



We're so excited you are joining us for a fun filled week  
at Camp Timberline's

# OUTTA BOUNDS

Please read all of the enclosed information. You will find answers to frequently asked questions to prepare you and your camper for a successful week of camp. **You will need to fill out forms both online and on paper to be turned in on Opening Day**, so please see below for clarification:

## FORMS TO PRINT – enclosed

Do not fax or mail. **Please hand in Opening Day.** Thank you!

- Doctors Statement of Participation Form – **Please only use camp's physical form; must be signed by your camper's physician/NP/PA and turned in at Check-In**
- Certificate of Immunization OR Statement of Exemption– 2 pages; **Please bring updated shot records to Check-In; this can be a format that best suites your physician's office**
- Doctor's Orders for Prescriptions Form – **Please turn in with medications on Opening Day or use copies already generated by your physician's office or school.**
- Colorado Allergy and Anaphylaxis Emergency Care Plan – **If your child has any allergy that would require this type of plan, please submit this form or copies your physician's office or school already has at Check-In**

## ONLINE FORMS – under camper registration account

You will find required forms to be completed on the dashboard of your camper's account. These **MUST BE COMPLETED ONLINE**. Please make sure all blanks are filled in and each form has your electronic signature at the bottom. Some forms are multiple pages – always look for the "Save/Next" button at the bottom of each screen to complete.

- **Camper Health Form**
- **OB Liability and Photo Release Form**
- **Communicable Disease Waiver**
- **Permission for Pick-up**
- **Medications and Allergies - NEW** program available to enter these items before arrival! Click on "Add Medication" and "Allergies" boxes under the Medical section to get started!



## DAY CAMP | PARENT INFORMATION – PAGE 1

### OPENING DAY MONDAY – NEW HEALTH SCREENING REQUIRED

**PLEASE ALLOW EXTRA TIME FOR CHECK-IN ON OPENING DAY!** Due to new health standards, we will be taking camper temperatures and completing a 24-Hour Health Screening form beginning at 8:30am. Please see our Illness Prevention and Health Policy regarding these guidelines. With your help in having all of your online forms completed ahead of time, tuition paid, and bringing your camper's **SIGNED Doctor Statement of Participation Form and Immunization Record**, we can reduce unnecessary delays.

### DAILY CHECK IN TIME – 8:30am – NOT EARLIER

Camper check-in and screenings begin at 8:30am and continue until our program begins at 9:15am or until all campers are processed. If you arrive before our scheduled time, please wait in your car or in-line until our scheduled opening at 8:30am. During check-in each morning, we are asking parents/guardians to adhere to social distancing guidelines and state mandated mask requirements. Please allow extra time for daily health screenings and temperature checks. Thank you!

### DAILY CHECK OUT TIME – 3:45pm - 4:00pm

Check out time begins when our program ends around 3:45pm. Please do not arrive later than 4:00pm to pick up your child. During pick-up each afternoon, we are asking parents/guardians to adhere to social distancing guidelines and state mandated mask requirements. Pending Covid guideline status, we will communicate if pick-up will be inside or outside. For either scenario, we will release your child after the security card has been provided and the child has been signed out.

### DAILY CHECK OUT PROCEDURE – SECURITY CARDS

During Opening Day check-in, we will provide you with a sheet of multiple security cards. You may give a card to anyone who will be authorized to pick up your camper, **including you**. Keep this card for the week and reuse daily. ***This card MUST be presented to the counselor daily for your camper(s) to be released. Photos of the card on a phone are not accepted.*** If the adult does not have their security card, we will check their name on your Permission to Pick Up list that you completed online. If they are on the list, we will check their photo ID and issue them a new security card. If necessary, we will call you to confirm your camper can leave with that person. Be sure to provide all names of anyone (friend, relative, spouse) who may be picking them up -- including YOU! We have extra security cards for you in this packet as well.

### CLOSING DAY FRIDAY –

A very meaningful Closing Day ceremony will be held on Friday at 3:00pm. Current guidelines dictate that our Closing Ceremony will be for the campers only. If individual county/church guidelines change, we will alert you to any modifications for families to attend this special event! The celebration involves the weekly video, camper awards, counselor and cabin introductions, songs, a group dance performance and more! The ceremony will end at the usual pick-up time of 4:00pm. **Please notify us if your child will be missing the ceremony due to early pick-up or an absence so we can coordinate presenting his/her camper award with you at another time.**

### EVERY DAY –

As part of our efforts, in partnership with county guidelines, to provide a safe environment and make activity modifications your child(ren) will enjoy, campers will be assigned to small cabin groups that will operate in cohorts by doing adventure activities, sports, programming and lunch with their group. Most specifically, each day campers will have the opportunity to learn and develop skills in a variety of team sports listed below. Pending Covid restrictions and cohorts remain in place, campers will continue to participate in a variety of sports and adventure activities each day within that cohort. Regardless of restrictions, we want to make sure each child feels comfortable and successful trying a brand-new sport and adventure element.

**SPORTS OFFERED** – each sport is coed (pending guidelines). For all sports, we recommend athletic/running shoes. NO cleats please.

