

# Full Week & Short Week Camp Confirmation Packet



## **Dear Camper and Caregiver:**

Welcome to Girl Scouts Summer Camp. We can't wait for you to Capture the Moment with us this summer at camp. Thank you for choosing Girl Scouts of Montana and Wyoming (GSMW) for your Girl Scouts summer adventures!

Please ensure you have paid the full camp fee two weeks before the start of your camp. If you need help with camp payments, please contact [customercare@gsmw.org](mailto:customercare@gsmw.org).

***READ THIS ENTIRE DOCUMENT FROM BEGINNING TO END and refer to it as you prepare for camp.***

## **INCLUDED IN THIS PACKET**

### **PACKING LIST & CAMPER PREPARATION**

Use a pencil to help you track everything as you pack to come to camp. Bring a copy of the list to camp to keep track of everything you should take home. Label everything you bring! Check this section for hints on how to prepare yourself and your camper for a successful week at camp.

### **CHECK-IN / CHECK-OUT TIMES & PROCEDURES**

GSMW has defined procedures for checking in and out of camp. Directions to each camp location are also included.

### **PERMISSION / RELEASE / HEALTH FORMS**

All forms should be completed online in your UltraCamp account. Health forms that are incomplete may prevent your child from attending camp. You are required to report all health concerns including mental health conditions. We ask you to include your camper's mental health status in the health form so we can work together to ensure success at camp.

### **CAMP SUCCESS GUIDE / FREQUENTLY ASKED QUESTIONS**

Got a question? To help you and your camper prepare for this experience, we have compiled a [Camp Success Guide](#).

If you have any questions or concerns prior to your arrival at camp, please contact Girl Scouts of Montana and Wyoming Headquarters at (406) 252-0488 or [customercare@gsmw.org](mailto:customercare@gsmw.org).

From around the campfire,  
Your 2026 GSMW Camp Team

# Camper Packing List

- At camp, we dress to be comfortable and safe, and we prepare for being outdoors in all conditions.
- Do not bring anything to camp that cannot get dirty, messy, or broken. Rugged, comfy clothes work best.
- Label all belongings.
- Limit camper's baggage to one duffel plus one daypack and a neatly rolled sleeping bag & pillow.
- Campers should be able to pack, unpack, and carry their own things.
- Campers will not be permitted to wear open-toe shoes or sandals at any time other than in the showers.
- Please pack for the full length of your camp.
  - Full Week: 5 days 4 nights
  - Short Week: 4 days 3 nights

## NECESSITIES

- Sleeping bag (nights may be below 30°F)
- Pillow in a pillowcase
- Shower towel & washcloth
- Sunglasses
- Day backpack (used every day, all day)
- Sturdy, closed-toe shoes (hiking or tennis shoes)
- Flip flops (for the shower only)
- Water bottle (check for leaks)
- Flashlight or headlamp & extra batteries
- Medications (in original containers, marked with dosage & campers name. Collected at check-in.)

## CLOTHING

- T-shirts (cover shoulders/stomach; no suggestive logos)
- Shorts
- Jeans or sweatpants
- Warm Pajamas
- Underwear, bras, socks
- Swimsuit (for showering, sometimes swimming)
- Rain jacket or poncho
- Sweatshirts or fleece shirts
- Brimmed hat
- Winter hat & gloves
- Long sleeve shirt
- Winter coat
- Item to tie-dye

## TOILETRIES / PERSONAL ITEMS

- Travel soap and lotion
- Deodorant
- Travel shampoo/conditioner
- Travel toothbrush & toothpaste
- Brush or comb
- Hair ties
- Sunscreen & protective lip balm
- Travel non-aerosol insect repellent
- Glasses or contact lenses
- Retainers/mouth guards
- Feminine hygiene products (even if unexpected)

## OPTIONAL

- Twin sheet for bed and/or extra blanket
- Camera (inexpensive & durable or disposable)
- Stationary, stamps, pre-addressed envelopes
- Journal & pen/pencil
- Pirate accessories (no weapons)
- Something to read
- Laundry bag
- Small stuffed animal
- Rain Pants
- Campfire Ashes jar from previous years of camp – reuse these year after year! Bring ashes from your last campout.

