



Koinonia Nature Camp Resident Registration Handbook

Thank you for registering your child for Koinonia Nature Camp 2022! We are excited to start an amazing summer experience for your family. Enclosed in this packet you will find all the necessary information to complete the registration process. Please note that no participant will be accepted into the program until all the information is completed and given to our office.

Upon completion, please email/scan this information to our office register@koinoniany.org or mail to **Koinonia Attn: Day Camp, 165 Lakeview Drive Road, Highland Lake, NY 12743.**

Contents:

Payment Options and Policies.....	1
Drop-Off and Pick-up Procedures.....	2
Medical Release Form.....	3,4
Registration Agreement & Payment Information....	5
Scholarship Application Form.....	6
Registration Form.....	7
Questionnaire.....	8

Contact:

Questions? Contact our office at (845) 456-0214 or program@koinoniany.org

Payment Options and Policies

1. Payment Options

A non-refundable deposit of \$50 is needed to reserve your child's space. This deposit applies for up to the full 6 weeks of Day Camp. Full tuition is due one week before the camp session begins, because we will have a waiting list.

2. Scholarships and Discounts

Partial scholarships and discounts are available for families with three or more children, or families with income restrictions. If you would like to request a scholarship or discount, please fill out the Scholarship Application form and return it to the office. Scholarships are available based on need. We will try to honor all scholarship requests.

3. Refunds

Refunds are available to families with a minimum of two weeks' notice of cancellation. If a family experiences a financial or family hardship, or medical emergency, please contact our office to discuss your options for a refund.

4. General Policies

We accept payments through credit cards (Visa, MasterCard, Discover, AMEX), personal checks (payable to Koinonia). We will charge a \$50 fee for returned checks.



Drop-off and Pick-up Procedures

Regular Drop-off 8:30 A.M. – Chapel in the Pines Parkinglot on Mud Pond Road

The drop-off location is the parking lot in the Chapel in the Pines unless rainstorms are severe. On those days the drop off and pick up location will be the High School in Eldred. Families will be notified by email if the drop off is not at the camp. Campers must be escorted daily by the child's family to the Koinonia staff check in. At this time the daily health check will be performed, temperature taken and staff will escort your child to the program area to begin their day. Please do not check in your child before 8:30. If you arrive earlier, please remain in your vehicle until we are open.

Regular Pick Up 3:00pm – Chapel in the Pines Parking lot on Mud Pond Road

Families will drive their car up to the entrance of the Chapel in the Pines, staff will check in with you, your child will be brought to you, and you will sign them out. If you are 15 minutes late you will be charged a late fee of \$10.

Authorized Pick Up People

Parents and/or guardians may have up to two additional authorized Pick Up People, excluding themselves. Please fill out the authorized form and return it to our office, with all other forms. If a staff person does not recognize the Pick Up Person, they will request to see the driver's license to confirm their identity, before allowing the child to go with them to the car.

Extended Day Pick up 5:00pm – Chapel in the Pines Parking lot on Mud Pond Road

Families will drive their car up to the entrance at the Chapel in the Pines Parking lot, staff will check in with you, your child will be brought to you, and you will sign them out. Please come on time because our camp staff needs to prepare for the next day.

Medical Release Form (Please fill out one for each child) and return with a copy of each child's 2021 – 2022 physical and vaccination records.

Child's Name (please print) _____ Date of Birth _____

Address _____ Home Phone _____

Parent/Guardian 1 Name _____

Parent/Guardian 1 Work Phone _____

Parent/Guardian 1 Cell Phone _____

Parent/Guardian 2 Name _____

Parent/Guardian 2 Work Phone _____

Parent/Guardian 2 Cell Phone _____

Name of Child's Physician _____ Phone _____

Name of Child's Dentist _____ Phone _____

Medical Insurance Company _____

Insured Person _____ Policy Number _____

Medical Insurance Company _____

Insured Person _____ Policy Number _____

The following are names of people other than myself who can be contacted IN CASE OF AN EMERGENCY, AND/OR MAY PICK UP MY ILL CHILD if I cannot be reached. You must list someone in addition to yourself & your spouse.

