

1031 Erickson Road • P.O. Box 185 Ashby, Massachusetts 01431

### **PARENT/GUARDIAN AGREEMENT**

Please place a check mark in each of the boxes of each section that you agree to and sign below.

**YES...In case of sickness**, I wish my child to be held at the camp's First Aid Facility. I understand that all the first aid procedures are located in *the Camp Middlesex Parent Handbook*.

□ YES...I authorize the Camp Nurse or Directors to administer the following non-prescription medications, as checked below. (Please check off below which non-prescription medications you give permission to be administered by the Camp Nurse to the below named camper on an as needed basis. All over the counter medications for campers shall be kept in the original containers containing the original labels, which shall include directions for use).

- □ Acetaminophen (Tylenol): To relieve headaches, minor aches, fever, and menstrual cramps. Contains no aspirin.
- □ Ibuprofen (Motrin/Advil): To relieve headaches, toothaches, minor aches, fever, and menstrual cramps. Contains no aspirin. \*Caution: people with a severe allergic reaction to aspirin must not take ibuprofen.
- Dyphenhydramine (Benedryl): Contains antihistamine for temporary relief of sneezing, runny nose, itchy eyes and throat due to allergy and colds and/or pain & swelling due to insect bites.
- □ Cough Drops & Throat Lozenges: Quiets coughs.
- □ Allergy Medications (Claritin/Zyrtec)
- □ Antacids (Tums): Provides temporary relief of acid indigestion and/or nausea.
- □ Sunscreen/insect repellant (may be applied by counselors, if needed)
- □ Topical ointments (Bacitracin, Calamine, Hydrocortisone, burn gel containing aloe/lidocaine): To protect against infection or relieve itching/pain from insect bites, rashes, or superficial burns.

□ YES...In the event of apparent serious illness, I authorize 4-H Camp Middlesex to send him/her to the nearest hospital. 4-H Camp Middlesex uses the Ashby Fire Department Ambulance Service to transport any child in need of emergency care. The ambulance service transports to Leominster or Deaconness-Nashoba hospitals only. If I wish my child to be cared for at a different facility it will be my responsibility to transfer my child from one of the aforemententioned hospitals. I shall be responsible for charges incurred either through home health and accident insurance or Medicaid. I understand I will be notified of any illness/accident as soon as possible. For serious injuries or concerns not requiring an ambulance, the camp will send the child to the Urgent Care facility in Fitchburg, or Leominster Hospital.

□ YES...I grant permission for my child to participate in ALL camp activities and programs at 4-H Camp Middlesex.

□ **YES...I grant permission** for my child to leave camp grounds to attend the Wednesday night band concert in Ashby Center. I also grant permission for my child to walk to the Ashby Basketball courts (depending on program schedule), and to attend the weekend trip (as advertised) if my child is staying over the weekend.

□ **YES...I authorize 4-H Camp Middlesex** to have and use photographs, slides, and recordings of my child as may be needed for records or public relations.

□ YES...I authorize the release of DVD/videos that feature my son/daughter taken during program areas that may include video images of my children.

□ YES..I understand that 4-H Camp Middlesex reserves the right to cancel camp programs should Government action or other circumstances make camp operation impossible. 4-H Camp Middlesex also reserves the right to decline to accept an application and to dismiss a camper from camp. Under suspicions of theft and possessing camp banned substances, Camp Middlesex *administration* reserves the right to search through a camper's belongings.

Camper's Name

Group & Session

Parent/Guardian Signature

Date



1031 Erickson Road • P.O. Box 185 Ashby, Massachusetts 01431 Phone: (978) 386-7704 • Fax: (978) 386-7046 <u>www.campmiddlesex.com</u> Steven J. LaFountain, M. Ed., Executive Director

### **Camper/CIT Code of Conduct**

I understand that while attending 4-H Camp Middlesex, I am representing the good name of 4-H Camp Middlesex and the Middlesex County Foundation, Inc. I will willingly obey all established policies and rules set forth by this organization, to include the following:

