



girl scouts

arizona cactus-pine

WILLOW SPRINGS 2018

SUMMER CAMP CONFIRMATION PACKET

PROGRAM AIDE TRAINING
WEEKEND

GIRL SCOUTING BUILDS GIRLS OF COURAGE, CONFIDENCE
AND CHARACTER, WHO MAKE THE WORLD A BETTER PLACE.

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PLEASE READ THE ENTIRE PACKET.

ALL camper forms must be completed in UltraCamp.

WELCOME TO THE GIRL SCOUT CAMPING ADVENTURE

FUN, FRIENDS, AND ADVENTURES AWAIT!

We are thrilled your camper will be joining us at summer camp! Girl Scout Camp is a great place for girls to create memories, connect with others, and try out new and challenging experiences. Girl Scout Cadettes will arrive Friday night and get to know one another and then train with adult volunteers for Program Aide. Afterwards, girls will apply their training working with younger girls to earn their Program Aide Pin once six activity hours are completed.

Your camper can get ready by talking about what camp will be like, what kinds of things she wants to see and do at camp, packing, and getting excited for camp.

This booklet is the first step in getting ready for a great experience. We encourage you to review it with your camper. For further information on preparing for camp, please visit www.campparents.org.

If you have any questions, please do not hesitate to call us. We will be happy to discuss any situation with you.

Yours in the outdoors,



Michelle "Juniper" Balfe-Keefer
Camp Director, Willow Springs Program Center

HEALTH PROCEDURES

Camp is staffed by a qualified medical professional (RN, EMT, or LPN), known as the Health Supervisor. A local physician is on call at all times.

Parents / Guardians will be contacted if the following situations occur:

- » your camper spends the night in the infirmary.
- » your camper needs to see a doctor or visit the Emergency Room.
- » your camper breaks the Camper Behavior Agreement.

Parents / Guardians may be contacted in the following situations:

- » If the Health Supervisor has a question regarding information supplied on your camper's Health History form (medications, chronic health conditions, etc).
- » If a camp staff person needs your assistance / support in regards to your camper's well-being.

All Campers receive a health screening upon arrival at camp and the health supervisor verifies health information. Parents will be notified of any concerns.

Medication can only be left at camp if the medication:

1. Is in the original container,
2. Is labeled with the camper's name, physician's name and correct dosage, and
3. Is prescribed for her by a physician, and
4. Includes detailed written instructions on the Camper Health History form.

MEDICATION – Please **bring only prescription medication to camp**. Medication will be administered according to the prescribed instructions. *Emergency Medications such as Epinephrine or inhalers will remain with the camper at all times and camp staff will know the specifics of that child’s medical needs.*

CAMPER HEALTH

For your camper to have the best possible experience at camp, they should be arriving at camp free of illness. If your child is showing any signs of illness, please keep them home until they are well and contact the Camp Director.

Because your camper will be joining a camp community, living in a cabin with eight to ten other campers and sharing the camp with 150 other campers it is important that good practices, like hand-washing and catching your sneezes are second nature.

For additional information, please read the healthy camp update from the American Camping Association here: <http://www.acacamps.org/sites/default/files/images/parents/parentflyer.pdf>

SAFETY IN THE SUN AND HEAT

At camp we have two very common and completely preventable problems: SUNBURN and DEHYDRATION. Participants are encouraged to bring non-aerosol sunscreen of SPF 15 or greater and chapstick with SPF 15+.

Water is critical to our body’s health. Everyone needs to drink at least three water bottles a day. A water bottle with a strap for carrying is recommended. At camp meals, we all drink one glass of water before other beverages. PLEASE ENSURE YOUR CAMPER BRINGS A WATER BOTTLE (we’ll refill it as needed while at camp).

A WORD ABOUT SHOWERS AT CAMP

We have hot and cold running showers at all camps. In consideration of Arizona’s limited water supply, and since your visit to camp is a short stay, we ask you not to shower. If other accommodations are needed, please speak to the Camp Director.

EMERGENCY PROCEDURES

Family members will be contacted if there is an emergency that affects the camp community. Examples of emergencies include wildfire evacuation or other such occurrences. When these events occur, please do not call camp.

