

**Camp Transportation Policy**  
**(FAMILY COPY—keep for your reference)**

Transportation to and from camp is provided as a courtesy by Youth Haven at no charge to your family according to the following plans and procedures. Please read carefully.

DO NOT LEAVE CHILD before checking in with the camp staff and signing him/her in.

If there is a delay or late cancellation, family needs to call: 202-723-3000 ext. 261

Bus/Van Rules:

- No child will be transported without a signed permission from parent/guardian and an emergency contact telephone number where they can be reached during the time of travel.
- At least one camp staff person will ride with campers and oversee the safety of all riders.
- Campers may not consume drinks, food, candy or gum while riding.
- The behavior rules of the camp are in force during transportation. If a camper does not comply, they may be dismissed from the camp.
- Campers will stay seated (and wear seat belts on vans) at all times while riding.
- Campers will not be allowed to ride in a personal staff vehicle. (Exception—ride with camp nurse to seek medical treatment)
- Campers will not be left alone when they are dropped off at the hospital—a staff person will wait until a parent/guardian picks up the child—parent/guardian must sign out the child with camp staff upon return.
- If the bus/van is delayed more than 15 minutes, parents/guardians will be called to inform them of the expected arrival time. The Children's Hospital lobby receptionist will also be called, so you can ask them for updated information if you do not have a cell phone and are already waiting.

If parent is delayed or needs to designate another person to pick up child, they must call: Dara @ 214-298-2557 or Kati @ 301-442-5049 .

**Permission to Transport Child**  
Camp Kids Haven/Teen Haven Retreats

Child's name \_\_\_\_\_

Parent/guardian name \_\_\_\_\_

*I, \_\_\_\_\_ permit Youth Haven Camps and Retreats, Lutheran Social Services/NCA, to transport my child/ward to and from the camp activities and release its directors, drivers, volunteer and staff persons and all funders from any and all liability resulting from my child's participation in such transportation. I understand clearly that every effort will be made to provide safe transportation.*

*I have read and agree to the camp transportation policies and procedures. I understand that I am responsible for getting my child to the drop off location by the time listed and for picking up my child at the time listed.*

*I understand that while the camp staff will not leave my child alone, if I do not inform them of delays or changes, or if additional costs are incurred to get my child home after camp because I have not followed the policies, my child may not be invited to participate in future camp programs.*

**Child's name** \_\_\_\_\_

**SIGNED** \_\_\_\_\_  
Signature of Parent or Guardian

**DATE** \_\_\_\_\_

Telephone when parent can be reached \_\_\_\_\_

Alternate telephone if parent not available \_\_\_\_\_

Alternate person's name \_\_\_\_\_

Relationship to child \_\_\_\_\_

Name of person authorized to drop off child \_\_\_\_\_

Name of person authorized to pick up child \_\_\_\_\_