Please carefully read through the following information. It will help explain the rules and guidelines of our summer programming. Feel free to call (408) 573-3087 should you have any questions.

PRIOR TO ATTENDING WALDEN WEST

In accordance with the Santa Clara County Public Health department, it is required that all participants attending Walden West are not enrolled in any other camps or recreational programs two (2) weeks prior.

Also, children may not move from one program to another more often than every 3 weeks. This means that, for instance, if a child attends a week-long summer camp program, that child is not allowed to attend another summer camp or childcare program for two more weeks. It also means that children cannot attend two camps simultaneously, or attend a summer camp and also another kind of recreational group or childcare program. Children’s programs are responsible for maintaining appropriate enrollment and attendance records. They should verify compliance with these restrictions to the extent feasible. - https://www.sccgov.org/sites/covid19/Documents/camp_guidance.pdf

IMPORTANT SAFETY INFORMATION REGARDING COVID-19

In our mission to provide science education, day camp services, and child care to Santa Clara County, Walden West is committed to monitoring the situation closely, so we can provide a safe facility for youths who attend our camp. Due to this unique situation and its effects on our community, many parents may still have concerns about their children weighing on their minds. For this reason, we wish to provide you with information about COVID-19 and steps you can take to keep your child and other children safe this summer.

What is COVID-19? Coronavirus disease 19 (COVID-19) is a novel respiratory illness that can be spread from person to person. COVID-19 can be spread by breathing in an unventilated space, and even more by talking and singing because of the microscopic droplets in the air. The likelihood of transmission is reduced by everyone wearing a mask and keeping distance. When an infected person coughs or sneezes, or when they talk for some time in an unventilated space, they expel droplets that can spread the virus through inhalation, or by landing on surfaces that a person touches, which can infect that person if they touch any mucous membranes (eyes, mouth, face) before washing their hands. Symptoms of COVID-19 are similar to the common cold or flu viruses and can include coughing, fever, fatigue, shortness of breath, a loss of smell and taste, and GI distress including nausea, vomiting, and diarrhea. In more severe cases, COVID-19 can lead to pneumonia.

How does it affect children? Fortunately, according to Stanford Children’s Health, the data from hundreds of thousands of cases indicates that pediatric patients are the least affected by COVID-19. If your child displays mild symptoms, it is best to keep them home and manage their illness with acetaminophen (Tylenol), over-the-counter children’s cold and flu medication, good hygiene practices like frequent handwashing, and keeping your child well hydrated. However, when children display severe symptoms of fever, coughing, congestion, discharge from their eyes, stomach pain, nausea, and vomiting, your child’s pediatrician should be contacted for further evaluation. There are situations where extra caution should be exercised. Children with conditions like severe asthma, cystic fibrosis, and congenital heart defects should stay at home and avoid large gatherings as much as possible.
Practices to prevent the spread of COVID-19:

- Wash your hands frequently using soap and water or an alcohol-based hand rub
- Cover mouth and nose with flexed elbow or tissue when coughing or sneezing. Dispose of used tissue immediately
- Avoid close contact with anyone who has cold or flu-like symptoms
- Regularly clean and disinfect frequently touched surfaces like phones, doorknobs, light switches and countertops
- Seek medical care early if you or your child has a fever, cough or difficulty breathing
- Wear a mask in public, unless exercising outdoors
- Practice social distancing, stay 6 feet apart

How to prepare your child for camp:

When your child comes to Walden West we will screen for the following symptoms when they arrive:

- Temperature over 100.3 degrees Fahrenheit
- Chills
- Loss of smell and/or taste
- Cough
- Shortness of breath, irregular breathing
- Vomiting/nausea
- Diarrhea
- Aching
- Flushed cheeks
- Runny nose (This is not necessarily a symptom of COVID-19, but could be a potential risk factor in communicable disease when a participant touches their face.)
- Have any of the above occurred in the last 14 days.

If you or your child experience these symptoms, or come into close proximity with anyone experiencing these symptoms, it is best that you remain at home. Although these symptoms do not indicate COVID-19 on their own without testing, the American Camp Association convened a panel of doctors on May 8, 2020, who recommended that camps take a conservative approach to protect their staff, the children in their care, and the families of those children. Because of this, children who report or display the symptoms of COVID-19, the common cold, influenza, or GI distress that cannot be explained by a preexisting condition (e.g., food allergies or anxiety) will have their guardians contacted, and they will be isolated until pickup.

