

GROUP LEADER CHECKLIST

Thank you so much for all you do to make camp an amazing experience for your children and youth! We truly believe that the Lord has placed you in a pivotal position to reach young people for Christ! It is our desire at Camp Copass to help guide you through the details so that you can focus on the true mission ahead!

There are some forms and rules that have to be implemented for the safety of our campers. Please read the "VISITOR POLICY" so that you can make everyone aware.

WHAT TO DO FIRST:

1. Register your church on [our website](#) for the correct week.
2. Mail in your deposit (8200 E. McKinney Street, Denton, TX 76208) or [pay online](#) on or before May 16th (\$30.00 per camper and counselor)
3. Complete the [boy/girl ratio](#) form online by May 30th.
4. Fill out a [Trek Time](#) or [Gig Time](#) form online for each camper by May 30th.

WHAT TO READ, DO, AND SEND TO CAMP COPASS PRIOR TO CAMP:

COMPLETE AND READ THE CAMP COPASS SAFETY PACKET WHICH INCLUDES:

1. Details about what is required for adults and the links to complete. ([Child Protection Training](#), [Background Checks](#), and [Pastor Reference Form](#) MUST BE SENT TO CAMP COPASS 2 WEEKS PRIOR TO YOUR CAMP START DATE.)
2. [Background checks Frequently Asked Questions](#).
3. [Summer Camp Check-out/Check-in Authorization Forms](#) – if needed.
4. [Pastor Reference Form](#) – This is to be used instead of the letter on church letterhead used in the past.
5. Read and make your church/parents aware of the [VISITOR POLICY](#).

WHAT TO BRING TO CAMP AT REGISTRATION:

1. [Health/Registration Form](#) for each camper and counselor.
2. [Ropes Release Form](#) signed by parent and a witness.
3. License plate numbers for all vehicles that will be staying on campgrounds.
4. All medications for your campers – must be in ORIGINAL CONTAINERS with camper's name printed. Turn these in to the nurse during registration.
5. Please do not staple forms together by camper – we will separate them during registration.

We hope this helps as we realize it is a lot to process. Please feel free to give us a call if you need any assistance. Our office number is (940) 565-0050.

For camp questions you may email cody@campcopass.com or for registration questions email angela@campcopass.com.

Our staff continues to pray for the Lord to guide you and bless you as you prepare for summer camp! Looking forward to a great harvest for this summer!