WELCOME TO RESIDENT CAMP

We are looking forward to having your camper join us at resident camp this summer. This packet is designed to help make your camper’s time at camp an enjoyable one. Read this information carefully and return completed forms.

REQUIRED FORMS FOR CAMP

Complete the required general camp forms listed below and submit to the Council by May 15th by fax: 757-547-1872, ATT: Customer Care; mail: GSCCC, 912 Cedar Rd, Chesapeake, VA 23322; or deliver in-person: GSCCC, 912 Cedar Rd, Chesapeake, VA 23322; OR Peninsula Service Center, 894 J Clyde Morris Blvd, Newport News, VA 23601.

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.
- Camper Information & Permission Form
- Camper Health History Form
- Camp Code of Conduct

Required Specialty Camp Forms:
- Fill out this form if your camper is attending Boots and Saddles: Equestrian Session Information & Waiver Form.
- If your camper is attending Tree Top Adventures at Adventureworks Wetland Zipline Park or The Adventure Park, you will be emailed a link to the Waiver Form closer to the date of the session.

BEFORE CAMP BEGINS

CONTACTING THE COUNCIL OFFICE
Refer all questions regarding registrations, fee payment, program changes, and financial assistance to Customer Care at customercare@gsccc.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, email camp@gsccc.org and we will give you an update on your camper. If you need to contact camp staff with an emergency situation during camp, contact our emergency line at 757-560-4110.

PAYMENT OF CAMP FEES
The balance due on camp fees is to be paid by May 15th. 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 camp 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@GSCCC.ORG.

TRADING POST
The Trading Post is a mini Girl Scout shop where girls can learn about budgeting, bring home camp keepsakes and pick up forgotten camp gear (water bottles, bandanas, etc.). For your camper to participate in the Trading Post, you can purchase Camp Bucks ($10 or $20) for your camper during camp registration. Camp Bucks must be purchased by May 15th. Keep in mind that Camp Bucks cannot be purchased at check-in and cash is not allowed at any camp.

RESIDENT CAMP CARE PACKAGES
Make your camper’s stay at resident camp memorable with one of our special camp care package options: Ultimate $30 or Standard $15. Each package contains fun things your camper will be able to enjoy at camp and at home. These can only be purchased at ebiz.gsccc.org and will be delivered to your camper during her week at resident camp. Supplies are limited, so order early! Care packages must be purchased by May 15th and will not be available to purchase at camp.

Rev 12/10/2019 Program/Resident Camp
IN CASE OF CAMPER ILLNESS/INJURY BEFORE CAMP
If your camper becomes ill or injured prior to attending camp, please contact customercare@gsccc.org as soon as possible. We will do everything we can to offer your camper an alternative session/program to attend when she is well. If space is not available, or illness is prolonged, a refund, less the $50 non-refundable deposit, will be made. A letter from your camper’s physician will be required to accompany a written refund request in this case.

GETTING HER READY TO GO – SOME TIPS
Being away from home may be a new experience. Preparing for camp should include becoming used to the idea of separation from home and being physically and emotionally ready for the outdoors. We encourage you to talk to your camper about her feelings about going away to camp. Talk with her about what she can look forward to at camp: fun, friends, new activities and what will be going on in the program she has selected. Focus on the fun! If it’s been a lazy sleep-in summer, start getting her up early (7 a.m.) about a week before camp starts so her body has a chance to adjust to the time change. If it’s been an air-conditioned, couch-potato summer get her outside and physically active as much as possible. Camp is a very busy, active place with lots of walking and other types of physical activity! Get her in the habit of drinking plenty of water (plain water – not sports drinks, soda or other flavored beverages) before she comes to camp. This helps us reinforce the importance of her drinking water while at camp. Be sure to pack a refillable water bottle.

ELECTRONICS
Camp is a special place where girls 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 (cell phone, iPod, tablet, etc.) If you do send electronics with your camper, the electronics will be held in the camp office until parent pick-up. See attached packing list for reference.

ARRIVAL AT CAMP

CHECKING IN AND OUT OF CAMP
Check-In
- Arrive and check-in on Sunday no earlier than 2:45 p.m. and no later than 3:45 p.m.
- Visit the check-in table:
  - Check your camper in and get information from camp staff as to where you and your camper can meet her unit staff.
  - Drop off camper’s gear in large field (weather permitting). Tag the outside of all luggage with camper’s full name if you have not done so.
- See the health manager near the check in table:
  - All medications will be collected at this time. Both prescription and over-the-counter medications that are regularly taken must be brought in the original container, clearly marked with the camper’s name, physician’s name and complete instructions. For all medications, ONLY BRING THE AMOUNT NEEDED FOR THE STAY AT CAMP. Inhalers, Epi Pens and other necessary items will be kept in the unit first aid kit that will always be with the girls, unless otherwise noted by parents.

