



NATURE CENTER
AT SHAKER LAKES

Registration Tips

Outdoor Adventure Camp 2025

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**).
- ▶ Date of most recent tetanus shot (if applicable).



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.

Description

Purchaser

Forms

Participants

Forms

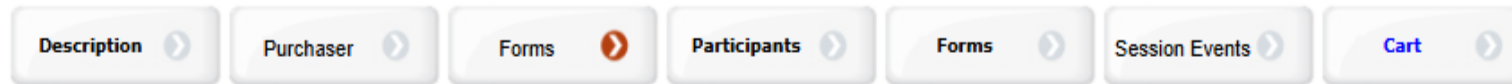
Session Events

Cart

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.

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



Are you currently a member? Please not this is the member registration period only. Public Registration begins January 29th.

If you are interested in becoming a member or need to renew your membership, please follow this link <https://app.etapestry.com/onlineforms/NatureCenterofShakerLakes/membership.html>. If you have any questions regarding membership, please contact Cara Anderson at cara@shakerlakes.org.

- Yes
- No

A registration form with a navigation bar at the top. The navigation bar has buttons for 'Description', 'Purchaser', 'Forms' (active), 'Participants', 'Forms', 'Session Events', and 'Cart'. Below the navigation bar, there is a red asterisk followed by the text: '* Please enter your current membership ID number'. Below this text is a smaller grey text: 'Be sure to enter the member discount code emailed to you at check out.' Underneath is a text input field containing '000000'. At the bottom of the form are two buttons: 'Go Back' and 'Continue'.

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).

The screenshot displays a registration interface. At the top, a section titled "How many?" contains a dropdown menu with the value "1" selected. 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 participant entry is titled "Add someone I've signed up before" and contains the following fields:

- *First Name: First Name
- *Last Name: Last Name
- *Birthdate: MM/DD/YYYY
- Primary Phone: ### ### ####
- Primary E-mail: your_email@domain.com

A "Delete" button is located at the bottom of the participant entry.

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 birthday field is set to only allow registrations within a set of dates for each age group. IF you're concerned your child won't be between those dates, please reach out and we'll figure it out together.

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 entry numbered "1" and a "LESS ..." link. Underneath the list item is a link that says "Add someone I've signed up before". The form fields for this participant are:





- *First Name: [Text input field with placeholder "First Name"]
- *Last Name: [Text input field with placeholder "Last Name"]
- *Birthdate: [Text input field with placeholder "MM/DD/YYYY"]
- Primary Phone: [Text input field with placeholder "### ### ####"]
- Primary E-mail: [Text input field with placeholder "your_email@domain.com"]

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.

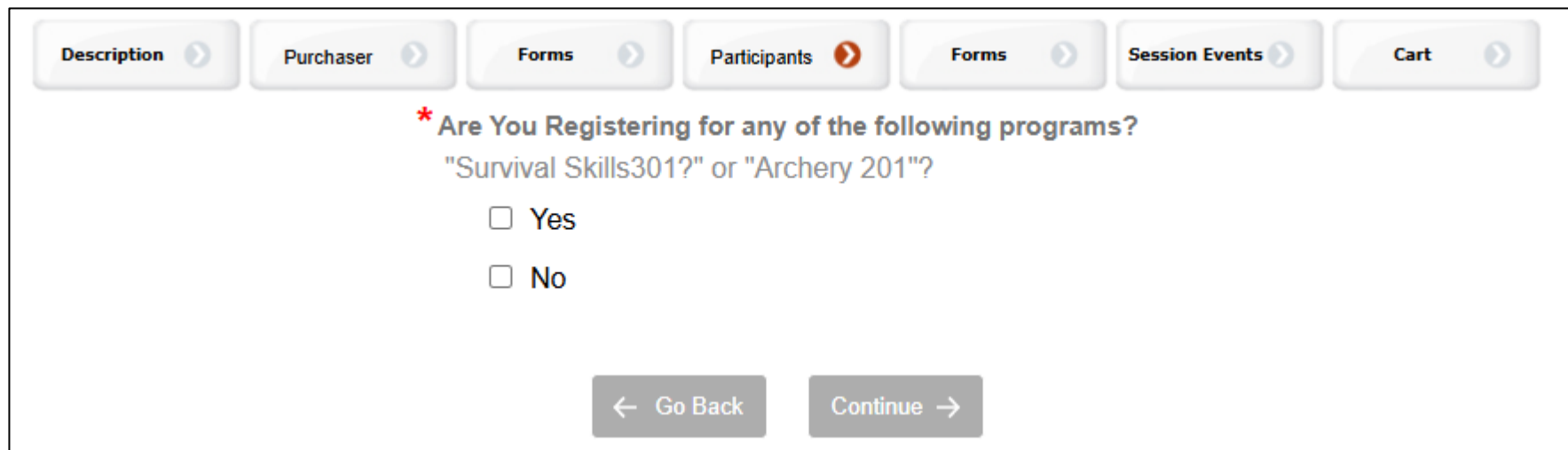
Spring Break Camp: Cancellations must be made by **March 3, 2025 at 11:59pm** to receive a refund minus a 20% cancellation fee. Any cancellation made after March 3rd will not be refunded.

Summer Camp: Cancellations must be made by **May 1, 2025 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 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.



The screenshot shows a registration interface with a navigation bar at the top containing buttons for Description, Purchaser, Forms, Participants (highlighted with a red arrow), Forms, Session Events, and Cart. Below the navigation bar is a question: "* Are You Registering for any of the following programs? 'Survival Skills301?' or 'Archery 201?'. There are two radio button options: Yes and No. At the bottom of the form are two buttons: Go Back and Continue.

