



JUNIOR TREEKEEPER CAMP

GROWN-UP GUIDE

CAMP SEASON 2026/2027

Visit our website to learn more about Trees Atlanta
Education and Volunteer Opportunities!

www.treesatlanta.org

Dear Junior TreeKeeper Camp Families,

Welcome! We are so glad that you're here! We cannot wait for your campers to join us as we play, learn, and grow together in Atlanta's urban forest. Camp is a special place where campers can come together to make new friends, try new things, and learn new skills. We are honored that you have chosen and entrusted Trees Atlanta Junior TreeKeepers Camp as the place for your campers to experience all of those things with us!

Whether this is your first time at camp or you are a seasoned veteran, we are sure that your campers will come back home at the end of each day with some lasting and meaningful memories. We hope that in the midst of all of the games, friends, and fun, that your campers also begin to view the natural world around them with a sense of wonder, interest, and awe for what it truly is: a dizzyingly vast and beautiful web of connections that ties everything together and is worth both studying and protecting.

We have put together this Handbook to provide you with all of the information you need to set both yourself and your campers up to have the most successful experience possible. If you have questions, please don't hesitate to reach out and ask. We'll see ya soon!

Sincerely,
Trees Atlanta Education

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Fast Facts

Differences Between Camps

- **Summer Camp** is a full day camp comprising 8 distinct week-long sessions. Campers can be signed up for as few or as many sessions as they would like. Campers are split up into separate age groups (2 biking groups and 1 non-biking group). Campers explore Trees Atlanta as well as various parks and greenspaces throughout the day.
- **Seasonal Break Camps (Fall/Winter/Spring)** run effectively the same as summer camp with a few important distinctions:
 - a. Seasonal break camps are single-week camps (Following APS Break Schedules)
 - b. All campers (grades 1st–6th) are in a single camp group together
 - c. **Biking is a requirement for all campers. There is no non-biking group**

Summer Camp Groups

- **Sassafras (Rising 1st Grade, Max. 10 campers) - NON-biking group** (biking requirements do not apply to Sassafras campers). Sassafras campers spend their day on site or within walking distance of the Trees Atlanta Kendeda TreeHouse.
- **Quercus (Rising 2nd-3rd Grade, Max. 20 campers) - Biking Group** (biking requirements apply to Quercus campers). Quercus campers spend a majority of their day off site at various parks and greenspaces via group biking through the Atlanta Beltline Arboretum.
- **Acer (Rising 4th-6th Grade, Max. 20 campers) - Biking group** (biking requirements apply to Acer campers). Acer campers spend a majority of their day off site at various parks and greenspaces via group biking through the Atlanta Beltline Arboretum. Acer campers participate in 1 field trip per camp session (usually Thursdays), utilizing a charter bus for transportation. Locations vary based on session.

Camp Schedule - please make a note of the following times based on your registration.

- **Before Care (optional early drop off):** 8:00 am – 8:30 am
- **Drop off:** 8:30 am – 9:00 am
- **Camp Hours:** 9:00 am – 3:15 pm
- **Pick up:** 3:15 pm – 3:30 pm
- **After Care (optional late pick up):** 3:15 pm – 5:30 pm

Most Popular Camp Queries - answers to the most frequently asked camp questions:

1. Campers in biking groups must be able to confidently ride a two-wheeled bicycle without training wheels. Please see the [Biking Ability Checklist](#) in this Handbook for details.
2. Please review both the [What to Bring & Wear](#) as well as the [Camper Expectations](#) sections of this Handbook for crucial information on how your camper can have a successful camp experience.
3. Summer Camp campers enjoy a Pizza Party on the last day of every camp session (this does not apply to Seasonal Break Campers). Campers may want to bring extra lunch on Friday just in case they are still hungry.
4. Trees Atlanta Junior TreeKeeper Camps are nut-free camps. **Please do not send your camper with any nut products.**

Camp Policies

General Registration Policy

- Review Camp Information on [Trees Atlanta Junior TreeKeeper Camp](#) website including:
 - Schedule of Fees
 - Camp Sessions and Age Groups
 - Camp Handbook (this document) which includes Camp Policies, Camper Expectations and Code of Conduct
 - Waiver and Release of Liability Forms
- Complete online [Registration](#) and payment of camp fees (due at time of registration.) This indicates that you have reviewed and accepted policies and terms of the Camp Handbook (this document), including: Camp Policies, Camper Expectations and Code of Conduct, and the Accident Waiver and Release of Liability Form(s).
- Additional service options, such as additional t-shirts, JTK hats or patches, and/or Before Care and After Care may be added during or after the online camp registration process; however, each payment processed separately will be subject to separate cancellation or refund policies (see below).

Cancellation / Absence / Registration Change

Absence and Registration Change

- Any changes to sessions (i.e. switching from one session to another) after the registration has been submitted and confirmed will incur a \$50 administrative fee. This fee will be applied REGARDLESS of the date of the change.
- Partial refunds will not be automatically awarded due to campers being absent from one or more days of their registered camp session (regardless of the reason of absence, inclusive of illness/injury)
- Refunds are processed as they are received. Please allow up to 4-6 weeks for processing.

Cancellation

- **Seasonal Break Camp (Fall, Winter, Spring) Cancellation Policy**
 - Any cancellation emailed AT LEAST 10 business days before the session start date will incur a \$30 cancellation fee.
 - Any cancellation emailed LESS than 10 business days before the session start date will not be refunded.
- **Summer Camp Cancellation Policy**
 - Registered parties may request a full refund for cancellations made on or before the date that is **3 weeks** before the start of the camp session in question, minus a \$50 administrative fee
 - In the event that a cancellation is made within 3 weeks of the start of a camp session (but at least 48 hours before the start of camp), the party is entitled to a 50% refund, minus a \$50 administrative fee.*

- This includes cancellations related to injury/illness.
- **This includes cancellations related to biking ability** (*please read the [Camp Biking Procedures](#) in this Handbook for camp policies regarding bike-riding ability*)
- This includes parent/family schedule changes or lack of arrangements for dropoff/pickup.
 - Cancellations for any reason made within 48 hours of the beginning of the camp session in question may result in 100% loss of registration fees. Please be mindful of this when making last minute changes to your registration.
- All cancellation requests must be emailed to education@treesatlanta.org. Cancellation requests that are not made via email will not be honored. Please read below for more information, and be sure to carefully check your camper's session dates and group before submitting any registrations. Our **Cancellation, Refund, Absence, and Dismissal Policies** apply to scholarship recipients in the same manner as full-priced registrants
- **JTK-initiated cancellation:** When possible, families will receive a minimum of 4 weeks notice of any change or cancellation in camp sessions and you will receive a full refund. You may also choose to donate a portion or defer it to another session of camp.
- Before and After care cancellations are subject to a minimum \$5 processing fee (in lieu of any administrative or penalty fees).
- Please be aware that camp is a "Rain or Shine" event, and Trees Atlanta will not issue refunds or session vouchers due to inclement weather.

Discipline / Dismissal Policy

- Trees Atlanta reserves the right to dismiss any camper whose behavior is excessively disruptive, or threatens the safety of themselves, other campers, or Trees Atlanta Staff.
- Should your camper be dismissed and asked to not return for the remainder of their camp session/s, a prorated refund will be offered, minus a \$50 administrative fee.
- Please carefully review the information in the [Camper Expectations](#) section of this Handbook for a detailed description of our behavior expectations, and what would constitute grounds for camp dismissal.

