



NATURE CENTER
AT SHAKER LAKES

Camp Registration Walk Through

Outdoor Adventure Camp 2024

Nature Center at Shaker Lakes

Before we go any farther....

Let's make sure we have the info we need!

- ▶ Emergency contact (non-parent) name and phone number
- ▶ Other people that might pick up campers & their phone numbers
- ▶ Their doctor's name and phone number.
- ▶ Medication the camper might take, with dosage and time it is taken (especially if it needs taken during camp).



The Registration Process!

- ▶ Go to shakerlakes.org/camp
- ▶ Find the correct program based on what grade your child will be starting and click on the program name.
- ▶ Fill out the registration!

[Eco-Rangers: Grade 6-9](#)

[Nature's Explorers: Grades 4-5](#)

[Nature's Detectives: Grades 2-3](#)

[Squirrel Scouts - Kindergarten - Grade 1](#)

[Chipmunk Patrol AM 4 - Kindergarten](#)

[Chipmunk Patrol PM 4 - Kindergarten](#)

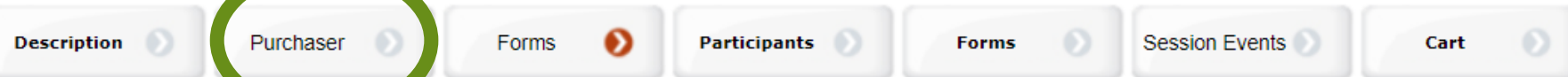
[View Camp Pricing](#)

The Registration Process!

- ▶ Go to shakerlakes.org/camp
- ▶ Find the correct program based on what grade your child will be starting and click on the program name.
- ▶ Fill out the registration!
 - ▶ This starts with the “Purchaser” which is the adult filling out the form.

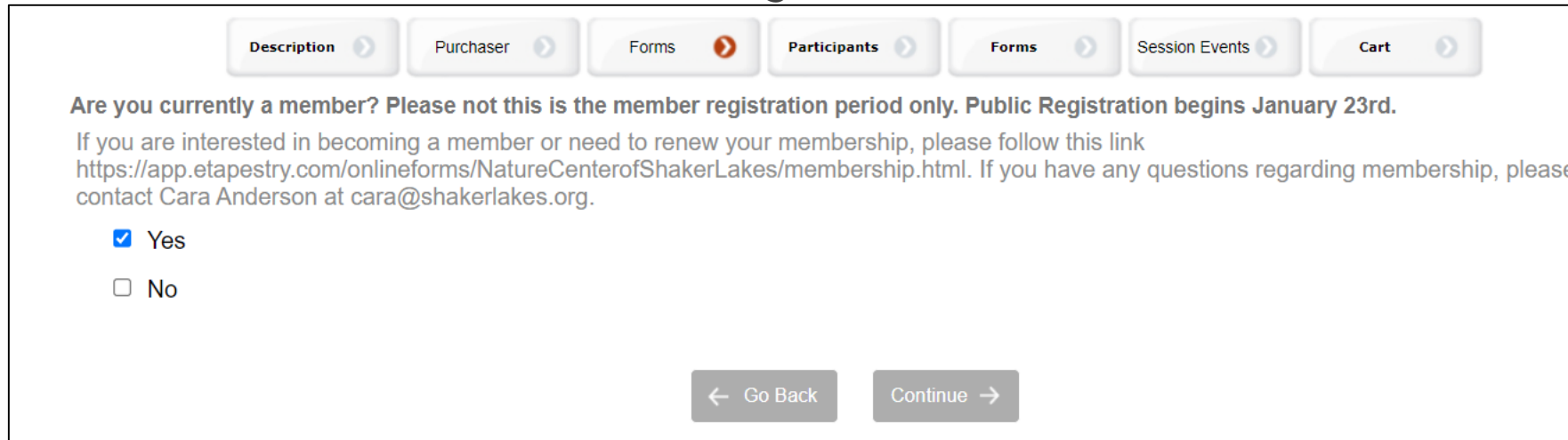
ECO RANGERS M-F -6-9 GRADE - MEMBERSHIP ID

Avoid using the browser forward and go back buttons. Use the navigation and buttons provided below.