Name _____ Relationship _____

Phone _____

Name _____ Relationship _____

Phone _____

Authorization for Pick-up Unless otherwise specified IN WRITING, two parents/guardians will be allowed to pick up their child without being placed on this authorization list. If there are any specifications about custodial rights or pick-up rights, they must be submitted IN WRITING to Koinonia. Your child will not be allowed to go with anyone else unless a written note is provided. This will be strictly enforced. The following people have permission to pick up my child at the end of the Koinonia Day Camp:

Authorized Drivers (please list up to two drivers)

Name _____ Relationship _____

Phone Number _____

Name _____ Relationship _____

Phone Number _____

Please indicate any allergies your child may have and provide any other pertinent information. This is the only record of medical information we have on your child. It is important that you fill this out honestly and completely. It is for your child’s well-being and safety. Please mark N/A for all that do not apply.

ASTHMA ___ FOOD ___ INSECT BITES OR STINGS ___ LATEX ___ MEDICATIONS ___ OTHER ALLERGIES (Please explain) _____

Is your child presently taking prescription medications for any health reasons? If yes, please explain.

Will these medications be taken during the Day Camp Program? _____

Is your child presently taking over-the-counter or non-prescription medications for any health reasons? If yes, please explain and list medications.

According to New York State Childcare Regulations, prescription and over-the-counter medication may be administered only upon written permission of the parent and written instructions from a health care provider stating that the program may administer such medication and specifying the circumstances, if any, under which the medication or prescription must not be administered. Medication must be in the original container labeled with the child’s complete name, the medication name, recommended dosage, time intervals for administration, method of administration, expiration date and, for prescription medication, the prescriber’s name and license number. Are there any restrictions your child is presently under or will be under during the Day Camp Program, that we should be aware of? Are there any special health or dietary needs or problems we should be aware of?

In the event of an emergency, I, _____, authorize a Koinonia Day Camp Staff Member to take my son or daughter to the hospital for treatment at my own expense. I further give my consent that any emergency medical care needed may be given to my son or daughter in case I cannot be reached. Furthermore, I confirm that all the information above is accurate and completed in full.

Parent/Guardian Name (Please Print) _____ Date _____

Parent/Guardian Signature _____

Day Camp Health History Form

DAY CAMP

CAMPER'S NAME: _____ AGE: _____ SEX: _____

PARENT'S NAME: _____

LOCAL ADDRESS: _____

PHONE: () _____ CELL PHONE: () _____

EMERGENCY CONTACT NAME: _____

PHONE: () _____ CELL PHONE: () _____

LOCAL ADDRESS _____

Health History: (Check-giving approximate dates)	Allergies	Diseases
Frequent Ear Infections _____	Hay fever _____	Chicken Pox _____
Heart Defect/Disease _____	Ivy Poisoning _____	Measles _____
Convulsions _____	Insect Stings _____	German Measles _____
Diabetes _____	Penicillin _____	Mumps _____
Bleeding/Clotting Disorders _____	Other Drugs _____	Asthma _____
Seizure Disorder _____	Food Allergy _____	

Immunization Record: (fill-in date of last vaccination)

Diphtheria _____	Influenza Type b _____	Hepatitis b _____
Measles _____	Mumps _____	Poliomyelitis _____
Rubella _____	Tetanus _____	Varicella _____

Operations or serious injuries (dates) _____

Chronic or recurring illness: _____

Other disease or details of above: _____

Current medications: _____

Allergies: _____

Parent/Guardian Signature: _____

Date: _____

Nature Camp Registration Agreement and Payment Information

Payment: Check (payable to Koinonia) or Credit,
\$50 deposit due to reserve your space

Then the balance of

\$90 for one week of camp from 8:30-3:00pm due one week before opening day

\$150 for one week of camp from 8:30-5:00pm due one week before opening day

I understand my child will be expected to abide by the expectations to be a kind community member set by the Day Camp Program directors and staff. If these reminders to be a kind community member are ignored repeatedly, I understand that my child could be dismissed from the Day Camp Program. My child is permitted to participate in all scheduled program activities, unless contradicted by a medical report, which I will provide.

This day camp includes hiking, swimming, and being outdoors the whole day. If this does not suit your child we suggest you look at other day camp options.

In consideration for accepting this application, I, the undersigned, intending to be legally bound for myself, my heirs, executor and administrators, waive and release any and all rights and claims for damages I may have against any and all agents, chaperones, employees of the Martin Luther Camp Corporation – Koinonia, and any other sponsors, their representatives, successors and assigns for any and all injuries and/or damage suffered by my son or daughter in connection with this activity. My son/daughter is in suitable physical condition to participate in any activities specified in my application. I further understand that photographs, photographic images, videotapes, and likenesses of my child may be used in connection with publicity of the Day Camp Program, Martin Luther Camp Corporation – Koinonia.

