

# Parent Packet FAQ

What is the “Parent Packet”?

The Parent Packet is the collection of digital and paper forms required to be filled out by a parent/guardian for each camper before the summer starts. The paperwork includes liability waivers and other legal forms, health forms, and camper behavior agreements. You may think that these forms are a lot—imagine doing it all on paper, like we used to!

When is it due?

March 1st.

What log-in and/or password do I use?

You will log in [here](#). We have noticed that the online forms do seem to work better in Google Chrome. If you experience issues with your online forms not submitting, please complete them in Chrome.

The log-in is the email that this email was sent to. You can request to reset your password if you have forgotten it. If your account is locked after too many unsuccessful password attempts, let us know so that we can unlock it for you.

Do I have to fill out each form for *each* camper?

Yes. Each camper is unique, and so is their paperwork!

How long will it take to fill out?

Depending on the health and emotional history of your camper, we advise setting aside about 30 minutes per camper. If your camper has attended before then some information will be saved from the previous year.

Can I start the paperwork now and finish it later?

YES! Most forms are very quick and will take less than a minute. The only ones that are extensive are the **Camper Health History Form** and **Parent Confidential**. **You have the option to click “save for later” at any time while filling it out.** The system will save your information for **4 weeks**.

What happens if I don’t fill out the paperwork?

If we do not receive all of the forms for each of your campers by the due date, your camper will not be able to participate in camp activities and your spot(s) may be forfeited and offered to another camper.

What if I turn it in late?

Families who have outstanding forms after March 1st may be assessed a LATE fee. We will notify you when these fees have been assigned. Any late fees incurred before your camper’s session must be paid before they arrive.

Why do you ask for the forms so early? Why the extra fees? Camp does not start until June (July/August)!

In order to give your camper’s information the attention it deserves, we must process the forms before the end of March. We don’t want just anyone looking through your camper’s personal information and entering data on our database. Our staff start setting all of camp up by the beginning of April which does not allow much time to follow up with parent packets or any questions we might have to provide your camper with the best experience.

If I have a question about the forms, whom do I contact?

The Camp Augusta Office Elves! We are here to answer your questions and emails.  
(530) 265-3702 • [office@campaugusta.org](mailto:office@campaugusta.org) • 17530 Lake Vera Road // Nevada City, CA 95959

Do I have to send in any paper forms?

Most forms are digital. We request a paper copy of the **Camper Letter to Counselor**. This is a PDF available on your forms dashboard. Please have your camper write a letter for their counselor to read before the session starts. When you send it in, please include any (optional) store money in the envelope. A check is fine, but cash is preferred.

If applicable: If your child is currently seeing a mental health professional or counselor, we request a written letter from the counselor discussing your camper's needs, treatment/therapy, and whether they believe Camp Augusta will be a positive influence on their experience.

If you choose to not waive the right to a health exam on the **Certification of Camper's Health**, you are required to send in a paper copy of the **Physician's Exam** certifying the camper's health.

How much money should I send for store?

We suggest \$10-\$60 for 1-week sessions and \$20-\$75 for 2-week sessions. Coco's Lazy Dog Ice Cream is now included in the tuition! On the **Parent Signatures and Store Money** form, you will have the opportunity to indicate what you would like to happen to any remaining store money at the end of the session (refund/donate). Please see the **Parent Handbook** for a description of the items available. If you would like to add store money via credit card you can do so on your online account. Please provide any store money in advance and NOT during check in, this will help speed up the check in process and help our office elves on the 1<sup>st</sup> day of the session

Does my camper need to read anything or fill something out?

Yes. Please go over the **Camper Behavior Contract** and **Established Guidelines for Cabins** with your camper. Then, print out the **Camper Letter to Counselor** and give them the opportunity to write a short letter to their counselor *and answer the secret questions*. This letter will be shared with their counselor right before the session.

## Medical questions

My camper has a learning disability/behavioral condition/special needs etc. Do I have to do anything special?