Description ▶ Purchaser ▶ Forms ▶ Participants ▶ Forms ▶ Session Events ▶ Cart ▶

* Are You Registering for any of the following programs?
"Survival Skills301?" or "Archery 201?"

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.



Emergency Medical Form and Medical History questions

*Please Select all that apply

- Ever been treated for emotional or behavioral difficulties?
- Ever been treated for ADD or ADHD?
- Currently on an IEP (individualized education plan)?
- Ever have a need for an aide on school?
- Had a significant life event that continues to effect them? (i.e. death in the family, recent move, family change, new sibling)
- NA

* **Dietary Needs/Food Allergies**
Please check all that apply

* **Date of last Tetanus shot:**

* **Does your child carry an Epi E-Z Pen**

* **Allergies**

Include medication, food and others (insect stings, hay fever, asthma, animal dander, etc.) List all known
Describe reaction and management of the reaction. If this does not pertain to your child, please write NA

*Please select all that apply

- Ever been hospitalized?
- Had fainting or dizziness?
- Ever had surgery?
- Passed out/had chest pain during exercise?
- Have recurrent/chronic illnesses?
- Had mononucleosis ("mono") during the past 12 months?
- Had a recent infectious disease?
- If female, have problems with periods/menstruation?
- Had a recent injury?
- Had asthma/wheezing/shortness of breath?
- Ever had back/joint problems?
- Have diabetes?
- Had seizures?
- Have problems with diarrhea/constipation?
- Had headaches?
- Have any skin problems?
- Wear glasses, contacts, or protective eyewear?
- Other

Emergency Medical Form and Medical History questions

* Please share any information about his/her behavior, physical, emotional, or mental health about which we should be aware. These may include shyness, socialization difficulties, issues with stress, learning styles, etc. If this does not pertain to your child, please write NA.

* Please list any strategies used to manage any of the above concerns and/or to enhance your child's ability to be more successful and happier with us. If this does not pertain to your child, please write NA.

*** Activity Restrictions**

Explain any restrictions that might limit your child's participation (e.g. what cannot be done, what adaptations are necessary) so that we can do our best to accommodate their needs. If this does not pertain to your child, please write NA.

*** My child is currently potty trained.**

Please answer this field if you child will be attending Chipmunk Patrol or Squirrel Scouts this summer. Note that fully potty trained includes being able to dress/undress and clean themselves independently while using the bathroom. Camp staff are not permitted to assist campers while using the bathroom. If they will be attending one of our other camps, please check NA.

Yes

NA

Emergency Medical Form and Medical History questions

Medications

"Medication" is any substance a person takes to maintain and/or improve their health (including over-the-counter or non-prescription drugs, vitamins & natural remedies). Please list ALL medications taken routinely. Bring enough medication to last the entire week of camp. Keep medication in the original packaging/bottle that identifies the prescribing physician (if a prescription drug), the name of the medication, the dosage, and the frequency of administration.

Medications

The following non-prescription medications may be stocked in the camp Health Center and are used on an as needed basis to manage illness and injury. Select those the camper should NOT be given.

- Acetaminophen (Tylenol)
- Generic cough drops
- Calamine lotion
- Topical antibiotic cream
- Aloe
- Ibuprofen (Advil, Motrin)
- Diphenhydramine (Benadryl)
- Bismuth subsalicylate (Pepto-Bismol)
- Hydrocortisone 1% cream
- Tecnu (poison ivy lotion)

Emergency Medical Form and Medical History questions

Part I or Part II must be completed for camp attendance

Part I, CONSENT GRANTED -Sign to indicate consent granted

I hereby give permission to the Nature Center at Shaker Lakes to provide and seek emergency medical treatment and administer prescribed medications by certified staff. I agree to the release of any records necessary for insurance purposes. I give permission to the staff to arrange necessary related transportation for me/my child. In the event I cannot be reached in an emergency, I hereby give permission to the physician and dentist named above to administer treatment, including hospitalization at (named hospital) or any hospital reasonably accessible, for the camper named above. This authorization does not cover major surgery unless the medical opinions of two other licensed physicians or dentists concurring on the necessity of such surgery are obtained prior to the performance of such surgery. This completed form may be photocopied.

Part II, REFUSAL TO CONSENT - Sign to indicate refusal of consent

I do not give my consent for emergency medical treatment of my child. In the event of illness or injury requiring emergency treatment, I wish the Nature Center authorities to take no action or to: (please indicate in text box along with signature). By entering my name below, I assert that I have reviewed and agree to all the waivers and agreements in this section.

If consent refused, please indicate actions you wish taken

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.


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

PLEASE COMPLETE THE FOLLOWING:

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	  Outdoor Adventure Camp Behavioral Expectations Agreement 2024

 Required

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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.				

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

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

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.



Registration tricks

Getting kids registered for camp is stressful. To ease some of the stress, we've got a few tricks.

1. Expect an email around 10-10:30am on Wednesday, January 22nd with the discount code and your member number.
2. If you have extended answers to questions (most likely for the medical form), type out your answers ahead of time to copy/paste into the box.
3. If you have more than one child to register, register the Squirrel Scout or Nature's Detective first, and older kids after that. If you have multiple kids around the same age, try having someone else help register kids.
4. Be ready right at 12pm when registration opens. We'll have people at NCSL to answer phone calls and provide some assistance, but weeks will sell out FAST.

Questions?

hunter@shakerlakes.org