Health & Safety / Protocol and Policy (*subject to change*)

Trees Atlanta considers the health and safety of participants, families, staff, and surrounding community as its top priorities in facilitating education programs. We follow the guidelines set forth by the CDC and Bright from the Start.

Trees Atlanta continually monitors public health conditions as a means to practice prudence in judgment. Trees Atlanta is prepared to modify in-person program formatting in order to adhere to CDC, City of Atlanta, and DECAL policies and recommendations on an ongoing basis.

Camper Screening

Parents will complete a daily health check and temperature check for their camper(s). Each camper will have their temperature checked and noted if it is less than 100.4 F. If over 100.4 F, the camper(s) will be asked to return home. When campers arrive to their groups, Counselors will do a daily check-in with each camper.

Junior Treekeeper (JTK) Staff will ask parents for their camper(s) how they are feeling today. Things to consider for parents - Has your camper experienced any of the following symptoms in the past 5 days?

- *fever or chills*
- *new or unexplained onset of cough*
- *shortness of breath or difficulty breathing*
- *new or unexplained loss of taste or smell*
- *new or unexplained muscle aches*

If your camper is showing any sign of illness or contagious condition, campers should not come to camp.

Staff and Volunteer Screening

All staff and volunteers will also complete a daily health screen. Additional information regarding health and safety protocols, drop-off and pick-up procedures, and other program details deriving from current and ongoing evaluation of public health conditions will be sent to families when they arise.

Vaccinations

Trees Atlanta camp programs involve a high level of interaction with other campers and natural environments. As such, we highly recommend that campers are up to date on their vaccinations in accordance with [Atlanta Public Schools' vaccination policy](#).

Before You Come to Camp

Camp is a fun, meaningful, and immersive experience! It can also sometimes be a little daunting for both the campers as well as their families (***especially*** if it is a camp family's first time signing up for camp.) In order to ease the stress and anxiety that can come with a first-time-camp experience, we've put together a checklist of everything that a camp family needs to prepare before the first day of camp, so when the day comes the only thing you'll need to worry about is making it out of the front door on time.

	Make sure that your camper's registration is complete, accurate, and reflective of any add-ons you may have purchased (such as Before / After Care). You should receive a confirmation email upon payment that you can review and make sure everything looks the way it should. Please resolve any registration conflicts prior to the beginning of your camper's camp session.
	Make sure that ALL adults who will be (or might possibly be) picking up your camper(s) are listed as authorized pickups in your camper's registration. If you accidentally forgot to add someone, that's okay! Just email education@treesatlanta.org with your camper's full name, session date, and the full names of additional pickups you would like to add.
	Inform ALL of your camper's authorized pickups that a photo ID with a full name that matches the name on their camper profile must be presented to camp staff at pick up in order for your camper to be released to them.
	If your camper takes any medication (including an inhaler or epipen), these medications must be cleared with the Camp Manager in advance. All campers are responsible for carrying their own medication, and need to be familiar with self-administration. <i>If your camper is bringing medication or has a medical protocol they should follow, you must fill out this form before the start of their camp session</i>
	CAREFULLY review the Biking Ability Checklist in this Handbook if your camper will be in a biking group and make sure that your camper is comfortable on their bike well before the start of their camp session. This means lots of practice rides! We also recommend that campers practice riding with their backpacks to get used to the biking conditions at camp.
	Take your camper's bike to a local bike shop (we highly recommend our good friends down the street from us at Bearings Bike Works) to get a tune up prior to the start of your camper's camp session. This will save you time and stress on the first day!
	Go over all of the Camper Expectations listed out in this Handbook with your camper. Make sure that your camper feels comfortable in both following them as well as asking for help from a trusted adult when they are having trouble.

	Make sure that your camper has all of the items listed in the What to Bring & Wear section of this handbook. Campers should come to camp with a reusable water bottle, backpack, lunch/snacks, weather-appropriate clothing, and quality footwear.
	Please take the time to read ALL of the reminder emails that will be sent out periodically regarding camp information from the time you submit your camper's registration to the final days before the beginning of camp. These emails contain important reminders, updates, and resources for you and your camper.
	If you or your camper are still a little nervous about jumping into a new experience like camp, shoot us an email and set up a little tour of our space with us so that we can show you around the Trees Atlanta Kendeda TreeHouse. Oftentimes, all it takes for a camper to shake off the scaries is getting familiar with the space, learning where the bathrooms are, and walking around our immersive grounds.
	If you have any questions regarding your camper's camp registration, please contact education@treesatlanta.org . For any questions about programming, biking, or other camp or camper-specific concerns, please contact our Camp Manager .

First Day of Camp

The first day of camp is exciting, but it can also be a little stressful and scary, especially for new campers. In order to ensure a smooth and positive experience on the first day of camp, review the following checklist and make sure that you as well as your camper are properly prepared.

	Allow for plenty of extra time during the morning drop off on the first day of camp! Everyone arriving will either be learning the ropes or getting back into the swing of things, and drop off will take a little longer than usual.
	Be prepared to transport and unload your camper's bike during the drop off period on the first day of your camper's camp session. Due to all <i>Quercus</i> and <i>Acer</i> campers needing to unload their bikes, please be prepared to wait with your camper 5-15 minutes while camp staff takes the time to complete a quick bike check to ensure that your camper will be comfortable and safe while riding.
	Ensure that your camper has everything they need for the day. This includes a bike & helmet (if in a biking group), a backpack, reusable water bottle, lunch & snacks (<i>please no nuts</i>), and proper clothing & footwear. A detailed list of all needed items can be found in the What to Bring & Wear section of this Handbook.
	Make sure to prepare in advance for traffic when traveling to camp in the morning. Our groups start the camp day promptly at 9am, and we would hate for your camper to miss out on the beginning of camp due to that pesky Atlanta traffic.

A Note on Difficult Goodbyes

- No two campers are alike. Some cannot wait to jump out of the car in the morning with scarcely a glance behind them, and some might be much more hesitant and fearful about entering into a brand new space and seeing lots of brand new faces. Our camp staff does an excellent job at helping nervous or fearful new campers feel comfortable in their new camp environment.
- We have found that successfully dropping off a nervous camper is rather like pulling off a band-aid: *it's better to do it quickly*. The longer it gets drawn out, the harder it is to say goodbye (for both campers *and* their grown-ups!)
- Talk to the camp staff running drop off if your camper is having a difficult time saying goodbye, and we can make sure to come out and take the time to personally introduce ourselves and welcome your camper to Trees Atlanta so that they can have a friendly and familiar face from the very start. We assure you that within 10 minutes of saying goodbye, your camper probably won't be thinking about you at all (in the best way possible!).

Drop Off and Pick Up (Non-First Day)

Drop Off Procedures

- Camp drop off begins at **8:30am** and concludes promptly at **9:00am**.
- Drop off occurs at the front of the Trees Atlanta Kendeda TreeHouse, under the covered entrance way (look for the concrete acorn sculptures!). Please view the [Drop Off / Pick Up Map](#) for a detailed view of where to drop off your camper.
- In order to keep your camper safe, Trees Atlanta staff follow certain procedures during camper drop off. Please do not leave your camper until our staff been able to do the following:
 - Check your camper's temperature (any camper with a temperature greater than 100.4 degrees will not be permitted to attend camp that day)
 - Mark your camper present on our camp roster
 - Confirm that your camper has [everything they need for camp](#)
- Please note that the first day of camp sessions require more drop off time and thorough check-in process due to bike drop offs and maintenance checks. Please see the [First Day of Camp](#) section of this Handbook for more details on the drop off procedures for the first day of a camp session.
- If camp families need minimal time to drop off their camper and say their goodbyes, they are welcome to pull up directly to our admin table set up at the front and drop off at the covered walkway. If more than a minute is needed to gather belongings or say goodbyes, please park in our parking lot so that we can keep a steady flow of traffic moving during drop off times.

