

Dear Parents,

We are so excited that your child will be coming to camp this summer! Please read this letter carefully and use the attached packing list to help your child prepare for his/her week of camp.

**Overnight Campers: Check-in** will be on **Sunday** from **4-5:30pm** in the **RCA building** (lakeside). There will be staff members to show you where to park when you arrive. Please leave your child's luggage in the car and come around to the back side of the RCA to begin the check-in process. There will be 6 steps to make during the check-in process and you will need to complete all 6 of them.

1. At the door, you will receive a **Checklist** that will guide you through the process and a **Blue Card** to list anyone who is allowed to pick up your child on the last day of camp.
2. A staff member will do a quick **Temperature Check**.
3. A staff member will do a quick but thorough **Lice Check**.
4. Nurse – There will be 2 lines, one for those with medication and one for those without.
  - If you didn't complete the **Medical Form** online, you will need to get one at the door and have it ready to hand to the nurse.
  - ALL medication (including over-the-counter) must be turned into the nurse at this time. Please bring medication and a completed **Medication Form** in a gallon-sized ziplock bag, labeled with the camper's name.
5. Payment/Oasis Account – This is where you will confirm your account balance, make final payments or add money to an Oasis account.
6. Finally, you will turn in your **Blue Card** and receive a **Cabin Assignment** and a **Parent Note** that will include information about sending emails to your camper and how you can view pictures posted to a private group specific for your child's week of camp.

Following check-in, you will take your child and their things to the assigned cabin to meet their counselor and help them get settled in. After saying your good-byes, head to the Oasis if you want to purchase a **Cabin Package** for your camper's cabin. (There will be a cabin packages display in the RCA.)

**Day Campers** (commuter), **check-in** will be on **Monday morning at 7:30**. Please let us know if you will be later than the stated check-in times.

**To speed up the check-in process**, you can use your online account to pay your balance in full, make sure that your information is correct, and add money to your child's Oasis account.

\*Please contact us if your child has any **medically-necessary dietary needs** so we can work-together to meet your child's needs.

**Pick up** will be on **Friday at 4pm**. The person picking up your child must bring their driver's license for identification. Your child's counselor will NOT release your child to anyone other than someone listed on the Blue Card that you filled out at check-in and the driver's license must match the name on the card.

Please let us know if you have any questions, we would love to help you! -The Camp Gilead Staff