** Outrageous Ski Trip  
Overnight Confirmation**

**Email: campfire@campfireiowa.org Phone: 515-274-1501 Fax: 515-274-1502 www.campfireiowa.org**

**Thank you for registering for the Outrageous Sk Trip Overnight! We look forward to having your child with us!   
Please review all pertinent information below paying close attention to behavior and cancelation policies.**

**ARRIVAL/DEPARTURE:** Drop off is on Saturday, February 20th, 2020. Pick up is on Sunday, February 21st, 2020. If, for inclement weather reasons, we need to postpone the trip. The backup date will be February 27, 2020.

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| **Drop Site:** | Camp Fire Office | **Drop Site:** | Camp Canwita | **Drop Site:** | Camp Hantesa |
| **Address:** | 5615 Hickman Road, DSM | **Address:** | 2807 Duff Ave, Ames | **Address:** | 1450 Oriole Rd, Boone |
| **Drop Off:** | 12:45 – 1:00 PM | **Drop Off:** | 1:30 PM | **Drop Off:** | 2:00 PM |
| **Pick up:** | 11:00 AM | **Pick up:** | 10:30 AM | **Pick up:** | 10:00 AM |

**Parents and Campers need to check in with staff immediately upon arrival and parents and campers need to check out before leaving.**Camp Fire is not responsible for late campers. To drop off or pick up campers within the program day, please make arrangements with the Site Director or contact the Camp Fire Service Center (515)274-1501.

* **Check In:** When you arrive at the program, a staff member will meet you in the doorway. They will ask a few screening questions and mark down your time of arrival. Depending on the answers to the screening questions, your child may be unable to attend the program for the day. To ensure social distancing, we are asking parents to remain outside of the program area during check in and check out.
* **Check Out:** Please remain in the doorway when you arrive. A staff member will assist your child in gathering their belongings and bring them to meet you. Will mark down the time and inform you of any pertinent information about your child’s day. A late fee of $1.00 per minute will be assessed if campers are not picked up by 5:30 PM. If your child is not picked up by 5:30 PM, you will be required to pay the late fee before your child can return to camp the next day.

**FACE MASKS:** Campers must bring their own face covering each day that they attend the program. If they forget, Camp Fire will provide them with a disposable mask for the day. Campers must wear masks inside of vehicles, in close spaces, and when unable to social distance.

**FORMS:** Please submit a complete an **online** **health history/consent form, Covid-19 and liability waiver, and a signed copy of the behavior management policy** at the time of registration. If your child has a special disability or need, please contact Camp Fire at least two weeks prior to the session. Forms can be found at www.campfireiowa.org and will also be attached to the confirmation email.

**BE SURE TO Pack:**Campers are responsible for items brought to camp and we suggest parents write camper’s name on the items they bring to Day Camp.

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| * Face Mask | * Backpack |
| * Water Bottle | * Close-toed Shoes |
| * Sleeping Bag/ Blanket/ Pillow | * Twin Fitted Sheet (optional) |
| * Toiletries | * Pajamas |
| * Clothes Suited to the Weather | * Winter Clothing (coat, gloves, hat, etc.) |
| * Flashlight (optional) |  |

**ELECTRONICS AND PERSONAL ITEMS**: Use of electronics, cell phones, and personal items are not allowed at camp. Please leave trading cards (Pokémon, Yu-Gi-Oh!) at home. Camp Fire is not responsible for any lost or stolen items. Campers who use cell phones or electronic devices at camp or in camp vehicles will be subjected to the Camp Fire Heart of Iowa disciplinary procedure.

**INCLEMENT WEATHER**: Programs will be held in inclement weather unless dangerous to participants or staff. Participants have access to shelters and buildings to utilize throughout the program day. All programming is weather dependent. If the program must be canceled due to weather, participants will be notified via email. Participants will be able to either attend on our inclement weather date (February 27-28, 2020) or receive a refund if the program is cancelled due to weather.

**ABSENCES:** If your child is sick or unable to attend camp, please call the Camp Fire Service Center by 4:30 PM on Friday, February 19, 2020. We verify absentees, so please contact us in advance.

**LEAVING WITH AN ADULT OTHER THAN PARENT/GAURDIAN:** If your camper needs to leave with a person other than their parent, please bring a note with the name(s) and number(s) of the approved adults prior to alternate pick up.

**HEALTH/SAFETY:** Camp Fire Camps are accredited by the American Camp Association. We strive to maintain high professional standards for the safety and welfare of all campers. We have arranged emergency care. If a camper is injured, if possible, we will contact parents before taking them for treatment. If the camper requires daily medication or special health care, be sure to note this on the medical form or camper information sheet. Bring the medication in its original or prescription packaging to the counselor on duty along with instructions. Campers should not bring a large supply of medicine, only what they will need for the week, to be controlled by staff. Counselors have received First Aid and CPR training. Campers should report all accidents or illness to their camp staff.

**RULES:** Camps have specific rules related to their programming, location and activities. Overarching “3 R’s” allow for consistency between camp programs and weeks.

1. Respect yourself
2. Respect others
3. Respect your environment

Campers are expected to follow the 3 R’s and the direction of the camp staff. A serious disciplinary problem is defined as one in which a child is hampering the delivery of the camp program by requiring increased one-on-one attention; is inflicting physical or emotional harm on other children; is abusing staff or is otherwise unable to conform to the rules and guidelines of Camp Fire. If a child is not able to adjust behavior or if behavior warrants immediate removal, a dismissal from program will be implemented. Camp Fire reserves the right to dismiss a camper without refund in these instances. For more information on our behavior management policy, please refer to the Camp Fire Rules & Policies form.

**TRANSPORTATION:** We will use buses, vans, and cars to transport day campers, depending on number of children to be transported. FACE MASKS ARE REQUIRED IN ALL VEHICLES. Children are given instructions on acceptable behavior which includes: remain seated and facing forward, be respectful of staff and the driver, keep all hands, arms and objects inside the vehicle, no food or drink in vehicles, when riding in a van or car all passengers must wear a seat belt.

**CANCELLATIONS:** Program adjustments and payments made **after** **5:00 pm, 3 days prior to the program date**, will be charged a fee of $5 for daily programs. Refunds or camp credit will be given upon cancellation with 3 business days’ notice. This policy reflects our need to have food, staff, transportation, and materials in place prior to the program date. If Camp Fire finds the need to cancel any program, full refunds will be given.

Thank you for registering your child for camp for The Outrageous Ski Trip Overnight.   
Our camp Staff is very excited to host your child in our interactive program.   
We look forward to meeting your family and helping your child grow… we’ll see you soon!   
Thank you for choosing Camp Fire!

Sincerely,  
Marilyn Bagley  
Camp Fire Heart of Iowa  
Program Director

**Our Promise**: Young people want to shape the world. Camp Fire provides the opportunity to find their spark, lift their voice, and discover who they are. In Camp Fire, it begins *now.* **Light the fire within.**