



## Camper Check In: Camp Goodtimes

We want to make the check-in process easy and quick so that kids get to jump into camp and start the fun! Here's what you can expect:

- Check-in opens at 2:00 p.m. and goes until 4:00 p.m.
- After parking (either in the lot or on the street), make your way to the front of Grisham Hall. This is where campers will be checking in.
- There will be five stations that **all campers must go through**:
  - Registration
  - Med Shed (Nursing); where you'll turn over your camper's medications
  - o Paperwork; turn over any required forms, like the Notarized Permission Form
  - Health Screen
  - Photograph

STEP 1: Registration Check in and receive your camper's check-in card, sorted alphabetically by surname/last name. If you have more than one camper to check in and they have different surnames, ensure that you alert the volunteer staff to receive all cards. Here, the check-in process will be explained, and each camper will receive a card with his/her name and cabin number on it.

STEP 2: Med Shed (Nursing) Before going to the nurse's table, speak to the volunteer who will ask whether you have medications (including vitamins, supplements, etc.) or special care instructions that need to be administered during the week of camp. If there are no medications and no need to speak with the nurses, then you'll be routed to the next station. If there are medications or you need to speak with the nurses, go to the table with your camper's cabin number above it. Here you will go over the medications your camper is taking, confirming dose and schedule, as well as answer any questions the nurse may have for you. Please bring enough medications for the entire week in their original containers. Please label all bags/ice packs containing growth hormone injection equipment with child's name.

**STEP 3: Paperwork** Volunteers at this station will be checking your required camper forms and documents. If you have not already submitted all of your paperwork, this is where you must hand it all in; including the Notarized Permission Form, Medical Sign-Off Form (for patients/survivors on treatment), etc. We strongly advise you to send in your paperwork well in advance of camp. This will save you time at check-in. A notary will be on hand in case you need one.

Staff will do a quick check for rashes, signs of coughs, colds, sore throats, and will ask about recent contact with sick people.

STEP 5: Photograph Get ready to smile and hand over your card to have your camper's name input into the computer while having their picture taken.

You will then go through the welcome gauntlet to meet the cabin counselors and other campers! (3)

