



Summer Program Forms Packet for

# Schooner SULTANA Middle School 5-Day Trips 2017

## *Forms for Your Reference*

Pick-Up & Drop-Off Information - page 2

Packing List - page 3

## *Forms That Must Be Signed and Returned Seven Days Prior to Trip*

Food Preferences / General Release / Photo Release - page 4

Medical Form Part One - page 5 (to be completed by parent/guardian)

Medication Form Part Two - page 6 (must be completed by physician)

## *Please return completed forms to:*

**Sultana Education Foundation**

**c/o Liza Brocker / P.O. Box 524 / Chestertown, MD 21620**

## Drop-Off and Pick-Up Information

*Five-Day SULTANA Trip*

**TRIP #1      Chestertown to St. Michaels**  
**June 19 – 23, 2017**

**DROP OFF**

Date:                    Monday, June 19, 2017  
Time:                    11:00 am  
Location:              Cannon Street pier  
GPS Address:         211 S. Water Street  
                             Chestertown, MD 21620

**PICK UP**

Date:                    Friday, June 23, 2016  
Time:                    3:00 pm  
Location:              Chesapeake Bay Maritime  
                             Museum  
GPS Address:         213 N. Talbot Street  
                             Saint Michaels, MD 21663

**TRIP #2      St. Michaels to Chestertown**  
**June 26 – June 30, 2017**

**DROP OFF**

Date:                    Monday, June 26, 2017  
Time:                    11:00 am  
Location:              Chesapeake Bay Maritime  
                             Museum  
GPS Address:         213 N. Talbot Street  
                             Saint Michaels, MD 21663

**PICK UP**

Date:                    Friday, June 30, 2017  
Time:                    3:00 pm  
Location:              Cannon St. pier  
GPS Address:         211 S. Water Street  
                             Chestertown, MD 21620

**TRIP #3      Chestertown to Cambridge**  
**July 10 – 14, 2017**

**DROP OFF**

Date:                    Monday, July 10, 2017  
Time:                    11:00 am  
Location:              Cannon St. pier  
GPS Address:         Foot of High Street  
                             Chestertown, MD 21620

**PICK UP**

Date:                    Friday, July 14, 2017  
Time:                    3:00 pm  
Location:              Cambridge Long Wharf  
GPS Address:         Foot of High Street  
                             Cambridge, MD 21613

## Suggested Packing List

*Five-Day SULTANA Trip*

### **Clothing**

Bathing Suit (1-2)  
T-Shirts (6)  
Shorts (6)  
Underwear (6)  
Socks (6)  
Long Pants (1)  
Synthetic Swim Shirt (1)  
Sweatshirt (1)  
Light Jacket/Windbreaker (1)  
Foul Weather Gear Jacket & Pants (1)

### **Sleeping Gear**

Sleeping Bag (in stuff sack)  
Pillow

### **Accessories**

Sunscreen (in plastic bag)  
Head Lamp/Flashlight  
Towels (2)  
Toiletries (in separate bag)  
Hat  
Refillable Water Bottle

### **Footwear-one of each**

Sport Sandals or Water Shoes (important)  
Shoes/Boots that can be tied

### **Recommended Optional Gear**

Camera  
Sunglasses  
Sleepwear/Pajamas

### **Prohibited Items**

Candy or Snacks  
Money  
Electronics (cell phones, iPods, iPads, laptops, etc.)  
Spray-on Sunscreen

### **Medicine**

All medicine of any type (prescription or over-the-counter) should be brought in a separate zip-lock bag and given to the trip leader upon arrival. **ALL MEDICINE MUST BE BROUGHT IN ORIGINAL CONTAINERS.**

**Please pack all gear into a single large duffle bag.**

*Pillow and sleeping bag may travel separately.*

Name of Participant \_\_\_\_\_ Date of Birth \_\_\_\_\_

Has the child participated in a Sultana Summer Program previously?  Yes  NoIf yes, which program:  Schooner Sultana 5-day  Schooner Sultana 3-day  5-Day Kayak Trip  Kayak Camp  Canoe Camp

## Food Preferences & Restrictions

During your program we will provide you with healthy meals, snacks, and beverages. It is helpful for us to know in advance if you have special dietary considerations. Please check one of the boxes below so that our staff members can adequately provision your trip with foods that suit each participant's dietary needs.