- I will not willfully steal or damage property, use foul language, or carry anything that may be considered a weapon.
- I will not harm another camper physically or call them names (we have no tolerance for physical, sexual, verbal, or emotional abuse).
- I will not smoke, drink, use drugs, or bring any of them to camp. All medications (including over the counter creams, vitamins, asprin, etc.) that I may use, either prescription or over the counter, must be given to the nurse and stored in the Infirmary.
- All snacks that I bring must be given to my counselor.
- With the exception digital cameras and CD/MP3 Players, electronic equipment is not allowed at camp. I understand that all electronic equipment that I bring (including cell phones) will be confiscated by my counselor and stored in the safe at the office. CD/MP3 players may only be used in the cabin during rest periods. Camp Middlesex is NOT responsible for any electronic equipment that is lost or stolen, as campers are discouraged from bringing them to camp.
- I understand that there is no tolerance for graffiti of any form at camp.
- I understand that the use of Camp Middlesex's name and logo use outside of camp needs written permission by the camp Director. Any digital media about Camp Middlesex created outside of camp requires a disclaimer that is available in the Parent's Handbook. Any media (including Myspace, Facebook, Youtube, or other websites) created about Camp Middlesex without the disclaimer will not be tolerated.

I have read the following Code of Conduct, and promise to abide by it while at camp. If I fail to abide by any rules set forth in this code, a meeting will result with one of the camp's administrators who may dismiss me from camp after a review of my behavior. I understand that my parent/guardian will be notified at this time. I also understand that if I am dismissed from camp for any reason, I should not expect to return to camp in the future without a review of my case and an interview with my parent/guardian and the 4-H Camp Middlesex Director.

Camper's Signature

Date

**Parent's Signature** 

Date



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## Camp Store Deposit Form OVERNIGHT CAMPER

Camper's Name:

Cabin Number:Week(s) Registered (circle) 1 2 3 4 5 6 7

 $\Box$  At the Camp Store: The camp store at Camp Middlesex is open every day during recreational swim time, from 2:15-3:15. Campers may purchase snacks, drinks, or camp items at the store at this time. The prices of snacks and drinks range from 25 cents to \$1.25. We recommend about \$10/week.

On the chart below, enter in how much you would like to add to the camp store for each week that you are registered for. Add up all the boxes, and enter the total amount in the box to the right. This is your spending money deposit.

**Enter Amount Here** 

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7		•
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🛏		Facility F	-	Campe		-	] Endowment	

<sup>□</sup> Please REFUND any unused funds



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## What to Bring to Overnight Camp...

#### **Recommended:**

- Sleeping bag or sheets with 1-2 warm blankets
- Pillow & pillowcase
- Sun screen & insect repellent
- Rubber sheet (if necessary)
- Flashlight & extra batteries
- 6 changes of socks, underwear, etc.
- 6 changes of clothing shorts, shirts, long pants, etc.
- Pajamas or other sleepwear
- Dressy clothes for dance & candlelight ceremony (if desired)
- Rain gear (coat, poncho, boots, umbrella, etc.)
- Hairbrush or comb
- Toothbrush & toothpaste
- Bathing suit (2 if possible)
- 2 pairs of sneakers or comfortable walking shoes
- Sandals or flip-flops (for pool & shower)
- Sweatshirt, heavy sweater, or jacket

- Water Bottle
- Drawstring bag to carry belongings throughout the day as you will not be able to go back to your cabin between periods.
- 2 beach towels
- Bath towel and face cloth
- Body soap & shampoo
- Writing paper, envelopes, stamps, postcards, pen/pencils, addresses
- Favorite book or magazine
- Hair ties for long hair
- MP3 players are allowed only in the cabin during rest hour or at night
- Snacks are allowed, but cannot be stored in the cabins due to animals
- Medical Form (completed by physician)
- Prescribed Medications (in original container)
- All possessions labeled with camper's name.

#### Not allowed at camp:

- Electric Equipment Video games, cell phones, radios, etc.
- Anything of value
- Weapons Pocket knives, toy or real guns, etc.
- Cash

Please Note: There are no laundry facilities at camp. Campers staying for more than one week will require extra clothing, or have a pick-up on Friday night and brought back on Sunday. **4-H Camp Middlesex is not responsible for any clothing or personal items brought in by campers.** Campers are responsible for labeling their items before coming to camp and for checking the lost and found for items before they leave.



