

We are looking forward to having your camper join us at day camp this summer. This packet is designed to help make your camper's time at camp an enjoyable one. Read this information carefully and submit forms on time.

## Required Forms for Camp

Complete the required general camp forms online listed below and submit **no later than 3 weeks prior** to your camper's first session at camp.

### Required General Camp Forms:

Only one set of forms is needed per summer season even if camper is attending more than one week of camp.

- [Summer Camp Info and Health History 2022](#)
- [Camper Medication Form 2022](#) (only needs to be filled out if your camper will be administered medicine while at day camp)
- [Camper Approved Pick Up Form 2022](#)

## Contacting the Council Office

Refer all questions regarding registrations, fee payment, program changes, and financial assistance to Customer Care at [customercare@gsgccc.org](mailto:customercare@gsgccc.org), 757-547-4405, or 1-800-77-SCOUT for long distance callers, between the hours of 8:30 a.m.-5 p.m., Monday - Thursday, and 8:30 a.m.-1:30 p.m. on Friday. If you need to check on your camper's well-being while she is with us, please contact [customercare@gsgccc.org](mailto:customercare@gsgccc.org).

If you need to alert camp staff to an emergency, please contact the emergency phone at **757-560-4110** with the following information: your camper's name, their Girl Scout level or unit and a phone number where you can be reached.

## COVID-19 Information

Girl Scouts of the Colonial Coast (GSGCCC) is excited to open camp this summer for our girls. We will continue to monitor the COVID-19 situation and follow guidelines to ensure the safety of our girls, volunteers and staff. You will receive all pertinent information and updates prior to the girls attending camp.

## Drop-Off and Pick-Up at Camp

Camp runs 8:30 a.m.-4:30 p.m. Monday - Friday. Arrive each day **no earlier than 8:15 a.m.** for drop-off. Pick-up your camper **no later than 5 p.m.** Campers will be the only ones to exit the car; adults will drive through and check campers in and out from their car.

## Payment of Camp Fees

The balance due on camp fees is to be paid no later than **three weeks prior to the start of the session your camper is registered for**. If payment is not received by this date, the camp space will be released. **NOTE:** There is a \$50 returned check fee.

## Refunds & Cancellations

The \$50 deposit is non-refundable. Cancellations made four weeks or more prior to the camp session will be reimbursed the full amount minus the \$50 deposit. Cancellations made between two and four weeks prior to camp will be reimbursed half of the cost of the session. Cancellations less than two weeks prior to camp and no-shows are non-refundable. Cancellation due to illness will be refunded less the \$50 deposit if accompanied by a physician's note. If a camper leaves early due to homesickness, unacceptable behavior or parental request, no refund will be made. All requests for refunds must be made in writing to [customercare@gsgccc.org](mailto:customercare@gsgccc.org).

## Special Considerations

If your camper needs to be accommodated in any way including medical conditions, special diet, physical limitations, learning differences or anything not listed, please **email [customercare@gsgccc.org](mailto:customercare@gsgccc.org) ASAP**. The camp director will discuss with you how the camp can best help your Girl Scout to have a positive camp experience. We appreciate your help in making sure your camper has everything they need while at camp.

## Visitors

There is not time in the busy camp schedule for visitors. Caregivers can help prepare their campers prior to camp by positively encouraging their campers and by helping them pack their own gear/lunch. Caregivers with specific custody arrangements or other visitor concerns should contact [customercare@gsgccc.org](mailto:customercare@gsgccc.org) ASAP.

If you need to alert camp staff to an emergency during non-business hours, contact the emergency phone at **757-560-4110** with the following information: your camper's name, Girl Scout level and a phone number where you can be reached.

## First Aid at Camp

In the event of a medical emergency, caregivers will be contacted as soon as possible using the information provided on the [Summer Camp Info and Health History 2022](#).