Pre Camp at Home Screening:

When you and your participant arrive at camp on Monday, you will be handed a health screening form to complete and sign. Each of the following days, you will initial the health screening form to maintain record there has been no change. We ask that you use the example document at home for 14 days leading up to your week of camp. If at any point these symptoms or events occur, your participant will not be allowed to attend camp and we ask that you please call (408) 573-3087 to reschedule, if possible, or for a refund.
In the two weeks leading up to camp, it is important that social distancing guidelines are carefully observed, that hygiene practices are followed, and that you discuss the situation with your child. The United Nations Children’s Fund released the following guidance on how to discuss COVID-19 with your children, family, and friends:

It’s understandable if you’re feeling worried about the coronavirus. But fear and stigma make a difficult situation worse. For example, there are reports emerging from around the world of individuals, particularly of Asian descent, being subject to verbal or even physical abuse.

Public health emergencies are stressful times for everyone affected. It’s important to stay informed and to be kind and supportive to each other. Words matter, and using language that perpetuates existing stereotypes can drive people away from getting tested and taking the actions they need to protect themselves and their communities.

Here are some Dos and Don’ts for how to talk about the coronavirus with your children, family and friends:

**DO**: talk about the new coronavirus disease (COVID-19).

**DON’T**: attach locations or ethnicity to the disease. Remember, viruses can’t target people from specific populations, ethnicities, or racial backgrounds.

**DO**: talk about “people who have COVID-19”, “people who are being treated for COVID-19”, “people
who are recovering from COVID-19” or “people who died after contracting COVID-19”.

**DON’T**: refer to people with the disease as “COVID-19 cases” or “victims”.

**DO**: talk about people “acquiring” or “contracting” COVID-19.

**DON’T**: talk about people “transmitting COVID-19” “infecting others” or “spreading the virus” as it implies intentional transmission and assigns blame.

**DO**: speak accurately about the risk from COVID-19, based on scientific data and latest official health advice.

**DON’T**: repeat or share unconfirmed rumors, and avoid using hyperbolic language designed to generate fear like “plague”, “apocalypse”, etc.

**DO**: talk positively and emphasize the importance of effective prevention measures, including following our tips on handwashing. For most people this is a disease they can overcome. There are simple steps we can all take to keep ourselves, our loved ones and the most vulnerable safe.

Thank you for your consideration and continued patronage of Walden West. We look forward to returning to camp and supporting the community this summer.

References:

**SAFE GROUP MANAGEMENT**

In previous years, Walden West grouped participants by grade and allowed friends to stay together in these groups. We will be modifying this process in accordance with the Santa Clara County Public Health Department’s latest [Order](https://www.sccgov.org/web/sccgov/data-and-reports/community-safety/coronavirus-orders). Here is how we will organize participants to keep everyone safe while social distancing:

- **Group size:**
  - Ten (10) campers (entering grades 2-7), 1 Counselor in Training (formerly known as Junior Counselor - entering 9th grade), with 2 teenage volunteer counselors and a staff member
  - Each week there will be 1 group of 10 Leaders in Training (LITs - entering 8th grade) with 2 LIT mentors and a staff member
- **Groups will have their own individual meeting locations and assigned restroom facilities**
- **Meeting spots will be large enough for participants to be six (6) feet apart from each other to adhere to the social distancing protocol**
- **Siblings/members from the same household will be together in a group; we will not be splitting groups by grade level. This will reduce the risk of any exposure to other participants.**
- **Friends are still allowed to request to be together in groups by filling out our [Request-A-Friend form](https://www.sccgov.org/web/sccgov/data-and-reports/community-safety/coronavirus-orders).**
- **THERE WILL BE NO SWITCHING GROUPS MID-WEEK. This will reduce the risk of any exposure to other participants.**
REGISTRATION

Prior to the reorganization of our 2020 summer camp programs at the end of May, a survey was sent out to the families who had already enrolled. The survey included information about donations, refunds, and transfers. Families who wish to be transferred to one of our modified physical distancing summer camp sessions will be transferred in the order of their original registration time stamps. Due to the limited capacity of Walden West under the current social distancing procedures, waiting lists have been created for full weeks. Refunds and donations are still options. To register for an available week or to get on a waiting list, please email waldenwest_summercamp@sccoe.org. Include your child’s full name, the grade they are going into, your preferred week, and other weeks that you are available. Set up your account online if you have not already done so.