Pick Up Procedures

- Camp pick up begins at **3:15pm** and concludes promptly at **3:30pm**.
- Camp pick up takes place in the same area that drop off was facilitated (At our front entrance under the covered walkway).
- Campers who are not signed up for After Care will be outside and monitored by camp staff in our gravel courtyard and covered entranceway area no later than 3:15pm. There is no need to come inside Trees Atlanta to find your camper for pick up.
- The following is **REQUIRED** for camper release:
 - **Photo ID with a name that matches the primary/secondary contacts or authorized pickup contacts listed on the camper's registration forms.** For the safety of our campers, Trees Atlanta **CANNOT** release any camper to any individual who is not listed as an authorized pickup or who does not present a photo ID to Trees Atlanta staff. (No, the camper verbally confirming your identity is not enough)
 - Please be advised that if an individual is planning on picking up multiple campers, the individual needs to be listed as an authorized pickup contact for **each camper** they are picking up. This includes siblings/family members as well as carpool arrangements with other camp families.
 - If there is a new alternate pick-up being added during the week of camp please email the permission including the full name, relation, and phone number to education@treesatlanta.org.

Late Drop Offs & Early Pick Ups

- We recommend against late drop offs/early pickups unless absolutely necessary, due to the timing and logistical constraints of having campers often being off site.
- If a late drop off/early pickup is necessary, we require advance notice so that we can discuss the specifics of coordination and have a plan set in place with camp staff.
- We require working with the [Camp Manager](#) in advance to plan out either an on site drop off when the group is present (strongly preferred) or dropping the camper **along with their bike and helmet** at an offsite location to meet with their camp group. It is your responsibility to transport their bike and helmet to any off site location; we cannot independently transport a camper's belongings.
- All camper belongings (*including bikes and helmets*) must be picked up along with the camper at the time of the off site pick up. **Please note that in the event of an early pick up, we require all normal pick up protocols to be followed (including the presentation of a valid photo ID to the camp staff at the time of pick up). We cannot release any camper without the confirmation of identity.**

Before / After Care

We understand that some camp families may require an earlier drop off or later pick up of their camper due to a variety of reasons. In order to be as accommodating as possible to these circumstances, we offer Before Care and After Care options to all camp families for an additional add-on fee. Please review the information below regarding our Before / After Care policies and procedures:

Before / After Care Schedule:

- **Before Care (optional early drop off):** 8:00 am – 8:30 am *(new time change)*
- **Drop off:** 8:30 am – 9:00 am
- **Camp Hours:** 9:00 am – 3:15 pm *(new time change)*
- **Pick up:** 3:15 pm – 3:30 pm *(new time change)*
- **After Care (optional late pick up):** 3:15 pm – 5:30 pm

Before Care: During Before Care, campers will be greeted at the Drop Off zone in the parking lot of Trees Atlanta and taken inside to the designated camp space. Campers will be with our Camp Staff as they independently read, draw, play games, or simply rub the sleep from their weary eyes and slowly come back to life for another fun day of adventuring in Atlanta's urban forest.

After Care: During After Care, campers will be participating in various games and activities as well as be given the opportunity to rest and relax after a busy camp day. The majority of After Care takes place outside on the Trees Atlanta property, interspersed with short breaks inside. While After Care often includes a light snack provided by Trees Atlanta (popsicles, frozen grapes, or popcorn), **do not rely on Trees Atlanta to feed your camper during After Care. We highly recommend packing an extra snack for your camper if they are signed up for After Care.** Staff members may very occasionally allow campers to watch an age-appropriate

movie or tv show (*only after 4:30pm, and only during inclement weather*). If you do not want your camper to participate in watching age appropriate videos, please let us know before your camp session begins so that we can plan accordingly.

General Points to Note

- In the case that no arrangement has been made for a camper to participate in After Care and pick-up occurs outside of designated times, we will automatically charge a \$20 After Care fee per camper on each occurrence. Late fee must be paid at pick up.
- We provide a 10 minute grace period at the end of After Care pick up hours. If an authorized pickup is not present at Trees Atlanta by 5:40pm, additional late charges will be incurred. See below for details.
- Any pickup for After Care that takes place outside of the 10 minute grace period will incur separate late fee charges. It is \$1 per minute after 5:40pm. A separate late fee invoice will be sent via email that will need to be paid in full by the end of your camper's camp session.
- Prices for Before / After Care can be found in the [Schedule of Fees](#) section of this Handbook as well as the Camp section of our website.

Summer Camp Staff

While your camper might get home and refer to everyone with a green Trees Atlanta shirt as a camp counselor, there are actually several different camp staff/volunteer positions at Trees Atlanta, and while they are all different, every individual on our team is a crucial part of a successful summer camp! These are some of the individuals who will be interacting with your campers on a daily basis:

Camp Counselors (1-2 per camp group, depending on group size)

- Primary adult leaders of a camp group. Responsible for maintaining safety and engagement, as well as being the principle facilitators of all activities and travel
- Completed a week of in-person camp staff training, passed a background check and drug screen, and are First Aid/CPR/AED certified as well as certified Mandated Reporters

Camp Assistants (1 per camp group)

- Secondary adult leaders of a camp group. Provide support to Camp Counselors, and are supplemental facilitators of activities and travel
- Completed a week of in-person camp staff training, passed a background check and drug screen, and are First Aid/CPR/AED certified as well as certified Mandated Reporters

Junior Interns (2-4 per camp group, depending on group size)

- Middle/High School camp volunteers (rising grades 7-12). Provide support to Counselors and Assistants
- While Junior Interns act as behavior/safety role models for campers, they are not in charge of any forms of behavior management

Trees Atlanta Education Staff

- Full time Trees Atlanta employees that help put on camp.
- Usually not with camp groups throughout the day, but may act as camp substitutes if needed