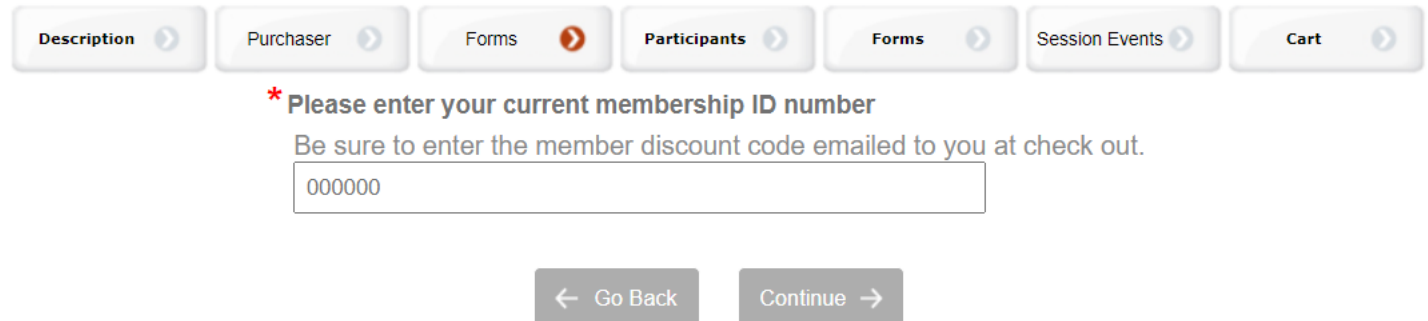


The Registration Process!

- ▶ Next is the “forms” Part 1! This has two questions. The first is asking if you are a member. The second is asking for a member number.



The screenshot shows a navigation bar with buttons for Description, Purchaser, Forms (highlighted with a red circle), Participants, Forms, Session Events, and Cart. Below the navigation bar, the text asks: "Are you currently a member? Please note this is the member registration period only. Public Registration begins January 23rd." It provides a link: "https://app.etapestry.com/onlineforms/NatureCenterofShakerLakes/membership.html" and contact information for Cara Anderson. There are two radio button options: "Yes" (checked) and "No". At the bottom of the form are "Go Back" and "Continue" buttons.



The screenshot shows a navigation bar with buttons for Description, Purchaser, Forms (highlighted with a red circle), Participants, Forms, Session Events, and Cart. Below the navigation bar, the text asks: "* Please enter your current membership ID number" and "Be sure to enter the member discount code emailed to you at check out." There is a text input field containing "000000". At the bottom of the form are "Go Back" and "Continue" buttons.

The Registration Process!

- ▶ Now it's time for the "participants." This is the number of participants signing up for this program (I.E. only the campers signing up for Eco-Rangers).
- ▶ Once the "Participants" have been listed, it's time for more forms!

The screenshot shows a registration interface. At the top, there is a section titled "How many?" with a dropdown menu currently set to "1". To the right of this section is a "HIDE DETAILS ..." link with a downward arrow. Below this is a list of participants, with the first item numbered "1" and a "LESS ..." link. The form for this participant is titled "Add someone I've signed up before" and includes the following fields:





- *First Name:
- *Last Name:
- *Birthdate:
- Primary Phone:
- Primary E-mail:

At the bottom of the form is a "Delete" button.

The Forms

- ▶ All applicable forms must be filled out before a camper can be registered.
- ▶ We know this is a time consuming process and asks a lot of questions, but it extremely important to go through each question and answer them to the best of your ability.
- ▶ Depending on the age of the camper, there are up to 4 forms.

