



Getting Ready- How to Register



Massanetta Springs 

Campwise Info

We use an online software called Campwise to manage our programs. If your camper has attended a Massanetta Springs program before, they should already have a profile. If so, once you've logged in, select *Add Program*.

If this is your first time with us, select *Create a New Account*.

To create a new account you'll need:

- Your name & info to create login information
(A username, password, security question)
- Your phone number

Creating a New Account

After creating an account, you will be prompted to *Create a Participant*. This is your camper! You'll need their basic information (birth date, grade, address, contact information) and camper photo if you want.

From there, add the programs you're registering for! Once that camper is enrolled, you can add or create other participants.

Here's some phrases you might see:

- **Enrolled:** Your camper is connected to the program but your forms are not complete or the deposit has not been paid
- **Registered:** Your spot is saved in the program but you may still have a balance or need to complete some forms

Registration Forms

There are a several forms in the registration process. We recommend having this information on hand. **Forms highlighted in red** must be completed before your registration is complete.

- **Camper Profile Sheet:** a quick introduction page asking for church information (*if applicable*), shirt size, dietary and medical information (*these are covered in more detail elsewhere*), and how you heard about us
- **Day Camp Information:** space to list adults who are authorized to pick up your camper + their phone numbers.

Registration Forms

- **Camper Medical Information:** Expanded dietary information, permission to participate, medical insurance, and parent/guardian authorization for health care.
- **Camper Health History:** Immunization record, general health history statements, mental, emotional, and social health, health care providers, and any additional information
- **Day Camp Covenant:** camper behavioral agreement, potential COVID plans acknowledgement & refund information
- **Day Camp Waiver:** Massanetta release of liability
- **Media Release:** permission to take camper pictures

On other pages you will:

- be able to choose Early or After Care Options
- list parent/guardian and emergency contact information
- list medications your camper will bring to camp
- select which Over the Counter medication (if any) your camper can have
- select and describe your camper's allergies

***Click the "Add/Edit button for the *Over the Counter* and *Allergies* sections which do include "None" & "No known allergies"**

This information helps us to care for your camper while they are with us and to share with medical care providers in case of an emergency.

Please note, this information will only be shared on an as-needed basis

After Registering

Please note, your camper's spot is not saved in the program until the \$50 deposit (for each session registered) has been paid. Campwise is able to process credit cards payments.

You should be able to make a number of changes from your Campwise Dashboard including adding weeks of camp, making payment, updating medical information, and finishing your forms.

**That should get you through
the registration process!**

**Reach out to use if you
have any questions:
(540) 434-3829, ext. 1118
or ask for Christian**

We'll see you at