What to Bring & Wear

Items to Bring

- **Bike and helmet (REQUIRED for Quercus and Acer campers only)**
Please see the [Necessary Biking Equipment](#) section of this Handbook for a detailed description of proper biking equipment accepted at camp. 2-wheeled bikes are the only acceptable form of transportation for biking at camp. **No training wheels, e-bikes, scooters, skateboards, or balance bikes will be allowed at camp.**
- **Backpack (REQUIRED)**
All backpacks should be sturdy, properly-sized, and fit securely on your camper's back. Campers will spend a large amount of time traveling offsite, and are responsible for carrying their own belongings in their backpacks (including water bottles, lunches, snacks, medications, and other necessary camp items). Camp staff **cannot** carry your camper's belongings for them. **Please note that drawstring bags are not acceptable bags to bring to camp.** All backpacks must have two sturdy shoulder straps, and should not hang low from your camper's back; improperly-fitted bags can get caught in the moving parts of a bicycle and cause injury.
- **Water bottle (REQUIRED)**
All campers **must** bring a water bottle with them to camp. Atlanta gets hot and humid in the summer, and campers will spend the majority of their day outside in the urban forest. Please help us practice sustainability by sending your camper to camp with a reusable 20-40oz water bottle.
- **Lunch (REQUIRED)**
Campers will often eat outside at a destination away from the Trees Atlanta Kendeda TreeHouse. Please pack full, energy-dense lunches that can be carried in your camper's backpack all morning. Campers will not have access to a microwave or refrigerator. **Please be mindful that Trees Atlanta is a nut-free camp. Do not send campers to camp with nut-based lunches/snacks.**
- **Healthy Snacks (REQUIRED)**
Please send your camper to camp with **at least 2 nutritious snacks**. (If campers are registered for After Care in the afternoon, please send them with **at least 3 snacks**)
- **Medications - One day supply (REQUIRED if needed)**
All medications (including inhalers and epipens) must be cleared with the [Camp Manager](#) in advance. Please send only the amount of medication needed for **each day**, clearly labeled with detailed instructions for administration along with your camper's first and last name. Your child must be able to take/administer their own medications. Camp staff cannot carry camper medications, and will not administer medication unless in the case of a severe emergency. All medications must remain on the camper's person throughout the day. Having medications separated from the camper could result in a delayed time of administration if a counselor had to separate themselves from their position to locate the camper. **If your camper is bringing medication or has a medical protocol they should follow, you must fill out [this form](#) before the start of their camp session.**

- **Sunscreen (Optional)**

Please apply sunscreen to your camper before the start of camp. If your camper comes to camp without sunscreen already applied, we will require them to apply with our camp sunscreen before we can allow them to spend time outside. Camp staff will oversee and facilitate the proper application of sunscreen, and help assist campers if needed. If your camper requires a specific sunscreen for any reason and you wish for them to not use ours, it is your responsibility to send them to camp with that brand. If campers bring their own sunscreen to camp, they **may not share it** with other campers.

- **Bug Spray/Patches/Wristbands (Optional)**

Trees Atlanta does not provide insect repellent for campers. If your camper has a sensitivity to insect bites/stings, feel free to apply insect repellent before the start of camp. If campers bring any form of insect repellent to camp, they **may not share it** with other campers.

- **Hats / Visors (Optional)**

Some form of material sun protection is recommended to keep your camper's face and neck cool and shaded. These hats should be well-fitted and not prone to fall off during strenuous activity (such as bike riding or gameplay).

Appropriate Camp Attire

- We will spend most of our time outdoors with high levels of physical activity, including biking (for *Quercus* and *Acer* campers only). Please send campers in **weather appropriate play clothes** each day of camp. Plan for your kids to get dirty exploring the urban forest! If it looks like rain - please plan accordingly.
- Flip flops are **not** permitted. Closed toe shoes are highly encouraged. Specific footwear needs may arise according to planned outdoor activities, which families will be informed and notified about.
- We strongly discourage the use of Crocs as footwear during camp. Crocs do not provide the support or traction needed to effectively or safely ride a bike/walk on the Beltline for a sustained amount of time, and can lead to injury.
- On certain days, we may recommend campers bring specific clothing for an activity. Please look for an email detailing daily activities with any special notes.
- We are outside for many hours each day. We recommend campers wear a hat and sunglasses whenever we are outside.
- *Acer* campers will go on an off site field trip once a week. During these field trips (usually on Thursdays of a session), we ask that all *Acer* campers wear their orange camp shirts for safety and visibility.
- ***For Sassafras campers it is a good idea to send them to camp with a full set of extra clothes in the event of accidents, messes, or spills***

What NOT to Bring

- Weapons, drugs, alcohol, cigarettes/electronic cigarettes, lighters, or any other items that are prohibited in a school setting. Possession of any of these items is grounds for immediate dismissal from camp.
- Valuable items such as expensive jewelry or money
- **Trees Atlanta strongly discourages bringing cell phones/tablets and smart watches to camp.** If a camper brings these items, they should remain in their backpack and should not be brought out during the camp day. Camp Staff reserves the right to confiscate any electronic devices that are deemed a pervasive distraction. Any devices

that are taken will be securely stored and will be returned to the camper's authorized pickup at the end of the day along with an explanation of why it was confiscated.

- Trees Atlanta discourages bringing personal items such as trading cards, toys, or recreational items such as balls or frisbees. Trees Atlanta is not responsible for the loss, damage, or recovery of any personal items such as library books, stuffed animals, trading cards, electronic devices, or toys.

Camper Expectations

Trees Atlanta Junior TreeKeeper Camp is a wonderful opportunity for campers to play, explore, and grow as individual environmental stewards as well as members of a community. In order to ensure that every camper has the best and most memorable camp experience possible, we have set up expectations that must be followed by all campers in order to participate at camp. **It is a requirement that you review these expectations with your camper before their first day of camp.**

All of our behavior policies and expectations are explained to campers through the lens of the **Triangle of Respect**. This provides campers with context and explanations for *why* and *how* they should be acting and behaving a particular way.

- **Respecting Yourself**
 - Properly fueling your body: drinking enough water and eating enough food
 - Trying your best and believing in yourself
 - Knowing when to ask for help from camp staff and other campers
 - Making smart decisions regarding safety, and following all safety protocols that are set up by camp staff
 - Confidently expressing your personal boundaries (what you do/don't like, and what you are/aren't comfortable with, i.e. physical touch, playful teasing, etc.)
- **Respecting Others**
 - Listening to and following the directions of camp staff
 - Keeping yourself to yourself (no physical violence or rough play)
 - No bullying, teasing, or exclusionary behavior of any kind
 - Being mindful of other campers' personal boundaries
 - Being kind, patient, and encouraging to fellow campers
- **Respecting Your Environment/City**
 - Be kind and respectful to all living and nonliving things (no squishing bugs, ripping plants, throwing rocks, etc.)
 - Respecting indoor & outdoor spaces (Trees Atlanta, parks, Atlanta Beltline, etc.)
 - Keeping hands off of things that don't belong to you unless you get permission

If your camper has physical or emotional/behavioral needs that require specific accommodations in order for them to successfully meet our camper expectations, please contact the [Camp Manager](#) in advance of their camp session so that we can discuss what Trees

Atlanta is able to provide to your camper. **Please make sure that you have properly filled out the section of the camp registration form that pertains to your camper's individualized needs as they relate to sensory processing and emotional/behavioral challenges. If that section of your camper's registration does not get filled out, we will not be able to provide adequate accommodations for your camper and they may not be able to attend camp.**

Disciplinary Procedures and Philosophy

In the event that a camper has trouble meeting these expectations, camp staff will work with them on an individualized basis to help campers get to the point where they can effectively follow directions and expectations. While we recognize and celebrate the fact that every camper has unique needs and responds to some forms of correction/redirection better than others, some commonly utilized tactics at Trees Atlanta are:

1. **Reminders and Positive Feedback:** Camp Staff will help campers remember what is expected of them and give positive feedback for good choices.
2. **Discussion of Consequences:** When expectations are regularly not met, we explain the consequences of the camper's choices and give them another chance to succeed.
3. **Temporary Removal from Group:** Please note this is **NOT** a time-out, and is not a punishment. We recognize that sometimes it is best for a frustrated, overstimulated, or upset camper to be given the opportunity to take some time away from others and be allowed to remove themselves from a situation that is causing emotional distress or dysregulation. This will always be coupled with a camp staff member helping the camper talk through the situation and offering solutions when needed.
4. **Administrative Attention:** Continuous issues are brought to the attention of a camp administrator. If an administrator intervenes, you will be notified at pick-up or via phone call, depending on the severity of the situation.
5. **Parent Conference:** If behavior does not change, the camper, parents, and camp staff will meet together to discuss the situation and come up with solutions.

