

# Coleman Country Checklist

## Summer of 2011



**Use this guide to help you understand the forms in this package.** You can also use it as a checklist to track which forms you've completed. We know it looks like a lot, but many of the pages in your Parent Package are for your information only and you don't have to fill them in. As always, if you have any questions at all, you can e-mail us at [mailbox@ColemanCountry.com](mailto:mailbox@ColemanCountry.com) or call us at 516-620-4300. **In addition, if you need another copy of a form, or if your package is missing something, you can download any of these items from our Web site:**  
<http://ColemanCountry.com/forms/>

This checklist and the enclosed forms have been custom-printed for your child. (If you have another child in camp, you'll find a second checklist and another set of forms included in this package.)

Lastly, in the interest of consistency, we ask that the same parent fill out all the forms. **Please make sure to see both sides of this checklist when completing the forms.**

**All forms must be completed and returned by April 15, 2011.**

### **Personal Profile**

The Personal Profile tells us and your camper's counselor important details about your child. Please be as specific as possible. All information will be kept confidential. If there's something you'd like to share with the camp directors or division head but not with the child's counselor, please attach a separate note with that information stating with whom it may be shared. Alternatively, you can call the camp office to discuss sensitive matters. Please make sure to complete all four pages of this form.

### **Aquatic Profile**

The Aquatic Profile lets our counselors and swim instructors know about your camper's swimming ability and level of comfort in the water.

### **Health Form**

A parent should fill out the health form with the child's health information. Please be sure to complete all four pages. This information will be kept on file in the camp health center and carried on camp trips.

### **Physician's Report**

Your camper's doctor must complete and sign this form, which should be returned to the camp office by April 15<sup>th</sup>. While many doctors prefer to use their own form (which we will accept), we do prefer ours, so that information is in a consistent location for Health Center staff to find. If your doctor will be using a different form, he or she must still also complete the Standing Orders form (see below). Please be sure that he or she supplies the date of exam.

### **Standing Orders**

Because of New York State Department of Health guidelines, your child's physician must complete this form in order for your child to receive any over-the-counter medications or other common treatments should the need arise while at camp.

### **Off-Site Swimming Permission**

The New York State Department of Health requires us to obtain a separate permission form for campers who may participate in aquatic activities at off-campus locations.

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**Face Place**

We require photographs of all children attending camp. This form will tell you what we need and why we need it.

**Pre-Order Form for Coleman Country Apparel**

If you do not want to purchase your camper's camp attire on the spot at the Spring Fling (May 15), you can use this form to pre-order a package of apparel, which will be available for pickup on Get Acquainted Day (June 26).

**Private Lesson Request Form** (*Optional Form*)

If you're interested in having your child receive private instruction or academic remediation this summer, please use this form to let us know.