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Dear Parents/Guardians:

Welcome to 4-H Camp Middlesex. We are excited about the start of another great season! The following information is to help you understand our check-in and checkout procedure.

### **Overnight Camper Check-in:**

1. Arrival Times:

To best accommodate the number of families registering at the same time, please arrive at the times listed below:

### Teen camper registration: 2:00 – 3:00 Both Teen camper & Junior camper (same family): 2:30-3:30 Junior camper registration: 3:00-4:00

### Day campers: Either check-in from 4:00-4:30 on Sunday, or 8:00 on Monday morning.

- 2. Campers will be greeted at the bridge where they will receive a checklist for the registration process.
- 3. Campers will leave their luggage in front of the Recreation Hall to be picked up and brought up the hill.
- 4. Families that still owe a balance are asked to proceed to Erickson Lodge (main office). WE WILL NOT ACCEPT PERSONAL CHECKS DURING SUNDAY REGISTRATION. You will need to pay with a credit card or cash.
- 5. Once in the Recreation Hall, you will check in with the Director and Program Director, and complete any last minute paperwork. Camper families are strongly encouraged to either hold on to their paperwork until Sunday Registration or to bring duplicate copies of their paperwork.
- 6. From the recreation hall, you will proceed to the camp store, where you will deposit money for the camp store, Wednesday night's band concert, and purchase a cabin photo, if desired. Families may do this ahead of time using the *Camp Store Deposit Form*, and only need to check in to verify.
- 7. Your next stop will be the infirmary. You will check-in with the nurse, who will do a head and foot check and review medications/health procedures as

needed. Families that have registered for more than one consecutive week of camp only need to check-in with the nurse during their first consecutive week registered, unless there is a change of medical condition or are dropping off meds for the week. Also, in order to accommodate the large number of families that need to see the nurse, we will be placing more staff at the infirmary to ensure that check-in runs as quick as possible.

- 8. The final step of the registration process is to check in at your assigned cabin and meet your cabin counselor.
- 9. Registration ends promptly at 4:00 pm. If you cannot make it before 4, please call ahead and let us know. Check-in will be in Erickson Lodge (main office) at this time.

### **Overnight Camper Checkout:**

### Drama Show: 6:00 – 6:30 Candlelight Ceremony: 6:30-7:00 Pick-up By: 7:00

# Parents are encouraged to join in on the drama show and candlelight ceremony, but may opt to just pick up their children at around 7:00pm.

- 1. Parents should arrive at camp on Friday between 5:45 and 6:00 pm if they wish to watch the Dance/Drama Show. They should arrive at 6:30 for the flag lowering/candlelight ceremony. All closing ceremonies will end around 7:00pm.
- 2. Bags and camper belongings can be picked up at the Dance Room or Science Room for Junior Campers and Arts & Crafts Room for Teen Campers at the Mill starting at 6:00 pm. Luggage will be grouped by cabin. To ensure that all camper belongings are returning, make sure that your camper's name is placed on every piece of luggage that he/she has brought to camp.
- 3. Once at camp, please **be prepared to show your ID** and sign your child out. You will be presented with a pick-up card. Please present your pick-up card to your child's counselor who will give you a yellow envelope with:
  - a. Camp store balance (if any) and cabin photo (if any)
  - b. Evaluation form
  - c. Miscellaneous paperwork home
- 4. All families leaving are asked to checkout at the bridge by showing their pick up cards upon leaving camp.

If you have any questions or need additional information, don't hesitate to call the camp office at (978) 386-7704 or e-mail us at: <u>office@campmiddlesex.com</u>.