Grounds for Dismissal

The following behaviors are grounds for dismissal from camp. If your camper is dismissed from camp and is currently registered for future sessions, their registrations for those sessions will be canceled. Campers who have been dismissed from camp are welcome to return for a future camp event (campers dismissed during summer cannot attend camp sessions during that summer camp season), provided that they have made the necessary changes and can follow the camper expectations as laid out in this Handbook. This will require a phone call or in-person meeting with Trees Atlanta staff before camp registration is processed.

- Pervasive disruptive behavior that threatens the physical, emotional, or mental safety of campers or camp staff. This is inclusive of (but not limited to):
 - Physical abuse such as hitting, shoving, biting, or hair-pulling
 - Bullying of any kind
 - Inability to follow safety directions
 - Eloping from camp
- Pervasive disruptive behavior that impedes on the camp staff's ability to facilitate programming. This is inclusive of (but not limited to):

- Pervasive outbursts during periods of instruction
- Inability to follow directions and instructions laid out by camp staff
- Inability to change behavior after a parent conference with camp staff
- Possession of [prohibited items](#) such as weapons, drugs, or alcohol
- Causing damage to public or private property. Inclusive of vandalism

In the event that we have deemed dismissal from camp as the necessary action to take for your camper, you will be notified at once and will be required to make an immediate pick up from camp. Please see our [Dismissal Policy](#) for details regarding refunds.

Quercus and Acer Biking Procedures

Bike riding is a big part of the Junior TreeKeeper Summer Camp experience, and is one of the most widely beloved aspects of camp. Campers in biking age groups will spend a sizable portion of each day riding their bikes with their camp group as they access different parks and greenspaces through the Atlanta Beltline Arboretum and other paths. In order for every camper to have a fun and safe camp experience, please carefully review the following information regarding biking:

Quercus and Acer campers who come to camp with training wheels, scooters, e-bikes, or skateboards can not safely participate at camp and will be asked to leave. If Quercus and Acer campers cannot [confidently ride a two-wheeled bicycle](#) without the aid of training wheels this is not the camp for them. Please review our [Camp Policies](#) section in this Handbook regarding biking ability cancellations.

Daily Biking Regimen

- *Quercus* and *Acer* campers bike in their respective age groups at various times throughout the camp day. Campers bike AT MOST 7 miles per day (round trip), with an average biking distance of roughly 2-4 miles per day (round trip).
- All campers are properly monitored while on offsite biking excursions. Each biking camp group carefully reviews biking safety protocols at the beginning of each camp day. Campers are never left alone on a bike. All camp groups bike as a group, and follow specific protocols to ensure safety of campers, camp staff, and passersby while biking.
- Camp Staff are trained to give campers plenty of breaks while biking to an offsite destination, and are regularly making sure that campers are properly hydrated during periods of high-intensity activity.
- Each session of camp is thoughtfully designed to have a gradual increase in biking distance each day as the session progresses. The first two days of a camp session are set up to have campers get comfortable with biking in a group, as well as to allow camp staff to gauge the unique biking ability of their group for that session so as to make prudent judgment calls regarding schedule/location changes that need to be made as a result of group biking ability.

Necessary Biking Equipment

- ***Quercus* and *Acer*** campers must come to camp with a fully assembled bike or have already arranged a bike rental at least a month before the start of their camp session. Camp staff are unable to help with bike assembly.

- **Quercus and Acer** campers must have a fully functional bike, complete with a tuned braking system that can safely bring a camper to a full stop, and tires with inner tubes that can hold pressure without deflating.
- **Quercus and Acer** campers are required to have a *properly fitted* biking helmet, and must have their helmet securely fastened to their head at all times when riding their bike.
- **Please review the infographic below the “ABC Quick Check” regarding bike maintenance checks and proper helmet fitting. All helmets must pass the “2-V-1” test to be deemed safe.**

“ABC Quick Check”

Quercus and *Acer* groups perform an ABC Quick Check every morning before we head out on their bikes. This can take anywhere from 10 - 20 minutes to complete with each group. Your camper’s familiarity with this safety check will help them, so please share this information.

“A” is for Air:

- Inflate tires (with bicycle pump) to the rated pressure as indicated on the sidewall of the tire.
- Use a pressure gauge to ensure proper tire pressure. (Bicycle tires need to be re-inflated more often than car tires, and pressure should be checked frequently.)
- Check for damage to tire tread and sidewall; replace tire if worn. (This will reduce the chance of flats.)

“B” is for Brakes:

- Spin wheels to check that nothing is rubbing.
- Inspect brake pads for wear; replace if there is less than 1/4" of pad left
- Check adjustment on brake pads; make sure they do not rub tire or dive into spokes
- Check adjustment of brake levers. When applied, there should be at least 1" between the lever & handle

“C” is for Cranks, Chain, and Cassette (and Cranium):

- Chain should be clean, lubricated, and quiet — not chattering, squeaking, or squealing!
- Use a lubricant that’s specifically designed for bicycles
- If your chain skips while riding, you might need a new chain or cassette or an adjustment
- Make sure that your crank bolts are tight
- Protect your cranium with a properly fitted helmet

“Quick” is for Quick Releases:

- Wheels need to be tight in the frame, with the hub’s quick release lever fully engaged at 90° angle
- Your hub quick release should point back to insure that nothing catches on it
- Inspect brake quick releases to ensure that they are engaged

“Check” is for Check It Over:

- Inspect the bike for loose or broken parts; tighten, replace or fix them.
- Take a quick ride to check if derailleurs and brakes are working properly.
- Pay extra attention to your bike during the first few miles of the ride.
- Check to make sure that your helmet is snug and level on your head, with straps snugly adjusted. See the 2-V-1



infographic. **Bike helmets** are preferred over scooter helmets.

Biking Ability Checklist

We want every camper to have a safe, fun, and meaningful camp experience with Trees Atlanta. In order to ensure that your camper will have a smooth and enjoyable biking experience while at camp, please carefully review the checklist below. **Go down the list of requirements and affirm each statement with your camper in mind. If you cannot affirm one or more statements, or are unsure, this camp may not be the best fit for your camper.** Reach out to the [Camp Manager](#) for any questions or concerns regarding your camper's biking ability.

	My camper does not require training wheels to ride a two-wheeled bike
	My camper has a proficient understanding of how to begin peddling their bike from a stopped position
	My camper can effectively use their braking system (not legs/feet) to come to a smooth stop without losing balance
	My camper can bike in a relatively straight line without veering too much to either side (less than 2 feet to either side from the direction of travel)
	My camper has good control of their biking speed, and can increase or decrease their speed when asked to, without losing balance
	My camper can keep a smooth and sustained pace while riding, and can ride without too much veer or wobble for at least 3 football fields of distance
	My camper has the stamina to ride their bike without stopping for 10-15 minutes at a time, and up to a cumulative total of 1-2 hours a day
	My camper has the ability to ride their bike up and down slight hills, and can bike into and out of turns while keeping control of their position and speed

Biking Proficiency Scale

Please utilize this scale below and appraise your camper's biking abilities as accurately as you can. If you would rank your *Quercus* or *Acer* camper at **Level One** or below, please email the [Camp Manager](#) so that we can determine if this camp is the right fit for your camper.

