



Dear Campers and Parents/Guardians:

Welcome to Day Camp! We are glad that you have chosen Edith Mayo Day Camp for a summer experience for your camper! Camp staff work to create a warm and caring atmosphere where campers can try new activities, make new friends, and grow in many different ways. The Girl Scout Promise and Law are the foundation of our camp program.

Whether it is your first or fourth time at camp, this handbook will help you prepare for a great summer experience. Please take time to read through the information.

Sending your Girl Scout to camp can be an exciting but overwhelming experience; we are here to help make it easier for you! Please contact us to discuss any questions or concerns you might have.

In the Spirit of Camping,

Kym Shealy  
Day Camp Director

### **HELPFUL NUMBERS and CONTACT INFORMATION EDITH MAYO DAYCAMP**

#### **Girl Scouts of Minnesota and Wisconsin River Valleys**

651-227-8835 or 800-845-0787

[girlscouts@girlscoutsrv.org](mailto:girlscouts@girlscoutsrv.org)

Contact with questions regarding registration, billing, payment, and lost and found.

#### **Kym Shealy, Camp Director**

507-288-4703

[kym.shealy@girlscoutsrv.org](mailto:kym.shealy@girlscoutsrv.org)

Contact with specific questions about camp, or health, dietary or other needs your camper might have – or just to say hi!

#### **Stephanie Thoen, Administrative Assistant**

507-288-4703

[stephanie.thoen@girlscoutsrv.org](mailto:stephanie.thoen@girlscoutsrv.org)

Contact with questions regarding busing and any general camp questions.

Our website also has camp forms and tons of useful information! Check it out at [www.girlscoutsrv.org](http://www.girlscoutsrv.org).

## FORMS WE NEED FROM YOU

### 1. Health History and Physical Exam Form

- The Health History section of the form must be completed within the six months prior to your camper attending camp. All campers need to have this form. **THIS FORM MUST BE BROUGHT TO CAMP WITH GIRLS.** Girls will not be allowed to board the bus or to be dropped off at camp without this form in hand. **Do not** mail this form ahead of time to camp or any of the service centers.
- If your child has special needs of which the camp staff should be aware, please contact the camp director at least two weeks prior to her camp session.
- The Physical Exam Form is optional, except when your camper will have restrictions on activities while at camp. In that case, please have a physician complete the form within the 12 months prior to camp attendance.

### 2. Billing statement with final payment

Please return white copy of confirmation/billing statement with your final payment. **Final payment is due four weeks prior to your camper's session.**

### 3. Camper Information Form (completed by the parent/guardian)

Please fill this form out to help the camp staff get to know your camper better! This form must be sent into the Rochester Service Center **four weeks prior to your camper's session.**

## HEALTH CARE INFORMATION

**\*\*\*\*\*IMPORTANT INFORMATION FOR 2009\*\*\*\*\***

**GIRLS WILL NOT BE ALLOWED TO BOARD THE BUS OR BE DROPPED OFF AT CAMP WITHOUT A COMPLETED HEALTH HISTORY FORM IN HAND. PLEASE DO NOT MAIL THESE FORMS TO THE GIRL SCOUT OFFICE.**

## MEDICATIONS

*All medication sent with camper to camp **MUST** be in original containers with the doctor's name and dosage directions.* The camp health center has a supply of commonly used over-the-counter medications. It is not necessary to send these to camp. The health supervisor will keep all of your child's medications, vitamins, ointments, etc. in the health center during her stay at camp. Inhalers, bee sting kits, and other necessary "rescue" items will be kept with campers at all times as determined by the health supervisor and information you note on the Health History form.

If your child has specific health needs (i.e. injections, specialized equipment, dietary concerns) contact the camp director ahead of your child's attendance at camp.

## ILLNESS, COMMUNICABLE DISEASE, LICE

**Do not send your camper to camp if she has been exposed to a communicable disease or if she is ill.**

We encourage all parents/guardians to check their campers for lice before they come to camp. **ALL Girl Scout camps have a no nit policy.** This means that we will not allow any child with lice or nits to remain at camp. Any child with lice or a communicable disease will need to leave camp. We will expect the parent/guardian to pick up the camper as soon as possible. This is at the expense of the parent/guardian. For more information on screening for lice, you can contact the National Pediculosis Association, Inc. at 617-449-NITS or [www.headlice.org](http://www.headlice.org).

## **EMERGENCY CONTACTS**

Make sure that you or your designated emergency contacts will be available while your camper is at camp. Reasons camp staff would contact you include, but are not limited to the following:

- Homesickness of your camper that is getting worse not better;
- Conduct by your camper that is inappropriate at Girl Scout camp;
- Illness or injury to your camper that requires her stay in the health center for an extended period of time, requires medical attention outside of the camp health services, or requires her to be picked up from camp by the parent/guardian;
- Changes in transportation times or locations.