CAMP PROGRAM - WHAT TO EXPECT

PROGRAM AIDE TRAINING WEEKEND AT WILLOW

JUNE 29-JULY 1 | GRADES 6-8

If you are interested in developing more leadership skills and working with younger Girl Scouts, Program Aide Training will support your next steps. Cadettes attending the training will learn how to help GS Daisies, Brownies, and Juniors earn Journey awards and badges. Training will cover Girl Scout Leadership Experience (GSLE), Journeys and badges, characteristics of younger Girl Scouts, planning, and safety. PA pin will be awarded after completing six activity sessions and submitting a session log after the event. **Be sure to eat dinner prior to arriving to camp as we will not be serving dinner Friday night.**

TYPICAL DAILY SCHEDULE

All activities are weather permitting.

FRIDAY

6:30-7:30PM	Arrive
6:30-8:00PM	Unpack and settle in
8:15PM	Evening Program
10:00PM	Lights out!

SATURDAY

7:45AM	Flag Ceremony
8:00-9:00AM	Breakfast in Lodge
9:00AM – 12:00PM	Morning Activities
12:30-2:30PM	Lunch and Family Time
2:30-5:30PM	Afternoon Activities
5:45PM	Flag Ceremony
6:00-7:00PM	Dinner in Lodge
7:00-9:00PM	Evening Program
10:00PM	Lights out!

SUNDAY

6:30AM	Wake up, pack, clean cabins and shared bathroom and one other group kaper
8:30AM	Breakfast
9:00AM	Closing Ceremony – Scouts Own
9:30AM	Check-out

SPECIAL NEEDS

Please contact the Camp Director for campers requiring special health care or with mobility limitations. At that time you will be able to discuss the nature of your camper's needs and gather additional information to determine if the camp can provide the proper support, supervision and necessary accommodations for your camper to have a safe, fulfilling camp experience. To be successful at camp, your camper needs to be independent with self-care (shower, dressing, using the restroom) and needs to be successful in an 8:1 camper to staff ratio. We are dedicated to serving ALL girls in our council and accommodations can be made in many cases. Please contact the camp director for more information prior to registering.

DIETARY NEEDS & FOOD ALLERGIES

Some dietary needs can be accommodated (vegetarian, lactose-intolerant, etc.) with advance notice and others cannot. Special diets may require the participant to bring some of their own food to supplement the meals provided by camp. Although we cannot guarantee a nut-free environment; we are "nut aware" and can ensure a camper's meal is nut free. Please contact your camp director at least two weeks in advance if your child has any food allergies or special dietary needs. Include your camper's dietary needs or restrictions on her Health History form through the UltraCamp system.

CAMPER STORIES

www.campwillowsprings.blogspot.com

We do our very best to post photos and tell short stories through our Camp Willow Springs blog. The Willow Springs blog will be updated at least once a week, please feel free to check out posts from last summer and throughout the summer. *We cannot guarantee that every camper will appear in the blog.*

UNIT PLACEMENT

The most frequently asked question is "Where will I live?"

Unit living placements are finalized only a day or two before the session begins and determined by total camp enrollment and numbers in each particular program. You will find out this information upon arrival.

- » All girls and adults will share a cabin with other girls and adults. Each Cabin sleeps 8-10 people per cabin, with adjacent bathroom facilities in a separate building. Mattresses are provided.

ARRIVAL AND DEPARTURE

We encourage everyone to carpool, as we have limited parking at camp (and it saves you money as well as wear and tear on your car!).

ARRIVAL AT CAMP

Please do not plan to arrive early, as the staff will be preparing the site.

GATE OPENS — Promptly at 6:30PM (and closes one hour later Friday night). Please notify us if you will be late.

Please follow driving directions to camp included in this packet. (Do not rely on GPS as we have found it is not as accurate as needed). Once at camp, continue to the first parking lot and backed into the parking space.

When at Camp:

- » Refrain from smoking on camp property.
- » Leave luggage in the car until after you and your campers have their health check.
- » Bring all camper medications, including emergency medications such as inhalers or epi-pens and prescription medications (all in the original containers) for check-in with the Health Supervisor. This includes adults' medications as well.
- » Make sure all campers have access to their water bottle and are wearing close-toed shoes.

CHECK-IN PROCESS

There are several steps during the check-in process.

1. All campers check in at the designated check-in table.
 - » Camp staff will check to see that all forms have been received THROUGH Ultracamp for you and your camper, and ask if there are any food allergies/restrictions
2. Check in all medications to the Health Supervisor.
 - » includes emergency medications, prescription and over the counter medications—all medications **MUST BE** in their original containers for adults and girls
3. Camp staff directs girls to meet their counselors and move into their cabins before evening program begins.

