

Handy Dandy Parent Guide

It's time to prepare for summer camp!

1. Log into your CampBrain account: <http://campgilead.campbrainregistration.com>

2. Click “View Details” to review your Registrations.

3. Update your **Household Information** and view the **downloadable documents** to confirm accuracy.

Parents, please confirm that you put your own name on the Pickup Authorization Form.

* If you need to make any changes to your child's registration, call 863-984-1353 or e-mail campgilead.registrar@gmail.com and we will be happy to assist you!

4. Add spending money to the Oasis account.

Oasis “Wallet” (Spending Money): These funds allow your child to purchase snacks, drinks and merchandise at the Oasis (snack shop & camp store). You can log into your CampBrain account at any time to add funds to your child's Camp Store Wallet.

At the end of the camp season, any amount under \$5 leftover will automatically go to the mission project, and any amount above \$5 leftover can be donated to the mission project or refunded to you upon request.

5. **Pay the Balance Due** by the Wednesday before your child's week of camp. (Our system will only process Visa & MasterCard.)

Special Diets: If your child has a **medically-necessary diet (allergy)**, please contact us so we can work out the details of your child's care before your arrival. It will be important for us to know if you will be providing food or if you would like to work with our cooks who need time to plan menus and grocery shop.

Please make sure that your child does NOT bring: Cell Phones, smart watches, iPods/ipads, personal electronic devices (PSP, Game Boy, MP3 players, CD Players, etc.), firearms, knives, alcohol, tobacco, vapes, or illegal drugs. **We reserve the right to send a camper home without a refund if found with any of these items.**

Sending Mail: The camper email address is GileadFLcampermail@gmail.com.

- Put your child's name & cabin # in the subject line.
- Your child will not be able to reply, but will receive the e-mail in the same manner he/she would receive regular mail.
- Snail mail and emails are delivered once daily.
- Please keep your message positive and encouraging, so that hearing from you does not spark homesickness.

The screenshot shows the CampBrain registration interface for Lacey Williams. It is divided into three main sections: a registration status list, a financial summary, and an Oasis account balance.

| Lacey Williams | |
|--|-----------------|
| • Medical Form | SUBMITTED |
| • Student Profile | SUBMITTED |
| • Wellness & Nit-Free Policy | SUBMITTED |
| • Release Form | SUBMITTED |
| • Pick-Up Authorization | SUBMITTED |
| • Optional: Bible Lesson (Scholarship) Program Sign-Up | TO BE COMPLETED |
| • Optional: Bring a friend and earn a prize! | TO BE COMPLETED |

| Financial | |
|---|--------|
| Download Printable Season Account Statement | |
| Total charges | 384.00 |
| Amount Due | 384.00 |
| New Payment | |

| Oasis (Snack Shop & Camp Store) | |
|-------------------------------------|------|
| • Current account balance for Lacey | 0.00 |
| Add Deposit | |

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Photos: In an effort to get photos for you to enjoy with your children, our photographer will be putting photos into labeled albums on Flickr.com. You will be able to access these albums by clicking on the **PHOTOS** tab on the front page of our website. **Photos will be available by the end of each week.** (We also try to get photos up mid-week for your enjoyment.)

Wellness Policy: Camp Gilead requires that all children attending camp be fever free (99.4 or greater), for 24 hours. Children having flu or virus symptoms need to remain at home as we are striving to make camp the best experience for all children.

Nit-Free Lice Policy: Before your child arrives at camp, please make sure your child does not have lice or nits. During check-in, each child will be checked. If lice or nits are found, the child will not be able to attend camp until all lice and nits are removed. After treatment and nit removal, and not less than 24 hours, a camper can be re-checked by a member of the camp staff. If treatment is performed at a Lice Treatment Center (for example: www.liceclinicsofamerica.com), an official receipt or document will be enough proof of treatment for the child to return immediately after treatment.

Check-in Day is very special!

We will be working together to safely and smoothly transition 100 children into summer camp. Please allow time (about 1 hour) to do so without rushing. We are continuing our “Drive-Through” check-in and look forward to seeing you there.

To limit the time you are in the car line, we suggest that you follow this chart of **staggered check-in & check-out times** based on the camper’s last name. (If multiple last names are in the same car, choose the time that best works for you.)

Staggered Check-In & Check-Out Times:

| | |
|------|-----|
| 4:00 | A-C |
| 4:15 | D-I |
| 4:30 | J-M |
| 4:45 | N-S |
| 5:00 | T-Z |

Drive-through Check-In Stations: Please be patient. Every child is important to us and we want this transition to go smoothly.

Station 1: **Check in with the Registrar** - get cabin #, luggage tags and parent booklet

Station 2: **Lice Check**

Station 3: **Unload Luggage & Say goodbye**

Station 4: **Turn in Medication & completed Medication Form** in the appropriate size ziplock bag with your child’s name on it. (Do NOT put medication in a suitcase.). If your child doesn’t have medication, you can skip this station.

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Overnight Campers

- **Please do not arrive early as our staff will be in a pre-camp meeting.**
- If arriving later than 5:30, please let us know as soon as possible.
- **If an emergency occurs and you must pick your camper up prior to 4:00pm**, please call the office at 863-984-1353 and give as much notice as possible so we can make the proper arrangements with everyone involved.
- A driver's license is needed to verify permission to pick-up. **The parent or person must be listed on the camper's Pickup Authorization Form.**

Commuter Campers

- **Check-in: 7:30 am Monday – Friday** If arriving later than 8:00, please let us know.
- **Check-out: 5:15pm Monday - Thursday and 4:00-5:00 on Friday**
- Please do not arrive early!
- **If an emergency occurs and you must pick your camper early**, please call the office at 863-984-1353 and give as much notice as possible so we can make the proper arrangements with everyone involved.
- A driver's license is needed to verify permission to pick-up. **The parent or person must be listed on the camper's Pickup Authorization Form.**

Attached to the Email is:

1. Dress Code & Packing List
2. Check-In Map
3. Camper Code of Conduct – Please review this with your child before your arrival!
4. Medication Form (Only needed if bringing medication or supplements.)

We are looking forward to seeing you soon! -- Camp Gilead Staff