

Camp Roundelay
Camp Sanderson
Camp Shingobee Timbers

Summer Resident, Family Camp, and Day Camp Handbook for:

Parents
Guardians
Families
Campers

2021



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Welcome to Camp!

Dear Campers, Parents, Guardians, and Families,

Welcome to YOUR outdoor adventures at Camp Roundelay, Camp Sanderson or Camp Shingobee Timbers. We are glad you have chosen our resident camps for your daughters' summer camp experience. Our staff is excited to welcome you to camp and help you build memories that will last a lifetime! In true Girl Scout fashion, you will find that the Girl Scout Promise and Law are the foundation of our camp programs.

The following pages will help you prepare your daughter for a great summer camp experience. Please take time to read this Handbook thoroughly so you and your camper are well prepared. Included is a camp checklist to help you track everything you need to do to prepare for a wonderful camp experience.

Based on recommendations from the Centers for Disease Control (CDC), Girl Scouts of the USA (GSUSA), the American Camp Association (ACA) and Minnesota and Wisconsin State guideline we have made changes to camp operations for summer 2021. Though this looks different than a typical summer, the feeling is the same. We're committed to keeping the camp experience as consistent and magical as possible. We have put protocols in place that are subject to change based on current recommendation. The situation remains fluid and we will make updates as needed. These include the use of these non-pharmaceutical interventions: reduced capacity at camp, smaller camper "pods", staggered parent drive-through drop off and pick up, opening day health screening and pre camp self-monitoring tracking, face coverings and social distancing, frequent hand washing, and enhanced cleaning and sanitization of equipment and food service protocols.

We encourage you to contact us to discuss any questions or concerns you have as you read this handbook. Sending a child to camp can be an overwhelming experience; and we want to make it a stress less, wonderful experience for both you and your camper!

In the Spirit of Camping,
Outdoor Program Team



Helpful Numbers and Contact Information

Contact the Camp Directors prior and during the summer for questions about:

1. COVID Policies
2. Specific questions about camp
3. Health and dietary needs for your camper
4. Lost and found items
5. Praises to pass along to camp staff
6. Donations you would like to contribute to camp
7. Alerts for camp birthdays
8. Change in camp pick-up plans

Camp Roundelay

Jack "Otter" Shearer – Seasonal Summer Camp Director

Phone (after June 12): 715-220-4687 (camp office) or 218-481-3622 (cell)

Email: jshearer@girlscoutslp.org

Camp Sanderson

Jeanette "Chillee" Marnholtz – Seasonal Summer Camp Director

Phone (after June 12): 320-403-2112 (camp office) or 320-444-0885 (cell)

Email: jmarnholtz@girlscoutslp.org

Camp Shingobee Timbers

Angela "Mickey" Fay – Seasonal Summer Camp Director

Phone (after June 12): 218-210-2684 (camp office)

Email: afay@girlscoutslp.org

General Questions about Camp

Customer Care – Girl Scouts, Lakes and Pines

Phone: 320-252-2952

Email: customercare@girlscoutslp.org

Registration Questions – Girl Scouts, Lakes and Pines

Phone: 320-252-2952

Email: registration@girlscoutslp.org

If you feel your needs have not been met:

Melissa Garza- Director of Program, Property & Member Support

Phone: 218-726-4710

Email: mgarza@girlscoutslp.org

Julie Svir-Peters– Chief Operating Officer

Phone: 218-726-4710

Email: jsvir-peters@girlscoutslp.org

Opening Day Procedures

Summer Resident Camps

Camp Roundelay, Camp Sanderson & Camp Shingobee Timbers

Check-In: 2:00 PM

Family Camp at Roundelay, Sanderson and Shingobee Timbers begins at 2:00 PM

Please do not arrive early. Camp staff will not be ready for your arrival.

Due to the ongoing pandemic, the check-in process will be drive-through this year. Please note:

- There is no smoking policy on GSMWLP camp properties, this includes e-cigarette use as well.
- Please leave your pets at home. If you have to bring a pet they must be on a leash and are not allowed to exit the vehicle.
- All campers should be transported by a parent or guardian and are not allowed to bring vehicles or drive themselves to camp.

