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What's in the online forms?

A step-by-step check list for what to do with it all...

Things to send to camp via snail mail **(complete by Friday, April 1st to avoid late fee)**

Camper Letter to Counselor/Behavior Agreement	The camper's letter to their counselor is included in the packet that counselors receive at the start of each session. It is a vital part of the counselor learning about their campers. Counselors love to read these. <u>It is also a Behavior Contract for your camper to acknowledge and sign that they have reviewed the expectations with you.</u>
Store Money (optional)	Please send cash (preferred) or check for store money for your camper to use for purchasing extra items including Lazy Dog ice cream 2 days a week (estimate \$10/week for Lazy Dog), laundry for 2-week sessions (\$20) and/or anything they may want to purchase from the camp store (i.e., camp sweatshirt, water bottles, carabineers). <i>Please indicate on the Parent Signatures and Store Money form how you would like us to handle remaining leftover store money.</i>
Physician's Exam (optional)	<i>Only if you do not sign the Parent Certification of Camper's Health.</i> Proof that your camper(s) has been seen by a medical professional in the past year, and that s/he is fit and healthy enough to participate in camp. *NOTE: Camper's Health History Form is a separate form that <u>IS</u> required.

Online forms to fill out **(available here-complete by Friday, April 1st to avoid late fee)**

Individual Forms	<ul style="list-style-type: none"> • Camper and Cabin Behavior Contract: This form asks you to share the <i>Behavior Contract and Established Guidelines for Cabins</i> with your camper. Signatures required. • Parent Signatures and Store Money: This form asks for your acknowledgement of reading the <i>Parent Handbook</i> and <i>Activity Permission to Participate</i>. We suggest that you print a copy for quick reference. The online form also asks about store money and how you would like to handle any leftover balance on your camper's account. • Permission to Participate in Activities: This page contains an <i>Assumption of Risk</i> clause to sign digitally and a space to list the activities that you do NOT want your camper participate in. There are also separate pages regarding swimming, equestrian, and blacksmithing activities, which require signatures. If there are any activities that you do not allow your camper to participate in, please let your child know of these restricted activities before they come to camp. The list of activities is also available on our website. • 2016 Summer Camp Liability Waiver: This waiver releases Camp Augusta of legal liability and claims incurred from activities and programming. Includes an arbitration clause. • Certification of Camper's Health Certifies that you believe your child to be in a fit and healthy condition to participate in camp activities. <i>If you choose not to agree to the waiver on this form you must submit a Medical Examination by a licensed health care professional to camp before April 1st. Digital signatures ARE acceptable to provide medical care to your camper.</i> • Parent Confidential This form gives you the opportunity to share more information about your camper.
Camper Health History Form	<ul style="list-style-type: none"> • Mental, Emotional and Social Health: This page asks for specific information about your camper's mental health (i.e., treatments, life events, specific emotional needs/challenges your camper may have). You will also be asked to list information for your camper's doctors, and personal insurance. • Health History: This page provides the Camp Nurse, the Kitchen, Counselors and Directors with allergies and diet information related to the health and wellbeing of your camper during their stay. A digital parental signature and updated health history must be submitted within 6 months of camp. • Immunization and Disease History: We use this in case of an outbreak at camp. Only a record of tetanus immunization and chicken pox history/vaccine are required. • Camper Prescriptions, Medications, Vitamins or Supplements: This page informs the camp staff and health center of any required substances (prescriptions, vitamins and/or herbs) your camper will be taking while here at camp. Please send any medications in ORIGINAL containers. • Consent to Treat: This waiver states that you have informed Camp Augusta of your camper's health history and needs and authorizes camp to make decisions in an emergency situation. Please read this over carefully and ask any questions you may have. A digital signature on this form allows camp staff to make health care decisions for your camper.

Online Forms to Read **(nothing to sign or print – just to read, please!)**

2016 Parent Handbook	Please review this information to further understand our camp policies. There is both necessary and useful information included there. Take the quiz on the last page (☺). <i>There are no forms to return here.</i>
Transportation Information	More information about car/plane/bus transport to and from Piedmont. (Location, times, dates, maps, etc.)
Mini Camp Transport	Specific information for campers taking the bus to &/or from camp on the bus for Mini Camp!
Packing List	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>

TIMELINE:

Mid March - receive your parent packet

April 1st - Deadline for full Parent Packets, Camper Health Forms, Behavior Contract, Camper's Letter to their Counselor and Store Money to be submitted to Camp Augusta **without late fee*** (please allow at least 4-5 days for Camper's Letter/Behavior Agreement and Store Envelope to arrive by mail). *See *late parent packet information below*

Please check the following before submitting your camper paperwork packet!

- √ Have you read all of the documents listed to make informed choices for your camper this summer?
- √ Have you reviewed the **Camper Behavior Contract** and **Established Guidelines for Cabins** with your camper?
- √ Have you completed all online forms, including the **Camper Health History Form**?
- √ Have you mailed the **Camper's Letter to Counselor** to Camp Augusta?
- √ Have you included cash/check for the camp store if so desired, including Lazy Dog ice cream money (\$10/week) and laundry (extra \$20 optional) for two-week sessions?

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

- **Camper Letter to Counselor** - the camper letter is hand written. We feel the written form tends to express more about the camper to the counselor than digital letters.

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

Steps for filling out the digital information:

1. Log in to your online account [here](#).
2. View 2016 Parent Handbook and all other documents and forms.

Please submit all digital paperwork and mail campers' forms prior to April 1st.
(Earlier than later is preferred☺).

Late Parent Packets: Parent Packets received after April 1st, 2016 will be subject to a \$50 service fee. Those received after April 25th, 2016 will be subject to a \$100 service fee.

Why the extra fees? We don't want just anyone looking through your camper's personal information and entering data on our database. This requires us to have someone that knows camp well. Camp Augusta hosts school groups and family camps throughout May and the beginning of June. Then, we have our very intense staff training weeks leading up to the first camp session. In order to give your camper's information the attention it deserves we must process the forms before the end of April.

Thanks for the prompt submission of your forms. And, thank you for choosing Camp Augusta for your camper!