



Camp Check-In & Check-Out

Policy & Procedure

Check-in Policy: All players must report to the camp tent, introduce themselves and be checked in by an ASA staff member on our camp roster. This must be done everyday.

- **Medical Information:** If your child has any medical equipment or medications with them, you must inform the camp staff at check-in. The camp staff will make a note of this on their sheet.
- **Daytime Phone Number:** At drop off, a daytime number must be listed in case of an emergency.
- **Pick-up Information:** If someone, not on the family household account, is going to be picking up your child (babysitter, nanny, carpool, friend, etc), you must let the camp staff know so we can make a note of it.

Check-out Policy: All players must confirm with the designated camp staff member at the check-in/check-out location that their adult has arrived and they are ready to leave. The designated camp staffer will confirm they are good to go and mark off their name.

- Adults who are listed on the family household account are eligible to pick-up their own player
- Anyone not on the family household account must be approved during drop off or via a phone call prior to pick-up