



# Movie Making-Mining & Building

## GETTING READY FOR CAMP - IT'S AS EASY AS 1, 2, 3, 4!

### #1 Camp Information

- **Location:** San Ramon Community Center (12501 Alcosta Blvd.)
- **Camp Dates/Time:**  
Camp Week: 7/29-8/2  
Camp Time: 9am-12pm

### #2 Don't Forget! Items for Camp (Campers!)

- Snack and Refillable water bottle
- Comfortable clothing they can move in
- Sun Protection, i.e sunscreen and/or hat

#### Don't Forget! Items for Camp (Grown Ups!)

- Phone number used for KidCheck, for sign in & sign out.
- Photo ID if no picture of authorized pick up is in Kid Check Account

### #3 Camp Check-In

- **Check-in at the San Ramon Community Center, Terrace Patio.**
- Check-in opens as early as 8:30am each morning. Campers begin walking to their camps, escorted by Camp instructors, at 8:55am. **Pro tip:** Camp starts at 9:00am, we highly recommend dropping off closer to 8:30am.
- Campers arriving after 8:55am, will be walked to their camp at 9:05am. Campers arriving after 9:05am, will be walked at 9:15am.
- A parent, guardian or authorized individual must sign-in campers at the check in tables with Camp staff
- Camp Central will use KidCheck for the check in and out process. Each family must create a (free) KidCheck account **PRIOR** to coming to camp. See the flyer on page 2 for account set up directions.
- Do **NOT** walk your child directly to their camp classroom. If you arrive late, signage will be posted on the Terrace Patio with a phone number to contact City Staff to assist you with sign-in.

### #4 Camp Check-Out

- **Check-out at the San Ramon Community Center, Terrace Patio.**
- Only authorized individuals listed on the camper's KidCheck account may pick up your camper. To add authorized individuals to your KidCheck Account, use the app. Sign in, then click the "Guardians" icon (bottom of screen) then "Add" (top of the screen), then enter the information and upload a photo.
- Photo ID is required to pick up a camper if no picture is provided in the KidCheck account.
- If a camper is picked up more than 10 minutes after the program ends, there is a \$1/minute charge.
- Campers attending Extended Care and/or Lunch Care will be checked-out by Camp Staff, then signed into their next camp by Camp Staff.

### More Information

- If you are experiencing issues setting up your KidCheck Account, or with features like adding a guardian or adding a child, please watch this short tutorial video: [KidCheck Set Up Your Account Video](#).
- Please label personal items such as jackets or lunch boxes.
- The City of San Ramon advises against providing food items with tree nuts or peanuts due to severe participant allergies.
- Registration questions? Please call (925) 973-3200 or [registration@sanramon.ca.gov](mailto:registration@sanramon.ca.gov) Mon-Fri, 8:30am-5pm. Questions regarding this camp? Please contact Andrew Mendes at [amendes@SanRamon.ca.gov](mailto:amendes@SanRamon.ca.gov) or 925-973-3351.

# What is KidCheck?



Participants registered for **Camps at Camp Central** must create a KidCheck account. This account is separate from your registration you completed with the San Ramon Parks And Community Services Department and must be set up by YOU prior to camp to ensure a quick and efficient check-in and out process for all. Already have a KidCheck Account? Great, please make sure the account is up to date with current authorized guardians with their picture.

KidCheck is a secure children's check-in system that enhances your provider's security system and simplifies the check-in process. KidCheck helps ensure no one can pick up your child without your consent. **More information about KidCheck can be found at [www.kidcheck.com](http://www.kidcheck.com).**

## Key Benefits



### Child Safety

- Easily create and update a list of who can (and cannot) pick up your children
- Upload photos of children and guardians for added security
- Provide medical and allergy information and alerts



### Secure Information

- No one sees you or your child's information until you check-in to their facility
- KidCheck uses the same secure data technology as banks to keep your information safe
- KidCheck never asks for personal identification such as Social Security numbers, credit cards or banking information, and we never sell the information we do gather



### Convenient

- Speedy check-in - simply input your 10 digit phone number
- KidCheck is web-based, so you can create and access your account from anywhere
- Text message notifications when your child is checked in and out, or in case of emergency



## Account Setup Instructions

Signing up for KidCheck is easy and free for parents, guardians, and workers!

### Sign-up

1. Visit <https://go.kidcheck.com> or **download the KidCheck app** on a mobile device
2. Select the link to create a free KidCheck account
3. Fill in the requested fields, and agree to the terms of use



### Adding Children and Guardians

*\* If you are a volunteer/employee only, and have no kids to add, you may skip these steps*

1. Locate the "Kids" tab. Select the link to add a new child, and input your child's information and upload photos. Select the save button when you are done.

2. Locate the "Guardians" tab. This is where you will input additional guardians whom you would like to be able to pick up the children you've listed. Add their information and upload photos. Remember to click save when you are done.

**Note:** If you set up a PIN in your account as an additional level of security, everyone you send to check out your child must know that PIN at Check Out or they will not be able to check out your child and will cause delays in the check out process. Setting up a PIN is your choice and is not required to complete your account set up.

Pictures for Participants and their authorized guardians make the Check In and Out process quickest. Pictures added to the account will take up to 3 business days to appear on your Kid Check Account as KidCheck physically verifies each picture. Do not use cartoons or group photos. Please use a clear picture of the person for quickest approval.