Your first CLUES for SpringHill Day Camp 2010!

Arrival:

Shepherd Community Center, 4107 East Washington Street, Indianapolis, IN 46201

Please park in the main parking lot. Enter into the Church through the front entrance foyer and look for Day Camp signs. **Please allow extra time Monday morning to check-in your camper.** Registration will begin at 8:55 a.m. on Monday, June 16th.

Camper Check-in Information

You will pick-up your camper registration card in the foyer. The registration card will contain your camper's name and group name. Once you have the card in hand, you will proceed to the hallway to start the registration process. The person, who drops off your child on Monday morning, needs to list everyone who has the authorization to pick-up your child at the end of each day (i.e. parents, family members, carpooling friends, emergency contacts). **Only people who are on this list will be able to pick up your child at the end of each day.** This process is for your child's protection.

Medicine Drop Off

If your camper requires prescription medications while at camp, please bring an adequate supply of the medication for the week in the original, clearly labeled prescription container to check-in Monday morning.

Camper Drop-off

After you've completed the registration process, follow the signs/cones to the classrooms to drop your camper off with their camp team. Counselors will be located in the classrooms to meet you and your camper. Each morning, campers can be dropped off in the same classroom. Campers can be dropped off each morning starting at 8:55 a.m.

Camper Check-out

Camper Check-out will be posted on Monday morning during registration. Please note that only those individuals listed on the camper registration form completed on Monday morning will be permitted to pick up your child. **A picture ID with signature is required to pick up your camper each day (i.e. drivers license).** Camper check-out is from 3:45 – 4:00 p.m. each day.

Prior to Arrival:

Special Needs Assistance

If your child has a severe allergy, or needs special assistance due to physical, behavioral or emotional challenges, please notify our camp office.

Buddies

If your camper would like to be in the same group as a friend or a sibling, please go to our web site at www.springhillcamps.com then click on "Parent Zone" button, and log-in using your email address and password. You can then enter a "roommate request" and the campers will be put together. If this is not done, we cannot promise they will be in the same group. Many sites are full and switching groups is not possible after camp begins. Thanks

Cancellations

All cancellations must be submitted in writing, either mailed to PO Box 100 Evart, MI 49631, faxed to 866-332-5572, or emailed to registerMI@springhillcamps.com. If canceling 7 or more days prior to the first day of camp, $50 of the paid camp fee will not be refunded. If canceling 6 days or less before the first day of camp, $100 of the paid camp fee will not be refunded. No shows for a scheduled camp will forfeit their entire camp fee. If a camper needs to cancel, substitution is not permitted.

Friday Celebration

Come conclude the Best Week Ever with ice cream sundae, a time for your camper to be encouraged by his/her counselors, and the famous SpringHill closing rally. Don't forget to invite your whole family and bring the camera. Celebration is from 2:45-4:00!

Contact Information

If you have any questions prior to the start of day camp, please call the registration office between 9 a.m. - 4 p.m., Monday through Friday at 231-734-2616 or send us an email at register@springhillcamps.com. If you have questions during Camp, or would like to talk to a camp Director, please call Tony Schmid (231)679-4711.

Required Forms

Health Form / Power of Attorney: A completed health form/ power of attorney is required for all campers prior to attending camp. Some of the things you will want to have handy when going online to fill out the form are: **Your health insurance information, emergency contact day time and evening phone numbers, and medication information (medication name, dose, strength, etc…)**

To find the Online Summer Camp Health Form / Power of Attorney: Go to our web site at www.springhillcamps.com then click on "Parent Zone" button, and log-in using your email address and password. Click on the camper's name and the camp they are registered for, then **Health Form**.

What to bring each day…

Campers should come each morning with their swimsuit on (one-piece for girls) with a change of normal play clothes in a backpack. Please mark all clothing, towels, backpacks etc… with campers first and last name. These simple measures will help prevent items from getting lost or misplaced. Send your child with a healthy lunch in an insulated container everyday. In addition, the following items are recommended:

- **Water bottle**
- **Towel**
- **Sun screen**
- **Jacket or rain coat**
- **Closed toe shoes (gym shoes)**
- **Disposable camera (optional)**
- **Swimsuit**
- **A desire to have FUN!**

What NOT to bring…

- Valuables
- Cell phones or pagers
- CD players or iPods
- Gaming devices

Campers! Help us decode these words…

mursem _____

pirngs lihl _____ _____

ayd pamc ____ _____

stbe kewe reve ____ ____ ____