- **Level 1** – Recently learned to ride a bike without training wheels; Has Trouble Starting and Stopping
- **Level 2 – Biking Novice** – Rides around the neighborhood
- **Level 3 – Beginner** – Comfortable with riding for more than an hour (with multiple stops)
- **Level 4 – Intermediate** – Comfortable with biking on multiple surfaces for more than an hour
- **Level 5 – Advanced** – Comfortable biking on multiple surfaces all day

General Biking Notes

- Quercus and Acer campers' bikes and helmets must be brought to camp on the first day of the camp session at drop off and taken home at the end of the camp session on Friday. For the convenience of campers, bicycles and helmets may be stored at the Trees Atlanta Kendeda TreeHouse overnight during the week. **DISCLAIMER:** Use and/or storage of bicycles and other personal belongings are at the owner's risk. Trees Atlanta is not responsible should bicycles or other personal belongings be damaged, lost, stolen, or destroyed for any reason or by any cause, including but not limited to acts of God, nature, weather, fire, theft, or other reason.
- It is your responsibility to send your Quercus and Acer campers with a functioning bike and helmet (unless a bike rental has been arranged in advance.)
- Perform any bike checks and maintenance prior to camp. Bike must be ready to roll on Monday morning - be advised that any bike maintenance issues beyond superficial tire inflation and quick adjustments may result in your camper being asked to leave. This would happen before the guardian's departure on Monday morning
- The first day of camp **should not** be the first time your *Quercus* or *Acer* camper has ridden the bike that they will be using during camp (unless a bike rental has been pre-arranged.) Every camper should feel comfortable and secure on the bike that they bring to camp. This means campers should be practicing (on the bike that they will be using) before the beginning of camp!
- If your camper needs practice gaining confidence or skills riding their bike, we strongly suggest looking into biking courses around the Atlanta area. Many campers and their families have had success with the [REI biking courses](#) as well as [Propel ATL's beginner bike classes](#).
- Electric bikes, tricycles, scooters, skateboards, and balance bikes **are not permitted** at camp.

Bike Rental Information

- Trees Atlanta has a **limited number** of youth rental bikes for campers. These bikes are available for an additional add-on fee on a first come, first served basis and we recommend that you secure the rental **early**.
- Rentals should only be secured if your camper does not have a bike at all; do not sign up for a bike rental thinking that our bikes will be better quality than yours (they probably aren't).
- Late registrants should not rely on having access to a rental bike; rentals get reserved quickly.

Frequently Asked Questions

1. My rising 2nd-6th grade camper requires/feels more comfortable with training wheels. Can they still attend camp?

No. Due to the heavily bike-centric nature of camp (extended biking time, distances covered, and large biking groups, etc.) **we require campers (rising 2nd grade and older) to be able to confidently ride a 2-wheeled bike at camp.** We have found that campers who come with training wheels or who cannot independently ride a two-wheeled bike for periods up to an hour generally do not have a pleasant camp experience. **Please be sure to carefully review the [Biking Ability Checklist](#) section of this Handbook and determine if camp is right for your camper.**

Please note that the biking requirements for JTK Summer Camp apply *only* to campers who will be in the *Quercus* and *Acer* age groups. Rising 1st graders (*Sassafras* group) will not be biking during the camp day, and are not required to know how to confidently ride a 2-wheeled bicycle.

2. Is there a difference in the sessions offered?

Yes! Junior TreeKeeper Summer Camp has numerous unique session themes and activities. Each session theme highlights a different aspect of our Atlanta urban forest, and are all thoughtfully set up to allow your camper to choose the session that compliments their specific field of interest. For a complete list of camp session themes, descriptions, and dates, please review the information listed on the camp page of our website, under the [Summer Camp Themes](#) dropdown menu.

3. What is a typical day like at Junior TreeKeeper Camp?

It's environmental stewardship in action! We host a very active, outdoor-oriented camp balanced with hands-on learning projects, arts and crafts, and play time. Much of the camp day is spent outside in all sorts of weather. Please be mindful of each day's forecast and dress your camper appropriately. Please review the [Example Camp Schedules](#) section of this handbook for a general idea of what a normal day looks like for *Acer*, *Quercus*, and *Sassafras* campers.

4. Are the Summer Camp age groups doing the same things?

Summer Camp Campers are led on activities appropriate to their age group, while Seasonal Break Campers are grouped into one camp group regardless of age/grade, due to the smaller capacity of our single week seasonal camps. Please review the Summer Camp Groups section on our [Fast Facts](#) sheet in the Handbook for a description of each Summer Camp age group. Each group will have their own agenda of activities and are typically not in the same space at the same time.

5. Are there any other additional costs I need to pay for camp?

Your payment during the camp registration process includes everything your camper needs to enjoy camp. There are optional services that may be added to your registration such as Before/After Care, as well as apparel like an extra camp shirt (your summer camp registration payment includes one camp shirt), a Junior TreeKeeper hat, and a Trees Atlanta iron-on patch. Please see the [Schedule of Fees](#) section of this Handbook for a detailed description of all possible add-ons to camp registrations.

6. Who are the Junior TreeKeeper Camp Staff?

We are proud to work with a team of exceptionally qualified and passionate educators! With a mix of seasonal camp staff and full time Trees Atlanta Education employees,

we're always striving to seek out the best of the best so that your camper can have the most safe, memorable, and fun summer camp experience possible. For a detailed description of everyone your camper will be engaging with throughout camp, please review the [Summer Camp Staff](#) section of this Handbook.

7. What is the staff to camper ratio?

We maintain a ratio of 1 Summer Camp camp staff member to every 7 campers (or less) for all activities outside of Trees Atlanta facilities, and at least 2 camp staff will be present with any camper at all times. Seasonal Break Camps have a ratio of 1 Camp Staff member to every 10 campers (or less).

8. What do I do with my camper's medication(s)?

All medications **must** be discussed with the Camp Manager **in advance**. Please send only the amount of medication needed for **each day**, clearly labeled with detailed instructions for administration along with your camper's first and last name. Your child must be able to take/administer their own medications. Camp staff will not administer medication unless in case of severe emergency. **It is your responsibility to pick up leftover medications. Please do not drop off medications for campers prior to their week of camp. If your camper is bringing medication or has a medical protocol they should follow, you must fill out [this form](#) before the start of their camp session.**

11. What happens if my child gets sick or injured at camp?

Camp staff will notify parent/guardian if a camper reports feeling ill and needs to be picked up during the camp day. If the primary or secondary parent/guardian cannot be reached, the emergency contact will be notified. If it is determined that a camper needs to leave camp due to illness or injury, the camper must be picked up immediately.

Camp staff may apply basic First Aid for minor injuries, such as scrapes, bug bites, etc. Parent/guardian will be notified of any medical incidents at the end of the camp day or immediately, depending upon the nature or severity of the incident. If warranted by an injury or other medical situation, camp staff will call 911 for emergency medical care prior to contacting parents/guardians.

12. What if I need to cancel a registration or request a refund?

Please review our [Camp Policies](#) section of this Handbook for details regarding registrations cancellations and/or change requests. There are administrative fees and/or processing fees for all refunds and/or transactions.