Eating Habits (Please Check One) :  Eat Almost Anything  Vegetarian  Vegan  Kosher

Please Describe Any Food Allergies: \_\_\_\_\_

\_\_\_\_\_

Please Describe Any Other Food Considerations We Should Be Aware Of: \_\_\_\_\_

\_\_\_\_\_

## Permission & General Release

I hereby give permission for (child's name) \_\_\_\_\_ to participate in a residential educational Summer Program with the Sultana Education Foundation (Sultana). I understand that he/she will be directly involved in a variety of outdoor activities that may include canoeing, sailing, and swimming under the direct supervision of Sultana's professionally trained educational staff. In consideration of the Sultana Education Foundation allowing my child to participate in one of its educational Summer Programs, I agree to release and discharge Sultana, its employees, and agents from any injuries sustained by my child as a result of his/her participation. I agree to indemnify and hold harmless Sultana, its employees, and agents against any liability incurred as a result of such injury or loss. However, I shall have no obligation to indemnify Sultana with respect to any injury or loss resulting from, arising out of, or caused by negligence on the part of Sultana.

Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

Name of Parent or Guardian (please print) \_\_\_\_\_

## Photo Release

The Sultana Education Foundation regularly posts photos of its programs on its web site and includes them in newsletters and public relations materials. By signing below, you grant permission for Sultana Education Foundation to use any pictures of the applicant for these non-profit purposes. Photos will NOT be made available to any outside organizations.

Signature of Parent or Guardian: \_\_\_\_\_ Date \_\_\_\_\_

# Overnight Program Medical Form

To be completed by parent/guardian/physician. Please attach additional information if necessary.

## Contact & Insurance Information

Child Last Name: \_\_\_\_\_ First Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Age \_\_\_\_\_ Male  Female

Date(s) of Trip: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Guardian/Parent #1 \_\_\_\_\_ Relationship \_\_\_\_\_  
*Home Phone* \_\_\_\_\_ *Work Phone* \_\_\_\_\_ *Cell Phone* \_\_\_\_\_

Name of Guardian/Parent #2 \_\_\_\_\_ Relationship \_\_\_\_\_  
*Home Phone* \_\_\_\_\_ *Work Phone* \_\_\_\_\_ *Cell Phone* \_\_\_\_\_

Additional Emergency Contact \_\_\_\_\_ Relationship \_\_\_\_\_  
*Home Phone* \_\_\_\_\_ *Work Phone* \_\_\_\_\_ *Cell Phone* \_\_\_\_\_

Health Insurance Carrier \_\_\_\_\_ Group Number \_\_\_\_\_ ID Number \_\_\_\_\_

Name of Insured \_\_\_\_\_ Relationship to Child \_\_\_\_\_

Child's Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

### HEALTH INFORMATION:

2. Are there any health problems including physical, psychiatric, or behavioral problems of which we need to be aware?  NO

YES, Explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Are there any medications, dietary restrictions, allergies, or special needs that we need to be aware of to ensure that your child's camp experience is positive?  NO

YES, Explain: \_\_\_\_\_

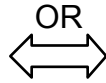
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## IMMUNIZATION INFORMATION:

For campers who reside **within** the United States, a United States territory, or the District of Columbia:



For campers who reside **outside** the United States, a United States territory, or the District of Columbia:

A. State/territory in which child resides:

\_\_\_\_\_

B. Is this child exempt from any immunizations?  YES  NO

YES, List them: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Country in which child resides:

\_\_\_\_\_

3. Attach Department form DHMH-896 (record of vaccination or immunity)

Parent or Legal Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# MEDICATION ADMINISTRATION AUTHORIZATION FORM

for Youth Camps in Maryland

Department of Health & Mental Hygiene (DHMH)  
Center for Healthy Homes and Community Services (CHHCS)  
(410) 767-8417 Toll Free 1-877-4MD-DHMH ext. 8417

This form must be completed fully in order for youth camp operators and staff members to administer the required medication or for the camper to self administer medication. A new medication administration form must be completed at the beginning of each camp season, for each medication, and each time there is a change in dosage or time of administration of a medication.