Check-Out
- Caregivers are highly encouraged, to attend the all-camp program and meet your camper’s new friends and counselors.
- All-camp program starts at 2 p.m. and ends approximately at 2:15 p.m.
  - If caregivers attend the all-camp program, arrive no earlier than 1:45 p.m.
  - You may check out your camper prior to the start, and will be given directions on taking your camper home after the program has ended.
- Departure and check-out is on Friday after the all-camp program ends - no later than 3:45 p.m.
- Camp staff members will release your camper only to the approved adults whose names are provided on her Camper Information & Permission Form. Your camper will not be released to anyone who is not listed on the permission form. Any additions to the pick-up list are to be made in writing to the camp director in advance. The approved adult picking up your camper will be required to show a photo I.D.
- Retrieve your camper’s gear from the large field (weather permitting).
- For safety purposes, we ask that caregivers refrain from visiting campers while in their units.

Rev 12/10/2019 Program/Resident Camp
HEALTH SCREENING
It is the policy of all GSCCC camps not to admit any camper who is not feeling well, has had a fever in the last 48 hours or shows evidence of head lice.

Please be ready to answer the following questions:
- Are there any changes since caregiver completed the Camper Health History Form? If yes, what has changed?
- Has she been exposed to any contagious illnesses or diseases?
  - If yes, what? Is she feeling okay now?
  - If not, what is bothering her?

If your camper will be accompanied by someone other than her caregiver at check-in, send a signed note with answers to the questions.

LIFE AT CAMP

HEALTHCARE AT CAMP
First aid treatment at camp is performed under the guidance of physician-approved and/or standard first aid protocols. On-site healthcare is provided by the health manager.

Should your camper become ill, have a fever or is injured while at camp, the camp director will notify you using the contact information you provided on the Camper Health History Form. The camp director will work with you to determine the best care for your camper. This may include the camper going home. Any camper who develops a contagious condition while at camp will be sent home. If a camper must leave camp early due to illness, a refund will not be issued.

Some campers may experience bedwetting while at camp. This is fairly common, even in campers who do not normally wet the bed at home. Our staff are trained to handle this situation in a sensitive, confidential way. Encourage your camper to tell her counselor if she does have a bedwetting accident, so that her items may be washed. If your camper is a regular bed wetter, share this with the health manager during the check-in process and send extra sheets and pajamas so we can provide her with a bed that is clean and dry every night.

Some girls experience their first menstrual period while attending camp. We ask that caregivers of menstrual age campers take time to talk with their campers about menstruation, including proper way of disposal, and to provide them with an adequate amount of appropriate feminine hygiene products.

Campers may be embarrassed to share that they are having a problem such as constipation or a painful rash. Encourage your camper to tell camp staff when she needs help or wants to see the health manager.

SPECIAL NEEDS
If your camper has any special need(s) to be accommodated including diabetes, severe asthma, other medical concerns, diet, physical disorder, learning disability or developmental needs, email customercare@gsccc.org by May 15th. The camp director will discuss with you how the camp can best help her to have a positive camp experience. We appreciate your help to make sure your camper has everything she needs while at camp.

PROGRAM AT CAMP

Unit Program Planning – At GSCCC, we strongly believe that each girl should have the opportunity to share her ideas and to take part in planning unit activities. We use a girl/adult partnership to plan what they will do to make each session and program different and based on what the girls want to do.

Adult Supervision – Most of the activities your camper will do at camp are done as part of her unit. Girls also have the opportunity to choose some activities as individuals. Counselors supervise and take part in all activities. Fun, safety and education are essential elements of all activities at camp.

SWIM CHECK
The swim check is designed to help the waterfront staff determine a girl’s swimming ability and where she may safely swim in the pool. Each girl is required to demonstrate her level of comfort in the water and swimming skills.
Daily Schedule – Because girls plan their session after they arrive, there is no preset schedule of activities. The following schedule is that of an average day at camp.

