## SPECIAL LOVE/CAMP FANTASTIC

Checklist, Instructions, and General Information
Camp Fantastic 2017 – Sunday, August 13<sup>th</sup> – Saturday, August 19<sup>th</sup>, 2017.

Please read all of this material *thoroughly*. If you have any questions, please call toll free at 888-930-2707.

### **Checklist of Enclosed Forms**

- 1. Camp Fantastic 2017 Application and Health Insurance Information (*to be completed by parent and/or legal guardian*)
- 2. Camper Information Sheet (to be completed by camper)
- 3. Scholarship Application (if needed)
- 4. Special Love Attendance Permission/Release Form
- Code of Conduct
- 6. Medical Consent and Participation Form

All of the above forms must be completed in full and mailed, along with a photo showing your child's face (4x6, school photo, Polaroid, etc.) as soon as possible to:

Camp Fantastic Special Love, Inc. 117 Youth Development Court Winchester, VA 22602

(NOTE: A digital photo may be sent to <u>Judy Martin at jmartin @specialove.org</u>, but must be sent at the same time as the mailed application.)

Deadline for Camp Application is May 15, 2017.

# Relationship of Camp Fantastic to the National Institutes of Health (NIH):

To better protect the health and care of your child while at camp, Camp Fantastic has a special arrangement with the National Institutes of Health (NIH) to set up a working medical unit at the camp site. Because of this affiliation, and to assure the health and safety of your child, it will be necessary for him/her to receive a camp screening (interview) prior to camp. This screening will involve no medical testing or physical examination, and is at no cost to you. Because it is such a vital part of our preparations for camp, any child who does not complete a screening will not be eligible to attend.

The medical staff of NIH includes Stephen Chanock, M.D., Camp Physician and Tammy Jenkins, R.N., Medical Coordinator representing the National Cancer Institute, NIH. Their staff will provide expert medical care during the week of camp. Campers will be considered participants in a "protocol" of NIH that examines the psychological benefits of a camping experience for children with cancer. (**This protocol will not include any medical testing and is simply a means by which expert medical supervision can be provided to Camp Fantastic within the framework of NIH.)** Please call Tammy Jenkins if you have any questions or concerns regarding the **medical care** of your child at camp (office: 301-496-7132, cell: 240-461-7952, or e-mail: tjenkins@mail.nih.gov). **For other questions** about camp, call Angela Ashman at 888-930-2707 or e-mail her at aashman@specialove.org.

#### What happens after you submit your Application Forms:

1. Special Love will send a follow-up letter and a request for medical information <u>directly</u> to your child's physician. <u>It is important that you complete the section on the front page of the application regarding your child's physician correctly, with complete address, phone and fax number (\*\*If your child has multiple physicians, please put information for the physician you think has the best overall understanding of your child's cancer and general health \*\*). After your physician has completed this form it will be sent directly back to Special Love. We hope to complete this process by July 14th.</u>

2. Once we receive your child's application, you will be notified of the pre-camp screening schedule and locations you may choose from for your child's screening. Screenings for each camper will be set up for dates in April, May and June at these locations: 1) During Spring Family (April) and Reunion Family (June) Weekends at the Northern VA 4-H Center in Front Royal, VA; 2) NIH (Bethesda, MD), after June 1st; 3) Georgetown University Hospital (Washington, DC); 4) Pediatric Hematology-Oncology of Northern VA / Children's Center for Cancer & Blood Disorders of Northern VA (Fairfax, VA); 5) the Massey Cancer Center at MCV/VCU in Richmond, VA.; 6) Children's Hospital of the King's Daughters in Norfolk, VA. and 7) UVA Hospital (Charlottesville). Parents should make appointments for this Screening through the Special Love Office by calling 888-930-2707.

Because NIH requires witnessed parental signatures on camp forms, <u>you must attend with your child or have a legal guardian who has the authority to sign medical consent forms for your child present</u> at a preliminary screening at one of these facilities or at one of the Family Weekends <u>before</u> he/she can be accepted to Camp Fantastic. All other relevant NIH forms will be completed at this screening, including an Authorization for Release of Medical Information NIH form.