CAMPER HEALTH	Dates will attend camp: fromto Month/Day/Year Month/Day/Year	
HISTORY FORM 1	Camper Name:	Last
Developed and reviewed by American Camp Association. American Academy of Pediatrics Council on School Health. & Association of Camp Nurses	☐ Male ☐ Female Birth Date Age on arrival at camp:	
Mall this form to the address below by (date)	<ol> <li><u>To Parent(s)/Guardian(s)</u>: Please follow the instructions below. Attach additional information (1)</li> <li>Complete pages 1, 2 and 3 of this form (FORM 1) and make a copy.</li> <li>Send the original, signed FORM 1 to camp by the requested date.</li> <li>Complete the top of FORM 2 (CAMPER HEALTH-CARE RECOMMENDATIONS) and copy of FORM 1 with FORM 2 to your child's health-care provider for review and copy of FORM 1 with seen completed and signed by your child's health-care provider, return camp by the requested date.</li> </ol>	l provide the completion. n <u>FORM 2</u> to
Camper Home Address:		
Street Address Parent/guardian with legal custody to be contacted in case	City State	Zip Code
Relations	hip	
Name: to Campe	r:Preferred Phones: ()() Email:	·······
Home Address:	Linail.	
Home Address:           (If different from above)         Street Address	City State	Zip Code
Second parent/guardian or other emergency contact:	hin	1
Name: to Campe	nip r:Preferred Phones: ()()	
	Email:	
Additional contact in event parent(s)/guardian(s) can not be		
Relations	hip r: Preferred Phones: ()()	
	r is allergic to: ☐ Food ☐ Medicine ☐ The environment (insect stings, hay fever, etc.) ( <i>Please describe below what the camper is allergic to and the reaction</i>	
	(Please describe below what the camper is allergic to and the reaction	
Allergies:  No known allergies.  This campe Diet, Nutrition:  This camper eats a regular die This camper has special food to Restrictions:  I have reviewed the program and	(Please describe below what the camper is allergic to and the reaction t. □ This camper eats a regular vegetarian diet. needs. (Please describe below.) activities of the camp and feel the camper can participate without restrictions. activities of the camp and feel the camper can participate without restrictions.	n seen.)
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Allergies:       □ No known allergies.       □ This camper         Diet, Nutrition:       □ This camper eats a regular die         □ This camper has special food i         □ I have reviewed the program and adaptations. (Please describe belo         Medical Insurance Information:         This camper is covered by family medical/hospital ir         Include a copy of your insurance card if appropriation         Insurance Company	(Please describe below what the camper is allergic to and the reaction t. □ This camper eats a regular vegetarian diet. heeds. (Please describe below.) activities of the camp and feel the camper can participate without restrictions. activities of the camp and feel the camper can participate with the following restrictions o w,) hsurance □ Yes □ No fate; copy both sides of the card so information is readable. Policy Number Insurance Company Phone Number () e health status of the camper to whom it pertains. The person described has permission to participate and in emergency situations. If I cannot be reached in an emergency, I give for treatment for, and order injection, anesthesia, or surgery for this child. I understand the inf i eat my child and these providers may talk with the program's staff about my child's health status Relationship	n seen.)

## CAMPER HEALTH HISTORY FORM 1

Developed and reviewed by, American Camp Association, American Academy of Pediatrics Council on School Health & Association of Camp Nurses Camper Name:

Birth Date: Month/Day/Year

First

Immunization History: Provide the month and year for each immunization. Starred (\*) immunizations must be current. Copies of immunization forms from health-care providers or state or local government are acceptable; please attach to this form.

Immunization	Dose 1 Month/Year	Dose 2 Month/Year	Dose 3 Month/Year	Dose 4 Month/Year	Dose 5 Month/Year	Most Recent Dose Month/Year
Diptheria, tetanus, pertussis★ (DTaP) or (TdaP)						
Tetanus booster★ (dT) or (TdaP)						
Mumps, measles, rubelia ★ (MMR)						
Polio ★ (IPV)						
Haemophilus influenzae type B (HIB)						
Pneumococcai (PCV)			······································			
Hepatitis B						
Hepatitis A		· ·				
Varicella (chicken pox) Date:						
Meningococcal meningitis (MCV4)					_	
Tuberculosis (TB) test	Date:	🛛 Negati	ve	D Positive		
If your camper has not been fu being fully immunized.	lly immunized, pleas	se sign the followin	<i>ng statement</i> : I un	derstand and acc	ept the risks to	my child from not
Signature of Custodial Parent/Guardian:			Date:		elationship Camper:	·
Medication:  This camper w	ill not take any daily n	nedications while at	tending camp.			
	Il take the following da		-			
"Medication" is any substance a p						
instructions about required part name and how the medication						
Name of medication Date start			When it is given	Amount or		How it is given
		□Break	fast			
		□Lunch				
		Dinne	-			
		□Bedtin □Other				
h		□Break				

The following non-prescription medications may be stocked in the camp Health Center and are used on an <u>as needed basis</u> to manage illness and injury. Cross out those the camper should <u>not</u> be given.

