

Wild Wild West Day Camp Pack Registration Information- Pack Sign Up

1. Select a POC for the Pack and email contact information to barbarossadaycamp@gmail.com. This person does not have to attend/volunteer at camp. They have to distribute Day Camp information to the Pack. They are also a contact person for questions that may arise.
2. Pick a Pack Sign-Up Date before 23 July (so you can sign up your Pack at the lower price).
3. The POC needs to collect registration forms, medical forms, and payment from each scout, volunteer, and non-scout children of volunteers who are either attending camp as a scout or in tot lot.
4. Check medical forms using the provided checklist
5. Register and pay as a Pack online at the kintera site found at barbarossadistrict.org. Turn in registration forms, medical forms, and proof of payment at one of the fast track registration tables (dates to be released shortly). Or email barbarossadaycamp@gmail.com to set up a meeting time and location.
6. If you have a scout who is not sure that they can attend by the date you give to the Pack to have paperwork submitted, they can still sign up individually before 11 August. The Pack POC will receive an email with the names of any additional scouts that sign up for their records and to keep track for the volunteer/scout ratio. At that point, the individual scout will be responsible for turning in paperwork at a fast track registration table or standing in line the first day of camp.
7. Last year, we had a number of boys brand new to scouts or who had just PCSd and were not registered with a Barbarossa District Pack. When we have a boy who needs a Pack, we will email their contact information to the POC of the Pack(s) on the base(s) of their choice.

Wild Wild West Day Camp Pack Registration Information- Individual Scout Sign Up

1. Select a POC for the Pack and email contact information to barbarossadaycamp@gmail.com. This person does not have to attend/volunteer at camp. They have to distribute Day Camp information to the Pack. They are also a contact person for questions that may arise.
2. If possible, the POC should collect registration forms and medical forms from each scout, volunteer, and non-scout children of volunteers who are either attending camp as a scout or in tot lot.
3. Check medical forms using the provided checklist.
4. Have scouts pay as individual scouts online at the kintera site found at barbarossadistrict.org
 1. If the POC has collected forms, he/she turns in registration forms and medical forms at one of the fast track registration tables (dates to be released shortly). Or email barbarossadaycamp@gmail.com to set up a meeting time and location (this option is only available to Pack POCs).
 2. If the POC has not collected forms, then each individual scout can turn in paperwork at one of the fast track registration tables (dates to be released soon). Or wait in line the first day of camp.
5. The Pack POC will receive an email with the names of all their scouts that sign up for their internal records and to keep track for the volunteer/scout ratio. Last year, we had a number of boys brand new to scouts and scouts that had just PCS'd and were not registered with a Barbarossa District Pack. When we have a boy who needs a Pack, we will email their contact information to the POC of the Packs on the base of their choice.

Day Camp Medical Form Checklist

When collecting medical forms, please double check the following:

1. That there are three pages- Page A, Page B, and a second Page B (NOT C)
2. Please note that medical forms CANNOT be emailed or stored electronically
3. Medical Forms are good for one year so if your Pack has collected them for other events (such as Normandy), those same ones can be used. Please just have your parents update the adult authorized section on Form A
4. On Page A:
 - i. That the important note by the blue ! marks is initialed
 - ii. Adults authorized to take to and from the event is filled out- this includes the parents. Only people listed in that section will be allowed to sign in or out a scout at camp.
 - iii. If there are not any adults that are not authorized, please put N/A
5. On Page B (that has health history)
 - i. All sections need to be filled out, including height and weight
 - ii. Unit leader should be the Pack POC (as this is the person we will return the medical forms to after camp) or Pack leader.
 - iii. Council Name is TAC
 - iv. If the insurance company is Tricare, we do not need the policy number or a photocopy of the card.
 - v. Emergency contact should be the **first** person that you want us to call in case of an emergency- parent, family friend. Alternate should be the second person (please do not use someone with the same phone number as the first contact)
 - vi. Health history- please check yes or no for each condition. If it is blank, we cannot assume that the answer is no
6. On Page B (that has allergies/medication)
 - i. Please make sure to check all four sections of allergies/reactions
 - ii. If you do not take any medications, you NEED to check the section that says check here if no medications are routinely taken.
 - iii. For the non-prescription medication administered, this means if your scout hurts himself, we can give him OTC pain medication. Someone from the day camp staff would call you first to explain what happened and confirm that you want OTC medication given. If you check no, we cannot take a verbal permission over the phone- you would have to come to the camp yourself to give him something.
 - iv. We need your signature if you check yes.
 - v. Immunizations. We need the dates for the immunizations, most specifically for the tetanus shot. An alternative to writing the dates for each one is to get a copy of the Vaccine Administration Record and attached that to the form
7. All medical forms will be returned to the Pack POC after camp