



Day Camp Drop-Off & Pick-Up Procedures

Dear parents/guardians,
To ensure the safety of your child, the following day camp procedures are implemented.

Drop-Off Procedures

1. Monday Only:
 - A. Registration at your designated registration location
 - 1) 7:50 AM — Registration in Boerne at Boerne Bible Church
 - 2) 8:15 AM — Registration in Comfort at the His Hill Chapel
 - B. You must check in at registration tables to complete registration.
 - C. Registration staff will direct you to your camper's counselor
 - D. Counselors will be wearing cabin letter signs.
2. Tuesday – Friday: Please bring camper directly to their counselor

Pick-Up Procedures

1. Boerne Pick-up only: **5:15 PM at Boerne Bible Church**
 - A. When the bus arrives in Boerne, campers and counselors exit the bus and will remain in their cabin groups as they go to their designated meeting spot.
 - B. Parents/guardians will sign their camper out by going to the counselor with the correct cabin sign. The counselor will check the child's pick-up sheet and confirm identity through checking the parents/guardians **driver's license** (or other form of photo ID), and have them sign the child out.
** Please give space and time for campers to exit the bus before retrieving your camper.*
2. Comfort Pick-up: **4:45 PM**
 - A. Please wait in your vehicle until the campers and counselors exit the Chapel building. This will help minimize distractions as they listen to their last Chapel session.

Please note: there is no closing ceremony for Day Camp.

Bus Safety:

PLEASE REVIEW THIS WITH YOUR CHILD BEFORE CAMP

1. Always listen to the bus driver and counselors on the bus.
2. No one enters the bus without the driver's permission.
3. Everyone must remain seated while the vehicle is moving.
4. Nothing can be put outside of the windows.

Please Remember...

1. On Monday you must register your camper at the drop-off/pick-up location that you choose during registration (you are able to change the location up until the Wednesday prior to camp).
2. **Please submit all required forms/paperwork 2 weeks prior to Day Camp registration.**
3. **His Hill Registration** is at our chapel, Monday at **8:15 AM**. Tuesday-Friday drop-off times are 8:45 AM.
4. **Boerne Registration** is at Boerne Bible Church, Monday at **7:50 AM**. Tuesday-Friday drop-off times are also 7:50 AM.