Yes. On the **Camper Health History Form**, you will have the opportunity to share information about the emotional, social, and behavioral history of your camper. If your child sees a mental health professional or counselor, we request a written letter from the professional discussing your camper's needs, treatment/therapy, and whether they believe Camp Augusta will be a positive influence on their experience.

Do you require a recent immunization record?

Yes and no. On the **Camper Health History Form**, you will be asked to certify that your camper's immunizations are up to date. Only tetanus and chicken pox (varicella) **are** required.

My camper has allergies/dietary restrictions. Where do I tell you about that?

On the **Camper Health History Form**. We can work effectively with most medically prescribed diets, but cannot cater to individual food preferences. Campers must be able to eat a regular and varied diet. We are able to accommodate dairy free, gluten free, vegetarian, vegan, and most food allergies. Please call us if you have concerns beyond what you see on the form.

If your camper has any type of allergy you also need to complete either the **FARE Allergy Care Plan** OR **FARE Form Waiver**. If you have a specific way that you would like an allergy treated for your camper you will need the Care Plan and if you are happy for us to follow Camps allergy plan you are welcome to sign the waiver.

My camper will be taking medicine at camp. What do I do?

There is a page on the **Camper Health History Form** to indicate the medications your camper takes. Please provide complete and accurate information. If you do not add your campers medications to CampMinder in advance you will be asked to step out of line at check in to complete it before your check in is complete. All medications, including vitamins and

herbal supplements, MUST be in pharmacy/original containers and be appropriately labeled when they are brought to camp/the bus. All medicine, vitamins, and supplements will be distributed by our camp nurse at the appropriate time. At check in you will also be required to have a completed Medical Update form, this will be emailed in advance with the cabin assignments so you can complete it at home or you can fill one out while checking in. This form will be required for everyone, even if you camper does not have any medications.

With the overwhelming amount of medications that we received last summer we will be partnering up with an external company to assist our nurse. This company will pre-package your camper's medications up by time of the day and we strongly suggest checking into this service if especially if your camper takes two or more medications.

Please also note that if a session has an overwhelming amount of medications, prescribed medications will be prioritized over vitamins.

It's hard to get an appointment with our doctor to fill out a medical form. Is there a way to waive that form?

Yes! You can waive a health exam by certifying your camper's health by indicating so on the **Certification of Camper's Health** form. If you do not waive this exam, you must print out the **Physician's Exam** form and have it filled out by a medical professional with data from the last 6 months. We must receive a hard copy of this form in the office by June 1<sup>st</sup>.

## Camper Support and Camp Life

My camper will need support with homesickness/peer relationships/trying new things/bedwetting/etc. Where do I tell you about that?

Any and all information on how to support your camper is invaluable to our staff. On the **Parent Confidential** form, you will have the opportunity to share your thoughts on your child's social and mental development, adjustment, hobbies, dis/likes, and tendencies, as well as your hopes for their session.

Are there still spaces for new campers?

Yup! If you are interested in another session for a sibling or friend, please let us know so that we can check availability.

When will I know who my camper's counselor is?

Cabin and counselor assignments will be sent out 1 week before the session begins. Each staff member will have a bio page on our website by then.

I want to request that my camper and his/her friend are in the same cabin. How do I do that?

If you have not done so already, please submit an optional **Cabinmate Request** form for your camper. This form can be found with all of the other forms on your camper's dashboard. If you would like to add/change what you have already submitted, please email us with your request.

What is a typical day at camp like? What should my camper bring?

Check out [a typical day at camp](#). Then, check out the **Packing List** on the forms dashboard.

I don't want my camper to do a certain activity. How do I indicate that?

Please view the **List of Activities** on your forms dashboard. You can indicate what you **don't** want your child to participate in on the **Permission to Participate in Activities** form.

I have an IAQ ("Infrequently Asked Question") that wasn't asked here!

It might be answered in the [Parent Handbook](#). If not, give us a ring, send us an email, letter, owl, pigeon, care package, whatever! We love answering questions!

Campingly yours,  
The Camp Augusta Office Elves  
530-265-3702 [office@campaugusta.org](mailto:office@campaugusta.org)