**Camp Coleman Day Camp Parent Information**

Thank you for registering for Day Camp at Camp Coleman. We are looking forward to an exciting summer. Please review the following information and keep it in a convenient place to help you prepare for camp and ensure your child has the best experience possible.

**Day Camp Check in is from 8:00-8:45 each day**

**Day Camp Check out is from 4:30-5:00 each day**

Campers will participate in 4 activities every day which may include: hiking, canoeing, archery, nature, STEM, swimming, games, archeology, crafts and more. Lunch is **not** provided. Transportation must be arranged by the camper’s family.

# About the Day Camp Program

Day campers will participate in three activities each day, plus swimming.

Activities offered include: swimming, boating, hiking, archery, sling shots, riflery, hatchet throwing, crafts, tea parties, pony rides, rock wall climbing, games, hole digging, rock throwing, creek stomp, STEM activities, tubing, dam building, fire building, s’more making, and more.

**Before summer camp:**

* Talk to your child about summer camp. Let them know what to expect.

<https://www.acacamps.org/resource-library/parents/preparing-children-summer-camp-experience>

* Make sure all forms are completed and all questions are answered honestly. The questions are a tool for the summer camp staff to be best prepared for your child. The information is confidential and is only shared with staff members who really need to know.
  + [Medication Form](http://www.ultracamp.com/publicAccounts/publicMedication.aspx?idCamp=862&campCode=tG0)
  + [Camper Health History](https://www.ultracamp.com/forms.aspx?idCamp=862&campCode=tG0&idF=11882)

**Packing for camp**

Packing for camp may seem very challenging. Start early. When purchasing summer clothes, keep camp in mind. Things at camp will get dirty, they may get damaged, and unfortunately occasionally lost. Please keep this in mind and do not send anything to camp that you would be devastated if it returned ruined or did not return at all. In an effort to reduce lost items, we have partnered with Mable’s Labels. This company creates high quality labels that are made for camp life. Girl Scouts of North Central Alabama also receives a percentage of the proceeds of your purchase. We recommend [labeling](https://mabelslabels.com/us/index.php/when/camp/sleep-away-camp-label-pack.html) all of your child’s belongings.

If you choose to not purchase labels, please write your child’s name (not initials) on EVERYTHING!

Pack all belongings in 1 bag. A smaller bag (like a drawstring backpack) is helpful to take to activities with just the essentials.

You will receive a schedule the week prior to your camp session so you will know what day to pack water shoes or long pants for pony rides.

**Day Campers Should Arrive at Camp Wearing:**

* T- shirt
* Shorts
* Tennis shoes or hiking boots
* Socks
* Appropriate underwear

**Packing List**

* Complete change of clothes including underwear and socks
  + TIP: pack change of clothes all together in a zip lock bag
* Water [shoes](https://www.dickssportinggoods.com/p/dsg-womens-water-shoes-16dbxwdbxwsblcktlfot/16dbxwdbxwsblcktlfot?sku=16444273&camp=CSE:DSG_92700052916751622_lia_aud-1040333680752:pla-841210395784&gclid=Cj0KCQiApY6BBhCsARIsAOI_GjYh8mEwIrWXtfxytfZqZDtLgUOda4mvxEsT6HOn68LCkzE1bw6BJvwaAiApEALw_wcB&gclsrc=aw.ds) ([Chaco](https://www.belk.com/p/madden-girl-sun-river-sandals/0438653098165.html?feed=shopping&cm_mmc=PLA-GOOGLE-Medium_Priority_Brand_Terms_Belk_PLA-Shoes-0438653098165&s_kwcid=AL!5203!3!340069375889!!!g!318474451679!!92700055930068989&gclid=Cj0KCQiApY6BBhCsARIsAOI_GjaLFriJ26oAuSBYypCR_D40RS1Vpia5zsI4J43ZF85d92_Oej38CvMaApudEALw_wcB&gclsrc=aw.ds)/ [Keen type](https://www.basspro.com/shop/en/world-wide-sportsman-oasis-iii-water-shoes-for-ladies-grey-turquoise?hvarAID=shopping_googleproductextensions&ds_e=GOOGLE&ds_c=Shop%7CGeneric%7CAllProducts%7CHigh%7CSSCCatchAll&gclid=Cj0KCQiApY6BBhCsARIsAOI_GjbibbzatC1WfIByo3ekyUwv8VOVLGCgNpoBKgsFFZvulBl138cYNPoaAo6QEALw_wcB&gclsrc=aw.ds)- NO FLIP FLOPS) campers are required to wear tennis type shoes everywhere except water activities
* 2 [modest](https://www.google.com/search?q=modest+bathing+suit&tbm=isch&ved=2ahUKEwiWtaPG7d_uAhUZQUIHHTm-C3gQ2-cCegQIABAA&oq=modest+bathing+suit&gs_lcp=CgNpbWcQAzICCAAyAggAMgIIADICCAAyAggAMgIIADICCAA6BAgjECc6BQgAELEDOggIABCxAxCDAToECAAQQzoHCAAQsQMQQzoECAAQHjoGCAAQBRAeOgYIABAIEB5Q0b0LWInWC2DG2QtoAHAAeACAAfUBiAG2G5IBBjAuMTQuNZgBAKABAaoBC2d3cy13aXotaW1nwAEB&sclient=img&ei=rRkkYNaqA5mCieoPufyuwAc&bih=722&biw=1536&rlz=1C1EJFC_enUS909US909&safe=active) bathing suits separate swim attire is needed for the river and the pool
  + TIP: Pack swim suit in plastic bag so wet suit does not get everything else in the bag wet
* Beach/ swim towel
* Long pants
* Rain jacket/ poncho
* Refillable water bottle that fully closes
* Hat/ sunglasses (optional)
* Bookbag type back pack or drawstring bag
* Sunscreen
* Insect repellant
* LUNCH no refrigeration or microwave is available.

