



Camp Toccoa Summer 2024 - Overnight Confirmation Packet

Camp Toccoa is owned and operated by Camp Fire Georgia. Camp Fire programs provide youth with a safe and supportive environment where they have the opportunity to make new friends, try new activities and learn skills that they will carry with them for a lifetime.

At Camp Fire it's more than just activities and play; all programs are outcome based. With a safe and supportive environment, children can fully engage in activities, are provided with leadership opportunities and are supported in lifting their voice. Youth are encouraged to explore their natural sense of curiosity and find their own sparks.

In Camp Fire, positive intercultural relationships are fostered. All children are welcome regardless of race, religion, socioeconomic status, disability, sexual orientation or other aspect of diversity.

Our Promise:

Young people want to shape the world.
Camp Fire provides the opportunity to find their spark,
lift their voice, and discover who they are.
In Camp Fire it begins ***now.***

Dear Parent/Guardian,

The 2024 Camp Toccoa staff look forward to working with you to ensure your camper has a safe and successful stay with us. Please review all documents included within this confirmation packet, and complete & submit all required forms by the due date(s) indicated.

We are looking forward to getting to know you and your camper! If you have questions, please reach out via email. Thank you for sharing your camper with Camp Toccoa!

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Registration and Payment Policies

Registration

Your camper's spot at camp is reserved only after you have completed the online registration and paid the deposit. Be sure to complete all parts of the registration.

Deposits and Payments

Tuition for a regular one-week session is \$850. A non-refundable deposit of 25% per session is required to register your camper. The deposit will be automatically charged to the card on file at the time of registration. The remaining balance for the session will be automatically charged 30 days before the beginning of the session. All payments must be made online by credit card.

Deposits are only transferable to another session if space is available. Deposits may not be transferred to the balance of fees for another session in which another deposit has been paid. Any session changes must be received via email to info@campfirega.org 2 weeks prior to the earlier session's start date. We will do our best to accommodate any changes requested but cannot guarantee availability. There is a fee of \$20 for the first change of session; any subsequent changes will incur a charge of \$40 each.

Cancellation and Refund Policies

For cancellations more than 4 weeks before your camper is due to arrive for camp, we will issue a refund of any payments made, less the non-refundable deposit. No refunds are issued for cancellations made within 4 weeks of your camper's arrival date to camp, unless the cancellation is for a documented medical reason, accompanied by a signed doctor's note indicating that the camper is unable to participate in camp activities. No refunds are issued once a camper has arrived at camp. If a camper is sent home once a session starts, there will be no refund or reduction in fees.

There will be no fee reduction or reimbursement for absences due to illness, family emergencies, vacation, summer school, unexpected visits from relatives, or for any other reason. There will be no fee reduction or reimbursement for changes in programming on our part. All decisions to change programming are made with the best interest of the camper's safety and experience in mind.

Health & Wellness

Medical Form

This form is required for all campers attending Camp Toccoa. The information collected is not part of the camper acceptance process but is gathered to assist us in identifying appropriate care for your camper(s). Please provide complete information so that Camp Toccoa is aware of your camper's needs to provide an excellent quality of health care to our campers. A camp health officer is always on duty, a local doctor is always on call, and the camp has arrangements for emergency medical care with the nearby Stephens County Hospital, located approximately $\frac{3}{4}$ mile away.



All campers should be covered by their own private medical insurance. If your camper does not have their own medical insurance, you must complete the Medical Responsibility Waiver in the health form acknowledging that Camp Fire is NOT responsible for bills to clinics or hospitals, the parent/guardian is. If your camper becomes ill, you will be called to pick up your camper so that you can take them directly to your preferred health care provider. In the case of an emergency, Camp Toccoa will follow established procedures and you will be notified.

