

**Sitrin's Summer Day Camp
Release of Day Campers**

The following guidelines are intended to avoid any problems during pick-up/drop-off.

1. **All campers are to be released only to an authorized person.** Parents/guardians must complete and sign form below authorizing release of the camper to anyone other than the custodial parent or legal guardian. **Identification will be required** for release of campers to other authorized persons.
2. **All campers must be signed in and out by a parent/authorized person.** Campers are not to be dropped off at the door.
3. All specific custody agreements need to be discussed with the Camp Director, along with the legal documentation concerning the exclusion of a parent's right to pick up their child. The Camp will not refuse any parent the right to pick up their child unless copies of a legal custody arrangement are in the child's file at the Camp.
4. When a last-minute change occurs in who will be picking up a camper, the new instructions are to be verified with the Camp Director from an authorized person.
5. No camper may leave camp at any time without prior authorization from the custodial parent and the Camp Director. **Parents/guardians must notify Camp Director, either by phone or with a written notice, in advance, if someone other than parent/guardian will be picking camper(s) up. Parents will be contacted prior to letting child leave camp if no advance notice is given.**
6. The Sitrin Health Care Center reserves the right to refuse to release a child, in it's care, to any person, who in its sole judgment, appears to be intoxicated, drinking, or impaired in any way. In this event, Sitrin will attempt to reach the people who are on the child's custody form and will ask them to pick up the child. As a last resort, Sitrin will contact the authorities so that appropriate arrangements can be made for the child until the situation can be resolved.

No-shows/absentees

Day campers are to be checked in and out each day on the appropriate form. Parents are asked to notify the camp if a child is ill or will not be attending as expected. Camp personnel will attempt to call parents/guardians and/or emergency contacts if campers are not signed in as expected.

Authorized Release of Day Camper

Camper _____ Session _____

I hereby authorize the following persons to pick-up my child at the end of each day and/or in an emergency:

Name _____	Relationship _____
Name _____	Relationship _____

Signature of custodial parent(s): _____

Date signed: _____

Date signed: _____