Do not bring: pets, alcohol, tobacco, e-cigarettes, firearms, fireworks, explosives. *Any Camper found to be in possession of these items will be sent home from camp. No refund will be given.*

Pack separately: medications (prescription, over the counter, topical, vitamins/ supplements)

**Payment of Balance of Camp Fees**

The balance of all camp fees is due on Friday the week before arriving at camp. Any fees not paid by the first day of the camp session will be charged to the credit card on file with your account.

**Cancelations/ Refunds**

Registrations may be canceled at any time. The $50 deposit is non-refundable. The amount of the balance of the fees paid will be refunded based on when cancelation request is made. Requests made prior to 4 weeks before start of camp session will be refunded 100 % (Less $50 deposit). Cancelations made 2-4 weeks prior to the start of camp session will be refunded 50% (Less $50 deposit). Registrations made less than 2 weeks prior to the start of the camp session, will not be refunded. Refunds in the event of true emergency/ medical need will be determined by GSNCA CEO. All requests must made via email. Requests to cancel should be emailed to Amie Martin amartin@girlscoutsnca.org.

**Snacks**

Daily snacks are included in the camp fee. Campers will choose a snack and drink each day. Soft drinks, water, sports drinks, candy, ice cream, crackers and fresh fruit cups will be available.

**Camp Store**

Campers will also have the opportunity to purchase camp souvenirs like T shirts, patches, and trinkets. Prices range from $1- $25. The Camp Store will be open during the week for campers to make purchases. Parents can also pre order items. Items that are preordered will be available for pick up when they arrive at camp.

**Food at Camp**

*Lunch for Day Campers is not provided*. **Pack a lunch each day. No refrigeration or microwave is available**

**Daily Schedule**

Activities start at 9:00 a.m. and run until 4:00 pm. with lunch at noon. All campers have the opportunity to swim each day (weather permitting.) There is no scheduled rest time at camp. Activities are scheduled based on the campers age and interest. Energy level and weather conditions, including heat, are factored into the schedule.

# Camp Staff

Camp is led by an administrative team with a combined 50 years of camp leadership experience. Summer camp staff consist of young adults. All staff must undergo an application and interview process complete with reference checks, background check and drug screening. Staff also participate in an intensive training period that includes first aid/ CPR, camp procedures, leading activities, emergency action plans, child development, being a good mentor, recognizing and reporting possible child abuse, preventing bullying, conflict resolution, positive discipline, diversity and inclusion, and many other topics designed to ensure your camper has a positive, safe camp experience. All summer camp staff have been trained in first aid and CPR as well as specific camp activities that they will be assigned to lead. An adult health care manager; the maintenance team; and the kitchen staff all work together to make sure operations run smoothly and help keep everyone safe.

**Health Care at Camp**

All summer camp staff are trained in first aid and CPR. A designated first aider is onsite at all times. Emergency Medical Services will be notified of the summer camp schedule and are familiar with the camp’s location. Medical professionals are also on call and are only a phone call away.

The first aid area is well stocked with common over the counter medications, wound care supplies, and general health care essentials.