There will no longer be paper registration packets. All registration packets will be online through Ultra Camp.

The week before summer camp kicks off, you will receive a link to a pre-recorded presentation from our director and summer staff. We will introduce ourselves and walk you through all the changes we are making. If you still have questions afterwards, please email waldenwest_summercamp@sccoe.org

If your participant requires or may require medication, please visit http://www.waldenwest.org/school_programs/first-aid.asp or contact our Health Team at (408) 573-3063.

MONDAY CHECK-IN PROCEDURE

Prior to your week, you will be sent an email with your participant(s) group color and drop-off/pick-up location. Upon arriving at Walden West, you will be directed to the location to check-in your participant(s). Please note that you may be driving on a dirt road and possibly parking on our lower field. As you exit your vehicle, it is required that everyone has a face mask on. Walden West staff members will be conducting a health screening each morning, including Monday check-in. If you are providing medication for your participant(s), our staff will direct you to the Health Office.

TRANSPORTING CAMPERS TO AND FROM CAMP

As we continue to follow social distancing protocols and procedures, Walden West will not be transporting campers this summer. All campers need to be driven to camp. We have strongly encouraged carpooling in the past; however, at this time we strongly encourage all parents/guardians to drive their own camper(s) to and from camp as a safety precaution. This will help us reduce any risk of exposure between households.

CAMPER ID CODE CARDS & SIGN OUT PROCEDURES

At Walden West your child’s safety is our priority. This summer, we are continuing the Walden West participant ID Code system. All registered participants have a registration account number that will be used as their participant ID Code.

During Monday morning check in, the Walden West staff will distribute a participant ID Code Card to an authorized person on the participant’s account. Walden West will have a copy of each participant’s code on file, but it is the parent/guardian’s responsibility to share the participant ID Code Card with authorized persons who will be picking up their participants. Participants will not be allowed to leave camp with unauthorized persons. This system is for the protection and safety of your child.

During afternoon pick up at camp, you must present the Camper ID Code Card to your participant’s staff member at checkout each day. We will accept copies of Code Cards, pictures of Code Cards on smartphones, and cards presented in person. Walden West staff must confirm the code every afternoon in order to release your participants. Authorized persons will also be asked to print their name and the date on a sign out sheet.
PROGRAM HOURS - MONDAY THROUGH FRIDAY

- GROUPS RED, GREEN, PURPLE, GOLD, & LITs -
  - DROP-OFF (CHECK-IN) - 8:30am
  - PICK-UP - 3:30pm
- GROUPS ORANGE, BLUE, PINK, & SILVER -
  - DROP-OFF (CHECK-IN) - 8:45am
  - PICK-UP - 3:45pm
- COUNSELORS IN TRAINING (CITs)
  - DROP-OFF (CHECK-IN) - 8:30am
  - PICK-UP - 3:30pm
- VOLUNTEERS
  - DROP-OFF (CHECK-IN) - 8:00am
  - PICK-UP - 4:00pm

- Please adhere to these times. There will be no AM Camp or Aftercare this summer.
- Reminder: you will drop-off and pick-up your campers in the same location each day.
- THERE WILL BE A LATE FEE OF $1 PER MINUTE FOR LATE PICK-UPS AUTOMATICALLY CHARGED TO YOUR CREDIT CARD.

MERCHANDISE & GROUP PHOTOS

All participants will receive a white Walden West summer camp shirt with registration. Additional Walden West merchandise will be available for purchase, just ask a summer camp Program Lead. Individual group photos will be taken and emailed to parents who request a copy on Monday morning check-in.

ICE CREAM

Each day after lunch, we will offer a variety of frozen treats like popsicles, ice cream bars, and ice cream sandwiches. Our selection will rotate throughout the week and participants will have their choice of one (1) frozen treat each day.

DRESS GUIDELINES

Clothing must be moderate and appropriate for camp, not too loose or too tight for normal participation in camp activities. All clothing must cover cleavage, midriff, and buttocks. All images on clothing must be school appropriate.