All overnight campers are required to have a new medical form each year, but it can be based on a physical conducted anytime in the 12 months leading up to your camper's stay. Completed forms with original signatures must be mailed via U.S. Postal Service to Camp Toccoa and postmarked no later than 3 weeks before your camper's arrival at camp. Please keep a copy of your completed health form and bring it with you when you drop off your camper. **Campers without a health form bearing the signature of a medical professional will not be permitted to stay at camp. No refunds will be issued for campers who cannot stay due to incomplete health forms.** CAMP TOCCOA DOES NOT ACCEPT MEDICAL FORMS VIA FAX OR EMAIL, as all forms must have original signatures. Forms must be mailed to:

**Camp Fire Camp Toccoa / Medical Form
92 Camp Toccoa Drive
Toccoa, GA 30577**

NOTE: Camp Toccoa follows health guidelines recommended by both the Centers for Disease Control (CDC) and the American Camp Association (ACA). Campers and parents/guardians will be advised if protocols change from these current recommendations.

Medications

If your camper will be taking medication while at Camp Toccoa, over the counter or prescribed, a Medication Administration Record (included in the camper health packet) must be completed and returned for EACH SESSION the camper is attending. (i.e. If your camper is attending 2 sessions, you must complete 2 forms). If your camper has an epi-pen or inhaler, please complete that section. Prescription medication must be sent in the **original** container containing only the number of doses required for your camper's stay. All medications will be counted by the nursing staff or director staff at check in.

Our House of Health is stocked with over-the-counter medications such as Ibuprofen, Tums, cough medication, Aloe Vera, and more. Do not send over the counter medication or vitamins, except for Melatonin or a daily allergy medication which must be in the original container and only containing the required dosage for the camper's stay. Per ACA Standards, Camp Toccoa cannot accept medication that is not in the original prescription container, any amount over the exact dosage for the campers stay, over the counter medication that is not Melatonin or daily allergy medication, or any medication that is not accompanied by the Medication Administration Record. Medications, prescribed or over the counter, are not to be stored in



camper's luggage. If medication, vitamins etc. is found in your camper's luggage, the parent/guardian will be notified, and the medication will not be administered to the camper.

Arrive Healthy

Please do not send your camper to camp if he or she is sick. Your child will not have fun and any illness may present a health risk to the whole camp community. If your camper shows signs of a communicable disease while at camp, you or your emergency contact will be asked to come pick your camper up immediately.

Cabin Mate Requests

Space is provided on the registration form for cabin mate requests. Such requests will generally be honored if both families make the request, and the campers are close in age, grade, gender, and are registered in similar camp programs. In the case of cabin mate request containing campers of different ages or grades, the older camper would be moved down to the younger camper's cabin. Camp Toccoa is only able to facilitate one cabin mate request per camper. We honor old friendships, encourage new ones, and do our best to create a cabin group that will enable a memorable camp experience for all. Cabin Mate requests must be submitted no later than 4 weeks before your camper's arrival at camp.

Changeover

For campers interested in staying more than one session, you may register your camper for changeover. This bridges between Saturday's closing and Sunday's opening. Changeover is an additional \$125. This covers 4 additional meals plus staff supervision. Please remember that Camp Toccoa does not provide laundry services for those staying less than 2 consecutive weeks. Campers staying two weeks must pack for the duration of their stay, with laundry services available for a fee after that. Changeover registrations must be submitted no later than 4 weeks before your camper's arrival at camp.

Guarantee a t-shirt!

A limited supply of T-shirts will be available for campers to purchase from the Trading Post. If you would like to guarantee a T-shirt in a specific size, you may. T-shirts will be delivered to campers at the end of their session. T-Shirt purchases must be made online and ordering for each session will close at 11:59 pm on the opening Sunday of each session. Don't forget to purchase a shirt for yourself too!

Tipping

Although your kindness is appreciated, gratuities are not accepted. If you truly want to acknowledge a staff member, you are welcome to donate to Camp Toccoa in their honor. Your thoughtful gesture will be acknowledged at our weekly staff meeting and outgoing communications with Camp Fire's supporters.