- 3. **In July,** the applications will be reviewed by the Special Love Camp Committee and we will send out acceptance letters to campers with information concerning bus schedules (all campers come to Camp Fantastic on a bus provided by Camp Fantastic), location of bus pick-up, camp needs (clothes, etc.) and any other information that may be of assistance.
- 4. A **Final Health Update for Parents/Legal Guardians form will be sent** to parents in August. This form should be completed by parents/primary caregivers and **must be brought with the child (along with any medications the child may be taking during camp) to the bus. Any last minute questions or changes to your child's health should be reported immediately to <b>Tammy Jenkins at 301-496-7132 (work) or 240-461-7952 (mobile).**

#### Other Important Information:

#### Promotional Materials/Release Forms (Form 4)

Because of Special Love's exciting programs, we have had many individuals who wish to volunteer time, money and materials to our programs. To help us develop materials that describe the program – scrapbooks, videos, flyers, and brochures – we often use pictures of camp activities. Your child may be included in one or more of these photos and we ask that you complete the enclosed permission form for use of their photo. This will in no way disrupt the daily activities of camp. Your child will not be included without your permission.

#### **Transportation**

Camp Fantastic will arrange round-trip transportation to the Front Royal 4-H Educational Center from Bethesda, Maryland and from Norfolk, Charlottesville, Richmond and Fredericksburg, Virginia. (If there is a need, we will arrange for transportation from the Roanoke area.) Information regarding transportation will be forwarded later. We ask that parents not accompany their children to camp or visit during the week. The reason for this request is that it has been proven that children adapt better to a camping situation (and experience less homesickness) if they travel by bus with other campers. For families who wish to see the 4-H Center and experience a pre-camp experience, try to attend the **Spring Family Weekend – April 21 – April 23, 2017** and bring the whole family. Call Special Love at 888-930-2707 if you don't receive a flyer by March 31, 2017. You may also go to specialove.org and register to attend the weekend.

# Form 1 – CAMP FANTASTIC 2017 APPLICATION

Date Received:

Application Number: 2017-

To be completed by parent or guardian: (Please **print or type**)

| Camper's Name:  |   |   |                                     |                   |          |
|---|---|---|-------------------------------------|-------------------|----------|
| (First)   | (MI)  |   | (Las                                | st)               |          |
| Date of Birth (Mo/Day/Yr)   | Age in Aug                                  | Height<br>(Ft/Inches)                                       | Weight<br>(Pounds)                  | Sex               |          |
| Street Address  |   |   | Apt No.                             |                   |          |
| City  | State                                       | ·   | Zip                                 | Home Phone (Are   | ea Code) |
| □Hawaiian/Pad<br>Please check Camp Bus Picku  | ck/African America<br>cific Island; ⊐Multip | an; □ Asian; □ /<br>ble Races; □ U<br>a <b>g's Daughter</b> | American Ind<br>nknown<br>s/Norfolk | ian/Alaska Native | ;        |
| CONTACT INFORMATION (Plea   | ase include Area C                          | Codes for all ph  | none number                         | s)                |          |
| <b>Parent #1/Legal Guardian</b> : Nan   | ne:   |   |                                     | •                 |          |
| lome Phone:   |   |   | ork Phone:                          |                   |          |
| Cell Phone:   |   |   |                                     |                   |          |
| 2011 Hono   |   | _ Zilidii.  |                                     |                   |          |
| Parent #2/Legal Guardian: Nan   | no·   |   |                                     |                   |          |
| Home Phone:   | ic.   | Daytimo/M   | Iork Phono:                         |                   |          |
| Cell Phone:   |   |   |                                     |                   |          |
| ocii i fioric.  |   | _ Linaii  |                                     |                   |          |
| Emergency Contact (in addition  | to parant(a)/auar                           | dian(c)): Namo  |                                     |                   |          |
|   |   |   |                                     |                   |          |
| Home Phone:   |   | _ Dayılırı <del>e</del> /vi                                 | to Child:                           |                   |          |
| Cell Phone:   |   | Relationship  | to Child                            |                   |          |
| Diagnosis:  |   |   | Date                                | of Diagnosis:     |          |
| Other illnesses or problems:  |   |   |                                     |                   |          |
| Freatment Hospital/Clinic:  |   |   |                                     |                   |          |
| Has your child completed all <b>can</b><br>Date of last <b>cancer-specific</b> trea |   |   |                                     | atment")? YES     | NO       |
| Without the belo  | w information your                          | application ca  | n not be cons                       | sidered for camp. |          |
| Important Information -   | Please give us the                          | he correct phy  | ysician infor                       | mation:           |          |
| Physician:  |   | Ph  | one:                                | a Code)           |          |
| Physician Address   |   |   |                                     |                   |          |
| Physician Address:  | (Street)                                    |   | (City/State/Zip                     | ))                |          |
|   |   |   |                                     |                   |          |
| Physician FAX #:(Are  |   |   |                                     |                   |          |
| (Are  | a coue)                                     |   |                                     |                   |          |