- Basketball
- Lacrosse (bring a stick if you have one)
- Flag football (no contact so no need for pads)
- Soccer
- Volleyball
- Dance (campers in dance during the week will perform a routine at the Closing Ceremony)
- Arts and Crafts (campers may choose to do arts and crafts as one of their sport rotations)



## DAY CAMP | PARENT INFORMATION – PAGE 2

### SUMMER CAMP SAFETY - #1 PRIORITY –

We take your child's safety and well-being very seriously at Camp Timberline. It is our TOP PRIORITY. We recognize that a safe environment is the foundation for everything we do at Camp Timberline and we seek to provide this standard through the following areas:

- **Staff Hiring & Training** – We hire the best staff in the country through a rigorous, 4-step screening process
- **Staff to Camper Ratio (1:4)** – Your child is known and protected by staff 24/7
- **Health** – Staff are CPR certified, in-depth arrival screening, increased sanitization procedures, current protocol on illness prevention and Covid guidelines. Please visit our website for the most up to date guidelines specific to each church location.
- **Activities** – Regularly certified and accredited
- **Facilities** – Each church location maintains their facilities and has an emergency action plan in place
- **Food Service** – Snacks are provided daily and are purchased in bulk, may contain gluten, dairy or nuts. If allergies are a concern, please provide a snack for your camper each day.

For questions or concerns regarding our safety policy please contact 970.484.8462 or [office@camptimberline.com](mailto:office@camptimberline.com).

### COVID SAFETY INITIATIVE –

We have created a Safety Initiative, both operationally and medically, to ensure that Day Camp is conducted in the best possible way in response to COVID-19. Please refer to the addendum to this packet for detailed information on our current policies. Visit our website for the most up to date guidelines specific to each church/county as well.

### EMERGENCY ACTION PLAN –

Camp follows ACA and state guidelines with emergency response. These protocols are in place in the rare case that there is an emergency at the church facility. The action plan, method of communication, and procedures regarding campers and staff are available on our website. If you have any questions regarding this matter, please contact our Fort Collins office at 970.484.8462 or [office@camptimberline.com](mailto:office@camptimberline.com) for further details.

### HEALTH SERVICES –

Each staff member at Camp Timberline is trained in CPR and First Aid. **The Day Camp program does NOT have a registered nurse/medical personnel on site, but the Day Camp Director can administer basic medications and emergency prescriptions such as inhalers and EpiPens.** If your child needs insulin or medication requiring a syringe, please have a parent commit to being present to administer medication/care when those items should be taken.

**Please also review the Health/Behavior Policy in this packet so you and your camper are familiar with the essential functions listed for participants.** Our Day Camp is unique in its structure of activities, pace, and energy level, so compliance with these functions is critical for the safety and experience of both camper and staff. If you have any questions related to this policy, please do not hesitate to contact our Fort Collins office.

### MEDICATION –

Each Day Camp location will have Advil, Tylenol, Benadryl, and Tums available. These over-the-counter medications are kept in a locked box and accessible only by the Camp Director or authorized staff. **New state childcare regulations require that all medication brought to camp must be in the original prescription bottle or box with doctor's orders for each item.** We cannot accept unlabeled medication or items without a copy of your doctor's orders and will have to turn away these items.

**Physicians must also sign inhaler and EpiPen use forms** before these items can be administered at camp. If your child will need an inhaler, EpiPen, or other prescribed medication while at camp, please see the appropriate forms in this packet and bring with you on Opening Day.

### ALLERGIES & DIETARY RESTRICTIONS –

If your child has an allergy (drug, insect, plant, and/or food) or dietary restriction concern that could result in a reaction while at camp, we want our staff to be knowledgeable about your child's situation. Please complete the **Colorado Allergy and Anaphylaxis Emergency Care Plan** prior to your child's arrival at camp (please see this form later in the packet) and contact the Outta Bounds Director at 303.359.2218 or [diane@camptimberline.com](mailto:diane@camptimberline.com) to talk about how to make this a positive and safe experience for your child. **Your child will be bringing their own lunch daily; however, we will be serving bulk snacks that may contain gluten, dairy or nut residue, so plan to provide a camper snack if these items are to be avoided.**



## DAY CAMP | PARENT INFORMATION – PAGE 3

### CAMP STORE –

Pending Covid Guidelines, we will set up our camp store for purchases after the Closing Ceremony on Friday. We have t-shirts, hats, gift items and much more. Cash, check and credit card are accepted. If we are unable to offer this option due to Covid Guidelines, we also have an online camp store available.

### BIRTHDAYS –

It is an honor to celebrate your child's birthday at camp!!! We celebrate each birthday with creativity and excitement during lunch or snack time on your child's birthday. We have a team of staff sing a fun and energetic song to your child and provide your child/cabin with a birthday treat. If you would like to do something in addition to this for the big day, please contact [diane@camptimberline.com](mailto:diane@camptimberline.com) and we would be happy to assist you in making this day very special and safe with Covid guidelines.

### COMMUNICATION and VISITATION WITH CAMPERS –

We are very aware of the great responsibility in caring for your child. In case of an emergency on site, either physical or otherwise, you will be notified immediately. Should a family emergency arise and you need to contact your camper quickly while they are at camp, you may contact our Camp Director, Diane Dahm, directly at 303-359-2218 or call the church office (numbers listed at the end of this packet).