What to Expect at Camp / Camp Policies

Housing

At Camp Toccoa, campers are housed in cabins of up to 8 campers plus one counselor. Campers are assigned to cabins according to their age and gender. For campers whose identified gender does not match their assigned sex, we invite you to select the cabin gender option that best suits you. All campers use private bathrooms, showers, and changing areas, and all staff respect each camper's preferred name and pronouns. Cabin groups are fundamental to the Camp Toccoa experience and are designed to foster a welcoming and supportive environment while fostering friendships and creating lasting positive memories.

Staff

Camp Toccoa is accredited by the American Camp Association (ACA). Our summer staff are primarily college students who genuinely enjoy children, love the outdoors and are skilled in their activity areas. Staff members receive extensive orientation before the first camper ever arrives at Camp Toccoa.

Summer staff members are CPR and First-Aid trained, are carefully screened through a series of interviews, and have undergone thorough reference checks and background checks. We ask seasonal staff to not communicate with campers or parents via the internet, phone, or in person during the off-season, since this is not monitored by camp. Please help us support this policy, for the security of both your child and our staff members. Summer camp is a special experience, and these measures keep it that way all year.

Campers often develop positive mentor relationships with camp staff and may want to keep in touch after the summer. A communication structure that benefits and protects both campers and seasonal staff has been established. If your child would like to contact a staff member, please help them write a letter to the staff member and mail it to Camp Toccoa. The letter will be forwarded to the staff member. Any staff responses are mailed to camp and then forwarded to you. This system keeps communication linked to camp after both campers and staff are no longer on-site. It also encourages campers to write letters – an important skill to develop for young people. However, please be aware that staffing in the off-season is limited, and this process may take more time than expected.

Food

Camp Fire Camp Toccoa provides three daily nutritious meals in Tsani Dining Hall. If your camper has special dietary needs or food allergies, you will find space to provide this information on their health history form. If your camper has food allergies, you must call Camp Toccoa and speak with the director one week prior to the start of your camper's session. In some cases, you may be asked to provide supplemental food items for your camper. We ask that parents of campers who do not have food allergies not to send food to camp with their campers. This helps to control food allergies for other campers as well as discourage wildlife on the property (mostly mice and squirrels) from seeking it. Camp Toccoa will work with parents of campers with food allergies to create the best experience possible for their camper.



Camp Toccoa is "All Green, No Screen"

Please do not allow your camper to bring any electronics, including cell phones, iPads, tablets, Kindles, digital cameras, iPods, hand-held games, or any other personal computer devices. If brought, these items will be sent home or retained in the camp office until they can be picked up by a parent/guardian.

Adjustment to Camp

It is common for campers, both new and returning, to require some adjustment to being away from home. Summer camp is often a child's first time away from parents, siblings, friends, and pets. While campers are involved in fun activities all day, occasionally they will miss the routine of home life. Some campers become homesick and might express these feelings in their first or second letter home. Homesickness is normal. Our staff is well-trained in managing homesickness. You can help by choosing to build excitement and/or reduce anxiety during your pre-camp preparation. Express confidence in your child's ability to take care of him or herself at camp and that asking for help to try new things is normal. Talk about adventures awaiting your child, reuniting with old friends and making new. Consider visiting Camp Toccoa during a planned Open House in the spring. This opportunity will familiarize the whole family with camp in general, sleeping arrangements, building locations, etc.

Weather

In the event of light rain, camp daily activities continue as normal! Please pack appropriate rain gear for your camper. During thunderstorms, all campers and staff will seek shelter indoors until the weather has cleared. In the event of a severe thunderstorm, tornado watch or warning, or high wind advisory, operations will be delayed until it is safe to continue. For any weather emergency, all individuals on property will follow the posted Camp Fire Camp Toccoa emergency procedures. Staff train on these procedures during their staff training.

Swimming

Campers have the opportunity to take part in water activities (waterfalls, pool, slip and slide, etc.), if they choose. All campers are required to participate in a swim evaluation at the beginning of each session. Campers that are determined to need assistance in the water will be provided with a PFD (personal floatation device). All campers canoeing on Lake Tawasi are required to wear a PFD, no matter their swimming level. These rules ensure the safety of all campers. All campers are required to wear a modest swimsuit that allows them to freely participate in all water activities.

