



LaGrange Day Camp

HELPFUL TIPS TO PREPARE FOR DAY CAMP REGISTRATION

Following these tips does NOT guarantee a child's space in camp.

Check Your Account:

Check your online account at www.lagrangeparksandrec.com to be sure you can access it with your username (not necessarily your email) and password prior to registration opening day. If you have trouble logging in, contact our office at 845-452-1972 ext 2 before registration opening day as we cannot guarantee phone support that morning.

Check your account to be sure you have added the members you will be registering for camp. New members require an approval process and approvals will not be done on registration opening day if we are assisting in-person registrants.

If you do not have an account, you must create one prior to registration opening day. Accounts require an approval process and approvals will not be done on registration opening day if we are assisting in-person registrants.

Day Camp Registration Walk Through:

Click here for a walk through of what the registration process looks like online: [Day Camp Registration Walk Through](#)

Immunization Record Required:

A current immunization record from your child's doctor must be submitted at time of registration. This document must be clear and legible.

You can upload your child's immunization record to your child's account prior to registration. We strongly suggest that you double check to be sure it was saved correctly before registration. We are not responsible for items saved incorrectly prior to registration. See page 7 of [Day Camp Registration Walk Through](#). **NOTE: Uploading your child's immunization form prior to registration does NOT guarantee a space in camp.**

Completed Health Form Required:

A health questionnaire must be completed during registration.

You can pre-populate the answers to the health form prior to registration. We strongly suggest that you double check to be sure it was saved correctly before registration. We are not responsible for items saved incorrectly prior to registration. See page 7 of [Day Camp Registration Walk Through](#). **NOTE: Pre-populating your child's health form prior to registration does NOT guarantee a space in camp.**

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Health Form:

http://lagrangeny.myrec.com/info/household/members/custom_forms/add.aspx?FormID=1

Completed Leader In Training Application (if applicable):

The LIT program is an application based program. An application is filled out at time of registration and applicants are placed on a waitlist. No payment is made at time of registration. Applicants will be contacted for an interview and if offered a space, payment is expected at that time.

You can pre-populate the application prior to registration. We strongly suggest that you double check to be sure it was saved correctly before registration. We are not responsible for items saved incorrectly prior to registration. See page 7 of [Day Camp Registration Walk Through](#).

NOTE: Pre-populating your child's LIT application prior to registration does NOT guarantee a space in camp.

LIT Application:

http://lagrangeny.myrec.com/info/household/members/custom_forms/add.aspx?FormID=2

Program Policy Form Required (in person registration only):

In person registration requires a signed [Program Policy Form](#) for *each* child. You can preprint this document, sign, and bring it with you to register. Copies will also be available in the office.

PLEASE NOTE:

The system opens to allow registration for LaGrange residents on Tuesday, April 5th, at exactly 9am. The same system is used simultaneously by online registrants as well as office staff assisting those registering in person. Though we will do our best, **we can NOT guarantee phone support the morning of registration opening day. If you need assistance, please continue to call for help until your call is answered. Office staff will not be monitoring voicemail during the registration rush.**