

Parent Checklist



One Week Before Camp:

- Go through your child's wardrobe/ belongings and make sure he or she has all the items needed for camp.
- Label belongings that will be making the trip to camp with your child's name.
- Help your child begin packing for camp. Starting ahead of time helps your child feel prepared and also helps you avoid the stress of packing last minute. Involving your child in the packing process is essential so that once at camp, your camper will know exactly what he or she has and where it is packed.
- Prepare any prescription medications your child will be bringing to camp. Medications **must** be in the original container and include only what is needed for the time frame of camp. Put the medication in a zipper bag and label with your child's name.
- Look up directions to camp and plan your trip. Be sure to double check the check-in time and date.
- Be sure you have filled out all the required camp forms and sent them to the Extension Office.** If someone besides a parent/guardian will be dropping your camper off on the first day of camp, please complete the bottom section of the restricted release form to send with your child.
- Some parents like to write their camper a letter and mail it ahead of time so he or she will receive it on the first or second day of camp. If camper mail arrives early, it will be held until camp begins. Address camper mail like this:

Camper Name
Camp Clifton 4-H Camp
2256 Clifton Road
Yellow Springs, OH 45387.



- Call the Extension Office (937-456-8174) or e-mail us (millhouse.10@osu.edu) with any last-minute questions. Our office is not staffed over the weekend so please call us on a weekday to ensure you are able to get in touch with us before the day of check-in.

One Day Before Camp:

- Check the weather for the week of camp and help your child supplement what he or she already packed, if needed.

Day of Check-In!

- Double check that your camper has everything packed and ready to go.
- Double check that you have:
 - Directions
 - The correct check-in time and date – check in does not begin until 3:00 p.m. **Please do not arrive early!**
 - Any prescription medications in the original container



Plan to arrive to camp on time! Leave plenty of time to get to camp. There is nothing worse than everyone arriving at camp stressed because you are running late. Drive Safely!

Remember to leave your pets at home.

At Check-In:

- Head to the check-in line first. Girl's Luggage can stay in your car, but be sure to bring any medication. Boys may want to bring your luggage because check in is on the way to your cabins.
- After you and your camper have completed check-in:
 - Move your child's luggage into his or her cabin
 - Help him or her get settled
 - Meet your child's counselors – Feel free to share any concerns you might have with the counselors. They are committed to taking good care of your child!

On your way home, relax and look forward to hearing all about your camper's time at camp. Look at all the preparations you've done leading up to today. Give yourself a pat on the back and enjoy some time for yourself!

During Camp:

- Send your camper mail. Remember that letters mailed on the last two days of camp are rarely delivered before camp is over! Address camper mail like this:

Camper Name
Camp Clifton 4-H Camp
2256 Clifton Road
Yellow Springs, OH 45387



- Don't be concerned if you don't hear anything while your child is at camp. That probably means he or she is having a blast! We're very busy making camp special for your camper, so we will contact parents only if the need arises.
- If your pick up plans change from what you told us at check-in or in an emergency, please let us know by calling the Camp at 937-767-7552. There are certain times that no one may be near the phone so please leave a detailed message.

On Check-Out Day:

- Plan to arrive on time to pick up your camper. Come at 10:15 a.m. for our Parent Program. Your child will want you to see what they did at camp. The Parent Program will be held in the rec hall. Please do not come too early. We are doing things right up to the program including camp clean up. All campers have a responsibility to help us leave the camp cleaner than when we arrived.
- Be sure to sign your child out with your camper's counselor. Also be sure that you pick up any medication and check the lost and found.