Parent/Guardian Name (Please Print) _____ Date _____

Parent/Guardian Signature _____

Credit Card Payment

Name on card: _____ Today's date: __/__/__

Address _____

City _____ State _____ Zip Code _____

Type of card: Visa MC Discover AMEX

Card #: _____

Exp. Date: __/__/__ CVV: _____

Total: \$ _____

Authorized Signature: _____

Check Payment

Please make check out to **Koinonia**, with Day Camp and your child's name in the memo line.

**Koinonia Nature Camp
Scholarship Application/Scholarship Donation Form**

_____ I would like to request a scholarship for my child/children

Please complete this application for consideration of a scholarship to Koinonia, and send to Koinonia, 165 Lakeview Drive Road, Highland Lake, NY 12743, at least one week before the session before begins. If you have any questions, please contact the office. Scholarship forms will not be considered unless accompanied by a registration form.

Please PRINT clearly and if you wish, include a narrative.

Name(s) of Children attending Day Camp

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

Reason for requesting scholarship: _____

Dollar amount requested: \$ _____ .00

I certify that the above information is true. I understand that the scholarship application to Koinonia does not guarantee acceptance and participation in the camp program.

Signature of Parent/Legal Guardian: _____ Date: _____

_____ I would like to make a contribution to Koinonia to help a child attend Nature Camp

The Koinonia Day Camp is funded by a generous grant which has lowered the cost of camp significantly. If you would like to add an additional donation to your child's Day Camp costs, these funds will be used to fund scholarships so all children can attend Day Camp. This donation will be tax deductible.

Thank you for your support!

\$ _____ .00 Amount Donated in addition to my child's Day Camp Costs

KOINONIA 2022 Nature Camp Registration

Name of child: _____ Age: _____ Grade completed: _____

School: _____ Email: _____

Address:

Mailing Address (if different from Address): _____

Phone Number (h) _____ (c) _____ (w) _____

Day Camp Rates:

Standard Rate: \$90 per session - \$18 per day* (8:30-3:00)

Extended Day Rate: \$150 per session - \$30 per day* (8:30-5:00)

*Children can come for less than a week to camp-3 days at least

Sessions: (Please check the following sessions your child will be attending)

Session 1 – June 27-July 1 _____

Session 2 – July 5-July 8th: _____ (take one day off total charge)

Session 3– July 10-15th: _____

Session 4– July 18-22nd: _____

Session 5 – July 25-29th : _____

Session 6 – Aug 1-5th : _____

Day rate sign up (we recommend that days are in a row)

Dates: _____

(Please check the following that apply to your child's Registration Plan)

Standard Rate: Yes _____

Extended Day Rate: Yes _____

_____ I am interested in more information about the pilot afterschool 2 weeks before DayCamp

Questionnaire

Please complete the following questionnaire so we can learn more about your child, so our staff can work out the best options and planning to make your child's experience one-of-a-kind. Thank you.

Child's Name _____ Grade Completed 2022 _____

Number of Siblings _____

Question 1: Does your child have any specific interests, hobbies, or recreational activities they participate in? Please list them.

Question 2: How would you best describe your child's personality?

Question 3: Please check the following daily activities in which your child would be interested.

Storytime ___

Singing/Drama ___

Swimming ___

Arts & Crafts ___

Boating ___

Fishing ___

Hiking ___

Nature Lessons ___

Large Group Games ___

Small Group Games ___

Question 4: Is there anything else you'd like us to know about your child that may be helpful for our staff?

If you have any further questions or concerns, please direct them to our Day Camp Director, Rebecca Morbito program@koinonian.org. Thank you.

Bible Stories Option

Koinonia is a Lutheran Camp and has been in operation nearly 60 years. It has the following mission:

“Koinonia is where God prepares people in an outdoor environment to love and serve one another”

As a part of our mission, we would like to offer families the opportunity to learn some Lutheran Theology during camp. This is optional and not required.

If you would like your child to join the Bible Story group, they will gather for 15-20 minutes after lunch while the Day Camp is having a rest time. Counselors will use the Sparks Bible and read Old and New Testament stories, and then engage the children in a brief discussion.

If you would like your child to join the Bible Story Group check below and sign.

_____ I would like my child, _____ to attend Bible Stories

_____ / ____ / _____

Signature

Date