## **MEDICAL INSURANCE**

Please make sure to attach a copy of your camper's insurance card to the health form. Supplemental accident insurance is provided for campers through their Girl Scout membership. The Girl Scouts' plan provides secondary insurance coverage and is not intended to replace the benefits that are available under a family medical plan.

## **LYME DISEASE AND WEST NILE VIRUS**

As with any outdoor activity in the Midwest, participants run the risk of being bitten by mosquitoes, ticks, and other insects. Parents/guardians should be aware of the symptoms of Lyme Disease and West Nile Virus. We will send home any ticks found on your camper. The Center for Disease Control (CDC) [www.cdc.gov](http://www.cdc.gov) can provide in depth information about these conditions. Exposure to these diseases can be minimized by using an effective insect repellent (the CDC recommends using an insect repellent with DEET) and wearing long sleeves and pants when possible.

## **HEALTH CARE VOLUNTEERS NEEDED**

Day Camp seeks volunteer doctors, nurses, and EMTs to help staff our health center during the summer. If you are interested in volunteering your time while your camper is at camp, please contact the camp director.

**\*\*\*\*\*NEW IN 2009\*\*\*\*\***

## **TRAVEL TO AND FROM CAMP**

The cost of coach bus transportation is included in the fee paid to attend camp. **No refunds or adjustments will be made for alternate methods of transportation.**

- **All campers must have a current health form in hand to board the bus. Campers without a health form will not be allowed to board bus. Campers attending more than one session will need a completed health form for each session.**
- **See separate information sheet for more details and bus stops.**

## **CANCELLATIONS AND REFUNDS**

Written cancellations must be received **at least four weeks prior to the session start date** in order to receive a refund of all fees paid, minus the non-refundable deposit. All summer camp sessions are subject to cancellation or rescheduling. Any session that does not have sufficient enrollment may be canceled. If a session is canceled, and the camper is unable to attend an alternate session, all fees paid will be refunded, including the deposit.

## **TRADING POST**

The Girl Scout Shop will be open for campers at camp to purchase special camp souvenirs during the Wednesday evening parent night program! Items may include: camp T-shirts, stuffed animals, stationery, stamps, a patch, and postcards. Prices range from 50¢ - \$30.

## **BEHAVIOR**

All girls are expected to follow the Girl Scout Promise and Law while at camp. Camp policy states that girls and adults cannot bring or use weapons, alcoholic beverages, drugs (other than those prescribed to them by a physician), or tobacco products on camp property. If, *for any reason*, a child's behavior is not within our expectations of a camper, we will expect the parent/guardian to pick up the camper as soon as possible. This is at the expense of the parent/guardian. We will not grant a refund of session fees.

## **PHONE CALLS**

Please note that we do not allow campers to make or receive phone calls. There are times when we will call you from camp, such as if your camper has an illness that lasts longer than four hours or requires an extended stay in the health center, or if your camper needs to go to the clinic or hospital. We will also call if there is a need to discuss how your camper is doing.

## **WEATHER AND EMERGENCY PREPAREDNESS**

A Girl Scout is always prepared, and that includes at camp. During staff training, all camp staff learn and practice all weather procedures and emergency action plans and then review drills with girls throughout the summer. If the weather is unusually hot or cold, activities are changed to keep campers safe.

Please remember that during severe weather we will need the phone lines kept open to contact different parts of camp or emergency services; please do not call at that time.

## **TYPICAL DAILY SCHEDULE**

8:30 a.m.	<b>Campers begin to arrive</b>
9:00 a.m.	<b>Morning Flag Ceremony and Announcements</b> Units will take turns performing the flag ceremony.
9:30 a.m.	<b>Discovery/Connection/Take Action Time</b> During this time, we're out doing fun, exciting activities. Depending on your program, you could be creating a work of art, hiking trails... anything is possible!
11:30 a.m.	<b>Lunch</b>
1:00 p.m.	<b>Me Time</b> Groups head to camp center quiet games or resting.
1:30 p.m.	<b>Discovery/Connection/Take Action Time</b> More fun at camp! Perhaps you'll hike the trails. You might play some group games, practice your campfire skit, listen to the insects sing, make a necklace or friendship bracelet, learn a new song, or check out the archery range.
2:30 p.m.	<b>Flag Ceremony and Announcements</b>
3:00 p.m.	<b>Campers Ride Bus or Signed Out</b> You will be asked to officially check your camper out by signing the checkout report. Parents/guardians, or others designated to pick up a camper, should have photo ID available.

## **MEAL TIMES AND FOOD**

Campers need to bring a sack lunch on Monday and Wednesday. Our counselors work hard at providing appealing, healthy meals with our camp community on Tuesdays and Thursdays. Meals are typically served family-style. In addition to lunch served each day, we also provide healthy snacks.