13. How do I get in touch with my camper if there is an emergency?

Call the Trees Atlanta Kendeda Treehouse to speak to someone who can handle your needs. Our office number is 404-522-4097. Specific Education Staff contact information can be found at the top of this Handbook under the welcome letter on page 2. Our physical address is: 825 Warner St SW Atlanta, GA 30310, located in Oakland City. Please note that we may not always be able to answer a phone call but we will follow-up as soon as we are able.

For non-emergencies, email education@treesatlanta.org (allow us 1 to 2 business days to reply during non-camp season). We are very diligent with regards to checking this email account throughout the day while camp is in session, as it is our primary means of communication.

14. What happens if my child is being disruptive or if any camper reports being bullied by another camper? How does one report an incident?

Disruptive behavior that interferes in our ability to maintain a positive, fun learning environment is not acceptable at Trees Atlanta. This includes disrespectful speech or behavior targeted toward other campers, staff, or guests of Trees Atlanta. Please carefully review the [Camper Expectations](#) section of this Handbook for a detailed description of our behavior policies and disciplinary procedures.

Campers or parents who witness something they want to report may bring the matter to the attention of the Camp Manager or to the Director of Education. If a satisfactory resolution is not found, escalations may be brought to the attention of [Trees Atlanta's Executive Director](#).

15. How can I stay involved year-round?

Trees Atlanta leads youth and family programs throughout the year. All registered emails will be added to receive email newsletters of upcoming events.

Consider volunteering at a tree planting or tree maintenance project as a group or family. There are multiple projects in various locations throughout the metro-Atlanta area every week! Please view our [Calendar](#) for upcoming activities for kids and families.

Ask your camper's school if they are enrolled in Trees Atlanta [Urban TreeTracker](#) in-school environmental education program. Our educators visit schools throughout the school year and lead lessons and activities aligned to Georgia curriculum standards.

Example Camp Schedules

Quercus & Acer Example Camp Schedule

Please note that this is an EXAMPLE schedule of an average camp day. Depending on the session of camp, as well as the particular day of programming, the times and types of activities may change

Time	What's Happening	Description
8:00-8:30	Before Care	Campers arrive and are greeted, given a brief tour of the facilities, and are set up with materials that they need for the day. Opportunities for reading, drawing, gameplay, etc.
8:30-8:45	Drop off - AM Tasks/Games	
9:00-9:30	Camp/Day introduction & Prep for leaving (bathroom, water, sunscreen)	Pack up, prep to leave
9:30-9:45	Bike checks and safety talks before departure	Counselors provide biking instruction and group-specific expectations for Beltline
9:45-10:15	BIKING TO OFFSITE LOCATIONS	Campers and Counselors bike in a group to various offsite locations, generally accessed via Beltline path
10:15-12:00	Education, Gameplay, and Activities	Campers spend the morning participating in theme-specific environmental curriculum, educational gameplay, and activities in parks and greenspaces around Atlanta (generally no more than 2-3 miles away from Trees Atlanta)
12:00 - 12:30	Lunch	Campers break for lunch (generally eaten off site at parks/greenspaces)
12:30 - 12:45	Bathroom/Water/Prep To Leave	
1:00-1:30	BIKING BACK TO TREES ATLANTA	Group bikes back to Trees Atlanta
1:30-1:45	Bathroom/Water/Cooldown	
1:45-2:30	Education, gameplay, and activities	Campers participate in crafts, experiments, and educational lessons and games back at Trees Atlanta
2:30-3:00	Afternoon snack & reflection period	Campers cool off from the day and eat a snack and reflect on the day's activities in their nature journals
3:00 -3:15	Cleanup	Campers pack up and get ready to leave for the day
3:15-3:30	Car Pool - Sign Out	Parent/Guardian pickup at Trees Atlanta
3:30-5:30	After Care	Campers staying for aftercare play games, read, draw, enjoy the afternoon, etc.
5:30	After Care Ends	That's a wrap!

Sassafras Example Camp Schedule

Please note that this is an EXAMPLE schedule of an average camp day. Depending on the session of camp, as well as the particular day of programming, the times and types of activities may change

Time	What's Happening	Description
8:00-8:30	Before Care	Campers arrive and are greeted, given a brief tour of the facilities, and are set up with materials that they need for the day. Opportunities for reading, drawing, gameplay, etc.
8:30-8:45	Drop off - AM Tasks/Games	
9:00-9:30	Camp/Day introduction & Prep for leaving (bathroom, water, sunscreen)	Prep for day
9:30-9:45	Group Game/Lesson	Counselors provide instruction and group-specific expectations for Beltline/Greenspace exploration
9:45-10:15	Walking to offsite locations (when applicable)	Campers and Counselors walk in a group to various nearby locations, generally accessed via Beltline path or residential sidewalks
10:15-12:00	Education, Gameplay, and Activities	Campers spend the morning participating in theme-specific environmental curriculum, educational gameplay, and activities in parks and greenspaces around the Trees Atlanta Kendeda TreeHouse (within a 10-15 minute walking distance of the TreeHouse)
12:00 - 12:30	Lunch	Campers break for lunch (either at the TreeHouse or at a nearby park/greenspace)
12:30 - 12:45	Bathroom/Water/Prep To Leave	
1:00-2:30	Education, gameplay, and activities	Campers participate in crafts, experiments, and educational lessons and games back at Trees Atlanta
2:30-3:00	Afternoon snack & reflection period	Campers cool off from the day and eat a snack and reflect on the day's activities in their nature journals
3:00 -3:15	Cleanup	Campers pack up and get ready to leave for the day
3:15-3:30	Car Pool - Sign Out	Parent/Guardian pickup at Trees Atlanta
3:30-5:30	After Care	Campers staying for aftercare play games, read, draw, enjoy the afternoon, etc.
5:30	After Care Ends	That's a wrap!

Waivers & Releases

Below are the release forms and waivers that you have/will sign during the camp registration process. They have also been included in this handbook for your own records and reference:

PARTICIPANT RELEASE AND WAIVER OF LIABILITY

This Participant Release and Waiver of Liability (“Release”) is executed in favor of [Trees Atlanta, Inc.] (“Organization”), an IRS recognized 501(c)(3) Georgia nonprofit corporation, by the individual signing below, whether the actual participant or the parent or guardian of the participant (hereafter referred to as “Participant”). In consideration for the willingness of Organization to accept Participant in its Junior TreeKeeper Camp program and/or to permit Participant to use Organization’s facilities, including but not limited to the Trees Atlanta Kendeda TreeHouse located at 825 Warner Street SW Atlanta GA 30310, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged, Participant does freely, voluntarily and without duress execute the following Release for and on behalf of Participant and Participant’s heirs, successors, beneficiaries and assigns:

Organization is a nonprofit corporation whose mission is to protect and improve Atlanta’s urban forest and greenspaces by planting new trees, mitigating loss of tree canopies, restoring the ecological health of forests, assisting local communities, neighborhoods and individuals with respect to conservation advocacy and raising awareness of potential tree removals, and providing education programs and resources.