# Packing List *(continued)*

## \*\*ADDITIONAL SPECIALTY CAMP ITEMS\*\*

### Mountain Expedition & Extreme Exploration

- Boots or hiking shoes with a one-inch heel (required) for horseback riding
- Board shorts, swim shirt, water shoes for rafting

### Silver Spurs

- Boots with one-inch heel (optional)
- 2 pairs of long pants to wear while riding

## **LEAVE THESE ITEMS AT HOME:**

- Electronic devices (phones, tablets, smart watches, etc.)
- Candy, food, drinks
- Curling iron, straightener, blow dryer, makeup, hairspray
- Cash, jewelry, valuables, and things that can't get dirty
- Crop tops, tube tops, spaghetti straps, inappropriate logos, short shorts, and anything else that may be seen as offensive or unprotective from elements

## Camper & Caregiver Preparation

### Before your camper comes to camp, it's important to prepare them for being on their own:

- With support and advice, let your camper pack their own bag, and teach them how to roll their own sleeping bag so they gain independence.
- Have them practice being away from home by having a sleepover at a friend's house.
- Before camp starts, have regular talks about what to do if they miss home while away.
- Parents, prepare yourself for camp! Children can easily pick up on their parent's feelings. So, if you're nervous about camp, they will be, too. Show your camper that you're excited about their camp opportunity and discuss with them how it will be a great experience for both parent and child!
- Listen to the campers' concerns and provide answers to their questions. If they have questions about camp that you can't answer, feel free to ask [customercare@gsmw.org](mailto:customercare@gsmw.org).

### HAPPY CAMPER KIT

Consider pre-ordering a "GSMW Happy Camper Kit" which will be given to campers on the first day of camp. These kits are curated to provide comfort and excitement for campers. For details on how to purchase a Happy Camper Kit please visit [www.gsmw.org/camp](http://www.gsmw.org/camp).

### Prepare your camper to use coping strategies, like these, at camp:

- Try to play every game and try every offered activity at least once.
- Talk with a Camp Counselor or other trusted camp staff.
- Write letters home (or keep a journal) to tell your family about all the fun activities and your new friends.
- Look forward to the new skills and adventures each day at camp.
- Introduce yourself to at least one new friend every day!

### Missing Home

While at camp, campers do not have access to the phone to call home, and parents will not be able to call their campers unless it's an emergency. Campers can write letters and receive letters given to staff at check-in. For more hints on preparing for camp, check out GSUSA's "Camp Hacks" videos at:

[www.youtube.com/user/girlscoutvideos/playlists](http://www.youtube.com/user/girlscoutvideos/playlists)

# Camp Castle Rock | Check-In & Check-Out

## DIRECTIONS

ADDRESS: 665 Little Basin Creek Road, Butte, MT 59701-9693 | PHONE: Camp Director, 406-743-9329

DIRECTIONS: Exit off I-90 onto Montana Street. Head south on Montana Street until you pass the cemeteries. Make a right turn heading toward Copper Hill Park and Driving Range. Go past the park until the road forks, take a left onto Little Basin Creek Road (sign is missing, if you go straight you will be on Beef Trail Road). Continue on Little Basin Creek Road 6.5 miles. There will be a gate on the right. Look for Camp Castle Rock signs and #665.