PLEASE COMPLETE THE FOLLOWING:

	<p>*  Camp Cancellation Policy 2024</p>
Hunter Hammil	<p>*  Archery Waiver Eco-Rangers</p> <p>*  Camp Registration Form - Emergency Medical 2024 (Summer)</p> <p>*  Outdoor Adventure Camp Behavioral Expectations Agreement 2024</p>

* Required

[← Go Back](#) [Continue →](#)

Camp Cancellation Policy

- ▶ The cancellation policy must be signed in order to continue the registration process. Please make sure to familiarize yourself with the policy, as this will be enforced as written for all families.

General Cancellation Policy

All cancellations incur a fee of 20% of the cost of the session. "Cost" is defined as the total amount the purchaser is responsible for paying (camp fee minus the membership discount and/or financial aid). Cancellations made after a certain date will not be refunded at all.

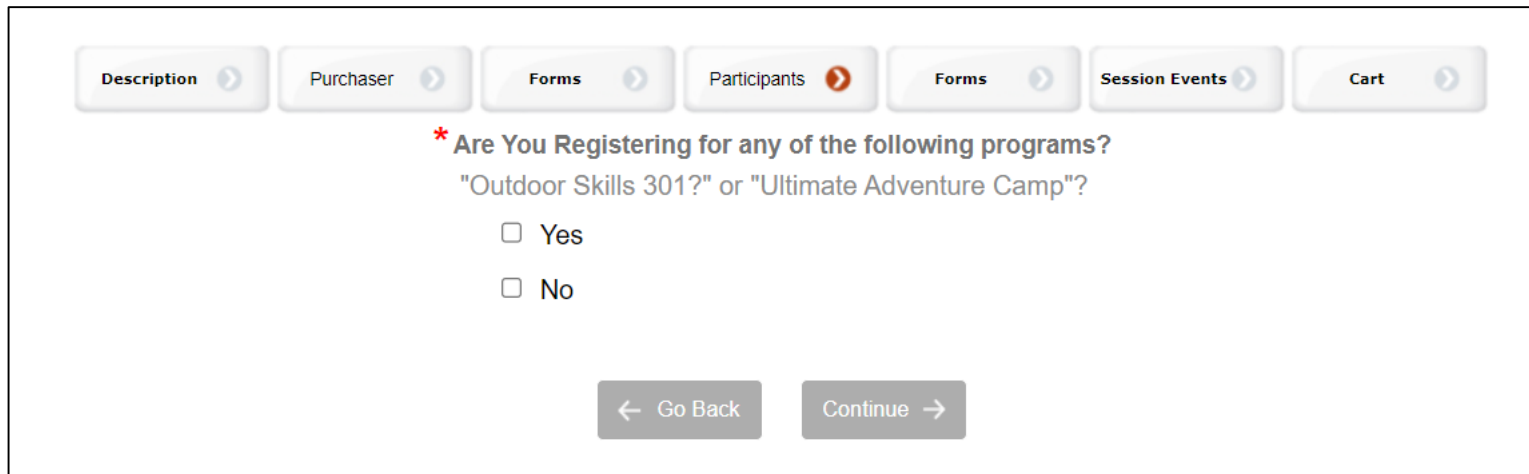
Spring Break Camp: Cancellations **must be made by March 1, 2024 at 11:59pm** to receive a refund minus a 20% cancellation fee. Any cancellation made after March 1st will not be refunded.

Summer Camp: Cancellations must be made by **May 1, 2024 at 11:59pm** to receive a refund, minus a 20% cancellation fee. Any cancellation made after May 1st will not be refunded.

All cancellation requests must be made in writing, by emailing the camp manager at hunter@shakerlakes.org

Archery Wavier

- ▶ Some campers will get to participate in archery! This is a special program which requires its own waiver.
- ▶ If they're signing up for a session with archery, in Nature's Detectives, Nature Explorers, or Eco-Rangers, this waiver must be completed.