Trading Post

Camp Toccoa operates a small Trading Post (camp store) where campers may purchase shirts, water bottles, snacks, etc. Campers will visit the Trading Post at least once during their stay. Money for the Trading Post must be deposited online, no later than the Saturday prior to the session. A \$30 deposit is generally sufficient, but you may choose to deposit more or less for your camper. Any remaining balance under \$10 will be considered a donation to Camp Fire Georgia. A balance over \$10 can be donated or refunded to the credit card on file at the end of the summer. Camp Fire Camp Toccoa is not responsible for lost or stolen Trading Post items.



Laundry

Camp Toccoa does not provide laundry services for campers staying less than 2 weeks. If your camper is staying for more than 2 weeks, laundry arrangements can be made with an outside party for an additional fee. Please contact the camp office to make these arrangements.

Lost and Found

Camp staff members make every effort to help your camper keep up with his or her belongings. Please use a permanent marker to label all items sent to camp. Lost and Found is collected daily and shown to campers. Camp Toccoa is not responsible for any items left at camp. We are unable to mail items left at camp. Any lost and found items not picked up by August 3, 2024, will be donated to charity.

Health & Wellness

Should your camper not feel well during the day, he or she will be brought to the House of Health. The most common ailments at camp are due to dehydration, over-exertion, or too much heat. A little time out of the sun, some fluids, and a little TLC usually do the trick. If additional care is needed, you will be contacted immediately. You will be notified if there is anything more severe than bumps, bruises, and the likely ailments noted.

Please provide your camper with a refillable water bottle and sunscreen to help him or her stay healthy and hydrated.

Behavior

Camp Toccoa's program cannot accommodate participants who display chronically or severely disruptive behavior. Such behavior is grounds for dismissal from the program. Chronically disruptive behavior is defined as verbal or physical activity which may include, but is not limited to:

- Behavior that requires constant attention from the staff.
- Behavior that inflicts physical or emotional harm on children or staff (i.e. verbally or physically threatening behavior, fighting, etc.).
- Behavior that is destructive in nature.
- Behavior that continually ignores or disobeys.

Each camper and parent must complete the behavioral agreement attached to the health form. Please take time to review it with your camper prior to arrival at Camp Toccoa.



What to Pack – And What Not to Pack

Keep in mind, campers will need enough clothes for at least one change of clothes per day. The weather is often a factor and campers may need extra clothes due to rainy days.

The following items are suggested to ensure a safe and comfortable camp experience for your camper. Please do not send new or expensive clothing. Camp Toccoa activities take place outdoors. Please help campers to enjoy the freedom of not worrying about stains or the impact of "Georgia Red Clay!" Each item is to be clearly marked with a permanent marker or sewn-on tags including the camper's first and last name. Camp Toccoa is not responsible for loss of damage to personal items/equipment. The temperature at camp usually allows for shorts and T-shirts during the day. Warmer clothing (a light sweater or jacket) may be needed during the evenings or on rainy days. Clothing must adhere to our policy of showing "no backs, no boobs, no butts, and no bellies," for the comfort and safety of all campers.

What To Pack

- 2 pairs of shoes (required)
- Towels and washcloths for showers, plus a towel for water activities
- 7-10 pair of shorts
- 7-10 shirts
- 2-3 pair of jeans or long pants
- 10-12 pair of socks
- Bathing Suit
- Pajamas
- Laundry bag
- 10-12 pairs of underwear
- Jacket or Sweatshirt
- Personal toiletry articles
- Sleeping bag for outdoor use
- twin bedding (required). Fitted sheets will be loose on bunks. Two top sheets may be used.
- 2 hard plastic or metal water bottles (required) with the camper's name on them.
- Flashlight with extra batteries
- Sunscreen – non aerosol preferred
- Bug Spray - non aerosol preferred
- Pillow with pillowcase
- Shower shoes or flip flops
- Everyday use backpack
- Raincoat or Poncho

Other suggested items:

- Waterproof ground tarp of plastic (to lay on the ground on camp-out night). All campers of all ages will have the opportunity (weather pending) to camp out under the stars. The tarp or plastic should be larger than the camper's sleeping bag.
- Pre-addressed and stamped envelopes
- camping utensils (plastic bowl, spoon, fork)



- camera (NO digital cameras)
- books, crossword puzzles, card games, small musical instruments, stuffed animals
- personal fan (battery operated)

What Not To Pack

Please do not send your camper with pocketknives or matches.