**\*\*Gates to camp will not open and staff is unavailable until the listed times below.\*\***

**Please do not open the gate OR come onto camp property prior to a staff member being there.**

## SCHEDULE

Camp Dates	Grade Next Fall	Check-in Date / Time	Check-out Date / Time
<b>June 7 – June 12</b>	Grades 2 - 4	<b>Sunday</b> , June 7 (3:00-4:00 pm)	<b>Friday</b> , June 12 (10-11 am)
	Grades 5 - 7	<b>Sunday</b> , June 7 (3:30-4:30 pm)	
	Grades 8 - 12	<b>Sunday</b> , June 7 (4:00-5:00 pm)	
<b>June 14 – June 19</b>	Grades 2 - 4	<b>Sunday</b> , June 14 (3:00-4:00 pm)	<b>Friday</b> , June 19 (10-11 am)
	Grades 5 - 7	<b>Sunday</b> , June 14 (3:30-4:30 pm)	
	Grades 8 - 12	<b>Sunday</b> , June 14 (4:00-5:00 pm)	
	Leadership (CIT)	<b>Sunday</b> , June 14 (3:00-3:15 pm)	
<b>June 21 - June 25</b> (SHORT WEEK)	Grades 2 - 4	<b>Sunday</b> , June 21 (3:00-4:00 pm)	<b>Wednesday</b> , June 24 (10-11 am)
	Grades 5 - 7	<b>Sunday</b> , June 21 (3:30-4:30 pm)	
	Grades 8 - 12	<b>Sunday</b> , June 21 (4:00-5:00 pm)	

# Timbercrest Camp | Check-In & Check-Out

## DIRECTIONS

ADDRESS: 513 W. Fork Rd. Red Lodge, MT 59068 | PHONE: Camp Director, 406-743-9329

DIRECTIONS: Route 212 into Red Lodge, turn right (north) between Chateau Rouge Motel and Beartooth Ranger Station onto Ski Run Road (also known as W. Fork Rd). Follow the road approximately 4 miles to a fork in the road, then follow to the left (West Fork Road – FS #71). Follow approximately 2 miles to Timbercrest Camp, turn right. Follow road approx. ½ mile to gated entrance.

**\*\*Gates to camp will not open and staff is unavailable until the listed times below.\*\***

**Please do not open the gate OR come onto camp property prior to a staff member being there.**

## SCHEDULE

Camp Dates	Grade Next Fall	Check-in Date / Time	Check-out Date / Time
<b>July 5 – July 10</b>	Grades 2 - 4	<b>Sunday</b> , July 5 (3:00-4:00 pm)	<b>Friday</b> , July 10 (10-11 am)
	Grades 5 - 7	<b>Sunday</b> , July 5 (3:30-4:30 pm)	
	Grades 8 - 12	<b>Sunday</b> , July 5 (4:00-5:00 pm)	
<b>July 12 – July 17</b>	Grades 2 - 4	<b>Sunday</b> , July 12 (3:00-4:00 pm)	<b>Friday</b> , July 17 (10-11 am)
	Grades 5 - 7	<b>Sunday</b> , July 12 (3:30-4:30 pm)	
	Grades 8 - 12	<b>Sunday</b> , July 12 (4:00-5:00 pm)	
	Leadership (CIT)	<b>Sunday</b> , July 12 (3:00-3:15 pm)	
<b>July 14 – July 22</b> (SHORT WEEK)	Grades 2 - 4	<b>Sunday</b> , July 19 (3:00-4:00 pm)	<b>Wednesday</b> , July 22 (10-11 am)
	Grades 5 - 7	<b>Sunday</b> , July 19 (3:30-4:30 pm)	
	Grades 8 - 12	<b>Sunday</b> , July 19 (4:00-5:00 pm)	

# Camp Sacajawea | Check-In & Check-Out

## DIRECTIONS

ADDRESS: 3155 W. Micro Rd. Casper, WY 82601 | PHONE: Camp Director, 406-743-9329

DRIVING DIRECTIONS: From I-25 take exit 185 (Wyoming Blvd.) Follow road to stop light at Casper Mountain Road; take a left (south) toward the mountain. Continue on this road approximately 5.6 miles until you reach the “Y” in the road. Take the right fork (Hogadon Road to ski area) and follow until you reach a gravel road. This is W. Micro Road (you’ll see a Natrona County Archery sign); take a left and continue on Micro Road. Camp Sacajawea winter entrance road is on the left before you reach the cell phone towers. Summer entrance road is further down W. Micro Road.

