Deadline for parent packets to be received by Camp Augusta without late fee (please allow at least 4-5 days for them to arrive by mail).

June 1st - Deadline for Medical Exam to be received by Camp Augusta without late fee (please allow at least 4-5 days for them to arrive by mail).

Please check the following before mailing your camper packet

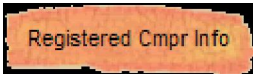
- √ Is the camper information on the label sheet correct?
- √ Have you signed and dated all necessary forms within the packet?
- √ Cash/Check for the camp store if so desired, including Lazy Dog ice cream money (\$8/week) and laundry (extra \$17) for two-week sessions?

For the paper versions of the forms, there are specific reasons we want those on paper.

- Health Form = the local hospital won't accept electronic documentation or signatures
- Permission to Participate = there is a lot of information on these two pages, and tables to refer to. We could make this form digital, but we figured the amount of clicking and typing required would be onerous.
- Parent confidential = the camper letter is hand written, especially by younger campers. Circling items on the first page is also quick for parents to complete.
- Camper behavior = requires a camper signature, and, again for our younger campers especially.

For any digital documents (the equestrian waiver for example) that require a signature, you will be asked to sign electronically. Other documents found only online are informational only, but still required reading.

Steps for filling out the digital information:

1. Go to www.campaugusta.org
2. Click on the button shown here: 
3. Download and read:
 - a. Parent Handbook
 - b. What to Bring List and Supplement
 - c. Read Before Filling out online form (includes transportation information and horseback riding permission)
4. On the same webpage, there is a web form to fill out that includes necessary information and a space for required signatures and the transportation details. Please be sure to press the submit button after filling out the forms.

**After applying the required postage, please mail back to camp prior to April 1st.
(Earlier than later is preferred J).**

Late Parent Packets: Parent Packets (except health forms) received after April 15th, 2011 will be subject to a \$50 service fee. Those received after May 15th, 2011 will be subject to a \$100 service fee.

Late Health Forms: Health forms received after June 1st, 2011 will be subject to a \$50 service fee.

Why the extra fees? We don't want just anyone looking through and entering information on our database. This requires us to have someone that knows camp well. In May we need that person to run programming for groups that are here almost every day of the month.

A page of labels has been included in your parent packet.

There is a camp address label to use when mailing the folder back.

The bottom labels are to use when mailing letters to your camper while they are here.

Letters from you in the summer are likely more valuable than anything they'd physically receive over the holidays.

WHY do we want the forms so "early?"

Camp Augusta has school groups and family camps throughout May and the beginning of June. Then, we have our very intense staff training weeks. In order to give your information the attention it deserves, we need to process them in April.

Thanks for your help, and thanks for choosing Camp Augusta for your camper!