Because Camp Toccoa is “unplugged,” please do not allow your camper to bring any electronics, including cell phones, iPads, tablets, Kindles, digital cameras, iPods, hand-held games, smart watches, or any other personal computer devices. If brought, these items will be sent home or retained in the camp office until they can be picked up by a parent/guardian.

Other items not permitted by Camp Fire Camp Toccoa include personal sports equipment (including bats, hockey sticks, archery equipment, climbing gear or other equipment), animals, pets, etc. Campers with illegal drugs, alcohol, cigarettes, fireworks, or weapons will be dismissed from the session and a parent/guardian will be required to pick up the camper immediately. There will be no refund in these circumstances.

All camper money is to be deposited in the camper’s Trading Post account according to the outlined procedures. Campers should not keep cash in their personal property, and Camp Toccoa is not responsible for lost or stolen property.



Communications and Social Media

Telephone

The Camp Toccoa office telephone number is (706) 886-2457. You may call us anytime during camp. We may also wish to contact you so that together we can ensure the most successful experience for your child. During the summer months our staff is constantly in and out of the office interacting with campers, setting up programs, etc. If we miss your call, please leave a voice message and your call will be returned as soon as possible. Email is often the best way to get in touch with us.

If you are unable to reach the Camp Toccoa office in an urgent situation, please email info@campfirega.org and a staff member will contact you as soon as possible. Parents/guardians are encouraged to let campers enjoy camp independently. For this reason, campers are not permitted to make or receive phone calls except in the event of an emergency. In the event of an emergency, calls will be set up through the camp office. **CAMPERS ARE NOT PERMITTED TO BRING CELL PHONES OR OTHER ELECTRONIC DEVICES TO CAMP.**

Code Word

The person registering the camper will be asked to provide a code word during the registration process. Camper privacy and safety is of the utmost concern. For the safety of the campers, when our office staff receive a phone call regarding specific information about a camper, the staff member will ask for the code word provided during the registration. This will ensure information is provided only to the appropriate individual(s).

Camper Postal Mail

For some campers, a steady flow of mail to/from home can make a world of difference, while creating feelings of homesickness for others. Camp Toccoa recommends that letters to campers ask questions about what the camper is doing during their session, share their own camp memories, tell them how excited they are for the camper to share their experiences, etc. Letters informing campers of how much they are missed along with all of the things that are going on in the home without them often encourage feelings of homesickness. Mail delivered by the US postal system may be sent to:

Camp Toccoa / Camper's Name
Session #
92 Camp Toccoa Drive
Toccoa, GA 30577

Mail can be slow in arriving. Therefore, if you would like your camper to receive mail early in the week, it is a good idea to mail a letter a few days before they arrive. It is recommended to send your campers with letter writing supplies; these should be packed in a zip-lock plastic bag to protect against dampness. Pre-addressed, stamped envelopes are very helpful, especially for the younger campers. Camp Toccoa cannot accept mail in advance to be given to campers at a later date, and Camp Toccoa is not responsible for any lost or stolen mail.



Sometimes the first letter home from your camper might indicate a difficult adjustment and homesickness. A more revealing view of your child's camp experience can be seen in his or her second letter. Nevertheless, if you are deeply concerned, please call and the staff will give you a real-time picture of what is going on with your camper.