The screenshot shows a registration form with a progress bar at the top. The progress bar consists of seven steps: Description, Purchaser, Forms, Participants, Forms, Session Events, and Cart. The 'Participants' step is currently active, indicated by a red arrow. Below the progress bar, there is a question: "* Are You Registering for any of the following programs? 'Outdoor Skills 301?' or 'Ultimate Adventure Camp?'. There are two radio button options: 'Yes' and 'No'. At the bottom of the form, there are two buttons: 'Go Back' and 'Continue'.

Description > Purchaser > Forms > Participants > Forms > Session Events > Cart >

* Are You Registering for any of the following programs?
"Outdoor Skills 301?" or "Ultimate Adventure Camp"?

Yes
 No

← Go Back Continue →

Archery Wavier

- ▶ Some campers will get to participate in archery! This is a special program which requires its own wavier.
- ▶ If they're signing up for a session with archery, in Nature's Detectives, Nature Explorers, or Eco-Rangers, this wavier must be completed.

Archery Participation Waiver and Release

Complete one form per child and return before your child's camp program if you answered "Yes" to the previous question. No action needed if you answered "No".

Your child will not be able to participate without a completed waiver form. Campers must demonstrate their ability to reliably follow camp safety guidelines outlined in the Behavioral Agreement in order to participate.

Agreement To Participate, Release and Waiver Form

This is to certify that I, as parent/guardian with legal responsibility for this participant, do consent and agree to his/her release to participate in this special archery program provided by the Nature Center at Shaker Lakes. I understand that participation in this activity could result in injury. I release and agree to indemnify and hold harmless the Nature Center at Shaker Lakes, its staff, appointed assistants, volunteer, administrators ad executors from any and all liabilities incident to my minor child's involvement or participation in the event and activities and/or the use of related equipment. I certify that the participant is able to follow the behavioral expectations in the Behavioral Agreement making them eligible to safely participate.

Hunter

Emergency Medical Form and Medical History

- ▶ This is the longest of our forms, since it covers a substantial amount of information about each child.
- ▶ Please take the time to answer each individual question, for each child, as it is incredibly important for them to have the best experience possible.



Behavioral expectations

- ▶ This is the last form! It just is ensuring the campers, their adults, and the Nature Center are all on the same page about the behavioral expectations for campers.

All Camp Behavioral Expectations

Sign your name next to each field indicating that your camper is able to comply with each expectation

- * Follow instructions, including safety standards, at all times. This includes staying with the group, not running ahead of the educator and responding when their name is called promptly.

- * Respect nature by staying on designated trails, not damaging or removing anything from the environment unless instructed otherwise by the camp educator.

- * Respect fellow campers by not causing any physical harm, such as biting, hitting, pinching, punching, kicking, bullying or using hurtful/harmful language when speaking with others.

- * For campers Prek-1st Grade (Write NA for older Campers) - Camper is fully potty trained, able to clean themselves and dress themselves independently.

Corrective Actions for Camper Behavior

Outline of Corrective Action

If the expectations listed above, or a pattern of other inappropriate behavior occurs, NCSL staff will practice positive reinforcement and remain professional when implementing corrective action.

Step one: Remind the camper of expected behavior.

Step two: NCSL staff will have a private conversation with the camper to set specific behavior goals and outline consequences for continued inappropriate behavior. At this time a verbal warning may be given to the camper.

Step three: Camper and NCSL staff will have a conversation with the parent/guardian at the end of the day where strategies to help improve behavior will be determined and implemented. If a second warning is given, NCSL staff will complete a Behavioral Incident Report that will be reviewed with the parent/guardian and signed.