On a regular basis, we DO NOT allow visitation (eating lunch) or phone calls, (either incoming or outgoing) regardless of Covid guidelines, because of and the interruption to the schedule and effect on camper morale. Unfortunately, this includes birthdays and other special occasions. It has been our experience that these rules are in the best interest of each camper. As noted above, exceptions will be made only in absolute emergency.

### REMINDER ABOUT BUDDY REQUESTS –

Campers are placed in small groups based upon gender, age and grade. Within these parameters, we strive to honor ONE buddy request per camper. The requested "buddy" must be within 12 months of the other camper's birth date, and first priority will go to reciprocal requests. All groups are balanced between campers with buddy requests and those without buddy requests. All will be grouped within the same 12-month age group pending an unusual breakdown of age ranges in camper registrations.

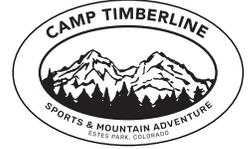
### SESSION PHOTOS AND VIDEO –

Pictures of activities from each session will be posted on our secure photo site daily. You will be given the login information to have access and enjoy! In addition, you will receive a camper cabin picture on Closing Day. Each session's video will be accessible through Vimeo and emailed to you.

### BALANCE DUE –

Account balances are due by May 1st for registrations done before March 1st. Please log back into your account and make the final payment prior to that date. Any balances that are not paid by May 1 will be charged to the card on file. You may also pay by check online. All mail-in payment should be sent to 430 Canyon Avenue, Fort Collins, CO 80521.

- If you signed up after March 15, the balance is due within 30 days after registering or prior to your camp session starting, whichever comes first. If payment is not made in that time frame, the credit card on file will be automatically charged for any balance due.
- If you made arrangements with the participating church to receive a scholarship and applied your code during online registration, please confirm with our Registrar at [office@camptimberline.com](mailto:office@camptimberline.com). If arrangements were made after online registration was completed, our registrar MUST be advised prior to arrival to ensure your camper's registration and/or scholarship credit. We will not be able to admit your camper without scholarship verification, otherwise FULL payment will be required to attend camp, no exceptions.



## CANCELLATION/WITHDRAWAL REFUND POLICY –

Camp Timberline greatly values each family's investment in camp. We strive to honor your funds and also cover fixed costs to make this the best experience for your child. With this consideration, here is our cancellation policy:

- If a camper cancels for any reason, the \$75 deposit is non-refundable.
- If a camper cancels for any reason prior to May 1st, all monies paid over and above the initial \$75 non-refundable deposit will be refunded.
- If a camper cancels for any reason after May 1st, no monies will be refunded.
- Camp Timberline will always try to work with camper families to reschedule the camper's session, pending availability.

**DISMISSAL DUE TO CAMPER BEHAVIOR –** Please refer to the **Camper Health/Behavioral Policy** for guidelines on successful participation at camp. This explains our protocol for any social/emotional/behavioral issues that require one-on-one supervision which Camp Timberline staff cannot provide in this setting. The Camp Director will contact the parent to discuss concerns regarding this policy and reserves the right to dismiss any camper who becomes in any way detrimental to the best interest of the other participants at camp. **We cannot give refunds for dismissals that fall under these policy guidelines.**

## CARING FOR OUR CAMPERS –

Camp Timberline is licensed and regularly renewed by the Child Care Division of Colorado and required by law to report any suspected case of child abuse discovered while a child attends camp. Parents/guardians are also free to file a complaint with the Colorado Department of Human Services and the Division of Child Care by mailing to 1575 Sherman Street, Denver, CO 80203-1714 or calling 303-866-5958 or 1-800-799-5876.

## CONTACT INFORMATION –

### REGISTRATION QUESTIONS

Year-Round Office Address  
430 Canyon Avenue, Fort Collins, CO 80521 Office – 970-484-8462  
Registrar email – [office@camptimberline.com](mailto:office@camptimberline.com)  
Fax – 970-416-7878  
[www.camptimberline.com](http://www.camptimberline.com)

### ON-SITE QUESTIONS

Camp Director Diane Dahm  
Camp Director Cell Phone – 303.359.2218  
Camp Director Email – [diane@camptimberline.com](mailto:diane@camptimberline.com)

### CHURCH OFFICE PHONE NUMBERS

- Week One: Parker Evangelical Presbyterian Church (PEPC) - 303.841.2125
- Week Two: Cheyenne Hills - 307.778.6431
- Week Three: Shepherd of the Hills - 303.798.0711
- Week Four: Immanuel Lutheran - 970.667.4506
- Week Five: Mission Hills 303.794.3564
- Week Six: Cherry Creek Presbyterian - 303.779.9909
- Week Seven: Antioch (with Two Rivers Church) – 970.227.0901
- Week Eight: Plum Creek - 303.663.1714
- Week Nine: Discovery Christian - 303.604.6280
- Week Ten: The Genesis Project – 970.682.2289



## OUTTA BOUNDS PACKING LIST

### WHAT TO BRING EVERY DAY – label all belongings

- \_\_\_\_\_ Lunch and beverage
- \_\_\_\_\_ Mask
- \_\_\_\_\_ Water Bottle - we have coolers of water available all day
- \_\_\_\_\_ Bible and pen
- \_\_\_\_\_ Backpack to store all items
- \_\_\_\_\_ Sunscreen - **please put on before arriving**
- \_\_\_\_\_ Hand Sanitizer - small bottle to have on hand
- \_\_\_\_\_ Athletic Shoes (**closed toed are required for adventure activities**)
- \_\_\_\_\_ If choosing lacrosse - stick. NO other sports require equipment.