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 a.m.</td>
<td>Wake Up</td>
</tr>
<tr>
<td>7:45 a.m.</td>
<td>Flag Ceremony</td>
</tr>
<tr>
<td>8 a.m.</td>
<td>Breakfast</td>
</tr>
<tr>
<td>9 a.m.</td>
<td>Kapers</td>
</tr>
<tr>
<td>10 a.m.</td>
<td>Arts &amp; Crafts</td>
</tr>
<tr>
<td>11 a.m.</td>
<td>Daily Activities</td>
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<tr>
<td>Noon</td>
<td>Lunch</td>
</tr>
<tr>
<td>1 p.m.</td>
<td>Rest</td>
</tr>
<tr>
<td>2 p.m.</td>
<td>Theme Activity</td>
</tr>
<tr>
<td>3 p.m.</td>
<td>Canoeing</td>
</tr>
<tr>
<td>4 p.m.</td>
<td>Swimming</td>
</tr>
<tr>
<td>5 p.m.</td>
<td>Unit Time</td>
</tr>
<tr>
<td>5:45 p.m.</td>
<td>Flag Ceremony</td>
</tr>
<tr>
<td>6 p.m.</td>
<td>Dinner</td>
</tr>
<tr>
<td>7 p.m.</td>
<td>All Camp Activity</td>
</tr>
<tr>
<td>10 p.m.</td>
<td>Lights Out</td>
</tr>
</tbody>
</table>

WEATHER AND THE PROGRAM

- **It rains at camp:** In the spirit of camping in the great outdoors, camp activities go on, rain or shine! Camp activities are altered only when weather is severe. Swimming, boating and field sports/games are conducted when it rains except in the case of lightning/thunder. Campers should bring rain gear and a pair of rain boots or extra shoes which can get wet for rainy day activities.
- **It’s hot outside in summer:** Campers should come prepared to be outdoors for the majority of the day, every day. This includes being out in the sun and heat of a hot summer day. Pack lots of sunscreen - we encourage sunscreen use and a sun hat for all of our campers. If she does not know how to apply it, show her how. We encourage caregivers to try the sunscreen on your camper BEFORE camp, as children may experience rashes or allergic reactions. Do not send aerosol sunscreen as the aerosol can damage the tent’s water repellency.

INSECT CONTROL

It is only natural that campers living, sleeping and playing in a natural environment in the outdoors will encounter insects. The camp works to provide effective insect control that is also environmentally responsible. This includes natural insect control such as encouraging bats and birds to live at camp, as well as commercial methods. Camp does not spray insecticides when campers are in camp.

Campers can bring and use adequate non-aerosol insect repellent (stick and lotion insect repellents work the best). Insect repellent should be a kind that works for mosquitoes, ticks and chiggers. Read the health warning carefully. Some natural products are available. Use soap with little or no additional fragrance or oil. Campers should refrain from using shampoo or other products that have a strong floral or fruit scent. **All campers in platform tent units will be provided with mosquito nets for their use during their stay.**

SHOWERS

Girls will shower each full day of camp. For the safety of our campers, thunderstorms may prevent girls from showering. Because our campers walk from their unit to the shower house, we recommend a shower tote and bag to carry clothes, towel, toiletries, soap and shampoo. It is also recommended for younger girls who have never showered by themselves to practice before camp.

MALE STAFF AT CAMP

The majority of staff who will be working with your camper are female (only female staff live in the campers’ living units.) Girl Scouts of the Colonial Coast is an equal opportunity employer and does employ male staff to work in a variety of program and support areas, such as aquatics, property maintenance and in the kitchen. Male staff who stay onsite live in a unit away from any camper living areas and are not permitted in camper living units unless escorted by a female staff member. If having male staff onsite is of concern to you, email us at customercare@gscccc.org prior to attending camp to discuss your concerns.

HOMESICKNESS

Despite the fun, adventure and new friends made at camp, some girls do miss their home. Counselors are trained to recognize homesickness and help the campers. The counselors and other campers are supportive and caring when this happens. The homesickness usually passes quickly once she becomes involved in the fun of camp, or makes it through the first night away. We regularly witness remarkable turnarounds with homesickness campers – girls may struggle during the first day and have a WONDERFUL time the rest of camp. Some children miss home every night at bedtime but have a great time during the rest of the day. Being away at camp is her chance to practice her independence, and when she works through the homesickness, she has met a real challenge. It is a normal part of growing up for many children to miss their home and family without serious implication. Unless the homesickness is severe, staff usually work with a camper for at
least 24 hours after she arrives at camp to get her settled into a new routine, make friends and participate in activities before calling home.

**Do**

- Encourage her and reinforce how much fun she will have at camp.
- Talk to her about the positive aspects (e.g., swimming, new friends, etc.).
- Let her know how proud you are of her.
- Reassure her you will be there to pick her up on Friday, and you can’t wait to hear all about her time at camp.

