



2022 CAMP CHECKLIST

Note: Group Leader Information as referenced below can be found on the FUGE Camps website - <https://www.fugecamps.com/group-leaders/>.

PROMOTE CAMP

- Download and print the Promo Poster and display around your church.
- Put out Sign Up Sheets.
- Show Promo and Theme Videos during youth group and church services.
- Plan and schedule fundraisers.

These items can all be found in Step 1 of Group Leader Information.

HOLD PARENT MEETING

- Download and follow How to Have a Parent Meeting from Step 4 of Group Leader Information.
- Email the link for the Camp Participant Form from Step 3 of Group Leader Information to parents before the meeting and give them a due date to have this form completed.
- Distribute copies of the Parent Pack and Parent Devos found in Step 4 of Group Leader Information. Walk through the Parent Pack. Encourage parents to use the devotions while their child is at camp.
- Make parents aware of the date final balance is due and departure/arrival times and transportation specifics.



- Make parents aware of FUGE Pack and prepaid camp store cards as detailed in Step 4 of Group Leader Information.
- Discuss COVID-19 guidelines as outlined on FUGE Camps website - <https://www.fugecamps.com/covid-19-updates/>
- Pray for camp and for students.

HOLD ADULT SPONSOR MEETING

- Share adult sponsor responsibilities found in Step 1 of Group Leader Information.
- Walk through the camp schedule (found on the location specific page of the FUGE Camps website) and departure/arrival times.
- Complete or give instructions for completing background checks. One option for background checks can be found in Step 3 of Group Leader Information.
- Provide the link to Camp Participant Form for adults to complete.
- Discuss COVID-19 guidelines as outlined on FUGE Camps website - <https://www.fugecamps.com/covid-19-updates/>

HOLD A STUDENT MEETING

- Play the Promo and Theme Videos found in Step 1 of Group Leader Information.
- Share Theme/Bible Study Overview in Step 1 of Group Leader Information.
- Walk through the camp rules, dress code, what to pack and other information in step 6 of Group Leader Information. Share camp schedule found on the location specific page of the FUGE Camps website.
- Discuss transportation plans, departure time and arrival back to church time.
- Discuss COVID-19 guidelines as outlined on FUGE Camps website - <https://www.fugecamps.com/covid-19-updates/>.

- Allow students to ask questions.

HOLD AN MFUGE MEETING FOR TRACK SELECTION (MFuge only)

- Pass out Track Selection Cards to all students and adult sponsors. Print these from Step 5 of Group Leader Information.
- Share the ministry track options at your camp location as outlined in Step 5 of Group Leader Information.
- Instruct students, adult sponsors and drivers to complete their Track Selection Card, including three choices for ministry track. Transfer information to the Participant List later.
- Collect cards.
- Dismiss students and adult sponsors but keep drivers to discuss specifics about driving to camp and to ministry site each day of camp. See MFuge Transportation Policy in Step 3 of Group Leader Information.

COMPLETE BEFORE CAMP

- Finalize transportation plans.
- Complete background checks on all adult sponsors.
- Complete Group Information Form. This form can be found in Step 3 of Group Leader Information. Bring this form to camp with you.
- Cover the Ministry Track Evangelism Training (MTET) with students and adult sponsors (MFuge only). This can be found in Step 6 of Group Leader Information.
- Prepare a housing list.



- Complete and email the MFuge Transportation Policy (MFuge only) and Bringing Children to Camp forms (if any of your adult sponsors bring a child to camp) to your location specific email address. See Camp Contact List for camp email addresses, along with forms, in Step 3 of Group Leader Information.

14 Days Before Your Group Arrives at Camp:

- Pay final balance.
- Complete your Participant List (shared with you via email) and mark as done.
- Complete and submit Camp Participant Forms. Make copies of Camp Participant Forms to keep with you in case of emergencies.
- Complete and submit Church Agreement Form.

DAY OF CAMP BEFORE LEAVING

- Meet at church.
- Pray for safe travel and the days ahead.
- Load vehicles and leave for camp.

AT CAMP

- Check in between 1:00-4:00 pm. Call the camp phone, if your group is going to be late. See Camp Contact List for camp phone numbers in Step 3 of Group Leader Information.
- Turn in the Group Information Form at registration.
- Update Participant List, if necessary.

Have the best week ever!