### WHAT TO BRING FOR WATER DAY –

- \_\_\_\_\_ Swimsuit - Moderate one piece for girls, swim trunks for boys
- \_\_\_\_\_ Towel
- \_\_\_\_\_ Goggles for shaving cream fight - optional protection
- \_\_\_\_\_ Sandals, or water shoes for water activities - campers will also be running and playing in the grass/field areas

### WHAT TO BRING FOR PARTY DAY & HOE DOWN –

- \_\_\_\_\_ Costume for theme party to change into! The theme will be in parent materials/emails and on our website
- \_\_\_\_\_ Western wear for Hoe Down: cowboy boots, cowboy hat, bandana, etc.

### WHAT NOT TO BRING –

- \_\_\_\_\_ Cell phones, radios or iPods
- \_\_\_\_\_ Water guns, fireworks or weapons of any kind
- \_\_\_\_\_ Please no clothing advertising alcohol, tobacco, marijuana, etc.
- \_\_\_\_\_ Camp Timberline reserves the right to search bags if deemed necessary to maintain safety for campers.

### DAILY SNACK –

We will provide a snack each afternoon. These are purchased in bulk and may contain gluten, dairy or produced in a plant manufactured with nuts. ***Please pack a snack if your camper avoids these ingredients.***



## Safety Initiative for Day Camp

Since 1997 Camp Timberline has existed to reach and strengthen kids for Christ through sports and mountain adventure. Our purpose is no different in 2021. Even though Day Camp's daily operation may look different this summer, the feel of camp and our intentional care for your children will stay the same. Thus, in order to continue safe, individual care for your children, we have created this Safety Initiative, both operationally and medically, to ensure that Day Camp is conducted in the best possible way in response to COVID-19.

**Before sending your child to Camp Timberline, you acknowledge that your child is attending under the conditions which follow and are subject to abrupt change at any time.** Camp Timberline cannot promise or guarantee that COVID-19 or any other pathogen will not enter camp. By the very nature of the personal interaction that takes place in the camp environment, there is always a risk of your child becoming ill with this or any other communicable disease.

### Safety Initiative Guidelines:

**Federal and State Health Guidance:** We will continue to rely on expert guidance for COVID-19 provided by CDC resources, the Environmental Health and Engineering (EHE) Guidebook, the American Camping Association (ACA), the Association of Camp Nursing (ACN), as well as our state and local health department guidelines, with the goal of providing a safe and fun environment for campers and staff. Doing so will allow us to customize practical steps to help prevent the entry of COVID-19 and limit the impact on campers and staff if entry occurs. Since each church partner is located in a different county with individual county guidelines, **all strategies and protocols will be reviewed and evaluated in accordance with those specific guidelines. We will update and adapt these guidelines for each location as new information becomes available and provide a link for each church partner on our Day Camp website.** Thank you for your patience and understanding as we diligently work to bring you a fun-filled week of Outta Bounds while operating under a unique logistical aspect of this ministry!

### Camper Pre-Screening:

- To provide safe entry and minimize exposure at Day Camp, we ask all campers to keep interactions to a minimum 7 days prior to arrival. We recognize this may be difficult but appreciate whatever efforts can be made to decrease exposure for a safer camp.
- Parents/Guardians will need to monitor for symptoms and/or exposure, together with completing an online 7-Day Screening form answering questions about your child's health.
- Families will also need to monitor and answer a symptom checklist for each child attending Day Camp when they arrive each day.
- Parents/guardians must keep child(ren) home if symptoms and/or exposure are present and commit to rescheduling the camper's session instead of bringing their child(ren) to camp.

Our staff will conduct a temperature check upon arrival each day and if there are symptoms present, the camper will be isolated by a medical staff member and the camper will be asked to return home and reschedule to attend a different session pending availability. The camper will need to follow the Safe Re-Entry to Camp policy below to return to camp.

**Staff Screening:** We believe in our ability to provide safe and knowledgeable staff for your child(ren). Although guidelines for testing and vaccines are changing rapidly, we plan to isolate staff in small groups during staff training, test them for COVID-19 prior to arrival, and test staff weekly throughout the summer. Staff will also work within their cohort groups, practice social distancing and mask wearing when outside cohort groups, as well as reside in isolated housing to reduce the risk of exposure during camper sessions.

**Opening and Closing Days, Daily Check-In and Pick-Up:** Our efforts to keep your child safe include minimizing contact with anyone outside of the camp community. Although we understand the importance to both you and your child with our Opening Day traditions and Closing Day Ceremony, the safety of the camp community must come first. Regardless of any potential program adjustments, we will make sure your child(ren) feel welcome and comfortable, as well as personally escort them to their cabin group and help them with their belongings. Current guidelines dictate that our Closing Ceremony will only be for the campers. If individual county/church guidelines change, we will alert you to any modifications for families to attend this special event!

