

# 2022 Prep for Camp Checklist



Timeline	Action Items	Completed
	(Many of these items will be completed in your <a href="#">CampMinder</a> Account)	
<b>FEBRUARY</b>	<b>Optional for New Families:</b> <a href="#">Sign up</a> on our website to be connected with a current Clearwater family who will guide you and answer your questions.	
	<b>DUE February 15: Clearwater Campership Applications</b>	
	Review <a href="#">Parent Handbook and Packing List</a> and think about these particular items: <ul style="list-style-type: none"> <li>• If you want rent linens, these are first come, first served and a waitlist begins early.</li> <li>• Decide if your camper(s) will participate in extended programs (some of these already have waitlists).</li> <li>• Start gathering things you have and making a shopping list.</li> </ul>	
	<b>Family Travel:</b> If staying in Minocqua before or after drop-off and pick-up, make hotel reservations (rooms fill up quickly due to the number of camps in the area and tourists).	
<b>MARCH</b>	An invoice will be sent to parents in March which includes balance of tuition and optional services including transportation, linen rentals and any extended riding and waterskiing programs.	
	Upload your camper(s) photos or update with a current photo (returning campers) into <a href="#">CampMinder</a> .	
	Review <a href="#">Parent Handbook</a> and the <a href="#">Summer 2022 Updates</a> for procedures, processes, and rules at Clearwater.	
	Complete <b>Camper Activity Preference</b> form(s) with your camper(s) and upload into <a href="#">CampMinder</a> .	

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<b>APRIL</b>	<b>DUE April 15: Make Your Final Payment</b>	
	<p>Update <b>Camper and Parent Goals</b> on the <b>Camper Application</b> in <a href="#">CampMinder</a> with any changes that may have occurred since registration in the fall.</p> <p>Please let us know essential information about your camper so that we can make this the best experience for them.</p>	
	<p>Schedule check-up/physician's exam for each camper.</p> <p>If an annual exam is scheduled later than May 1, then you will need to upload the new information ASAP.</p>	
	<p>Update <b>ALL Health Forms</b> (see Parent Handbook and <a href="#">CampMinder</a>).</p> <p><b>Some important things to remember</b> have all vaccinations completed, list all medications, note allergies and food restrictions, update any physical or mental health changes since forms were completed in the fall, make sure you've listed emergency contacts.</p>	
	<p>Finalize <b>Transportation Forms</b> in <a href="#">CampMinder</a> (TO &amp; FROM camp – CAR, BUS or PLANE). This includes indicating how luggage will arrive and LEAVE camp.</p>	
	<p><b>Camp Store Account:</b> Indicate the total amount your camper(s) are allowed to spend on the “Camp Store Permission to Purchase” form and you will be billed after camp.</p> <p>Tip: Review the Sample ClearGear Order form in <a href="#">CampMinder</a> to determine the spending amount. The range we typically see is \$75-\$200.</p>	
<b>MAY</b>	<p><b>DUE MAY 1: All Forms must be completed. Please review <a href="#">CampMinder</a> to be sure all your forms are uploaded.</b></p>	
	<p><b>Luggage Delivery:</b> We accept luggage up to 30 days prior to camp arrival. Finalize arrangements for how your campers' luggage will be delivered to camp. If you are shipping, we recommend that you ship at least 10 days prior to camp arrival so that it arrives on time.</p>	

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<b>1-2 Weeks prior to Arrival</b>	<b>Review Drop Off Procedures in <a href="#">Parent Handbook</a></b> <div>For car arrivals, camp will send you an assigned arrival time via email.</div>	
	<b>Review the <a href="#">Summer 2022 Updates</a></b> for the latest information about any modifications to camp operations to ensure health and safety.	
	<b>Packing:</b> Print <a href="#">Packing List</a> , ask your camper to start packing and checking things off themselves so they know what they have when they arrive at camp; prepare luggage for delivery and send it to camp. <div>Send an extra packing list to camp so that your camper(s) can be sure all their items are re-packed at the end of camp.</div>	
	<b>Camper Medications (if needed):</b> Be sure to pack and send medications according to the process in the <a href="#">Parent Handbook</a> .	
	<b>Prepare a “Day Pack”</b> for travel items that will go with the camper on Opening Day.	
	<b>Write and mail a letter</b> about 5 days prior to Opening Day so your camper has mail waiting for them.	
	<b>Mail Reminders:</b> <ul style="list-style-type: none"> <li>Do not send any food to camp.</li> <li>Do not send more than one package per session.</li> <li>Send family and friends Clearwater’s address so that your camper will have more letters.</li> </ul>	
<b>10 days prior to Arrival</b>	Each day, fill in the Daily Health Check in <a href="#">CampMinder</a>	
<b>Night Before Arrival</b>	Set your alarm clock; double-check your “day pack” and have a great family night encouraging your camper(s) about how much fun they will have (try to keep this positive and upbeat to avoid any pre-homesickness).	
<b>Opening Day</b>	Arrive at your drop-off location at your designated time, hug your camper and wish them well!	

Updates will be provided on our website on the [2022 Summer Updates](#) page.