Camper E-Mail

Parents/guardians, family, and friends may e-mail your camper(s) during their stay! Arriving emails are printed and given to your camper. Although campers thoroughly enjoy receiving hand-written mail, we know there are times when a quick email note is a good thing! Return email service is not available from our campers; instead, they are encouraged to write letters, if they brought the appropriate supplies. Camper email can be purchased online at www.campfirega.org beginning in May. The cost of camper email is \$5.00 for five emails. Campers are limited to ten emails per session. Do NOT attach or embed photos in your emails; these will not be printed due to ink costs and drying time in our very humid weather. Deadline to register for email service is 11:59pm on the day that your camper arrives at camp.

Care Packages

Suitable items for care packages include things that may be shared among the cabin such as glow sticks, bubbles, mad libs, crossword puzzles, playing cards, etc. Do not send food in care packages. Camp Toccoa cannot store care packages; packages arriving before or after the camper's session are not the responsibility of Camp Toccoa and cannot be stored or re-mailed.

Camper Photos

Would you like to see pictures of your camper at Camp Toccoa? Photos will be uploaded throughout the week to our Flickr account:

<http://www.flickr.com/photos/campfiregeorgia/>

Camp Toccoa's photographer will try to photograph each camper throughout their stay, but cannot honor specific requests. Please note some campers do not enjoy getting their photos taken and are focused on their friends and activities. Campers are not forced to be in photos. Our primary focus is on the camper's health, wellness, safety and fun. Because of that, it may be a couple of days before the first photos are uploaded. Our photographers try to upload each day, but this is not guaranteed.

Social Network and Blog Policies

For the safety of all participants, Camp Toccoa does not allow digital cameras or other recording devices or electronics that connect to the internet. Parents and participants must be respectful in all communications and blogs related to or referencing the camp, its employees, and other campers. Participants must not use blogs or personal web sites to disparage the camp, other participants, or employees of Camp Toccoa. Parents and participants must not use blogs or personal web sites to harass, bully, or intimidate other campers or employees of Camp Toccoa. Behaviors that constitute harassment and bullying include, but are not limited to, comments that are derogatory with respect to race, religion, gender, sexual orientation, color, or disability; sexually suggestive, humiliating, or demeaning comments; and threats to stalk, haze or physically injure another person.



Dropping Off and Picking Up Your Camper

Directions to Camp Toccoa

Camp Toccoa is located on Highway Alternate 17, inside the Toccoa city limits. The street address is 92 Camp Toccoa Drive, Toccoa, GA 30577. The camp is three-quarters of a mile north of Stephens County Hospital and one-half mile south of the Toccoa Golf Course. When programming GPS devices, verify the address, so as not to be directed to the Army Reserve "Camp Toccoa," located at Currahee Mountain.

Directions from Atlanta:

Take I-85 north to I-985 north. Continue north approximately 52 miles until you pass the exit for Toccoa (Hwy. 17 south and 365 south). **Do Not Exit Here.** Continue north 1.4 miles to the next intersection, which is marked "Antioch Church Road". Turn right (east). Continue east 6.6 miles to Camp Toccoa. Antioch Church Road will merge with Hwy. 17 Alternate at 2.2 miles. Watch carefully for our wood and stone sign on the left side of the road. Look for the yellow "Trucks Entering Highway" sign on your right. The camp entrance is opposite this sign. It is recommended that you activate your turn signal early as the turn into camp comes quickly! If there is a line to get into the entrance on the opposite side of the highway, it may be safest to go past the entrance, turn around, and come back to the line.

Directions from South Carolina:

Take I-85 south to the Toccoa/Lavonia exit. Turn north (left) on Hwy 17 and continue into Toccoa. The road will become Hwy 17 Alternate. Continue through town and pass Stephens County Hospital. The camp entrance will be on your right, about $\frac{3}{4}$ mile past the hospital entrance. Watch for a possible waiting line going into the entrance.