LOST & FOUND

Walden West does our best to keep track of things, but are not responsible for lost or stolen items. To help prevent lost items, please clearly mark all personal items, especially towels and clothing. Any lost items found around camp will be stored on the shelf outside The Hub during the week. Participants may check for lost items at any time. Items not claimed throughout the week will be kept until the end of summer, when unclaimed items will be donated to charitable organizations.
**ESSENTIAL PARTICIPANT ITEMS**

Essential participant Items:
- FACE MASK (required)
- Backpack to hold all of their items; there are no cubbies this year
- Participants are required to bring a lunch each day; non-refrigerated, peanut-free items. No glass containers!
- Appropriate closed-toe shoes for activities
- Reusable water bottle (no glass!)
- Sunscreen

Recommended/Optional Items:
- Extra layer for cool mornings
- Long pants or long shorts for hiking
- Hat / sunglasses
- Change of clothes
- Insect repellent bracelets or citronella cream (no aerosol sprays!)

**THINGS NOT TO BRING TO CAMP**

Do Not Bring:
- Any electronics: cell phones, video games, etc.
- Sports equipment, trading cards, games, gum, money, jewelry, items of value, peanuts and peanut products
- Pets or any other living animal
- Matches and lighters
- Anything else not mentioned in the Essential or Recommended Items above

Strictly Prohibited:
- Alcohol, cigarettes, tobacco, fireworks, drugs, drug paraphernalia, knives, and weapons of any kind are strictly prohibited at camp. In the event a prohibited item is found, it will be confiscated and the participant along with the Program Lead will call the participant’s parents for immediate pick up from camp.

**BEHAVIOR MANAGEMENT POLICY**

Walden West staff takes a positive approach to setting and keeping clear boundaries with participants and treating all behavior issues with fairness. Behavior guidance conducted by our staff and volunteers shall be constructive in nature and intended to redirect participants to appropriate behavior through conflict resolution. Walden West staff and volunteers interact with participants and one another by providing the needed comfort, support, and a sense of well-being for all.

It is expected that participants will respect others and their space, harmoniously participate in games, cooperate with staff and volunteers and be enthusiastic. Unacceptable behaviors include profanity, disrespecting others (harassment/bullying) and their space, failure to comply with a staff members’ directions, excessive horseplay, inappropriate or violent physical contact, and possession/use of alcohol, cigarettes, tobacco, fireworks, drugs, drug paraphernalia, knives, and weapons of any type.

Walden West staff may report incidents of unacceptable behavior to the parent/guardian of all involved and we reserve the right to release any participant for unacceptable behavior. It is the parent’s responsibility to pick up their child. No refunds are issued for released participants.

**CAMP CONDUCT**

At Walden West, the physical and emotional safety of all our program participants is our top priority, and we strive to provide a comfortable and enriching experience for all. We recognize that the development of responsible participant behavior and conduct is fostered by proper role modeling, guidance, and adherence to a set of policies and behavioral expectations - an expectation that we impress upon and hold our staff and volunteers accountable to.

Walden West is committed to creating an environment where the rights and dignity of all individuals are respected. Our goal is to promote a culture that fosters cooperation through open, honest, and civil discourse. We ask all camp participants to be mindful of each other’s physical, emotional, and mental well-being, with the understanding that Walden West is responsible for establishing such an environment.
Incidents that may violate the rights and dignity of any individual, including participants, staff, volunteers, or parents, is regarded as a serious matter. Walden West will respond promptly and sensitively to determine the appropriate action.

**CAMP RULES**

1. Be respectful to each other, the staff, counselors, nature, yourself, and the site
2. Wear your face mask (unless eating or actively exercising, in which case you should still keep your face covering with you to put back on when done
3. Keep camp clean
4. Stay within the boundaries
5. No running while on campus
6. Have fun!

**DISCIPLINE POLICY**

Walden West will not tolerate bullying. If a participant's behavior becomes disruptive or if there is a potential risk to the other participants, our staff will do everything possible to help the participant and to communicate with the parents/guardians about the misbehavior.

If the issue continues or escalates, parents/guardians will be notified again and the participant may face potential suspension or dismissal from the program. If a participant is dismissed from the program as a result of his or her behavior, a refund will not be issued for any days missed as a result of a suspension or dismissal.

**Important:** Please note that these are to serve as guidelines, and that the steps taken in each situation will be determined by the circumstances involved. If a participant’s actions result in serious bodily harm to another individual, then he or she may be immediately dismissed from the program.