- Caregivers will be contacted in the event of illness that requires the care of the camp health manager for fevers or anything more than routine care. Treating insect bites, cuts & scratches, headaches, over-heating or over-tiredness are some typical examples of routine care.
- Medical treatment at camp is performed under the guidance of standard first-aid protocols. On-site health care is provided by the camp health coordinator or designated first-aider.
- The caregiver is responsible to pick up the camper if they must be sent home due to medical condition/illness. Caregivers are expected to pick up the child as soon as possible after being notified by camp that their child is to go home. Persons listed as emergency contact may be contacted if the caregiver is unable to be reached. Emergency contacts will be given necessary confidential/personal/medical information as needed to provide care.
- Campers who are not feeling well or have had a fever in the past 48 hours may not attend camp.
- Campers with head lice may not attend camp. Campers must be nit-free in order to return to camp.

## Lost and Found

All gear and clothing should be clearly marked with camper's full name. A box containing lost and found items will be placed at the check-out location. Caregivers are encouraged to look through lost and found items before leaving camp. Camp will only hold lost items for one week after the end of the session.

### What to Bring to Day Camp

Be Sure to Mark Everything with Camper's Full Name

#### Bring daily, packed in a backpack, book bag or other easily carried bag:

- Swimsuit
- Towel
- Full refillable water bottle
- Rain gear
- Extra change of clothes (for just in case)
- Hat/bandana
- Extra face mask (in case your child needs to switch to a new one during the day)
- Sunscreen (stick or lotion)
- Insect repellent (stick or lotion)
- Sunglasses
- Bag lunch (snacks will be provided)
- Plastic bag for packing wet items back into backpack

## Prohibited Items

- Clothes you don't want to get destroyed
- Clothing with inappropriate language or graphics
- Irreplaceable items
- Alcohol
- Pets
- Money/Cash (unless on the designated Trading Post Day)
- **Electronic devices including smartwatches that can make phone calls\***
- Tobacco
- Weapons
- Personal sports equipment

**\*Electronic Devices:** While campers are enjoying their day camp session, we have a strict “no cellphone” policy. Camp is a special place where Girl Scouts can go to unplug and step away from the rest of the world. Help ensure that we keep it that way by not sending your camper with electronic devices (cellphone, tablet, smartwatch, game devices, etc.) If you do send electronics with your camper, the electronics will be held in the camp office until pick-up.

### **What to Wear**

Campers will be participating in activities that can get messy, so old play clothes are suggested. **Campers MUST wear sturdy, closed-toe shoes and socks daily.** If your camper arrives at camp without proper footwear, they may not attend camp. Check the daily weather and send your camper dressed accordingly. Everyone is encouraged NOT to wear jewelry or bring valuables. Campers are not allowed to carry cellphones and other electronic devices, so please leave them at home.

### **Swim Checks**

The swim check is designed to help the lifeguards determine a camper’s swimming ability and where they may safely swim in the pool. Each camper is required to demonstrate their level of comfort in the water along with swimming skills.

### **Insect Control**

It is only natural that campers spending the day in the outdoors will encounter insects. Have your camper use an insect repellent good for ticks and mosquitoes before they leave home and then pack it with them to be re-applied after swimming (stick or lotion insect repellents work the best). Avoid aerosols. Campers may help themselves avoid insects by using a soap with little or no additional fragrance and refrain from using shampoo or other products that have a strong floral or fruit scent.

### **Trading Post**

The Trading Post is a mini Girl Scout shop where campers can learn about budgeting and bring home camp keepsakes. For your camper to participate in the Trading Post during day camp, you can purchase Camp Bucks (\$10 or \$20) for your camper during camp registration. Camp Bucks must be purchased no later than **three weeks prior to the start of the session your camper is registered for.** For DAY CAMP ONLY, you may send cash on Friday for when they visit the Trading Post –put it in an envelope with your camper’s name. The Trading Post will also be open from 3–5 p.m. during check out for caregivers to take their campers if desired. You may also purchase Camp Bucks using cookie credit before the three week deadline.

### **Concerns or Problems**

GSCCC operates with high standards to ensure your camper has a quality experience at camp. If you have concerns regarding the experience your camper had at camp, we want to know as soon as possible. Feel free to contact [customercare@gsgccc.org](mailto:customercare@gsgccc.org).