

Summer Day Camp 2022 Enrollment Guide

Choosing Sessions

Visit our [Summer Day Camp](#) page to review our family resources and learn about the fun sessions we are offering in McMinnville, Portland, and West Linn. Once you have decided which sessions you want to enroll your child for, proceed to the instructions for [new families](#), [returning PPS/WLWV families](#), or [returning MSD families](#) to get them signed-up for a summer full of fun.

New to Camp Fire

- 1) Navigate to the Summer Day Camp registration page for new families by selecting “Enroll Now” at the bottom of each of our [Summer Day Camp](#) pages.
- 2) Choose a session that you would like to enroll your child in and select “Request Enrollment”
 - a. You can search for the Summer Day Camp location of your choice to reduce the total number of listings showing.
- 3) A pop-up will appear asking if your family has an account. Select “I have not used Playground before” then select “Next”.
 - a. If you think you recognize the Playground software format, it is possible that you did have a Playground account through another organization. You can use the chat icon at the bottom left of your screen to contact Playground support and determine which option is best for you to move forward.
- 4) Create an account by entering your name, email, and password then selecting “Create account”.
- 5) Select “Enroll a new child” then “Next” to continue through enrollment.
- 6) Choose which package you would like to enroll your child for that session then select “Request Enrollment” again. The Summer Day Camp programs are designed for children to be enrolled for 3 (\$270), 4 (\$345), or 5 (\$410) days per session.
- 7) Continue the enrollment by answering the registration questions. Non-required fields are marked as “optional”. Once you have completed the required registration fields, select “Review”.
- 8) Enter your payment method and review the Summer Day Camp liability waiver then select “Submit application” to complete your enrollment request.
- 9) If you would like to enroll your child for additional Summer Day Camp sessions, repeat from step 2 except this time choose “I have a Playground account” and log-in when prompted rather than create another new account. The registration questions should recognize that you have already completed them once and autofill but please review that they are accurate for any additional sessions.
- 10) Once you have requested enrollment for all the Summer Day Camp sessions you are wanting, proceed to the [mobile app](#) section of this guide to download and familiarize yourself with the Playground app.

Returning PPS/WLWV Families

Camp Fire partnered with Playground last year to build-up an online registration system that better fits the needs of our complex program structures while remaining user friendly for families. Our McMinnville families have been using the Playground system with success throughout the 2021/22 school year so it is time to introduce it to our Portland and West Linn families. Please proceed with the following steps to create your new Playground account and enroll your child for Summer Day Camp.

- 1) Navigate to the Summer Day Camp registration page for new families by selecting “Enroll Now” at the bottom of each of our [Summer Day Camp](#) pages.

(Returning PPS/WLWV Families continued)

- 2) Locate a session that you would like to enroll your child in and select “Request Enrollment”
 - a) You can search for the Summer Day Camp location of your choice to reduce the total number of listings showing.
- 3) A pop-up will appear asking if your family has an account. Select “I have not used Playground before” then select “Next”.
 - a) If you think you recognize the Playground software format, it is possible that you did have a Playground account through another organization. You can use the chat icon at the bottom left of your screen to contact Playground support and determine which option is best for you to move forward.
- 4) Create an account by entering your name, email, and password then selecting “Create account”.
- 5) Select “Enroll a new child” then “Next” to continue through enrollment.
- 6) Choose which package you would like to enroll your child for that session then select “Request Enrollment” again. The Summer Day Camp programs are designed for children to be enrolled for 3 (\$270), 4 (\$345), or 5 (\$410) days per session.
- 7) Continue the enrollment by answering the registration questions. Non-required fields are marked as “optional”. Once you have completed the required registration fields, select “Review”.
- 8) Enter your payment method and review the Summer Day Camp liability waiver then select “Submit application” to complete your enrollment request.
- 9) If you would like to enroll your child for additional Summer Day Camp sessions, repeat from step 2 except this time choose “I have a Playground account” and log-in when prompted rather than create another new account. The registration questions should recognize that you have already completed them once and autofill but please review that they are accurate for any additional sessions.
- 10) Once you have requested enrollment for all the Summer Day Camp sessions you are wanting, proceed to the [mobile app](#) section of this guide to download and familiarize yourself with the Playground app.

Returning MSD Families

McMinnville families who had children enrolled in any of Camp Fire’s PM programs during the 2021/22 school year will already have accounts with Playground. You will use your login credentials for that account to enroll your child for any future Camp Fire programming.

- 1) Navigate to the Summer Day Camp registration page by selecting Enroll Now at the bottom of [McMinnville’s Summer Day Camp](#) page.
- 2) Locate a session that you would like to enroll your child in and select “Request Enrollment”
 - a) You can search for the Summer Day Camp location of your choice to reduce the total number of listings showing.
- 3) A pop-up will appear asking if your family has an account. Select “I have a Playground account” then select “Next”.
- 4) Enter your email and account password then select “Log in”.
 - a) McMinnville’s Summer Day Camp is at Newby Elementary. If that is not where your child attended school during the 2021/22 school year, you will get a pop-up asking that you “Create family profile for this center”. This is a necessary step any time you are enrolling your child for a program at a different location from where you first enrolled them. You can learn more in the Summer Day Camp [FAQ](#).
- 5) Choose which package you would like to enroll your child for that session then select “Request Enrollment” again. The Summer Day Camp programs are designed for children to be enrolled for 3 (\$270), 4 (\$345), or 5 (\$410) days per session.
- 6) Continue the enrollment by answering the registration questions. Non-required fields are marked as “optional”. Once you have completed the required registration fields, select “Review”.
- 7) Enter your payment method and review the Summer Day Camp liability waiver then select “Submit application”

(Returning MSD Families continued)

to complete your enrollment request.

- 8) If you would like to enroll your child for additional Summer Day Camp sessions repeat from step 1.
- 9) If you have not already setup automatic payments on your account, after you have requested enrollment for all the Summer Day Camp sessions you are wanting, please log-in to your account in the Playground app and do so.

Playground App

Playground is primarily app based so families are encouraged to download the app to their mobile devices after they have created their accounts.

- [Android](#)
- [iOS](#)

Every family will first need to [create an account](#) by registering for a Summer Day Camp session. Once you have created your account, you can use your email and password to log-in to the Playground app. Within the app you can access:

- Menu Icon
 - Payments
 - Setup autopay (highly recommended), manage split payments, or make a payment on your child's account.
 - Guardians
 - Add or edit the guardians and authorized pick-ups associated with your child's account.
 - Documents
 - Complete any forms requested by Camp Fire
 - Switch Account
 - Toggle between program locations if your child attends a combination of Camp Fire's Summer Day Camp, Before & After School programs, and Full Day programs
 - My Account
 - General account settings
- QR Icon
 - Camp Fire uses the QR code feature for easy sign-in/sign-out from program each day. To use this, you will select the QR code icon which will open your device's camera and scan the QR code at site. The Playground app will then prompt you to check-in/out your child, sign, and submit.
- Chat Icon
 - Families and site staff can message through the app using the chat icon. This function works similarly to a regular email.
- View profile
 - View or edit your child's profile details
- The Feed
 - The feed is where you will see a record of your child's activity, photos posted by site staff, and announcements made by Camp Fire. Make sure to allow notifications from the Playground app so you are alerted whenever there is new activity on your child's feed.

Families also have access to Playground's help articles. Playground currently has 27 articles specifically for families covering topics like usage of the Playground app, online registration, check-in/out, and making payments. You can access the Playground help articles [here](#).