**Don’t**

- Suggest she just telephone home or give her a cell phone. Campers cannot call home; if the homesickness is severe, the camp director will call her caregiver so that a plan can be made to help your camper transition smoothly. All decisions are left up to the caregiver.
- Tell her you don’t know what you will do without her or the house will not be the same; these things will only worry her.

**STAYING IN TOUCH**

**MAIL**

It is reassuring for girls to receive mail early during a camp stay. If you would like to leave mail for your camper, you may drop off letters at the special camp mailbox during check-in. Include your camper’s name, level and the day you want the letter to be delivered. There is no mail delivery on check-out day. Remember to use words of encouragement and keep in mind letters from home can trigger homesickness for some campers. We suggest you use phrases such as “enjoy yourself” or “you’ll have to tell us all about your week when we pick you up on Friday”. Avoid phrases such as, “we miss you a lot” or “your pet hasn’t eaten since you left”.

For your convenience, we have designated camp@gscce.org as the parent to camper email connection during their stay at resident camps. Emails will be checked once a day, printed, and given to your camper during mail call. We request that you limit emails to no more than one per day per camper. Pictures that are attached or imbedded in an email will not be printed. Simply include in the subject line your camper’s name, unit assignment and day of delivery.

**If your camper plans to send letters home, please send stamps and envelopes with your camper. GSCCC does not provide either during your camper’s stay.**

**CONTACTING THE CAMP & CAMP DIRECTOR DURING THE SUMMER**

If at any time you have questions or concerns during your camper’s stay, email customercare@gscce.org. It is the primary responsibility of the camp director and administrative staff to spend time out in the camp observing program areas and supervising staff. The camp director may not be immediately available to return your email. Regular office hours are Monday – Thursday 8:30 a.m.–5 p.m. and Friday 8:30 a.m.–1:30 p.m. If an emergency happens after hours, you may contact staff at GSCCC using our emergency line: 757-560-4110.

**AFTER CAMP IS OVER**

**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@gscce.org.

**LOST AND FOUND**

At check-out, check your camper’s luggage with her to make sure you have all of her bags. Remember, she may have packed differently for the trip home. Labeling all items with your camper’s full name instead of initials will help with recovering lost items. Email customercare@gscce.org as soon as possible to retrieve lost items. You will be responsible for any shipping charges. Girl Scouts of the Colonial Coast is not responsible for any lost or stolen items. Camp only holds lost items for one week after the end of a session.
RESIDENT CAMP PACKING LIST
LABEL ALL CLOTHING AND EQUIPMENT WITH CAMPER’S FULL NAME
Ensure labeling will not wash or wear off.

Standard Packing List:

1. Small backpack for around camp (important!)
2. Swimsuits
1. Pair of water shoes
2. Towels, 2-3 washcloths
8. Pairs of underwear
8. Pairs of socks
8. T-shirts or shirts
8. Pairs of shorts
2. Sturdy shoes (e.g., tennis shoes, hiking boots or trail shoes due to uneven terrain, and rain boots)
2. Pairs of jeans or pants
1. Laundry bag (mesh if possible)
1. Waterproof raincoat (adequate to “keep going” in the rain)
1. Baseball cap or sunhat
1. Pillow with 2 pillowcases
1. Sheet and blanket (or sleeping bag)
1. Flashlight with extra batteries
2. Refillable water bottles (important!)
1. Sunblock/sunscreen (stick or lotion)
1. Insect repellant (stick or lotion)
1. Mess kit with fork, knife and spoon
2. Stamped envelopes, pre-addressed for younger campers

Toiletries:

- Hairbrush or comb
- Haircare items (hair ties, etc.)
- Toothbrush and toothpaste
- Personal health and sanitary items
- Antibacterial soap (liquid recommended)
- Shampoo and conditioner
- Shower shoes (flip flops are acceptable)
- Shower tote (optional)

Optional:

- Camera
- Stuffed sleeping buddy/favorite blanket
- Battery-operated fan
- Notebook and pencil or pen
- Book for quiet time
- Sunglasses

Prohibited Items:

- Clothes you don’t want to get destroyed
- Clothing that displays inappropriate language or graphics
- Alcohol
- Pets
- Tobacco
- Weapons
- Toys such as fidget spinners
- Irreplaceable items
- Candy, food or beverages will be confiscated (these attract bugs and other critters)
- Electronic devices*
- Cash/Money

*Cell phones, iPods, tablets, game devices, etc. will be held by the camp director if brought to camp and will be kept in the camp office until parent pick-up.