DEPARTURE FROM CAMP

CHECK-OUT— 9:00AM Sunday. Please notify us if you need to leave early.

CHECK-OUT PROCESS

1. Our camp staff will assist all campers with locating cleaning supplies and support in the cleaning of camp facilities.
2. Campers (girls and adults) will clean their cabins and shared bathrooms.
3. Campers (girls and adults) will also be in charge of cleaning one shared area at camp.
4. Girl campers complete evaluations.
5. Pick up medications that were turned into the Health Supervisor.

TRADING POST

The Trading Post will be open during check-in (Friday) and check-out (Sunday)

LATE ARRIVALS AND EARLY DEPARTURES

If you or your camper will be arriving late, you need to contact the camp office prior to arrival at 928-778-5127. Please report to the camp office upon arrival.

If your camper will need to leave early for any reason, you need to notify the camp office during check-in.

For your camper's safety, our gate remains closed during our camp session. Without prior notification, you will not be able to enter the property. You will need to report to the camp office to pick up your camper.

CONTACT INFORMATION

WILLOW SPRINGS PROGRAM CENTER

A map to Willow Springs Program Center is included on the last page.

If you need directions please contact the council office at 602-452-7000 or Willow Springs at 928-778-5127.

Campers are not allowed to make or receive phone calls while at camp.

WILLOW SPRINGS PROGRAM CENTER

Michelle "Juniper" Balfe-Keefer, *Camp Director*
928-778-5127 (office)
mkeefer@girlscoutsaz.org

MAILING INFORMATION

(PLEASE DO NOT SEND FOOD OR CANDY)
Willow Springs Program Center
775 North Camp Willow Springs Rd
Prescott, AZ 86305-8200

PHONES AT CAMP

Cell phone usage is strongly discouraged in camp as it disrupts programming. As an adult, if you must have your phone, we ask that you keep it on vibrate and avoid using it in front of others. GSACPC is not responsible for lost, stolen, broken, or damaged property.

LOST & FOUND

All "lost & found" items will be held for 2 weeks at the council office after the close of the camp session. All items not claimed within two weeks of session closing will be donated to local charities.

PACKING LIST

WEEKEND CAMPS 1-2 NIGHT SESSIONS

Campers are responsible for all items brought to camp. Label everything – especially sleeping bags and luggage! We recommend that you leave at home any items you consider to be irreplaceable or valuable. Girl Scouts–Arizona Cactus-Pine Council, Inc. is not responsible for lost, damaged or stolen items.

CLOTHING

- t-shirts – one per day
- shorts – one per day
- socks – one pair per day
- underwear – one per day
- shoes – tennis shoes (CLOSED TOES & HEELS)
- rain coat or poncho
- pajamas
- long pants – one pair
- hat or visor
- sweater, sweatshirt OR jacket
- nametag (FOR RETURNING CAMPERS)

PERSONAL CARE

- sunscreen AND lip balm – SPF 15 or higher
- brush OR comb
- deodorant (NO SPRAY CANS)
- toothpaste, toothbrush
- sanitary items (IF APPROPRIATE)
- sleeping bag OR sheets and 3-4 blankets
- pillow
- laundry bag with name on it
- flashlight and extra batteries
- water bottle with a shoulder strap
- sunglasses
- daypack / backpack

