



Summer Camps at College Settlement

600 Witmer Rd, Horsham, PA 19044

www.collegesettlement.org

Phone: 215-542-7974

Fax: 215-542-7457

Dear Parents & Guardians:

Thank you for your interest in the Summer Camps at College Settlement's programs!

Camper Registrations can be completed online at www.collegesettlement.org.

The Registration Deposit must be paid at the time of registration for each child, per session. Omitting any vital medical or pertinent information could result in your child being sent home from Camp. Please understand that this information can better prepare our staff to meet your child's needs upon their arrival. It can be very difficult to accommodate unanticipated needs while Camp is in session.

Step 1 ... Before completing the online registration, please read the **Parent & Guardian Handbook**. The Handbook contains important information regarding our programs, policies, and typical daily schedules. Usually, any questions you have can be answered by reading the Handbook.

IF YOU ARE A RETURNING FAMILY: Please sign into your existing account! If you already created a new account, or cannot access your existing account, please call the Camp Office at 215-542-7974 for assistance. We can retrieve your existing account information if necessary, or merge duplicate accounts.

Step 2 ... You will need to complete the following information to successfully register for Camp:

1. Camper Registration

- Household and Child Information
- Select Session Options (Maximum 6 weeks per camper)

- A. **Teen Adventure Program (Campers ages 13-14) Choose one Session Only:** The Teen Adventure Program (TAP) is very different from our other Camp programs. TAP is a challenging, 5 or 12-day program designed for 13-14 year old campers who enjoy the outdoors, being physically active, and participating in adventure-based activities. **Teen campers will remain at our Horsham site for 5-day sessions, and will travel to the Spruce Run Outpost for 12-day sessions this summer.**
- B. **Overnight Camp Program (Campers ages 8-12) Choose one Session Only:** Overnight Camp offers both 5 and 12-day sessions. Campers will stay in cabins sorted by age and gender, and participate in a wide variety of outdoor activities during the day.

C. **Day Camp Program (Campers ages 7-12) Choose up to 2 Sessions:** Day Camp sessions are two weeks long. Campers are provided with breakfast, lunch and a snack each day, and daily activities are similar to Overnight Camp. Transportation options vary based on which session you select; be sure to keep this in mind when selecting your sessions.

D. **Combination Camp Programs (Campers ages 8-12):** Choose one 5 or 12-day Overnight Camp Session and up to 2 Day Camp Sessions. There is a six-week maximum per camper. To make sure your selected session dates do not overlap, we recommend a two-week gap between Overnight and Day Camp sessions.

- Select Transportation
 - **Please review your Transportation options carefully.** Your child is assigned to the transportation option you select when registering. This will be their arrival and departure method for the duration of their Camp session. No changes can be made without prior authorization from the Camp Office.

2. Lunch Letter

- Our subsidized Camp fees vary depending on both the program you select, and your child's lunch status in school. To receive discounted camper tuition, you must provide the Camp Office with a Proof of Lunch Status Letter from your child's school that includes your child's full name, and what lunch status they qualify for: either Free or Reduced Lunch. No letter is required for Regular Lunch.

Please note: Parents of children who attend **public school** in the Philadelphia School District can submit a copy of their child's report card for the current school year, and will automatically qualify for the Free Lunch rate. For **Philadelphia Charter schools**, please provide a copy of your child's report card, and a letter from the school. This letter should state that the entire school receives Free Lunch, or should reference your child specifically. Lunch Letters should be written on the school's letterhead.

Your Lunch Letter must be uploaded to the Paperwork section of your account, or sent to upload@collegesettlement.org so we can upload it for you. **YOUR REGISTRATION IS NOT COMPLETE UNTIL YOUR LUNCH LETTER IS RECEIVED BY THE CAMP OFFICE AND YOU RECEIVE A CONFIRMATION CALL.** If you are unable to provide a letter from your child's school, but would qualify by income, please call the Camp Office at 215-542-7974.

3. Mandatory Medical Forms

- **Camper Health History:** The Camper Health History form is part of the Camper Registration process and must be completed in order to submit your registration.
- **Camper Medical Form:** This form is completed by your child's doctor and must be received by the Camp Office **at least four weeks prior to your child's session start date.** Please understand that we are **LEGALLY REQUIRED** to collect medical forms for ALL campers. Your child will be dropped from enrollment if we do not receive this form in time.

- **Immunization History:** You must submit your child's Immunization History along with the Camper Medical Form, at least four weeks prior to your child's session start date. **We require vaccination records for all campers. Covid vaccinations are mandatory for Overnight Camp, and highly recommended for Day Camp. Boosters are highly recommended, but not required.** Your child will be dropped from enrollment if we do not receive these forms in time.
- The Summer Camps at College Settlement's Vaccination Policy ("VP") is in accordance with all applicable federal, state, and local regulations. Additionally, the VP was constructed pursuant to guidelines set forth by the Montgomery County Department of Health, the American Academy of Pediatrics, and the Philadelphia Department of Health, among other sources.

4. Camper Profile Form

- Please fill out one Camper Profile form for each child you are enrolling. The information you enter on the Camper Profile form is very important in helping us give your child the best possible experience.

5. Registration Deposit

- There is a required \$50 Registration Deposit that must be paid at the time of registration. This deposit must be paid by credit card, per child, per session. Your registration will not be submitted until the Registration Deposit is paid. Please note that this payment will be applied to your total Camp fees. **All final payments must be received by the Camp Office four weeks prior to your child's session start date. Please review our Paperwork Deadlines / Refund & Cancellation Policy document when registering.**

The Camp Office will contact you to confirm your enrollment once we receive your Registration Deposit and Lunch Letter.

**Questions? The Camp Office is open Monday
through Friday from 9:00 AM - 5:00 PM**

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