| Camp   | er's       | Na           | ame:   | Page 2              |
|--------|------------|--------------|--|---------------------|
| _      |            |              | (Please Print)   | _                   |
|        |            |              | ted Questions:   |                     |
| I.     |            |              | your child have: (Check all that apply)  |                     |
|        |            |              | ing aid(s) Artificial Limb Glasses Contacts Hickman/Broviac  |                     |
|        | FUI        | lac          | icalii FICC VF Shunt Ohiinaya Reservoli Othei  | <del></del>         |
| II.    | Ha         | s yc         | your child received the immunization/vaccination for:  |                     |
|        | 1.         |              |  |                     |
|        | 2.         |              | DPT/OPV(IPV) YESNO   |                     |
|        | 3.         |              | Tetanus Booster YESNO  |                     |
| /NOTE  | 4.<br>• •  | los          | Varicella/Chicken Pox YESNO<br>ase include a copy of your child's most current immunization record with the  | is annlication _    |
| (14011 |            |              | must have a current copy of this record for your child to attend camp)   | із арріісаціон –    |
|        |            |              | mac navo a can om copy or ano record for your enna to attend camp  |                     |
| III.   |            |              | as your child had chicken pox <u>disease</u> or shingles? YES NO DATE  | _ Titers            |
|        |            |              | pes your child have a problem with bed wetting? YESNO  |                     |
|        |            |              | pes your child have a problem with sleep walking? YESNO  |                     |
|        |            |              | as your child had head lice? YES NO When? this your child's first time away from home without you? YES NO  |                     |
|        |            |              | LLERGIES (Please attach additional page, including camper's name, if you nee   | od more snace)      |
|        | υ.         |              | Does he/she have any <u>ALLERGIES TO MEDICATIONS?</u> YES NO If yes, ple   |                     |
|        |            | u.           | medication allergies & describe symptoms for each allergy  | add not             |
|        |            |              |  |                     |
|        |            | b.           | . Does he/she have <u>SEASONAL OR ENVIRONMENTAL ALLERGIES</u> ? YES NO   | If yes, please list |
|        |            |              | & describe symptoms  |                     |
|        |            | C.           | Does he/she have any ALLERGIES TO FOOD OR ANY OTHER ALLERGIES? YESI  |                     |
|        |            |              | please list food allergies or other allergies & describe symptoms  |                     |
|        | 7.         |              | pes your child have any behavi <mark>oral/psychol</mark> ogical problems or diagnoses? YES   | NO If yes,          |
|        | 8.         | Do           | oes your child have any limitations to activities? YES NO If yes, please desc  | cribe:              |
|        | ^          |              | and the second shift have been a significant of the second shift o |                     |
|        | 9.         | Do           | oes your child have any special diet restrictions/needs? YES NO If yes, pl   | ease describe:      |
|        | Nai<br>Gro | me o         | Health Insurance Information  MUST BE PROVIDED - In the absence of this information, families will be responsible for cost of emergency care.  ance Carrier:  of Insurance Holder:  y No.:  ess and Phone of Carrier:  | -                   |
|        |            |              | Street   |                     |
|        | _          |              | City State Zip Phone (Area Code)   | -                   |
|        |            | <b>`</b> L!! | ild Door Not Hove Incurance  |                     |
| L      | ⊔ (        | nil          | ild Does Not Have Insurance  |                     |
|        |            |              |  |                     |
|        |            |              |  |                     |
|        | (Sig       | gna          | ature of Parent/Guardian) (Date)   |                     |

### Form 2 – CAMPER INFORMATION SHEET

*Instructions:* To be completed by Camper. Where applicable, circle your answers.