Opening Day:

- You will be greeted by staff and guided to start drive through check in!
 - To reduce potential exposure this year we will be having a drive through check in process. Parents and guardians will not be able to walk girls to the cabins
- Check-in Stations:
 1. Station 1: Arrival
 - Receive cabin/unit/room assignment and nametag
 2. Station 2: Paperwork
 - Double check all paperwork or turn in paperwork not submitted 4 weeks prior to the camp session
 3. Station 3: Health Check & Medications
 - Communicable diseases check (COVID, head, feet), temperature check, turn in medications, and review health history, exam form, and immunizations.
 - Review **Pre-Camp Health Screening** – Coming to camp this summer is a commitment. For the safety of everyone involved, we are asking you to partner with us by limited your camper’s and your family’s contacts for two weeks prior to your camp session. We are requiring you to track temperature and symptoms 14 days prior to your camp session. This form must be completed and turn in on opening day.
 4. Station 4: Camp Store Account & Mail
 - Drop off money and cookie dough for your girl’s account. See **Camp Store** for more information.
 - Camp Store Account Set Up—REQUIRED. Patches and important paperwork are sent home via this account.
 - Money/Cookie Dough drop off—OPTIONAL. Girls do not need to have money/cookie dough but should drop it off at the Camp Store if they do have it.
- Camp staff will assist campers in transporting luggage to their cabins, setting up their beds, and other first day duties.
- Dinner will be served at 6 p.m. If you plan to arrive late please let the camp director know in advance.

Sample Camp Schedule:

7:00am - Wake-Up	12:00pm - Lunch	6:00pm - Supper
8:00am - Breakfast	1:00pm – Quiet Time	8:00pm - Campfire
9:00am - Flag	2:00pm - Activity session	10:00pm - Lights Out
9:15am - Morning chores	3:00pm - Snack	
9:30am - Activity session	3:15pm - Activity session	
10:30am - Activity session	5:45pm – Evening Flag	

Note: Girls attending Horseback Riding Academy at Camp Roundelay may have slightly different schedules to accommodate time at Echo Lake Ranch.

Departure Day Procedures

Camp Roundelay, Camp Sanderson & Camp Shingobee Timbers

Check Out is 2:00 PM

Camp Sanderson Exemptions: Family Camp ends at 10:00am, Taste of Sanderson ends 7:00pm, Day Combo Programs end at 4:30pm

Please do not arrive early. Camp staff will not be ready for your arrival.

- You will be greeted by staff and guided through the drive through pick up process.
- Sign out of campers will begin at the designated time of your specific camp.
- Check-out consists of drive through stations:
 1. Station 1: Check out camper
 - Check out your camper by signing the Camper Release form.
 - **You must show a picture ID** to pick-up your camper or any other campers.
 - You must be listed on the Camper Release form as an authorized person to pick up your camper.
 - Receive a closing packet:
 - Camp Store money (if any leftover), medications (if any leftover), evaluation, any patches received during camp, health information.
 2. Station 2: Camper will meet you at your car, load luggage, depart and hear about the great things your camper did at camp!

Evaluations:

We value and appreciate feedback. Evaluations help us learn what we are doing well and how we can improve our processes.

On the last day of camp, each camper will complete an evaluation and turn it in to their counselor.

When you pick up your camper, you will receive information about completing a parent electronic evaluation (via Qualtrics). We ask that you talk to your daughter about her camp experience and notice any changes that you see in her upon her return.

Fill out your survey by September 31, 2021, and you will be entered in a drawing for \$50 off a 2022 camp registration.

Camper Forms



We appreciate your taking the time to complete and return all camp forms on time. While some forms seem like duplicates, they are distributed to the different camp staff that will be caring for your girl at camp.

You can complete your forms online in UltraCamp when registering your girl, or you can log back into your UltraCamp account to complete them after registration. After registration, find your forms by clicking the + sign to expand the section "Incomplete Tasks/Forms" in the right column of your Account page. Simply click the binoculars to resume filling out any form.

Note: All resident camp forms asking for a parent/guardian signature must be completed by the girl's custodial parent or guardian. Troop leaders may not sign on behalf of parents.

