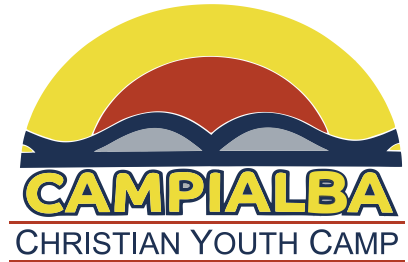


Pre-Camp Checklist



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This form is just for you. Do
NOT return this form.

This form is for use by camp organisers to help check readiness for an upcoming camp. This is just a list to be helpful to you. You do not need to return this to Campialba.

- All campers know to bring their own bedding and towel. See our “Be Prepared” sheet available on <https://www.campialba.com.au/planning-a-camp> which you can give out to campers.
- All Campers know that bedding includes a fitted/bottom sheet. No camper is permitted to sleep directly on the mattress. If you have requested that Campialba provides linen, please ensure every camper knows to bring a pillow.
- All campers have a packing list of other items they require.
- We have completed the Campialba room allocation chart.
- We have communicated arrival and departure times to campers.
- There have been no recent changes to our expected numbers which we need to communicate to Campialba.
- We have a list of contact details for all campers.
- We have allocated somebody to be responsible for first aid for our camp and will ensure that person has access to a suitable first aid kit.
- We have ensured adults know the gate code for our camp.
- We have programs to share with campers and Campialba staff which show meal times, bed times, activity times, etc.
- We have checked the weather reports and have suitable back-up activities ready in case of wet weather.
- We’ve paid the final invoice to Campialba which is due before camp commences.

We look forward to seeing you soon.