Lunch Dinner Bedtime Other time: Breakfast Lunch Dinner Bedtime Other time:

Acetaminophen (Tylenol) Phenylephrine decongestant (Sudafed PE) Antihistamine/allergy medicine Diphenhydramine antihistamine/allergy medicine (Benadryl) Sore throat spray Lice shampoo or cream (Nix or Elimite) Calamine lotion Laxatives for constipation (Ex-Lax)	Ibuprofen (Advil, Motrin) Pseudoephedrine decongestant (Sudafed) Guaifenesin cough syrup (Robitussin) Dextromethorphan cough syrup (Robitussin DM) Generic cough drops Antibiotic cream Aloe Bismuth subsalicylate for diarrhea (Kaopectate, Pepto-Bismol)	
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Last

Middle

CAMPER HEALTH HISTORY FORM
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Academy of Pediatrics Council on Scho

Camper Name: Birth Date:

First

Month/Dav/Year

Middle

Last

Conorol Hoolth Histomy Check "Voo" or "No" for each statemen	Exploin "Vee" anoware below
<u>General Health History</u> : Check "Yes" or "No" for each statement Has/does the camper:	. Explain tes answers below.
1. Ever been hospitalized? Yes O No	11. Had fainting or dizziness?
2. Ever had surgery? Ves ON	12. Passed out/had chest pain during exercise? □ Yes □ No
3. Have recurrent/chronic illnesses? Yes I No	13. Had mononucleosis ("mono") during the past 12 months?   Yes   No
4. Had a recent infectious disease?  Ves INO	14. If female, have problems with periods/menstruation?   Yes No
5. Had a recent injury? Yes I No	15. Have problems with falling asleep/sleepwalking? D Yes D No
6. Had asthma/wheezing/shortness of breath? □ Yes □ No	16. Ever had back/joint problems? □ Yes □ No
7. Have diabetes? Yes I No	17. Have a history of bedwetting?
8. Had seizures? Ves ON	18. Have problems with diarrhea/constipation?
9. Had headaches? 9. Yes D No	19. Have any skin problems?
10. Wear glasses, contacts, or protective eyewear?	20. Traveled outside the country in the past 9 months? I Yes I No
	nber of the questions. For travel outside the country, please name countries visited
and dates of travel.	
Mental, Emotional, and Social Health: Check "Yes" or "No" for e	each statement.
Has the camper:	
1. Ever been treated for attention deficit disorder (ADD) or attention	deficit/hyperactivity disorder (AD/HD)?
2. Ever been treated for emotional or behavioral difficulties or an eat	ing disorder? 🛛 Yes 🛛 No
3. During the past 12 months, seen a professional to address menta	/emotional health concerns?
4. Had a significant life event that continues to affect the camper's lif (History of abuse, death of a loved one, family change, adoption, f	e?
	nber of the questions. The camp may contact you for additional information.
Health-Care Providers:	
Name of camper's primary doctor(s):	Phone: ()
Name of dentist(s):	
Name of orthodontist(s):	
What Have We Forgotten to Ask? Please provide in the space b	elow any additional information about the camper's health that you think important or
that may affect the camper's ability to fully participate in the camp pro-	ogram. Attach additional information if needed.

Parents/Guardians: STOP here. The rest of this is form is completed when the camper arrives at camp. Keep a copy for your records.