Step four: If inappropriate behavior continues after the written warning, a third warning will be given to the camper. **Once a camper receives a total of three warnings they may be dismissed from camp.**

****Dismissal may also occur if a camper's behavior disrupts the safety or dynamic of the larger group. Once dismissed from camp, tuition is forfeited and registration in any subsequent camps for that season may be canceled.****

*** I, as the parent or guardian, agree and understand the corrective actions that will be enforced at all times during the camp season for the safety and enjoyment of all campers.**

Further, I have read and understand the above camp expectations and agree that my child is able to demonstrate appropriate behavior, based on the above age expectations, in order to participate in all camp activities.

← Go Back

Continue →

How do I know when I've completed all forms?

PLEASE COMPLETE THE FOLLOWING:

  [Camp Cancellation Policy 2024](#)

Hunter Hammil

  [Archery Waiver Eco-Rangers](#)

  [Camp Registration Form - Emergency Medical 2024 \(Summer\)](#)

  [Outdoor Adventure Camp Behavioral Expectations Agreement 2024](#)

* Required

← Go Back

Continue →

Signing up for sessions!

Select the campers name

SCHEDULE FOR Hammil, Hunter ▾ ⊖

Category	Activity	Date/Time	Schedule	Status
This participant is not registered for any activities.				

CHOOSE ACTIVITIES IN CATEGORY: Eco Rangers 6-9 Grade ▾ ⊖

Activity	Date/Time	Schedule
<input type="button" value="Add"/> Week 1--Outdoor Skills 301 (SEMESTER 1) (Cost: 400.00)	6/10/2024 - 6/14/2024 9:00 AM - 3:00 PM	Monday - Friday
<input type="button" value="Add"/> Week 2--H2O Yeah! (SEMESTER 1) (Cost: 340.00)	6/17/2024 - 6/24/2024 9:00 AM - 3:00 PM	Monday
<input type="button" value="Add"/> Week 3--Bio Blitz (SEMESTER 1) (Cost: 400.00)	6/24/2024 - 6/28/2024 9:00 AM - 3:00 PM	Monday - Friday
<input type="button" value="Add"/> Week 4--Ultimate Adventure Camp (SEMESTER 1) (Cost: 400.00)	7/8/2024 - 7/12/2024 9:00 AM - 3:00 PM	Monday - Friday


Add the sessions you'd like to sign up for.

BE CAREFUL NOT TO
SIGN UP FOR THE SAME
THEME TWICE!



Almost done!

SHOPPING CART

Description	Amount	Payment
Eco Rangers M-F -6-9 Grade Edit 6/10/2024 9:00 AM - 8/9/2024 3:00 PM	\$740.00	\$740.00 
<p>▶ More information is needed to complete this purchase. Fix it</p> <p><i>Hunter Hammil</i> Week 1--Outdoor Skills 301 (SEMESTER 1) from 6/10/2024 9:00 AM to 6/14/2024 3:00 PM - Hunter Hammil \$400.00 Week 2--H2O Yeah! (SEMESTER 1) from 6/17/2024 9:00 AM to 6/24/2024 3:00 PM - Hunter Hammil \$340.00</p>		
Subtotal	\$740.00	\$740.00

Total amount due

Discount Codes

Code1, Code2, ...

Apply

Add membership discount (if applicable)

▶ [Keep shopping...](#)

Cancel

Checkout →

Last Step!

INFORMATION

* Indicates required fields

Name and Address

*Name:

*Address 1:

Address 2:

*City:

*State/Province: 

*Zip/Postal Code:

*Country: 

*E-mail Address:

*Telephone:

SUMMARY

Total \$0.00

Balance Due \$0.00

ADMINISTRATOR ONLY

- Do not send e-mail confirmation
- Send user ID and password to registration owner

Note: As an administrator, you can complete this order without paying even though payment is required.

COMPLETE ORDER

After submitting:

- ▶ You'll receive an email from DoubleKnot to confirm your registration.
- ▶ If you're on a waitlist and have questions, you'll have to contact me at hunter@shakerlakes.org
- ▶ Need to cancel, get a copy of your receipt, etc.? Email me.



Questions?

hunter@shakerlakes.org