**SAFETY POLICY**

During any unforeseen crisis, such as a natural disaster, Walden West staff will cease regular day activities and follow the appropriate steps outlined in our emergency preparedness plan. Staff will evacuate the premises, if necessary, in which case, participants will be transported to the Saratoga High School parking lot for pick-up (closest to the football field concession area). Parents/guardians will be contacted for early release from the program. Walden West staff will notify the proper authorities in the event of any emergency.

**COMMUNICATING DURING AN EMERGENCY**

In an emergency, Walden West will attempt to contact the participant’s parent/guardian. If the parent/guardian is unavailable, we will attempt to notify the emergency contacts listed on your child’s registration. Walden West will take the necessary actions in the child’s best interest until the parent/guardian or emergency contact has been reached.

**VISITORS**

Walden West is committed to the safety of the participants in our programs. Therefore, no visitors are allowed this summer.

**MEDICATIONS**

If possible, please keep daily medication at home and take it before or after camp.

By law, all vitamins, supplements, over-the-counter, and prescribed medicine are considered “medication” on campus and must have a completed **WALDEN WEST MEDICATION FORM** signed by a parent/guardian and healthcare provider. Watch [this video](#) to learn more about how to prepare medication for camp. Medication will NOT be dispensed without a properly completed and signed form.

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Rev. 6/25/2020
Medication must come in original packaging with manufacture/pharmacy label including:
1. Name of medication - Amount/dosage
2. Expiration date (must not be expired)
3. Placed in a gallon-sized ziplock bag with completed WALDEN WEST MEDICATION FORM and name of participant.

It is recommended that parents who elect for their minor to self-carry their rescue inhalers, epinephrine, or other emergency medications provide a backup (second one) to be kept in the camp program office where staff can find it in an emergency. Only albuterol inhalers/rescue inhalers, epipens, and insulin may be carried by minors. All self-carry medications still require a guardian’s and health care provider’s signature.

**Any expired medications will not be dispensed. This includes emergency medications. Any and all medication must be turned in to the Health Tech during Monday check-in.

**HEALTH CONCERNS**

Our health tech and trained staff are available to dispense medication and care for other health needs while at summer camp. For more information, questions, or concerns about health or medication while at Walden West, contact our health team at waldenwest_healthaide@sccoe.org, (408) 573-3063, fax: (408) 573-3066.

**ILLNESS**

Per standard practice and guidance from American Camp Association, and Santa Clara County Public Health department: In an attempt to decrease the impact of a contagious outbreak at Walden West, students must be fever free, less than 100.4 degrees, without illness symptoms and the use of medications for 14 days leading up to their first day of camp. Temperatures should be checked at home and will be checked on site upon arrival. Everyone with a sore throat, runny or stuffy nose, body aches, chills, nausea, vomiting, diarrhea, or experiencing fatigue is highly encouraged to stay home.

Walden West reserves the right to release a child if they appear too ill to participate in summer camp or are considered contagious. Our Health Technician will notify the child’s parent/guardian or emergency contact and request that the child be picked up within two hours of notifying a parent or guardian. If the child has not been picked up within the allotted time frame, Walden West reserves the right to take any action necessary to ensure the health and safety of the child. Participants not healthy for arrival on the first day may contact the main office for further information.

**INJURY**

Walden West reserves the right to release a child if they appear injured at a level that is deemed hazardous to their future health. At the time that a participant is sent home from injury, parents/guardians will be given instructions by our Health Tech depending on the type of injury and severity of the injury.

**LICE AND DISEASE**

Parents must inform Walden West within 24 hours or the next business day after a child or any member of the immediate household has developed any reportable communicable disease as defined by the State Board of Health, except for life-threatening diseases, which must be reported immediately.

Walden West is a lice and nit free zone! Walden West requires all participants to be checked at home by parents/guardians for head lice before attending camp. If lice or nits are found, participants must undergo a lice treatment and nits must be combed out. Any participant found with lice/nits at Walden West will be sent home immediately. Parents/guardians are responsible for transportation of participants home. If one child has lice, it is almost guaranteed that more will have it.
**SUNSCREEN**

Please apply sunscreen before arrival. Participants are allowed and encouraged to apply their own sunscreen and may do so at any time. Please keep skin products in their original container and labeled with the child’s name.