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Developed and	ER HEALTH HISTO reviewed by: American Camp Associa & Association of Camp Nurses	RY FORM 1 ation. American Academy of Pediatrics Council on	Camper Nan Birth Date:	ne: First lonth/Day/Year	Middle	Last
		Individual Health Record (Fo	or Camp Use	e Only)		<u> </u>
	Initial Screening	Date/Time:	Initials	· · · · · · · · · · · · · · · · · · ·		······································
	Screening has been	n conducted according to camp protocol and	d significant findi	ings noted as follows	S:	
	A. Any signs/sympl	toms of illness or injury upon arrival?	No	☐ Yes as noted be	elow	
	B. History of exposu	ure to communicable disease?	No	Yes as noted be	elow	
	C. Additions or corre	ections to information on this health history	? □ No	Yes as noted be	elow	
		to health-care staff?		🗆 No 🗆 Yesa	as noted below	
	E. Any signs/sympto	oms of head lice?	🖸 No	Yes as noted be	elow	
Provi	der notes: (date/time/initial	all entries)				
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Exit N	lote: Check one of the follow	ving:				
	] Left camp this day with no i	reported illness or injury symptoms.				
ан <b>С</b> А	Left camp this day with the	following problem/concern:				
Т	his person was told about the	e problem and instructed about follow-up as	s noted above: _			
				Date/Time:	Initials:	
		•				
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CAMPER HEALTH-CARE RECOMMENDATIONS by LICENSED MEDICAL PERSONNEL FORM 2	<u>To Parent(s)/Guardian(s)</u> : Complete this section and give <u>this form</u> (FORM 2) and a copy of your <u>completed</u> CAMPER HEALTH HISTORY FORM (FORM 1) to your child's health-care provider for review.	Camper
Developed and reviewed by American Camp Association. American Academy of Pediatrics Council on School Health, &	Dates will attend camp: fromto Month/Day/Year Month/Day/Year	)er Na
Association of Camp Nurses	Camper Name:	Name
	First Middle Last	Ī
Mail this form to the address below by (date)	Month/Day/Year	First
	Camper home address:	
	City State Zip Code	
	Custodial parent(s)/guardian(s) phone: ()()	I
	Parent(s)/guardian(s) stop here. Rest of form to be completed by medical personnel.	
The following non-prescription medications are	Medical Personnel: Please review the CAMPER HEALTH HISTORY FORM (FORM 1) and complete all	
commonly stocked in camp Health Centers and are used on an as needed basis to manage illness and	medical resonned: rease review the CAMPER REALTH his TORY FORM (FORM 1) and complete all remaining sections of this form (FORM 2). Attach additional information if needed.	
injury. <u>Medical personnel:</u> Cross out those items the camper should not be given.	Physical exam done today:  Yes INo (If "No," date of last physical:)	1
Acetaminophen (Tylenol)	Month/Day/Year ACA accreditation standards specify physical exam within last 12 months.	Mi
Ibuprofen (Advil, Motrin) Phenylephrine (Sudafed PE)	Weight: lbs Height:ft in Blood Pressure/	Middle
Pseudoephedrine (Sudafed) Chlorpheneramine maleate	a a series a	$\left  \right $
Guaifenesin Dextromethorphan	<u>Allergies</u> : ☐ No Known Allergies □ To foods <i>(list)</i> :	
Diphenhydramine (Benadryl) Generic cough drops	□ To medications: <i>(list):</i>	
Chloraseptic (Sore throat spray) Lice shampoo or scabies cream (Nix or Elimite)	□ To the environment (insect stings, hay fever, etc.– list):	
Calamine lotion Bismuth subsalicylate (Pepto-Bismol)	□ Other allergies: ( <i>list</i> ):	
Laxatives for constipation (Ex-Lax) Hydrocortisone 1% cream	Describe previous reactions:	
Topical antibiotic cream Calamine lotion		Last
Aloe		st
	nedically prescribed meal plan or dietary restrictions: <i>(describe below)</i>	(For Camp Use) C
		Cabin or Gr
Medication: D No daily medications. D Will take	the following prescribed medication(s) while at camp: (name, dose, frequency-describe below)	Group
Other treatments/therapies to be continued at c	amp: (describe below)	11
Do you feel that the camper will require limitation	ns or restrictions to activity while at camp? □ No □ Yes	(For
		Camp Use)
If you answered "Yes" to the question above, w	hat do you recommend? (describe below-attach additional information if needed)	Use)
		Ses
		sion
	Y FORM (FORM 1), and have discussed the camp program with the camper's camper is physically and emotionally fit to participate in an active camp program (except as	Session Code(s):
Name of licensed provider (please print):	Signature:Title:	
Office Address	City State Zip Code	
Street Telephone: (	City State Zip Code	
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