Forms & Final payments MUST be completed online in UltraCamp or mailed to the GSMWLP Waite Park Regional Center at least 4 weeks prior to the start of the camp session.

Mailing address for camper forms:

- Girl Scouts Lakes & Pines, Attn: Camp Forms, 400 2nd Ave. S, Waite Park, MN 56387

Camper Forms Checklist for Resident Camp:

- Check accuracy of Pickup Authorization (Release Form) in your UltraCamp profile
- Statement of Consent form
- Participant Agreement
- COVID Waiver & Release
- GSMWLP Pre-Camp Health Tracker
- Health History & Physical Exam Form
 - All campers need to have a Health History form filled out and signed by parent/guardian. This has two parts in UltraCamp: "Medications" section and "Camper Health History No Med"
 - **Physical Exams are required for any session three nights or longer!**
MN and WI State youth camp and American Camp Association Accreditation Standards require physical exams to have been completed within **12 months** of the camper attending camp and must signed by a physician, physician assistant or nurse practitioner.
 - Any camper diagnosed with asthma needs to send along their asthma action plan.
 - Any camper who carries an Epi-Pen should plan to bring two non-expired epi-pens, as we do not have these on site.
- **Camp Shingobee Timbers only****: Challenge Course Authorization form for girls going into grade 4 and up
- Any Cookie Dough or other credits that you want applied to your balance (see next page for more details on final payment.)
- Order a Camp Care Package (optional, resident camp only)
 - Order a special gift to be delivered to your girl at camp.
 - Visit your local Girl Scout shop or call 218-302-3184.

Please remember:

- ✓ *When mailing forms, we recommend double-checking that you have the correct mailing address and postage amount, so that your packet will be delivered on time.*
- ✓ *Always **keep a copy** of the forms for your records.*

Finance Procedures

Confirmation/Billing Statement

Online camp registration, confirmation and payment!

- If you register online via UltraCamp, you will automatically be placed in the session of your choice and will receive an immediate confirmation with statement and other important info.
 - You will be able to make online payments toward the balance of your camper's fee. Please make arrangements to have the fees paid at least 4 weeks prior to the session start date.
 - **If you have Cookie Dough Credits, Camp Care Day coupons, or other coupons you'd like credited to your girl's session, be sure to mail them to us at least two weeks before the 4-week deadline, so we can credit your account before your final payment is due.** Include your billing statement from UltraCamp or other note showing how you'd like the payments applied.
 - In order for your participant or troop to attend camp, fees must be paid in full.
- If you register via paper application, your session and date placement are confirmed when you receive your confirmation/billing statement. Campers are placed in their second choice if their first-choice session is full.
 - **IMPORTANT:** Be sure to log into UltraCamp to check your contact information for accuracy, add an alternate contact, authorize other family members/friends to pick up your girl, and fill out her required forms. If you don't have internet access, please call us at 800-955-6032 so we can mail you the information and you'll need to complete.

Campership Scholarship Funds are available to help defray girl costs for families who would otherwise be unable to afford to send their child to camp. Camp scholarships are granted on a first-come, first-served basis. Once scholarship applications have been processed, you will receive an award notification via email. Your account balance in UltraCamp will be updated within 1-2 weeks to reflect your girl's scholarship. If you have questions about your amount due, contact Customer Care at 800-955-6032 or customercare@girlscoutslp.org

Overdue Balances

Full payment for your camp session is due 4 weeks before the session starts. The person you listed as primary contact on your UltraCamp account, as well as any alternate contacts you chose to CC for emails, will be sent reminder emails, at the email address listed, for paying the remainder of your camp cost on time.

If you need to make special payment arrangements, be sure to contact us well before the 4-week deadline to set up a payment plan. Do not bring your payment to camp. **If your balance is not paid, your credit card or e-check will be automatically charged for any remaining balance due 4 weeks prior the first day of your camp session!**

Cancellations and Refunds

If you must cancel, please call ASAP. Payment will be required for any “no shows” without proper cancellation notification.

