Southampton Fresh Air Home Acceptance Pack 2023

How to complete the online forms.

Welcome to the Southampton Fresh Air Home 2023 Acceptance Pack.
Below is a step by step guide to help you complete the paperwork necessary for us to give your child an amazing summer!

Step 1: Your Online Account

- Sign into your account* You will now see a section marked paperwork.

**When you applied to camp you were sent an email with your account name and password. If you are not sure where the email is you can go to the website www.sfah.org Click on the Parents link and then click on the Returning Parent option. Sign into your account. You will now see a section marked paperwork.*

Step 2: Completing Your Online Paperwork

- Access the paperwork section. You will see all of the forms for your child.
- Each form will have a box that marks them complete or incomplete.
- Click each form and complete the required information.
- At the end of the form you will see a submit button.
- Once you click this button the form changes from incomplete to complete.

Step 3: The forms

The forms should all be quick and simple to complete. It's estimated that they take approx. 15 minutes but you can sign in and out of the system at your convenience.
The deadline for the forms is not until June 1st but we do ask that you try to submit everything as soon as possible. Early submission helps us tremendously as we plan the summer ahead.
Please be sure to pay special attention to the * forms. These are mandatory and we cannot accept your child to camp without them. Please know that if you do not submit your forms by the deadline we will not automatically cancel your campers place. We shall always try every avenue to contact you before we take this step.
While we have gone to great lengths to make this paperless process as simple as possible medical offices may still require a hard copy/printed form to complete.
You will need to print this form to give to your childs pediatrician. Alternatively we can mail you a hard copy, or preferably, tell us your pediatricians phone/fax number and we will send it directly to them. Just email us the details and we'll take care of it.
When you think that you have completed all of the forms please check everything against the checklist attached. If you have any problems don't hesitate to contact us.

Step 4: Your Finished!

- Once all of your forms are labelled complete you'll receive a confirmation email.

Email: office@sfah.org Tel: (631) 283-1594 Fax: (631) 283-7596

SFAH Online Paperwork

Below is the list of paperwork that you will see when you sign into your parent account

Forms marked with an asterisk* must be completed for your child to attend camp.

Info to Keep Please review online. No signature required, this form is for your information only.
***SFAH Release Form** Please review online and sign.
Health Insurance Please review online, follow instructions and sign.
Financial Aide Application Form Please complete online and sign.
General Camper Care Information Sheet Please review online and sign.
Communication Policy Please review online and sign.
Swimming Sign Off Please review online and sign.
Sunscreen Sign Off Please review online and sign.

Medical Forms*
Parents Medical Form, Part 1* Please review and sign
Parents Medical Form, Part 2* Please review and sign
Parents Medical Form, Part 3* Please review and sign
Camper Health Care Form*
All campers are required by NY State to have a physical on file at camp within one year of the first day of camp. Please be sure to book your child in for a physical at the earliest opportunity. We suggest that you submit the form to your pediatrician prior to the visit. Some insurance companies will only allow for one annual physical. If this date conflicts with the camps deadline please let us know as there are alternative documents that we may be able to help you with.

- Review 'Camper Health Form'
- Print/request a hard copy/send fax number for camp to fax directly to pediatrician.
- Make an appointment with your childs pediatrician for a physical.
- Submit the forms to your pediatrician or take with you on the day of the physical
- Once the Camper Health Form has been completed by a Physician you can scan the form and upload it directly into the system by clicking 'Camper Health Form' and selecting 'Choose File'. Alternatively you can request for the pediatrician to fax the form directly to camp, mail it to us or take a photo and send to the email below. Please be sure to take a photo/scan the document for your own files.

Email: office@sfah.org Tel: (631) 283-1594 Cell: (631) 680-3686 Fax: (631) 283-7596