FIRST & LAST Name (Printed): Is this your first time at Camp Fantastic? YES NO If not, how many years have you been a camper? \_\_\_\_\_ Years: \_\_\_\_\_ Is this your first time away from home? YES NO What is your t-shirt size? (Special Love will be giving each camper a camp shirt—please give us correct size) Small(8) Medium(10) Large(12) Child: Adult: Small\_\_\_ Medium\_\_ Large\_\_\_ Extra Large\_\_\_ XX Large\_\_\_\_ Do you have a nickname? YES NO If yes, what is your nickname? How old are you? What grade are you in?\_\_\_\_\_ What are your favorite subjects?\_\_\_\_\_ Do you have any hobbies? If so, what are they? \_\_\_\_\_ What are your favorite sports? Do you like crafts? YES NO What are your favorites?\_ Do you know how to swim? YES NO Have you ever canoed? YES NO Do you like to read? YES NO What is your favorite book?\_\_\_\_\_ Have you ever gone Horseback Riding?\_\_\_\_\_ Do you play checkers? YES NO Scrabble? YES NO Cards? YES NO Chess? YES NO A Musical Instrument? What do you want to do most at Camp?\_\_\_\_\_\_

# Form 3 – SPECIAL LOVE/CAMP FANTASTIC SCHOLARSHIP REQUEST FORM

Scholarships for the \$25.00 registration fee are readily available from Special Love, Inc. in cases of financial need. If you desire this scholarship, please complete this form and return it to Special Love with your Camp Fantastic application. Thank you.

| Camper Name:                    |                     |                   |                         |
|---------------------------------|---------------------|-------------------|-------------------------|
| Address:                        |                     |                   |                         |
| City:                           | State:              | Zip:              |                         |
| Phone Number:                   |                     |                   |                         |
| Home:                           | _                   |                   |                         |
|                                 |                     |                   |                         |
| Office: Area Code               | _                   |                   |                         |
|                                 |                     |                   |                         |
| I hereby apply for a scholarshi | p for the \$25.00 r | egistration fee f | or Camp Fantastic 2017. |
|                                 |                     |                   |                         |
| Signature:                      |                     | Date:             |                         |
| (Parent or Guar                 | rdian)              | Date.             |                         |
|                                 |                     |                   |                         |
|                                 |                     |                   |                         |
|                                 |                     |                   |                         |
|                                 |                     |                   |                         |
|                                 |                     |                   |                         |