- I. Prescription medication must be in a container labeled by the pharmacist or prescriber.
- II. Nonprescription medication must be in the original container with the instructions for use. Nonprescription medication includes vitamins, homeopathic, and herbal medicines.
- III. An adult must bring the medication to the camp and give the medication to an adult staff member.

## I. PRESCRIBER'S AUTHORIZATION

1. CHILD'S NAME		2. DATE OF BIRTH ____/____/____ Month Day Year	
3. CONDITION FOR WHICH MEDICATION IS BEING ADMINISTERED:		4. EMERGENCY MEDICATION <input type="checkbox"/> YES <b>-If yes, see Section III below.</b> <input type="checkbox"/> NO	
5. MEDICATION NAME	6. DOSE	7. ROUTE	
8. TIME/FREQUENCY OF ADMINISTRATION		9. IF PRN, FREQUENCY	
10. IF PRN, FOR WHAT SYMPTOMS			
11. KNOWN SIDE EFFECTS SPECIFIC TO CHILD			
12. MEDICATION SHALL BE ADMINISTERED during the year in which this form is dated in 14b below unless more restrictive dates are specified in 12a and 12b. This authorization is <b>NOT TO EXCEED 1 YEAR.</b>		12a. FROM ____/____/____ Month Day Year	12b. TO ____/____/____ Month Day Year
13. PRESCRIBER'S NAME/TITLE		This space may be used for the Prescriber's Address Stamp	
TELEPHONE	FAX		
ADDRESS			
CITY	STATE    ZIPCODE		
14a. <b>PRESCRIBER'S SIGNATURE (Parent/guardian cannot sign here)</b> <small>(ORIGINAL SIGNATURE OR SIGNATURE STAMP ONLY)</small>			

## II. PARENT/GUARDIAN AUTHORIZATION

I request the authorized youth camp operator/staff to administer the medication or supervise the camper in self administration if authorized as prescribed by the above prescriber. I certify that I have legal authority to consent to medical treatment for the child named above, including the administration of medication at the facility. I understand that at the end of the authorized period, an adult must pick up the medication, otherwise it will be discarded. I authorize camp personnel to communicate with the prescriber as allowed by HIPAA.

15a. PARENT/GUARDIAN SIGNATURE		15b. DATE	
15c. HOME PHONE #	15d. CELL PHONE #	15e. WORK PHONE #	

## III. AUTHORIZATION FOR SELF ADMINISTRATION / SELF CARRY (OPTIONAL)

**This section should only be completed if this medication is approved for self administration.** Self carry is only permitted for emergency medications such as inhalers and epinephrine. Both the prescriber and the parent/guardian must consent to self administration below. However, youth camp operators are not required to permit self administration or self carry.

I consent that the child named above is able to self administer the medication listed. I authorize self administration of the above listed medication for the child named above under the supervision of an authorized youth camp operator/staff member. If indicated below, the child named above may self carry emergency medication.

16a. <b>PRESCRIBER'S SIGNATURE</b> authorizing self administration	16b. SELF CARRY EMERGENCY MEDICATION (Check One) <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A - Not emergency medication	16c. <b>DATE</b>
17a. PARENT/GUARDIAN'S SIGNATURE authorizing self administration	17b. SELF CARRY EMERGENCY MEDICATION (Check One) <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A - Not emergency medication	17c. <b>DATE</b>

**This Form Must Be Completed and Returned to Sultana Fourteen Days Prior to Trip Departure Date**

PO Box 524 - Chestertown, Maryland 21620 - (p) 410-778-5954 - (fax) 410-778-4531