

SoCal Next Gen is a ministry of SoCal Network, Assemblies of God

SoCal Network Kids Camps

Camp Coordinator Checklist & Important Information

GETTING STARTED:

Registration opens March 9, 2026 @ 10 AM

1. **Register** a church camp coordinator (1 per church) at socialnetwork.org/nextgen. Make sure the church coordinator email is entered in correctly. All camp communication will go to this email.
2. **Choose a camp:** Select your first choice and second choice of camps that you would like your students to attend. Fill in your church name, church city, & estimated number of campers & leaders.
3. **Church Coordinator Email Confirmation:** Make sure you received a confirmation email 1-2 days after registering as a "church camp coordinator." This email will contain important camp documents for your leaders & campers. Once you review all documents, copy the Parent Information Pages as needed for your group. Distribute both to parents. **It is very important that they receive both. Parents should keep the information pages of the application**
4. **Camper / Cabin Leader Ratio:** Required ratio: 9 campers to 1 leader.
 - a. **Example:** For every nine (9) girl campers/CIT [or less] bring 1 Female Adult (18+) leader. For every nine (9) boy campers/ CIT [or less] bring 1 Male Adult (18+) leader.
 - b. A **Student Leader** (counselor-in-training) is a student between the ages of 15-17 yrs. old and are just that. Student leaders may not be substituted for an adult Camp Counselor.
 - c. Work with your pastor to make a special effort to recruit workers from your church to come with your students to camp.
5. You will receive a confirmation email by March 15, determining which camp you are officially registered for. Please be flexible because camps fill up quickly. Camp selection will be on a first-come, first-served basis.

CAMP FEES, RATES & DEADLINES:

1. **Full Payments:** Full payments will be due on May 27th. If this payment is received late or after the due date there will be penalties. Any final outstanding balances must be paid to **SoCal Network** no later than at check-in on the first day of camp [no exceptions] **MAKE CHECKS PAYABLE TO: SoCal Network**
 - a. All documents & final fees are due at this time to ensure the complete registration.
 - b. Late documents & fees will result in an additional \$15 per person when received after the 2 weeks prior date.
 - c. **Due date:** May 27th, 2026
2. **Refund policy:** Deposits are non-refundable but transferable.
 - a. Transferring a full registration fee to a camper will depend on the availability of housing and adult cabin leaders. Before such a transfer can be made, contact the KidMin Office for verification / approval.
 - b. **Camper Leaving During Camp Week:** The camper will receive no refund if they leave for any reason once camp has started due to housing, food, etc. already been reserved for them.
3. **Deadline:** Registration is on a first-come, first-served basis until camp is full.
4. Registration officially CLOSES 2 weeks prior to camp. We won't be accepting any registrations, changes or add-ons 2 weeks prior to your camp date.

REGISTRATION:

Registration is on a first-come, first-served basis until the camp is full.

1. This year we are using brushfire for camp registration, and it will be on a first come first serve basis. On March 9th at 10 AM, the registration page will open, and you can select which camp you would like to attend.

FORMS TO BE COMPLETED:

(all these forms are available on the SoCal Next Gen Website page)

1. **Medical Form:** required for every student & adult. No one will be registered or admitted to the camp without this completed form. (mail in original/make a copy for yourself)
2. **Online Volunteer Worker Application:** Required for EVERY Adult (18+) attending camp.
3. **Online Pastor Certification Form:** Required for EVERY adult (18+) attending camp. This form will be completed by your pastor to show proof that a background check has been performed within the last 12 months & they approve for the adult to attend camp. NO EXCEPTIONS will be allowed.

When ALL forms are turned into Camp Coordinator:

- a. Look forms over for accuracy & completion. Church coordinators will receive copies of any online forms submitted & should make copies of any paper forms received.
- b. Submit only 1 church check made payable to the SoCal Network. (please do not send individual student checks)
- c. Ensure all volunteer applications & pastor certifications have been completed online by your leaders (your church coordinator should receive copies upon completion) Scan & email the documents via the camp event on the website OR Mail in medical forms & camp payments to: **SoCal Network, 17951 Cowan, Irvine, CA. 92614**
- d. Upon receipt and approval by SoCal Next Gen Ministry, you will be emailed your confirmation.

BEFORE CAMP ARRIVAL:

1. You, as the Church Camp Coordinator, will be emailed a confirmation letter & summary sheet showing all registered campers & leaders with any amounts due—two weeks prior to camp. Look over all documents to check for any mistakes we may have made.
2. **Health Screening Form** – this is a required document that will be sent along with your confirmation email. **Before** departure to camp (within 24 hours of arrival at camp), a qualified staff member(s) from your church will need to conduct a screening for every camper under the age of 18 who will be going to camp. Collect these forms and bring them w/ you to camp.
3. **Do a head check for lice at your church prior to leaving for camp.** **Students w/ evidence of lice will not be permitted.**

FIRST DAY OF CAMP:

1. **Camp Arrival and Departure Times:**
 - a. Pinecrest 1- Check-In @ 2pm / Check-Out @ 11am
 - b. Pinecrest 2- Check-In @ 2pm / Check-Out @ 11am
 - c. Pinecrest 3- Check-In @ 2pm / Check-Out @ 11am
2. **Assign ONE adult to check-in your group** at the designated camp check-in table. This person will need one church check to pay for any balance due of your campers.
3. **Medication Check-In:** All medications will be turned into the Camp Nurse once you have checked-in your church group. All medications must be prescribed in the camper's name and in its original container.

MISCELLANEOUS INFORMATION

1. **Unaccompanied Camper(S):** FIRST, check with a neighboring church about sharing a Counselor to meet the camper/counselor ratio. If you do this, please make sure to note this information on your registration forms.

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- a. *All churches or individuals who do not provide the required Camp Counselor, must pay an additional \$50.00 per camper.*
 - b. *SoCal Next Gen Ministry cannot provide Camp Counselors for you. If you are unable to provide the needed counselors(s) and SoCal Next Gen Ministry doesn't know of any churches with additional space for your unaccompanied camper(s):*
 - i. *You will be notified your camper(s) will not be able to attend camp, and*
 - ii. *All monies except a \$40 service charge will be refunded to the church or camper.*
2. **Camp Counselor Sharing:** *If you have Counselors and your cabin/dorm is not completely filled, your Counselor may be asked to take additional campers who do not have Camp Counselor representation. In this event, your church will be reimbursed \$25.00 for each additional boy or girl [other than your own group] that is assigned to your church Cabin Leader's care while at camp.*
3. **HOUSING:** *If needed, all beds will be assigned including any available beds in the dorm or room(s) that your church group occupies. In a typical camp year, we do everything we can to comply with your housing requests, but every bed will be needed for a full camp.*