1. **Waiver and Release.** Participant releases, forever discharges, indemnifies, and holds harmless Organization and its directors, officers, employees, volunteers, agents, successors and assigns (collectively the “Released Parties”) from any and all liability, losses, costs, expenses, claims, demands and causes of action of whatever kind or nature, either in law or in equity, arising out of or relating to Participant’s activities with Organization (“Activities”), including, but not limited to (i) any claim for any bodily injury, personal injury, illness, death or property damage or (ii) any first aid or medical treatment rendered in connection with the Activities, that may arise out of, occur during or result from the Activities, regardless of whether caused in whole or in part by an act or omission of a Released Party. Participant also understands that, except as otherwise agreed to by a Released Party in writing, the Released Parties do not provide any financial assistance of any kind, including, but not limited to, medical, health or disability insurance coverage for any participant in Organization’s programs or who use or have visited Organization’s facilities.
2. **Activities.** Activities may include but are not limited to exploring and conducting field research in outdoor areas and greenspaces; participating in educational gameplay, scavenger hunts and arts and craft activities; biking and walking at Organization’s facilities and/or off-site locations; traveling by bus to and from designated field trip locations; and other activities consistent with Organization’s mission. Participant certifies that Participant is physically capable of participating in the Activities and has no conditions which would make it unsafe for Participant to participate in the Activities.
3. **Assumption of the Risk.** Participant understands that the Activities may involve activities that may be hazardous to Participant and inherently dangerous risks, including but not limited to risks associated with weather events, temperature, insects, wildlife, plant life, terrain and other outdoor elements, equipment, vehicular traffic and potential exposure to employees, volunteers, other participants, or other individuals, including members of the public, who may be infected with COVID-19 or other infectious diseases. Participant hereby expressly and specifically assumes the risk of damage, injury, harm, or death in connection with such Activities. Participant acknowledges and fully understands that Participant may be engaging in activities that involve risk of serious injury, including permanent disability, disfigurement or death, and severe social and economic losses might result not only from their own actions, inactions, or negligence, but the action, inaction or negligence of others, or the condition of the premises or equipment used.
4. **Medical Treatment.** Participant agrees to provide to the Released Parties accurate and complete medical, behavioral and allergy conditions, dietary restrictions and other information with respect to Participant to the extent necessary for Participant’s safe participation in the Activities. Participant hereby authorizes the

Released Parties to assist or supervise Participant in applying sunscreen, [insect repellent] and Bacitracin-only antibiotic ointment. Participant further authorized the Released Parties to act on Participant's behalf in providing first aid and securing medical treatment for Participant in the event of injury or illness to Participant, including contacting the parents, guardians and/or authorized contacts of Participant, administering medications and arranging emergency or non-emergency care or transportation. Participant understands and agrees that any expense will be Participant's responsibility.

5. **Media Release.** Participant agrees to allow Participant to be photographed or recorded in other media, such as video or audio recordings, in connection with Activities or other activities or events of Organization. Participant grants and conveys to Organization all right, title and interest in any and all photographic images and video or audio recordings made by or for Organization during Participant's participation in the Activities, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings. Participant agrees that such photographs and recordings may be used by Organization for general business and marketing purposes, including in connection with the publication, promotion, marketing or distribution of materials by Organization.
6. **Transportation Release.** If the Activities involve Organization or Released Parties transporting Participant, then Participant authorizes Organization and/or Released Parties to transport Participant to and from Organization's affiliated events and activities. Participant is fully aware of and accepts the special dangers and risks inherent in the operation of a motor vehicle, including physical injury, death or other consequences that may arise or result directly or indirectly from the operation of a motor vehicle. Participant releases, forever discharges, indemnifies and hold harmless the Released Parties from any and all liability, loss, costs or expenses sustained or incurred because (a) Participant was injured, died or sustained property loss or damage while being transported by any of the Released Parties, or (b) because Participant injured another person or damaged the property of another person while being transported by any of the Released Parties.
7. **Camp Pick Up.** Participant authorizes the Released Parties to release Participant for pick up by the individuals that have been listed as authorized contacts or pick ups in Participant's camper profile and who show a photo ID.
8. **Exemption Acknowledgement.** Participant understands that Organization is a nonprofit organization that offers education programming for youth and adults. Organization's youth programs are structured educational programs led by environmental educators, staff, and specialists. Such programs are not child care services and are therefore not required to be licensed as a day care provider by the State of Georgia. In compliance with Georgia Department of Early Care and Learning (DECAL) requirements, Organization's youth education programs, including Junior TreeKeeper Camp and various learning programs hosted at the Kendeda Center, has been approved for categories 591-1-1-.46(b)7 and 591-1-1-.46(b)8. Organization carries liability insurance coverage, as required by DECAL exemption rules.
9. **Junior TreeKeeper Camp Handbook.** Participant certifies that Participant has read Organization's Junior TreeKeeper Camp Handbook and shall comply with the terms and policies set forth therein, including the requirement that campers must be able to ride four (4) miles per day on a two-wheeled bicycle and cannot use training wheels, e-bikes or scooters.
10. **Miscellaneous.** Participant expressly agrees that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Georgia, and that this Release will be governed by and interpreted in accordance with the laws of the State of Georgia without giving effect to its conflict of laws rules. Participant agrees that in the event that any clause or provision of this Release is held to be invalid by any court, the invalidity of that clause or provision will not affect the remaining provisions of this Release, which will continue to be enforceable. Participant agrees that the sole and exclusive jurisdiction and venue for litigation between Participant and Organization will be a state or federal court having jurisdiction over Fulton County, Georgia.

Schedule of Fees

Trees Atlanta Junior TreeKeeper Camp 2026 Schedule of Fees

**(Summer Camp Early Bird Rates effective: December 8, 2024 - January 7, 2026)*

Seasonal Break Camps		Standard Rate	
	Monday - Friday (Full Week)	\$295.00	
	Monday - Tuesday (2 Day)	\$118.00	
	Wednesday - Friday (3 Day)	\$177.00	
Summer Camp		Standard Rate	Early Bird *
	5-Day Week - Quercus and Sassafras Grades (<i>Rising 1st-3rd grade</i>)	\$325.00	\$292.50
	5-Day Week - Acer Grades (<i>Rising 4th-6th Grade</i>)	\$360.00	\$324.00
	4-Day Week - Quercus and Sassafras Grades (<i>Rising 1st-3rd grade</i>)	\$260.00	\$234.50
	4-Day Week - Acer Grades (<i>Rising 4th-6th Grade</i>)	\$288.00	\$259.20
Before/After Care		Standard Rate	
	Before Care (5 Days, same week)	\$50.00	
	After Care (5 Days, same week)	\$75.00	
	Before Care (4 Days, same week)	\$40.00	
	After Care (4 Days, same week)	\$60.00	
	Late Pickup Fee	\$1/minute	
Optional Add-on Items		Standard Rate	
	Extra JTK Camp Shirt (Registration includes 1 Shirt)	\$20.00	
	JTK Camp Hat	\$20.00	
	JTK Camp Patch	\$5.00	
	Donations - Gifts are tax-deductible	Thank you!	
	Bike Rental (full session rental only)	\$50.00	

- Summer Camp: Each camper receives one camp t-shirt PLUS additional camp gift(s) based on the total number of camp weeks registered according to this schedule:
 - Official Junior TreeKeeper Summer Camp t-shirt (1 week of camp registered)
 - Official Junior TreeKeeper hat (2 weeks of camp registered)
 - Trees Atlanta sew-on patch (3 or more weeks of camp registered)
- Optional Add-Ons: each camp gift item may also be purchased as Add-On items during the registration process regardless of number of weeks registered (see Schedule of Fees).

Camp Drop Off / Pick Up Map