# Form 4 – SPECIAL LOVE PARENTAL CONSENT AND RELEASE FORM

# Consent to Participate and Release from Liability

| 1.      | <u>Consent:</u> I agree that my child may participate in Special Love, Inc.'s Camp Fantastic activities at the Summer 2017 camp except as noted on his/her medical forms.   |
|---------|---|
| 2.      | Transportation Consent: I further consent to the transportation to, from, and while at the Summer 2017 camp, including, but not limited to, transportation within the Northern Virginia 4-H Educational Center and during authorized off-campus trips such as farm day and the golf outing. I acknowledge that Special Love, Inc. shall arrange for transportation to and from the Northern Virginia 4-H Educational Center located in Front Royal, Virginia from designated departure areas in or near the NIH campus in Bethesda, Maryland, and in the cities of Norfolk, Richmond, Fredericksburg, Charlottesville, and Front Royal, Virginia, and for authorized outings during camp, by a privately owned and operated bus(es), vans, and other suitable vehicle(s). |
| 3.      | Release from Liability: I expressly waive all claims or causes of action against Special Love, Inc., its staff, officers, directors, trustees, volunteers, and their legal heirs and assigns on account of any injury and/or illness that may result from the negligence of Special Love, Inc. or any person named above. This consent does not release Special Love, Inc. from liability for intentional or reckless acts of Special Love, Inc. or any person named above.   |
| 4.      | <u>Indemnification:</u> I agree to indemnify and hold harmless Special Love, Inc. and its staff, officers, directors, trustees, volunteers, and their legal heirs and assigns from any loss or liability arising from my acts or omissions or those of my child in connection with my child's attendance at Camp Fantastic.   |
| 5.      | Media Coverage: I acknowledge that reporters, photographers, and other members of the media may attend Camp Fantastic in order to increase the awareness about Special Love, Inc. and its programs including Camp Fantastic and about children with cancer. I grant permission for my child to be interviewed, photographed, and filmed by any member of the media at Camp Fantastic. I understand that Special Love, Inc. is not responsible for the content of the media coverage and that my child will not be paid for any media work.  |
| 6.      | <u>Promotional Materials:</u> I grant permission for my child to be included in promotional materials, whether printed or otherwise, to be used to publicize Special Love, Inc. and its programs, including Camp Fantastic.   |
| 7.      | Emergency Contact: I agree that if no parent or guardian is available at our place of residence during the camp session, we will advise the camp administration where we may be contacted in case of an emergency.  |
| Signed  | : Camper's Name:<br>(Parent or Guardian)  |
|         | (Parent or Guardian)  |
| Print N | fame: Relationship (if other than parent):  |
| Data    |   |

| Camper's Name: |                |  |
|----------------|----------------|--|
|                | (Please Print) |  |

### Form 5 - CODE OF CONDUCT FOR CAMP FANTASTIC

In a continuing effort to offer campers the best events possible with the most memorable outcomes, we feel several rules of camper behavior should be understood and agreed to by the camper and the parent/guardian before attending any Special Love event. Please note that while we don't expect problems, this code of conduct is simply a way to provide a safeguard for both you and us.

Please discuss with your child the following rules and the importance of adhering to them during their time as a camper at this Special Love program. Campers and parents/guardians must sign this form in order to participate.

### **Code of Conduct**

- 1. Each camper is to attend and be actively involved in all parts of the planned program including attending all scheduled functions. Curfew is to be followed as specified in the schedule for the week. Failure to be in assigned locations may lead to dismissal from camp. Some areas are off-limits to campers (e.g., swimming pool, lake, challenge course) unless under appropriate instructor supervision.
- 2. Campers should remain at Camp Fantastic until the Camp is scheduled to end. Campers may not leave Camp without prior permission from Camp Director, or other Assistant Camp Directors. Campers may only be picked up from Camp Fantastic by the person designated on the Health Form. Identification may be requested at the time of pick-up. Prior notice is required for special pick-up from Camp Fantastic.
- 3. Campers are expected to follow the directions of Special Love volunteers and paid staff. All campers are under the supervision of the Camp Director, Assistant Camp Directors (2).
- 4. Campers should respect the property of others and be responsible for themselves. Deliberate destruction or removal of facilities or equipment is not permitted. Financial responsibility for any damages caused by deliberate destruction will be assumed by the camper and/or parents/guardians. The same applies to the property and personal items of other campers. Theft is expressly forbidden at Special Love programs. Unless invited, campers are not allowed in rooms other than the one you've been assigned to.
- 5. Campers should treat all others and themselves with respect. Aggressive, abusive, vulgar, or violent language and behavior towards others (e.g., fighting, threats, insults, cursing, and discrimination) will not be tolerated.
- 6. Inappropriate displays of affection (e.g., kissing, cuddling, or other sexual innuendo) are not acceptable behavior while at Camp Fantastic.
- 7. Campers should respect the privacy of others. Girls are not permitted in boys' lodging rooms nor are boys permitted in girls' lodging rooms.
- 8. Possession, distribution, or use of fireworks, weapons, knives, or other items that can be used as a weapon are not permitted at Camp Fantastic, except under adult supervision in scheduled instructional activities (e.g. shooting education class supervised by a certified instructor).
- 9. Possession, distribution, or use of alcoholic beverages, illegal drugs, tobacco products, or unauthorized prescription drugs are not allowed at any Special Love sponsored program and must be reported to law enforcement. Special Love, Inc. reserves the right to conduct a search of a camper's outer clothing, luggage, personal belongings, lodging rooms, and furniture being used by a camper if there is "reasonable suspicion" that the camper has drugs, alcohol, tobacco, or weapons.
- 10. Animals and pets are not allowed at Special Love programs unless needed to accommodate a disability or as part of an organized program, or through specific authorization from the Special Love office. Animals that are used as part of a Special Love event should always be provided with proper care.