- A. A full refund (including deposit) is given only if:
 - 1. Camper cannot be placed in session of choice.
 - 2. The program session is cancelled.
- B. A partial refund (excluding deposit) is given with a **written** request when:
 - 1. Statement from a licensed medical professional certifying that your camper is unable to attend. Contact us in advance, and documentation must be received **within two weeks** following the start date of the session.
 - 2. A written request from the parent/guardian may be made for critical immediate family emergency. A cancellation call must be made and message left prior to the session start. Call us at 218-302-3191 and leave a message.
- C. A partial refund (excluding deposits +20%) is given:
If none of the above apply and cancellation is more than 4 weeks before the session.
- D. No refund is given:
 - 1. If none of the above applies and cancellation is less than 4 weeks before the session.
 - 2. For campers who leave camp early, due to homesickness, parental request, or behavior expectation problems.Other requests for refund due to extraordinary circumstances will be considered at the discretion of the CEO or her designee.
- E. Important Notes: We reserve the rights to:
 - 1. Cancel or alter programs due to weather, natural disaster, and lack of registrations, lack of staff or other factors that will compromise safety or program quality.
 - 2. Request payment for “no shows” without cancellations.

COVID 19 considerations to the cancellation and refund policy

We understand there is great uncertainty in a pandemic year. We want to be fair to families and we realize virus recommendations and precautions continue to evolve. If changes in your summer plans become necessary due to the impact of COVID 19, we will work with your family on an individual basis. Please keep us updated on any exposure or symptom concerns as your session nears.

Please reach out to customer care team at customercare@girlscoutslp.org or give us a call at 320-252-2952

Camp Store/Trading Post/Merc

The Camp Store welcomes all campers to shop for camp souvenirs, clothing, outdoor gear, and novelties during their stay. Items range in prices from \$1 to \$40.



- At check-in time, you may set up a camp store account, you'll deposit money and/or cookie dough they may wish to spend during their session. (Cookie dough is earned and distributed with the Girl Scout Cookie Sale.) This procedure safeguards all money while at camp. Purchases made by each camper are recorded during visits to the Camp Store, and an individual running balance is kept. All unspent cash and cookie dough is returned upon check-out on the last day of the session.
- Each camper should set up a Camp Store account, even if she chooses not to make a deposit. The Camp Store account is also used to distribute information and patches at the end of the camp session.
- The amount of money your camper brings is at the discretion of you and her. On average, campers bring \$15 - \$50. Some campers bring more; others bring no money or only cookie dough. Any amount of cookie dough can be deposited at the Camp Store. Unspent cookie dough will be returned in the check-out packet parents/guardians receive when picking up their camper.
- Camp Store merchandise includes camp T-shirts, sweatshirts, hats, bandanas, stuffed animals, postcards, friendship bracelets, camp patches, and much more. We also carry fun camping gear in our Girl Scout Shops. What a great way to remember your camping experience all year 'round!
- Your camper's cabin or unit will sign up to visit the Camp Store and shop at least one time during their stay. In addition, the Camp Store is open during check-in and check-out times as we are able to staff it.

Camp Care Packages

Girl Scouts Lakes & Pines Girl Scout shops offer a fun way to ensure your camper has a great camp experience. Send her your love by ordering a Camp Care Package in advance! Your camper's care package will be personally delivered to her during her stay at camp. To order, contact us at 218-302-3184 at least two weeks before your camp session starts.

Health Care Information



Health Care Center

Our Health Care Manager provides routine health care to campers and staff while at camp. Camp will call parents/guardians or emergency contacts regarding all significant health issues (i.e. illness lasting longer than eight hours, requiring an overnight stay in the Health Care Center, a trip to the hospital or clinic, etc.).

Health History & Exam Form (3 nights or more) – Minor and Adult Health History Record (2 nights or less)

When properly completed, your girl's Health History Form provides us the information we need to care for your camper while she is at camp. It requires your full input and signature. We must have a current health form in order for your camper to attend camp. Please **contact your girl's camp director in advance** if your camper has been exposed to any contagious conditions (chicken pox, head lice), has special dietary needs, has special health needs prior to her arrival at camp or if she is injured (such as a broken bone) and has a doctor's permission to attend camp. Keep in mind, we will need at least two weeks' advance notice to order food for special diets. Find camp director contact info on page 4.