During check-in each morning, we are asking parents/guardians to adhere to social distancing guidelines and state mandated mask requirements. Please allow extra time for daily health screenings and temperature checks. Staggered arrival times may be scheduled to provide an efficient flow of traffic. We will confirm this process prior to your arrival.

During pick-up each afternoon, we are asking parents/guardians to adhere to social distancing guidelines and state mandated mask requirements. Pending Covid guideline status, we will communicate if pick-up will be inside or outside. For either scenario, we will release your child after the security card has been provided and the child has been signed out. If you forget your security card, we will issue a new one if the adult is listed on the Permission for Pick-Up form.

**Safety During Session:** As part of our efforts, in partnership with county guidelines, to provide a safe environment and make activity modifications your child(ren) will enjoy, campers will be assigned to small cabin groups that will operate in cohorts by doing lunch, activities, and programming with their group. Please note that each church and county have different policies on mask requirements and we will update you on your specific church location's policy prior to arrival via email and on our website. Regardless of church location/county, our staff will continue to wear masks and cohorts will continue to practice social distancing when other cohorts are present. Large group gatherings for programs and games indoors/outdoors may take place if we are able to implement appropriate social distancing between groups and if restrictions have been lifted in that county/church. We will also practice regular hand washing with our cabins and utilize sanitizing stations provided throughout camp. We will make this part of our daily routine and sing songs or do cheers to make it fun! The Day Camp activity area will also be sanitized throughout the day, making an extra effort to clean shared spaces and commonly touched surfaces. Staff will also be equipped with health standards and ways to monitor campers for symptoms and promote healthy behaviors.

**Quarantine Provisions:** If a child exhibits symptoms of COVID-19 or other communicable disease during a camp session, the camper will be sent to the health tent for evaluation. Necessary determinations will be made at that time on quarantining or being sent home. If a camper tests positive for COVID-19 or another communicable disease during a camp session, the small group/cohort and parents will be notified immediately and sent home to quarantine as recommended by our medical staff and the county health department. If additional small groups/cohorts display symptoms, necessary determinations will be made on quarantining other campers and/or staff members, including the potential cancellation of a camp session. Parents/guardians will be contacted to make immediate arrangements to pick up their child with options for rescheduling another session under the Safe Re-Entry to Camp policy below.

**Safe Re-Entry to Camp:** If a camper is sent home to quarantine, he/she may return for a different session during the current summer pending availability and the following criteria are true:

- It has been 10 days since symptoms first appeared and
- 24 hours with no fever without the use of fever-reducing medications and
- Other symptoms of COVID-19 are improving

Proof of test results may be requested from the camper as well.



## Outta Bounds Day Camp Illness Prevention & Health Policy

Camp Timberline is dedicated to keeping our campers and staff as healthy as possible while they are on camp property. As such, we continue to take a proactive stance on all communicable and influenza-like illnesses. In accordance with CDC resources, the Environmental Health and Engineering (EHE) Guidebook, the American Camping Association (ACA), the Association of Camp Nursing (ACN), as well as our state and local health department guidelines, the following procedures have been put in place to minimize the spread of illness and are subject to change as more information becomes available.

- Each camper is pre-screened with an online 7-Day Health form that will be evaluated by our health staff. Upon arrival, campers will receive a temperature reading along with a 24-Hour Health Screening form to address current symptoms, exposure, and medication.
- If a camper has any of the symptoms below, the camper will be immediately isolated at the health tent by the Director and a parent/guardian will be contacted to pick up their child for further evaluation:
  - a. temperature above 100° **or**
  - b. cough and/or shortness of breath **or**
  - c. Loss of taste or smell **or**
  - d. GI Issues (nausea/vomiting/diarrhea)
- If a camper has any of the symptoms below, the camper will be evaluated by the Director, deferring to the most current county health department guidelines to determine the appropriate next steps:
  - a. Runny nose **or**
  - b. Headache **or**
  - c. Does not feel well (achy/fatigue) **or**
  - d. Sore throat
- If a camper is sent home to quarantine, he/she may return for a different session during the current summer pending availability and the Safe Re-Entry to Camp policy is followed.
- Camp will follow county guidelines in regard to contact tracing and exposure within a cabin group/cohort.
- Campers are monitored by their counselors throughout the week for any exposure, along with a daily temperature check.
- Staff are educated on the importance of hand washing and guide their campers in this effort during meals and cabin time.
- Alcohol based hand cleaner is used before every meal, as well as soap in each bathroom.
- Tissues are provided in the common areas of camp and in each bathroom.
- The common camp areas will be cleaned and sanitized regularly by our staff.

Ultimately, our biggest goal is for the entire camper group to have an incredible experience at camp. We do not want any camper missing Day Camp activities but hope they recover in the comfort of their own home so as to protect the group and the camper individually. We are constantly asking, "What is best for your child's experience and the camper group as a whole?"