**Medication**

All medications are stored in a locked cabinet in the first aid room except for emergency inhalers and epi pens. All medications must be in the original container. Medications will be dispensed as directed unless accompanied by instructions from the prescriber. Emergency inhalers and epi pens will be with the camper in the care of their counselor. Please label the actual inhaler/ epi pen in the event that it is accidentally separated from the original box.

Please complete the [medication form](http://www.ultracamp.com/publicAccounts/publicMedication.aspx?idCamp=862&campCode=tG0) and include it with your child’s medication. Note that the health care center at camp is well stocked with common over the counter medication. There is no need to send Tylenol, bug bite medication etc. with your camper. If they need it, we have it on hand.

# Pictures at Camp

Camp Coleman does not have a dedicated photographer. Camp staff will take pictures and videos of campers when time allows. These will be posted on the photo sharing page. You are welcome to send cameras with your child if you desire.

# Technology at Camp

Summer camp is a great way for children to unplug from technology, learn to be comfortable and confident in the out of doors and gain independence. It is strongly recommended that tech devices are not sent to camp. Campers will be busy all day, there is a high likelihood of the device being damaged, and service is very spotty at camp. If you feel that you need to send a device to camp with your child, GSNCA will not be responsible for any damages to or loss of the device. In an effort to protect the safety of all campers, if the camper is found to be using a device, it will be taken to the camp office and stored until a parent picks it up.

# Camp Rules

* Absolutely no tobacco/ e-cigarettes, alcoholic beverages, illegal drugs, fireworks, explosives or pets are allowed at camp.
* Use the buddy system and use a flashlight at night. Do not leave the group/ area without notifying a counselor.
* Let counselors know if you need help.
* Wear the appropriate shoes and clothes to each activity. Campers who arrive at an activity not wearing the appropriate shoes or clothes will not be allowed to participate.
* Bullying, hazing, physical/ emotional torment, initiation practices, forced rituals and the like are strictly prohibited.
* Help keep camp clean! Pick up trash when you see it.
* Do not bring food, candy, or drinks into the cabins. The smell of these items attracts insects, animals, and worse. Chewing/ bubble gum is strictly prohibited at camp.
* Parents will be contacted to pick up any camper who exhibits behavior that is dangerous, disruptive, destructive, endangers other participants, or disrupts the program to such an extent that it negatively impacts the experience for other campers. If a camper is dismissed for these reasons, there will be no refund or reduction in camp fee.
* Parents will be required to reimburse Girl Scouts of North Central Alabama for any damages caused by a participant to property including graffiti, torn or cut screen, damaged beds, buildings, program equipment, etc.

**When will we call you?**

The summer camp staff will notify parents/ guardians in the event of:

* Medical emergencies- in true emergencies, EMS will be called then the parent notified. Unless specifically requested otherwise, the child will be transported to the hospital via ambulance accompanied by a summer camp staff member.
* Non-emergent, serious, medical situations (potential broken bone/ cut requiring sutures) The camp staff will notify the parent who will have the option to pick the child up from camp, meet camp staff at a medical facility, or request transportation via ambulance.
* Illness/ significant injury- The camp staff will notify you in the event of your child being seen by the first aider for an injury requiring more than a band aid, or illness with fever or vomiting. Any camper exhibiting symptoms of COVID-19 will be isolated and must be picked up from camp within 2 hours of first symptom. Camper will not be allowed to return to camp until a negative COVID test result is available.
* If the child is reported to exhibit abnormal behavior believed to be caused by a medical/ mental health condition.
* If the child violates a camp rule repeatedly or breaks multiple camp rules.
* If the child’s behavior is dangerous to themselves or disruptive to the general camp population.
* If the child is homesick to the point that the camp staff feel that parental consultation will be beneficial.

# Leaving Camp early/ for appointment

If your camper needs to leave camp for any reason, please let the camp director know as soon as possible.

Come to the camp office to sign your child out and pick up any belongings that they will be taking with them.

# Authorized Pick Up

Campers will only be allowed to leave camp property with the persons listed as “Authorized Pick- Up.” Parents should be listed as authorized pick-ups. If the authorized pick-up list needs to be changed while your child is at camp, please notify the camp director via email. jdick@girlscoutsnca.org

**Check in and out**:

* Camp Coleman is located at 7717 North Lake Drive, Trussville, AL 35173.
* Day camp check in and out will work similarly to carpool at school.
* Drop off can be as early as 8:00 am and should be no later than 8:45 am.
* When you pick up your child from camp, you will be asked to show a photo ID and sign them out.
* Please use caution when driving in and out of camp as campers use the road like a sidewalk.