



## Summer Camps at College Settlement

600 Witmer Rd, Horsham, PA 19044

[www.collegesettlement.org](http://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!

### The 3 basic steps to register for Camp are...

1. Complete the Online Camper Registration
2. Pay the Registration Deposit
3. Gather and Upload ALL Necessary Paperwork

Camper Registrations can be completed online at [www.collegesettlement.org](http://www.collegesettlement.org). Before completing the online registration, however, 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.

Your child's space is not secured until you've completed these 3 steps! More information is located below.

## Completing the Online Camper Registration

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- Select Session Options (Maximum: 1 Session Overnight Camp, 2 Sessions Day Camp)
  - A. **Teen Adventure Program** (Campers ages 13-14) *Choose one Session Only*: The Teen Adventure Program (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 the 2024 season and will not be traveling to our Spruce Run Outpost.**
  - 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 and run Monday through Friday. Campers are provided with breakfast, lunch and a snack each day, and daily activities are similar to Overnight Camp. Please keep in mind when choosing your sessions that transportation options vary based on which session you select.

D. **Combination Camp Programs (Campers ages 8-12):** Choose one 5 or 12-day Overnight Camp Session and up to 2 Day Camp Sessions, for a total of 6 weeks maximum per camper. When making your session selections, please ensure that the dates you've chosen for Day and Overnight Camp do not overlap.

- Select Transportation
- Complete Mandatory Forms

## Paying the Registration Deposit

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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 4 weeks prior to your child's earliest session start date.** Please review our Paperwork Deadlines / Refund & Cancellation Policy document when registering.

## Gathering the Necessary Paperwork

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- **SNAP or Free/Reduced Lunch Eligibility – UPDATED 2024**
  - The amount you'll pay towards Camp fees varies depending on both the program you select and your income level. In the past, we have typically asked for verification that your child receives Free or Reduced Lunch in school to receive the discounted rate. **As of Summer 2024, however, we are requesting that any families receiving SNAP please submit some form of verification (SNAP eligibility letter, photo/scan of EBT card, screenshot of your COMPASS dashboard, etc.), instead of a Lunch Letter.** We can also accept proof that your household receives TANF or FDPIR.
  - If your household does not receive any of the benefits listed above, you may still submit a Free/Reduced Lunch Verification Letter. You can request Free/Reduced Lunch Verification Letters from your child's school. The letter **must** include your child's full name and clearly state that they receive Free or Reduced Lunch for the given school year. **Please note that we are no longer permitted by the USDA to accept report cards to verify Lunch Status, even from the Philadelphia School District.** If you are qualifying based on lunch status, we must receive a letter from your child's school.
- **Mandatory Medical Forms**
  - **Camper Medical Form:** This form is completed by your child's pediatrician and must be received by the Camp Office at least 4 weeks prior to your child's earliest session start date. **WE MUST HAVE A PHYSICAL EXAM ON FILE THAT HAS BEEN COMPLETED WITHIN 12 MONTHS OF YOUR CHILD'S SESSION START DATE.** For example, if your child had a physical completed in June of

2023, it will likely be expired before their first day of Camp. We are legally required to have recent physicals on file for all campers, so please schedule an exam as soon as possible.

- **Immunization History:** You must submit your child’s Immunization History, along with the Camper Medical Form, at least 4 weeks prior to your child’s session start date. **We require all campers to be fully vaccinated.** There are no exceptions or exemptions. Your child’s registration will be cancelled if we do not receive their Medical Form and Immunization History in time.
- **Vaccination Policy Information:** The Summer Camps at College Settlement will only be allowing Campers who have been fully vaccinated and can produce immunization records to that effect (signed off by a licensed physician) to attend Camp. As of Summer 2024, Covid vaccinations are highly recommended, but not required. **All other vaccinations remain mandatory.** Please review the Camper Medical Form for more information regarding required vaccinations.
- 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.

## Uploading Your Paperwork – VERY IMPORTANT

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All paperwork (Medical Form, Immunization History, and SNAP or Free/Reduced Lunch Verification) must be uploaded to your account or emailed to [upload@collegesettlement.org](mailto:upload@collegesettlement.org) 4 weeks before your child’s earliest session start date. **If we do not receive your paperwork and final payments in time, your child’s Registration will be cancelled and their spot will be given to a Waitlisted camper.**

**Questions? The Camp Office is open Monday**

**through Friday from 9:00 AM - 5:00 PM**

**Phone:** 215-542-7974

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