**\*\*Gates to camp will not open and staff is unavailable until the listed times below.\*\***

**Please do not open the gate OR come onto camp property prior to a staff member being there.**

## SCHEDULE

Camp Dates	Grade Next Fall	Check-in Date / Time	Check-out Date / Time
<b>August 2 – August 7</b>	Grades 2 - 4	<b>Sunday</b> , August 2 (3:00-4:00 pm)	<b>Friday</b> , August 7 (10-11 am)
	Grades 5 - 7	<b>Sunday</b> , August 2 (3:30-4:30 pm)	
	Grades 8 - 12	<b>Sunday</b> , August 2 (4:00-5:00 pm)	
<b>August 9 – August 14</b>	Grades 2 - 4	<b>Sunday</b> , August 9 (3:00-4:00 pm)	<b>Friday</b> , August 14 (10-11 am)
	Grades 5 - 7	<b>Sunday</b> , August 9 (3:30-4:30 pm)	
	Grades 8 - 12	<b>Sunday</b> , August 9 (4:00-5:00 pm)	
	Leadership (CIT)	<b>Sunday</b> , August 9 (3:00-3:15 pm)	

# Check-In Procedures

## CHECK-IN DAY

Caregivers will need to drop campers off in person at Camp. This way Counselors, Health Staff, and Directors can meet with campers and caregivers in person to discuss the week and any needs.

- This is when waivers and medications will be collected so, please have them on hand at check-in.
- Campers should be dressed and ready to participate in camp upon arrival – including wearing closed-toed shoes and water bottles in hand.
- Pets are not allowed on camp please keep them in the car.
- We understand a lot of people have long drives and we do have bathrooms on camp that may be used if needed but we prefer this to be done prior to arrival due to the backup it may cause.
- Please refrain from wandering around the camp during check-in. We understand the curiosity and excitement but, as stated previously, it can cause backup and makes it harder for us to ensure all safety protocols are being followed.

The camp gate **will not open** until the start of the check-in period. If the gate is not open AND manned by a staff member **please stay in the car and wait.**

There will be 3 stations every camper needs to go through with their caregiver:

- **Station 1:** Campers & caregivers will be greeted and given directions about the process
- **Station 2:** Forms are confirmed, and health checks are completed.
- **Station 3:** Luggage is dropped for cabin move-in. This is also where goodbyes are done and campers will join in a group game.
- **Station 4:** This station is not guaranteed for all camps but, there is a possibility there will be a GSMW Camp Store at check-in to purchase camp merchandise and other things.

Late Arrivals: Only accepted in emergency situations and will be given an extended check-in time. If the camper cannot arrive within the extended window of time, they will have to wait until the following day at 8:00am to be checked in by camp staff.

Please notify the Camp Director at 406-743-9329.

# Check-Out Procedures

## CHECK-OUT DAY

- The camp gate **will not open** until the start of the check-out period. If the gate is not open AND manned by a staff member please stay in the car and wait.
- For campers' safety, a photo ID will need to be presented, and the person picking up will need to be listed on the "Authorized Pickup" form. Please list everyone who may be picking up the camper. If edits need to be made to the "Authorized Pickup" edit this in UltraCamp at least 24 hours prior to pick-up.

Upon arrival at pick-up, caregivers will be met at the gate and given directions on where to go, there will be 2 stations:

- **Station 1:** This is where medicine will be given back, and ID will be checked to ensure the adult is an authorized pick-up person. Please try and refrain from approaching campers until IDs have been checked.
- **Station 2:** A counselor will bring campers over to the luggage pile and help load items into the car.

Please make sure all medications are returned properly, campers' luggage has everything they came with, and that the lost and found has been checked prior to leaving camp property.

We understand a lot of people have long drives and we do have bathrooms on camp that may be used if needed but we prefer this to be done prior to arrival due to the backup it may cause.

If the pick-up person is running late please notify the Camp Director at 406-743-9329.

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## Got a question?

To help you and your camper prepare for this experience, we have compiled a [Camp Success Guide](#).

If you have any additional questions or concerns prior to your arrival at camp, please contact Girl Scouts of Montana and Wyoming Headquarters at (406) 252-0488 or [customercare@gsmw.org](mailto:customercare@gsmw.org).