| Camper's Name:   |   | Form 5 Cont.   |
|--|---|--|
| . (  | Please Print )  |  |
| TVs, or laptop computers) are<br>Special Love program, or with   | e not allowed at Special Love programs  | kie-talkies, video games, radios, CD players, unless they are needed as part of an organized ice. Without authorization, these items will be rdians) at the end of the program.  |
|  |   | de of Conduct or through a review process by a s to the camper. Consequences may include:  |
| <ol> <li>a warning and probationary</li> <li>early release from Camp Fa</li> </ol>   | period;<br>ntastic program without refund;  |  |
| Executive Director and/or tw   | in any Special Love programs for one o vo Assistant Camp Directors);  | r more years (as determined by the   |
|  | t for a Special Love program;<br>propriate law enforcement agency and/  | or the proper authorities.   |
| for the Special Love program   | will be viewed as a violation and approp  | , but deemed inappropriate by those responsible oriate action will be taken. If an infraction occurs, riate communication to parents/guardians.  |
| Signature(s) (Camper and parer   | nt/guardian signatures are required for c   | ampers under 18.)  |
|  |   | by the expectations described in the Code of sponsibility for my actions that may result in the  |
|  |   |  |
| Camper Signature   | Please Print Name Here  | Date   |
| Conduct may result in the conseque agree to come to the Special Love program. I further understand that retrieve my child, Special Love program. | uences listed above which includes no re program to pick up my child at the requitiff refuse to pick up my child, am unavogram staff may contact law enforcemen | erstand that failure to abide by this Code of refund. In the event that this code is violated, I uest of the adult in charge of the Special Love vailable, or fail to make timely arrangements to not or social services to provide necessary all fees/charges that may result from said |
| Parent/Guardian's Signature (for բ   | participant under 18 years old)   | Date   |
|  |   |  |

| Camper's Name:   |  |
|--|--|
| (Please Print)   |  |
| Form 6 – MEDICAL CONSENT FORM  |  |
|  | , I hereby consent for my child to attend Camp Fantastic<br>ng and meeting the pre-camp screening requirements,<br>olished by the camp. I understand the nature of the |
| In addition, I understand and agree to the following:  |  |
| 1. The U.S. Government/NIH is not responsible for an or arising from any camp activity (such as hiking), whe that the camp carries full liability insurance to cover su  | • • • • •  |
| <ol><li>I consent to my child participating in the normal and<br/>boating, crafts), which are not medically inadvisable ar<br/>his or her age and liabilities, and given the nature and</li></ol>  |  |
| 3. I consent to the administration of oral therapies and NIH medical personnel. I understand that in the event care, arrangements will be made to promptly transport (as may be in my child's best interest), by whatever re   | of an emergency, or the need to administer intensive my child to a local hospital or the NIH Clinical Center   |
|  | Love's Camp Fantastic. This form will be mailed to you 2 nt/legal guardian as close to camp as possible. This form,  |
| Medication Policy: All medications submitted at the bus recommendate of CAMPER'S NAME PRINTED ON THE BOTTLE. (This includes printed with someone else's name, pill boxes or any other ty Actual dosage listed on the bottle must be followed unless the different indications. There can be no exceptions to this policy Jenkins (office: 301-496-7132; cell: 240-461-7952; email: ties) | nere is a written note from the prescribing doctor outlining cy. If you have any questions, please contact Tammy   |
| 4. Although I remain free to withdraw my child from th child to derive full benefit from the experience, it is expeaning experience without parental intervention.   |  |
| I have read the explanation and conditions given abov child to attend Camp Fantastic.  | e, agree to them, and hereby give permission for my  |
| Signature of Parent(s) or Guardian   | <br>Date   |
| Relationship (if other than parent):   |  |