



Huntsville Botanical Garden Parent/Guardian Checklist:

Before the first day of camp you should:

- **Download the Brightwheel App onto your phone.**
 - Just enter in Brightwheel and search in your phones app store. It is a free app that is no charge to you to use. If you have already signed up you do not have to do it again.
- **Follow the link emailed to you to add your camper's information to Brightwheel.**
 - This will be emailed no later than Tuesday of the weekday prior to you scheduled camp.
 - The information will only need to be entered in once for the entire summer.
 - If your camper is attending multiple camps, they will be transferred to each camp with the information you entered.
 - Make sure to add any additional authorized individuals through the app. They will need to have it on their phone as well for check-in and check-out. This can be updated at any time yourself.
- **Fill out the Emergency Contact Form included in the email the week before your camp and email it to education@hsvbg.org.**
 - While it is similar information to what is entered in Brightwheel, we are required to have this form filled out and on file for each camper.
- **Talk to your camper about expectations outlined in the parent letter.**
 - Please make sure they understand what is expected of them in regards to the behavior contract.
- **Provide your camper with the following items each day.**
 - While we will have some hand-sanitizer on hand, we do want to make sure that our supply is able to last the entire summer.
 - Two Snacks
 - Lunch (with cold pack if needed)
 - Personal hand sanitizer
 - Hat(s)
 - Spray sunscreen
 - Bug spray
 - Backpack
 - Camera (optional)
 - Refillable Water Bottle or Disposable water bottles (2-3 per day)