### **Agency Connections:**

**National:** Center for Disease Control & Prevention - [www.cdc.gov](http://www.cdc.gov) and American Camp Association - [www.acacamps.org](http://www.acacamps.org)

**State:** Colorado Department of Public Health - [www.cdphe.state.co.us/](http://www.cdphe.state.co.us/)

**Local:** Larimer County Department of Public Health - [www.larimer.org/health/](http://www.larimer.org/health/)



## DOCTORS STATEMENT OF PARTICIPATION – DAY CAMP

### CAMPER HEALTH EXPECTATIONS FOR SUMMER PROGRAM -

All campers should be able to participate in athletic activity at 5,000 to 6,000 feet above sea level. The Day Camp program does not have a registered nurse/medical personnel on site, but the Day Camp Director can administer basic medications and emergency prescriptions such as inhalers and EpiPens. If the camper needs insulin or medication requiring a syringe, a parent will need to be present to administer medication/care when those items are needed. Camp Timberline also expects campers to have their health and behavior well managed. Please see our Health/Behavioral Statement for more information.

I confirm that within the preceding 12 months a health screening has been performed on:

**CAMPER NAME:** \_\_\_\_\_

Date Examined: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Blood Pressure: \_\_\_\_\_

The above-named camper is current on his/her DTaP/Tdap and/or DT/Td immunization. YES / NO

In my opinion, the camper named above is in satisfactory physical condition, free from any contagious disease, and capable of active participation in a regular camp program. YES / NO

The camper is under the care of a physician for the following conditions (please be specific and list any physical limitations, health concerns, or special care needed with current treatment): \_\_\_\_\_

Does the camper have any health concerns that would be impacted by a contagious disease like the Coronavirus? YES / NO  
If YES, please explain: \_\_\_\_\_

Does the camper use an inhaler, EpiPen, or other emergency medication? YES / NO  
If YES, please list the items that the camper is authorized to carry with them at all times: \_\_\_\_\_

Please list any known drug reactions and allergies that the camper has:  
\_\_\_\_\_  
\_\_\_\_\_

The above named camper may take Advil, Tylenol, Benadryl, and Tums provided by Camp Timberline (only as needed): YES / NO  
If NO to any of these items, please list those the camper may NOT have:  
\_\_\_\_\_  
\_\_\_\_\_

\*I have also provided the camper's **Certificate of Immunization or Statement of Exemption** as required by Camp Timberline and Colorado law.

### REQUIRED SIGNATURE OF PHYSICIAN/NP/RN:

\_\_\_\_\_  
**Date:** \_\_\_\_\_

PHYSICIAN/NP/RN NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIPCODE: \_\_\_\_\_

Camper's Session(s): \_\_\_\_\_



**Certificate of Immunization**

6 CCR 1009—The Infant Immunization Program and Immunization of Students Attending School  
Schools shall have on file an official Certificate of Immunization for every student enrolled.

**COLORADO LAW REQUIRES THAT THIS FORM BE COMPLETED FOR EACH STUDENT ATTENDING COLORADO SCHOOLS**

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Parent/Guardian \_\_\_\_\_

**COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT—CERTIFICATE OF IMMUNIZATION**

Vaccine		Enter the month, day and year each immunization was given						Titer Date
Hep B	Hepatitis B							
DTaP	Diphtheria, Tetanus, Pertussis (pediatric)							
DT	Diphtheria, Tetanus (pediatric)							
Tdap	Tetanus, Diphtheria, Pertussis							
Td	Tetanus, Diphtheria							
Hib	<i>Haemophilus influenzae</i> type b							
IPV/OPV	Polio							
PCV	Pneumococcal Conjugate							
MMR	Measles, Mumps, Rubella							
Measles	Measles							
Mumps	Mumps							
Rubella	Rubella							
Varicella	Chickenpox					Provider Documentation Date of Disease	Positive Screen Date	
Vaccines recorded below this line are recommended. Recording of dates is encouraged.								
HPV	Human Papillomavirus							
Rota	Rotavirus							
MCV4/MPSV 4	Meningococcal							
Hep A	Hepatitis A							
Flu	Influenza							
Other								

**THIS SECTION CAN BE COMPLETED BY CHILD CARE/SCHOOL/HEALTH CARE PROVIDER**

- A) Child Care Up to Date**  
Up to date through 6 months of age for Colorado School Immunization Requirements  
Update Signature \_\_\_\_\_ Date \_\_\_\_\_
- B) Child Care Up to Date**  
Up to date through 18 months of age for Colorado School Immunization Requirements  
Update Signature \_\_\_\_\_ Date \_\_\_\_\_
- C) Child Care/Pre-school/Pre-K\***  
Up to date for Child Care/Pre-School/Pre-K for Colorado School Immunization Requirements  
Update Signature \_\_\_\_\_ Date \_\_\_\_\_
- D) Complete for K–5th Grade**  
Up to date for K–5th Grade for Colorado School Immunization Requirements  
Update Signature \_\_\_\_\_ Date \_\_\_\_\_

\* If age 4 years and fulfills Requirements for Pre-School & Kindergarten, check BOTH Boxes C and D.