A significant portion of our day camp activities take place outdoors. As a result, we do ask that participants bring a bottle of sunscreen for use during the day, and preferably report to camp having already applied one layer. Sunscreen sent to camp should be water-resistant, with SPF 30 or higher, and placed in a sealed plastic bag that is labeled with the child’s first and last name. If a child forgets to bring sunscreen, or it is not readily available during activities, then our staff will have water-resistant sunscreen with SPF 30 available.

Please review the proper steps to reapply sunscreen with your child, prior to the start of camp. Depending on the nature of the activity, participants may be asked to reapply sunscreen as frequently as every 2 hours. During the reapplication process our staff will take all reasonable and appropriate steps to monitor participants in the reapplication of sunscreen to exposed skin.

**ACCREDITATION**

Walden West is a member of the American Camp Association (ACA) and is California Outdoor School Association (COSA) certified. Our program and staff undergo thorough accreditation processes where we meet or exceed nationally recognized criteria. We value all participants’ experiences and hold ourselves to the highest standards.

**STAFF**

Your child’s physical and emotional safety is our top priority. Our experienced staff and volunteers are carefully chosen to be positive role models who strive to empower your child to gain self confidence, awareness, and independence in a well-supervised environment.

Our campus is managed by skilled and knowledgeable staff with years of experience, degrees in higher education and a passion for the outdoors. Individuals hold certificates in first aid (many also have wilderness first aid training) and cardiopulmonary resuscitation (CPR). Appropriate challenge course safety and lifeguard training certificates are held as activities require.

In addition to our staff, Walden West Summer Camp is host to dedicated volunteers all summer long. Volunteers are typically teenagers and young adults ranging in age from 15 to 23 years old, most of whom have had prior experience as Walden West participants.

Volunteers are trained on how to be a positive role model, group management, child safety, and more are given the opportunity to gain leadership experience while working directly with participants during structured group time and fun, free play. Summer camp volunteers gain valuable life skills such as becoming responsible for themselves and others, while learning effective communication and being open to new and exciting ideas.

**RATIOS**

According to ACA requirements, Walden West meets, and exceeds, current requirements for staff supervision ratios. Current ACA requirements are as follows:

<table>
<thead>
<tr>
<th>Participant Age</th>
<th>Number of Staff</th>
<th>Number of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 years old &amp; younger</td>
<td>1</td>
<td>6</td>
</tr>
<tr>
<td>6 to 8 years old</td>
<td>1</td>
<td>8</td>
</tr>
<tr>
<td>9 to 14 years old</td>
<td>1</td>
<td>10</td>
</tr>
<tr>
<td>15 to 18 years old</td>
<td>1</td>
<td>12</td>
</tr>
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**TRAIL TIME**
Participants and volunteers will spend time on the trails of both Walden West and neighboring Sanborn Park. An experienced staff member, trained in CPR and first aid, leads each trail group. Trail time may include exploring the creek, pond, forest, garden, and more. The staff will organize activities, games, and hands-on exploration. All staff members are in contact with Walden West headquarters via long-range walkie-talkie for any communications needs and should an emergency arise.

**ARCHERY**
Walden West has adopted and follows policies and procedures set by the National Archery in the Schools Program (NASP). Staff and volunteers go through in-house archery and safety training at the beginning of the summer. All archery time is facilitated by trained staff who possess the knowledge of the procedures. Archery is offered to all participants ages 7 and up. **Safety is the number one priority at our range; all staff, volunteers, and participants will be well advised on safety.** All equipment is provided by Walden West, and will be sanitized after each use.

**CAMPFIRE**
Each Thursday afternoon, each participant will be given a s’more kit to take home! The Walden West staff and the current week’s LiT group will have recorded a campfire program and we will email the link to all parents. You and your campers can view the campfire anytime while enjoying your s’mores!

**CANCELLATIONS/REFUNDS**
**FOR THE 2020 PHYSICAL DISTANCE SUMMER CAMP ONLY** - Please call (408) 573-3087 or email waldenwest_summercamp@sccoe.org if you need to request a refund. A refund will be given, and the usual $150 cancellation fee will be waived. The only charge will be the 10% processing fee. Please let us know as early as possible so that someone on the waitlist can come to camp.