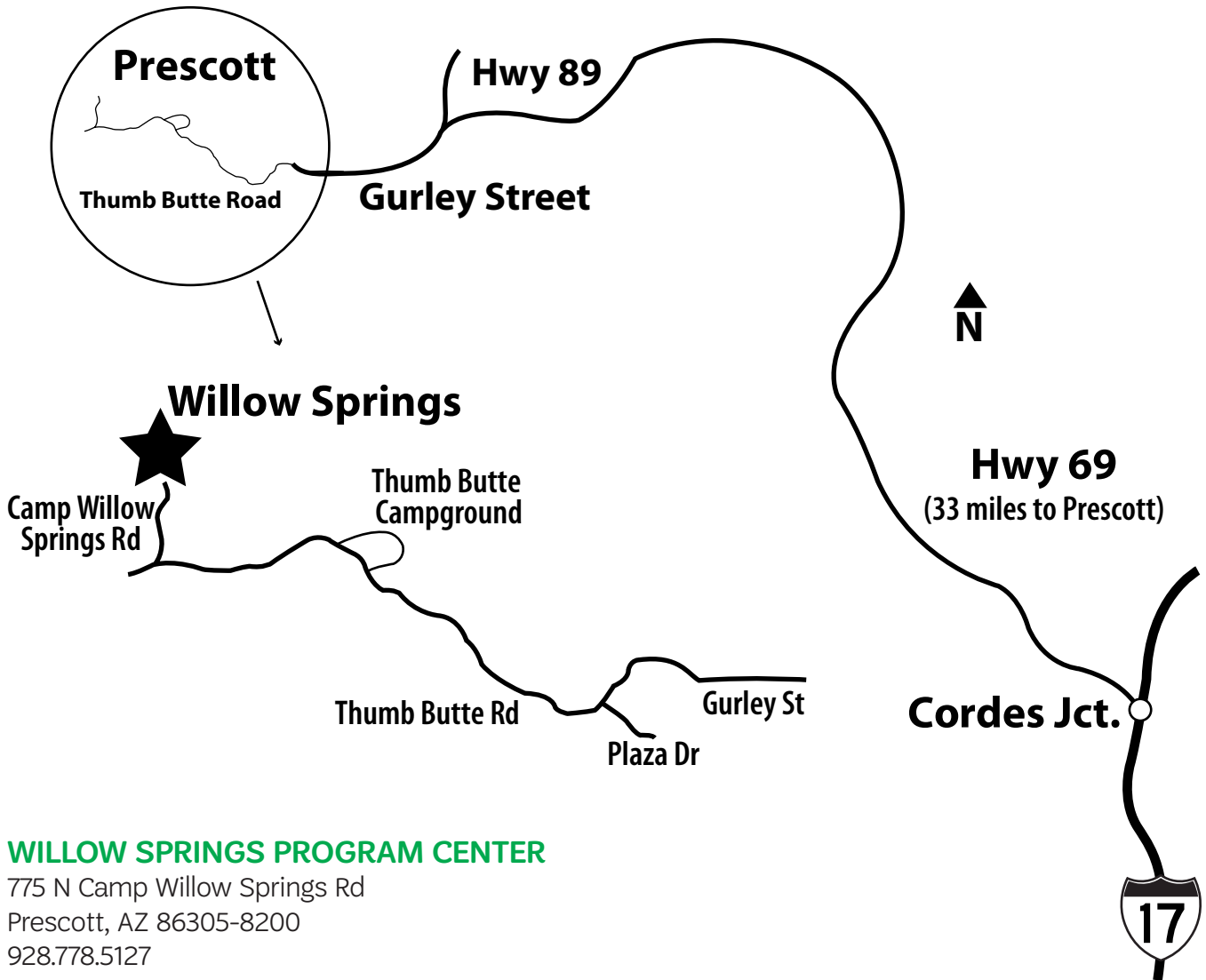
NICE TO HAVE

- camera, film (PHONES NOT ALLOWED)
- stuffed animal
- book
- bandana

DO NOT SEND

- » pets/animals
- » vehicles (bicycles*, ATV's, etc)
- » radios, iPods OR other music players, video games
- » phones
- » video games
- » gum, candy or other food items
- » laptops or portable DVD players
- » snacks with nuts
- » personal sporting OR riding equipment (CLIMBING HARNESS, HELMET, BOW/ARROWS, TACK)
- » tobacco, non-prescription, illegal drugs, alcohol
- » expensive name-brand articles
- » matches or candles
- » irreplaceable items
- » anything with wi-fi OR video taking capabilities

WILLOW SPRINGS ROAD MAP & DIRECTIONS



WILLOW SPRINGS PROGRAM CENTER

775 N Camp Willow Springs Rd
Prescott, AZ 86305-8200
928.778.5127

CAMP MANAGER

Peter Glenn
928.778.5127

CAMP DIRECTOR

Michelle Balfe-Keefer
928.778.5127

I-17 to State Rt. 69 at Cordes Junction (exit #262). Take State Rt. 69 to Prescott (approximately 33 miles). State Rt. 69 will connect with Gurley Street in Prescott. Take Gurley Street turnoff west through Prescott Gurley Street turns into Thumb Butte Road near Plaza Drive. Continue west on Thumb Butte Road, and check odometer at Thumb Butte Park entrance. Go approximately 2 paved miles to Camp Willow Springs Road (green street sign on the right side of the road) and a large white painted rock. Turn right on to Camp Willow Springs Road and continue 1/2 mile to the entrance of Willow Springs Program Center.