Opening Day/ Drop Off

Campers must arrive between 2:30 – 3:45 pm on the opening Sunday of each session. To ensure a proper welcome and appropriate supervision upon your arrival, campers will not be admitted before 2:30 pm. If you arrive in Toccoa prior to the 2:30 drop off time, please enjoy a final treat with your camper at a local restaurant; cars will not be admitted prior to 2:30pm. Campers must be dropped off before 3:45 pm so that they are able to meet their cabinmates and camp counselor before evening programming starts. Those campers arriving after 3:45 pm must be dropped off at the camp office, which is the 2nd building on the right when you enter the property. Because camp programming will have begun, those campers will not be able to see their cabins and cabin counselors before programming begins.

Upon your arrival, you will be greeted in the main parking lot where your camper will be checked in by our leadership staff. From here, you will be directed to a parking spot and greeted by our staff. The speed limit at Camp Toccoa is 5 mph. Campers must remain on Camp Toccoa property once they have been checked in by the staff.



Staff members will assist your camper in unloading their luggage. Some campers may have a short walk so please dress accordingly - strappy sandals and high heels are not recommended for those dropping off campers.

After unloading and meeting your camper's counselor, all campers must visit the nurse for a brief health screening. All medications must be given to the nurse at this time. Following the health screening, campers will return to their counselors to begin their Camp Toccoa journey! Parents/guardians are asked to say their goodbyes, and campers are encouraged to let the bonding begin.

Please Note:

- Tours of Camp Toccoa are not available during check in / check out. The staff will be occupied welcoming campers and their families. Parents and other guests are not permitted to take self-guided tours at this time.
- Camp Toccoa is a smoke free, alcohol and drug free, and weapons free property.
- For everyone's safety, animals are not permitted on Camp Toccoa property. Any animal brought to check in/check out is not permitted outside of the vehicle.
- **Closed toed shoes and socks are required at all times for campers.** Closed toed shoes include tennis shoes, hiking boots, or another similar footwear. It is beneficial to both the campers and staff if your camper arrives in the proper footwear.
- Opening day ceremonies for campers begin at **4:00 p.m.** All adults dropping off campers are asked to depart by this time.
- Campers will be having dinner at 6:00 pm on opening day, so please provide a hearty lunch for your camper prior to drop off.

Medications

If your camper will be taking medication while at Camp Toccoa, over the counter or prescribed, a Medication Administration Record (included in the camper health packet) must be completed and returned for EACH SESSION the camper is attending. (i.e. If your camper is attending 2 sessions, you must complete 2 forms). If your camper has an epi-pen or inhaler, please complete that section. Prescription medication must be sent in the **original** container containing only the number of doses required for your camper's stay. All medications will be counted by the nursing staff or director staff at check in.

Our House of Health is stocked with over-the-counter medications such as Ibuprofen, Tums, cough medication, Aloe Vera, and more. Do not send over the counter medication or vitamins, except for Melatonin or a daily allergy medication which must be in the original container and only containing the required dosage for the camper's stay. Per ACA Standards, Camp Toccoa cannot accept medication that is not in the original prescription container, any amount over the exact dosage for the campers stay, over the counter medication that is not Melatonin or daily allergy medication, or any medication that is not accompanied by the Medication Administration Record. Medication, prescribed or over the counter, are not to be stored in



camper's luggage. If medication, vitamins etc. is found in your camper's luggage, the parent/guardian will be notified, and the medication will not be administered to the camper.

Arrive Healthy

Please do not send your camper to camp if he or she is sick. Your child will not have fun and any illness may present a health risk to the whole camp community. If your camper shows signs of a communicable disease while at camp, you or your emergency contact will be asked to come pick your camper up immediately.

Closing Day/ Pick Up

Camper departure is between **10:30 -11:45 am** on the closing Saturday of each session. Please arrive during the designated pick-up times.

When you arrive at Camp Toccoa, a staff member will direct you to a parking spot and to the staff member responsible for signing out your camper. An adult listed on the authorized pick-up list, made during registration for each camper, must personally sign the for the camper's release with a Camp Toccoa staff member. If there are custody concerns regarding your camper, please contact the camp office prior to your camper's arrival at Camp Toccoa. You will be asked to provide the necessary paperwork for the safety of the camper.