## **BIRTHDAYS**

Please let us know if your camper's birthday will occur during her camp session. We want to make sure to recognize her on her special day!

## **EVALUATIONS**

Each parent/guardian will receive an evaluation form when picking up their camper on the last day of camp. Please complete the form and return at your earliest convenience. Evaluations help us to know what we are doing well or where we could improve throughout the summer.

## **TRY-ITS AND BADGE WORK**

During a camp session several requirements for different Try-Its or badges may be completed. A checklist of accomplishments at camp will be sent home with every camper.

## **HOMESICKNESS – IT'S NORMAL AND DOESN'T HAVE TO RUIN THE CAMP EXPERIENCE!**

This summer millions of children will experience their first taste of independence at summer camp. For many it will also be their first encounter with homesickness, but families don't have to feel helpless about homesickness. The best prescription for homesickness is a simple solution of preparation and patience. According to a study by Dr. Christopher Thurber, feeling homesick is a normal occurrence at camp. A whopping 83 percent of the campers studied reported homesickness on at least one day of camp. The American Camp Association (ACA) suggests the following tips for families to help their camper deal with homesickness at camp:

- Encourage independence throughout the year. Practice separations, such as sleepovers at a friend's house, can help prepare for the camp environment.
- Discuss what camp will be like before your camper leaves. Role-play anticipated situations.
- Reach an agreement ahead of time that you will not be able to contact each other via phone during your campers stay. Since our camps have a no phone call policy, let your camper know you plan to honor it.
- Send a note or care package ahead of time to arrive the first day of camp. Acknowledge, in a positive way, that you will miss your camper. For example, you can say "I am going to miss you, but I know that you will have a good time at camp."
- Don't bribe. Linking a successful stay at camp to a material object sends the wrong message. The reward should be your camper's new found confidence and independence.
- Pack a personal item from home, such as a stuffed animal.
- Talk candidly with the camp director to obtain her perspective on your camper's adjustment. The camp director has had much experience in dealing with homesickness. If you have a concern, voice that to the director before camp starts so that the staff can provide the best experience for your camper.
- Don't feel guilty about encouraging your child to stay at camp. For many children, camp is a first step toward independence and plays an important role in their growth and development.

Other resources in preparing for camp can be found at: [www.acacamps.org](http://www.acacamps.org)

## **WHAT TO WEAR**

We ask that you dress for the weather. Shorts may be worn in hot weather. Wear closed toed shoes and socks everyday.

## **PACKING FOR CAMP**

Work with your camper to ensure everything gets packed and she knows what she has. As you pack, label everything with your camper's first and last name. **Old clothes are best.**

Below is a list of items campers must bring to camp with them. Please make sure all of your items have your name printed on them. Put all of your gear in a backpack or other sturdy bag.

1. Raingear. Camp is held rain or shine!
2. Hat with a brim - to keep the summer sun off and/or sunglasses
3. Jacket or sweatshirt—even summer days can get cool
4. Closed-toe sturdy shoes (no clogs or sandals) and socks
5. Shoes that can get wet (old tennis or water shoes)
6. A bandanna
7. Insect repellent (non-aerosol) and sunscreen
8. Water bottle
9. Sack lunch for Monday and Wednesday

(Label all personal items with the camper's name) It is best if all items fit into one backpack.

**Pack medications in a Ziploc bag with the camper's name printed in permanent ink on the bag.** All prescription and non-prescription medications must be in the original container with camper's name and dosage clearly stated.

**Please do not pack items of value for camp.** We request that all cell phones, radios, portable music players, hand-held games, candy, or snack food items remain at home.  
*Camp does not assume responsibility for lost or stolen personal belongings or money.*

#### **LOST AND FOUND**

Girl Scouts is not responsible for items left at camp. Items are kept at camp for 10-15 days following the close of each session. Unclaimed items will be taken to River Valleys' Rochester Service Center and kept until August 31, 2009. Any items not claimed by that time will be donated to charity.

#### **DAY CAMP OVERNIGHT**

Overnights are scheduled for some day camps. If your camper will be attending an overnight make sure she has the following items: (Put Names on Everything)

1. Permission slip, completed and signed by parent/guardian
2. Sleeping bag and pillow
3. Flashlight
4. Comb, washcloth and small towel
5. Toothpaste and toothbrush
6. Extra clothing for following day
7. Raingear!
8. Pajamas
9. Extra pair of clean socks

The overnight for each 4 Day Day Camp is scheduled for Wednesday night and is limited to the girls entering first grade or older. Campers entering first and second grades will sleep in the Lodge on camp mattresses, with counselors sleeping in separate, yet near, quarters. Campers entering third grade and older will sleep in tents between the Lodge and Troop House, with counselors sleeping in separate tents at both ends of the campers' tents.