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Parent/Guardian \_\_\_\_\_

**STATEMENT OF EXEMPTION TO IMMUNIZATION LAW  
(DECLARACIÓN RESPECTO A LAS EXENCIONES DE LA LEY DE VACUNACIÓN)**

**IN THE EVENT OF AN OUTBREAK, EXEMPTED PERSONS MAY BE SUBJECT TO EXCLUSION FROM SCHOOL AND TO QUARANTINE.  
SI SE PRESENTA UN BROTE DE LA ENFERMEDAD, ES POSIBLE QUE A LAS PERSONAS EXENTAS SE LES PONGA EN CUARENTENA O SE LES EXCLUYA DE LA ESCUELA.**

**MEDICAL EXEMPTION:** The physical condition of the above named person is such that immunization would endanger life or health or is medically contraindicated due to other medical conditions.

**EXENCIÓN POR RAZONES MÉDICAS:** El estado de salud de la persona arriba citada es tal que la vacunación significa un riesgo para su salud o incluso su vida; o bien, las vacunas están contraindicadas debido a otros problemas de salud.

*Medical exemption to the following vaccine(s):*

*La exención por razones médicas aplica a la(s) siguiente(s) vacuna(s):*

Hep B  DTaP  Tdap  Hib  IPV  PCV  MMR  VAR

Signed (Firma) \_\_\_\_\_ Date (Fecha) \_\_\_\_\_  
Physician (Médico)

**RELIGIOUS EXEMPTION:** Parent or guardian of the above named person or the person himself/herself is an adherent to a religious belief opposed to immunizations.

**EXENCIÓN POR MOTIVOS RELIGIOSOS:** El padre o tutor de la persona arriba citada, o la persona misma, pertenece a una religión que se opone a la inmunización.

*Religious exemption to the following vaccine(s):*

*Exención por motivos religiosos de la(s) siguiente(s) vacuna(s):*

Hep B  DTaP  Tdap  Hib  IPV  PCV  MMR  VAR

Signed (Firma) \_\_\_\_\_ Date (Fecha) \_\_\_\_\_  
Parent, guardian, emancipated student/consenting minor  
(Padre, tutor, estudiante emancipado o consentimiento del menor)

**PERSONAL EXEMPTION:** Parent or guardian of the above named person or the person himself/herself is an adherent to a personal belief opposed to immunizations.

**EXENCIÓN POR CREENCIAS PERSONALES:** Las creencias personales del padre o tutor de la persona arriba citada, o la persona misma, se oponen a la inmunización.

*Personal exemption to the following vaccine(s):*

*Exención por creencias personales de la(s) siguiente(s) vacuna(s):*

Hep B  DTaP  Tdap  Hib  IPV  PCV  MMR  VAR

Signed (Firma) \_\_\_\_\_ Date (Fecha) \_\_\_\_\_  
Parent, guardian, emancipated student/consenting minor  
(Padre, tutor, estudiante emancipado o consentimiento del menor)

# DOCTORS ORDERS - PRESCRIPTIONS & REGULAR OTC



## REQUEST FOR MEDICATION/ MEDICAL PROCEDURES TO BE GIVEN AT OUTTA BOUNDS DAY CAMP

State child care regulations require prescriptions, regular over-the-counter medication (OTC), and any OTC not provided at Day Camp to be in the original container and doctor's orders concerning the following appropriateness and method of administration to be submitted with the information below.

**IMPORTANT NOTES: If your child is not bringing one of these items, you do NOT need to complete this form.**

**If your physician's office or school has a version of this available, a copy can be given to us in place of this form on Opening Day.**

**Doctor's Orders are required for EACH prescription, regular OTC, and any OTC not provided at Day Camp.**

Camper Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Session: \_\_\_\_\_

Name of Medication/Medical Procedure: \_\_\_\_\_

Dosage: \_\_\_\_\_ Time Each Day (please circle): Morning Lunch Dinner Bedtime

Date to Begin: \_\_\_\_\_

Date to End: \_\_\_\_\_

Medical Diagnosis: \_\_\_\_\_

Expected Action of Medication/ Medical Procedure/Side Effects (please write on reverse if additional space is needed or attach additional pages:)

The undersigned understand and agree that the above medication/medical procedure may be administered by the Day Camp Director in accordance with the above instructions.

### PHYSICIAN:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Physician Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PARENT/LEGAL GUARDIAN:

I hereby give permission for the Day Camp Director to administer the medication and treatments as prescribed above.

I also give permission for Camp Timberline to contact the above health care provider regarding the administration of this medication/medical procedure and share the above the information with pertinent camp staff.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Colorado Allergy and Anaphylaxis Emergency Care Plan and Medication Orders

Student's Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ Grade: \_\_\_\_\_

School: \_\_\_\_\_ Teacher: \_\_\_\_\_

**ALLERGY TO:** \_\_\_\_\_

**HISTORY:** \_\_\_\_\_

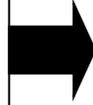


**Asthma:**  YES (higher risk for severe reaction)  NO

## ◇ STEP 1: TREATMENT ◇

**SEVERE SYMPTOMS:** Any of the following:

- LUNG: Short of breath, wheeze, repetitive cough
- HEART: Pale, blue, faint, weak pulse, dizzy,
- THROAT: Tight, hoarse, trouble breathing/swallowing
- MOUTH: Significant swelling of the tongue and/or lips
- SKIN: Many hives over body, widespread redness
- GUT: Repetitive vomiting, severe diarrhea
- OTHER: Feeling something bad is about to happen, confusion