Anyone picking up a camper must provide a photo ID and be listed on the authorized pick-up form completed during registration. Please make sure all emergency contacts are included on the form. Additions/deletions to the authorized pick-up list must be made in writing and emailed to camp by the person(s) listed as parent/guardian(s) on the camper's registration, no later than 11:59pm on the night before closing day.

Campers being picked up after closing day has ended will be charged a late fee to the credit card on file. The charges will be as follows:

- \$10.00 for the first half hour
- \$20.00 for every additional half hour

When picking up your camper please make sure they have all their belongings. Items left will not be mailed home. Items left after August 3, 2024 will be donated to charity.



Parent/Guardian To-Do Lists

At the time of Registration:

REQUIRED:

1. Complete registration information for the session(s) of your choice
2. Make deposit payment online via credit card

RECOMMENDED:

1. Make a note of your chosen security 'code word' as entered on your registration
2. Enter cabin-mate requests
3. Register for changeover between sessions
4. Guarantee a T-shirt by paying online
5. Make desired deposit to the Trading Post
6. Make an appointment with your camper's health provider to complete the required medical form, which must be mailed and postmarked no later than 3 weeks before the start date of your camper's arrival at camp.

No later than 4 weeks before the session begins:

REQUIRED:

1. Make any necessary cancellations and/or session changes.
2. Make any cabin mate requests and/or changeover registrations.
3. The balance of the tuition due will be automatically charged to the credit card on file 30 days before the session begins.

RECOMMENDED:

1. Help your camper to be excited about coming to camp and help to alleviate any anxiety through encouragement and familiarity with camp (see the 'What To Expect' section of this packet).
2. With your camper, review the behavioral rules and sign the behavioral agreement.
3. Review the packing list and begin collecting items to pack.

No later than 3 weeks before the session begins:

REQUIRED:

1. Complete the required Health form and have it signed by your camper's health provider. Mail it to Camp Toccoa, making sure that it is postmarked no later than 3 weeks before your camper's arrival at camp.
2. Carefully review this entire packet. Your camper's arrival at camp indicates your own and your camper's commitment to follow Camp Fire Camp Toccoa's rules and policies.



No later than 1 week before the session begins:

REQUIRED:

1. If your camper has food allergies, call the director at (706) 886-2457; in some cases, you may be asked to provide supplemental food items for your camper.
2. If your camper takes medications, acquire and package their medications for camp. Make any updates to the medication and/or epi-pen & inhaler parts of the medical form and bring them to camp along with the medications.
3. Label all items being brought to camp with the camper's first and last names.

RECOMMENDED:

1. Talk to your camper to help them be ready for a week of 'unplugged' outdoor fun with new friends (see the 'Adjustment to Camp' section on pages 6-7). If desired, put together mail supplies for your camper to bring, and/or go ahead and mail a letter to your camper so that they will receive it during their first couple of days at camp.
2. Finalize the camper's choices of items to pack for camp. Review their choices to ensure that they are bringing everything they need and are not bringing items on the 'what not to pack' list. Make sure all items are labeled with their name.

No later than the Saturday before the session begins:

1. Make any last deposits for the Trading Post
2. Mail any care packages to be sure that they arrive during your camper's session
3. Make sure that your camper is healthy and ready for camp
4. Review the Opening Day / Drop-Off section, and plan your trip to camp on Sunday!

On the day the session begins:

1. Bring your camper to camp!
 - a. Arrive during the designated time frame.
 - b. Bring a copy of your camper's medical form and needed medications.
 - c. Make sure that your camper has a good lunch before arriving at camp, and that they are wearing closed-toe shoes and appropriate clothing for camp.
2. Purchase T-shirts and/or register to send emails to your camper; the deadline for these is 11:59pm on the day that your camper arrives at camp.

During your camper's session:

1. Send additional letters, and/or emails if you have selected and paid for that option online. Check for online photos on our Flickr account (note that it might take a couple of days for the first photos to be uploaded).
2. Review the section on Closing Day / Pick-Up to ensure that all goes smoothly when picking up your camper on Saturday.