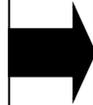


**1. INJECT EPINEPHRINE IMMEDIATELY**

2. Call 911 and activate school emergency response team
  3. Call parent/guardian and school nurse
  4. Monitor student; keep them lying down
  5. Administer Inhaler (quick relief) if ordered
  6. Be prepared to administer 2<sup>nd</sup> dose of epinephrine if needed
- \*Antihistamine & quick relief inhalers are not to be depended upon to treat a severe food related reaction . **USE EPINEPHRINE**

**MILD SYMPTOMS ONLY:**

- NOSE: Itchy, runny nose, sneezing
- SKIN: A few hives, mild itch
- GUT: Mild nausea/discomfort



1. Alert parent and school nurse
2. Antihistamines may be given if ordered by a healthcare provider,
3. Continue to observe student
4. If symptoms progress **USE EPINEPHRINE**
5. Follow directions in above box

**DOSAGE: Epinephrine:** inject intramuscularly using auto injector (check one):  0.3 mg  0.15 mg

If symptoms do not improve \_\_\_\_\_ minutes or more, or symptoms return, 2<sup>nd</sup> dose of epinephrine should be given

**Antihistamine:** (brand and dose) \_\_\_\_\_

**Asthma Rescue Inhaler:** (brand and dose) \_\_\_\_\_

Student has been instructed and is capable of carrying and self-administering own medication.  Yes  No

Provider (print) \_\_\_\_\_ Phone Number: \_\_\_\_\_

Provider's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If this condition warrants meal accommodations from food service, please complete the medical statement for dietary disability

## ◇ STEP 2: EMERGENCY CALLS ◇

1. If epinephrine given, **call 911**. State that an allergic reaction has been treated and additional epinephrine, oxygen, or other medications may be needed.
2. Parent: \_\_\_\_\_ Phone Number: \_\_\_\_\_
3. Emergency contacts: Name/Relationship                      Phone Number(s)
  - a. \_\_\_\_\_ 1) \_\_\_\_\_ 2) \_\_\_\_\_
  - b. \_\_\_\_\_ 1) \_\_\_\_\_ 2) \_\_\_\_\_

**EVEN IF PARENT/GUARDIAN CANNOT BE REACHED; DO NOT HESITATE TO ADMINISTER EMERGENCY MEDICATIONS**

I give permission for school personnel to share this information, follow this plan, administer medication and care for my child and, if necessary, contact our health care provider. I assume full responsibility for providing the school with prescribed medication and delivery/monitoring devices. I approve this Severe Allergy Care Plan for my child.

Parent/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School Nurse: \_\_\_\_\_ Date: \_\_\_\_\_

To be completed by healthcare provider



## HEALTH/BEHAVIORAL CAMPER POLICY – DAY CAMP

### STATEMENT –

The safety and health of your camper is first priority at Camp Timberline. Our day camp locations, environment, and staff availability are how we determine the best scenario in meeting camper medical and behavioral needs. We want it to be a successful and safe experience for each camper.

**Therefore, our staff must be notified of each medical and/or behavior condition prior to completing registration. Each condition is considered on a case by case basis and final acceptance is at the sole discretion of the day camp director after consultation with the staff.**

These conditions may be one of the following:

### MEDICAL AND/OR DIETARY–

These are conditions that require careful monitoring of the camper's physical condition.

- **MEDICAL CONCERNS** – Diabetes, Cystic Fibrosis, Hemophilia, Epilepsy, and heart conditions need to be reviewed by our directors. **The day camp program does not have a registered nurse on site, but the Day Camp Director can administer basic medications and emergency prescriptions such as inhalers and EpiPens. If your child needs insulin or medication requiring a syringe, please have a parent commit to being present to administer medication/care when those items should be taken.**
- **DIETARY CONCERNS** –Celiac Disease, peanut allergies, and dairy allergies need to be reviewed with our day camp director because gluten, nuts and dairy ingredients MAY be present in snacks and other lunches that campers bring.

### SOCIAL/EMOTIONAL/BEHAVIORAL –

These are conditions in which the camper and the lives of those around them are impacted. Depression, Anxiety, Suicidal Tendency, Learning Disability, Language Delay, Observed Behavior Challenges, Autism, Asperger's, and Down's Syndrome are some examples.

**Ultimately, each child is expected to thrive within the Essential Functions of Camp Timberline as defined below in order to attend camp.**

### ESSENTIAL FUNCTIONS OF A CAMP TIMBERLINE CAMPER –

- **Function Independently** – In an active environment for a full week without requiring one-on-one supervision. All health and behavioral issues need to be self-managed in a successful way.
- **Interact Cooperatively with Others** – Campers must be able to effectively interact in a group-based or community environment.
- **Be Attentive & Follow Directions** – Campers need to respond well to authority and follow directions from the counseling staff over a sustained period of time. Safety is priority and each camper is responsible to follow the guidelines and rules set forth by the Camp Timberline staff.
- **Maintain Physical Activity at 5,000 to 6,000 Feet Above Sea Level** - Our program is very active for campers. Daily activities include sports, high ropes courses, climbing walls and games. Campers must be able to engage in activities with these conditions.