**If you are going to be out of town while your girl is at camp (or otherwise not available at the emergency contact number) please update your contact information with the Camp Director.

*Please Note: State regulations and Girl Scout Safety standards require a record of each camper's health history to be on file while your camper is attending a camp session. We require that a physical examination performed by a license physician, physical assistant, nurse practitioner or Registered Nurse (RN) within 12 months of admission to camp be on file in addition to the health form for any stay longer than 3 nights or more. Copies of school physicals are acceptable, but the entire health history form still needs to be completed.

A current physical and licensed medical professional signature is required for those attending resident camp sessions lasting three nights or more.

Camper Medications



All medications, including prescriptions, over-the-counter meds, vitamins, cough drops, inhalers, creams, etc. are to be turned in when campers arrive at camp.

Medications need to be brought to camp in the original container with the camper's name and dosage clearly stated. Please place the original RX containers in a zipper storage bag with your camper's name clearly printed on it with a permanent marker.

At check in, the health care manager will discuss with you medications that need to be in the camper's or her counselor's immediate possession. Asthma inhalers and Epi-pens fall under this category.

Our health care staff members **CANNOT**:

- Administer non-labeled pills or medications; including non-labeled over-the-counter medications such as vitamins or creams.
- Accept or administer expired medications.
- Accept medications labeled for someone other than the camper.
- Give a different dosage than what is labeled on the bottle or packaging.

Note: We stock generic over-the-counter medications such as: antacids (Tums, Pepto-Bismol), pain relievers (Tylenol, Ibuprofen, child and adult dosages), antibiotic ointment, cough drops, hydrocortisone cream, and antihistamine (Benadryl). On your health form, cross off any that your camper should not be given.

Medical Insurance

Basic sickness and accident insurance is provided for campers through their Girl Scouts of the USA membership. The plan's purpose is to provide a supplemental or secondary insurance coverage and is not intended to replace benefits under your family plan. Billing first goes to the girl's insurance company and then to the Girl Scout insurance company. A parent/guardian is liable for all medical fees if a girl is taken to the clinic/hospital for any pre-existing medical condition. Please make sure to send a copy of the family's health insurance or camper's insurance card with your girl, OR make sure the policy name and numbers are correct on the health form.

Illnesses & Communicable Diseases

Girls and adults who have a communicable illness or medical emergency are not permitted to attend camp. If a girl or adult is unable to attend camp because of the communicable illness, their camp fees can be transferred to another camp if one is available. If another session cannot be determined, they will receive a full refund (minus the non-refundable deposit).

Head Lice

It is ESSENTIAL that you screen your camper for head lice before coming to camp. We encourage you to use www.headlice.org as a resource. Due to the high level of communicability, we cannot allow campers who have head lice or nits to stay at camp. Head lice occur in all socio-economic levels and in all cultural groups. Having head lice is not a sign of poor hygiene; head lice actually prefer clean hair! Because head lice are such a common occurrence, we screen every troop and resident camper on opening check-in day. If head lice or nits are detected, the child will not be allowed to remain at camp. If possible, arrangements may be made to attend a later camp session. A camper may join her group later in the week if a doctor, licensed medical provider or public health nurse can verify with a written notification statement that all lice have been eliminated.

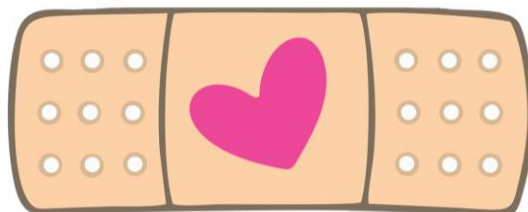
Lyme Disease, West Nile Virus and Zika Virus

As with any outdoor activity in the Upper Midwest, participants run the risk of being bitten by mosquitoes, ticks and other insects. While the risk of Lyme disease, West Nile and the Zika Virus is low, basic awareness of symptoms to look for is important (www.cdc.gov). It is important to save the tick in case your troop camper develops symptoms after her camp session has ended.

* The health care manager will send home any ticks that were found imbedded on your camper. Tick checks are a part of the daily health routine at camp. You will receive the tick taped to a piece of paper inside a zip lock bag, with the date and location it was found on your camper's body.

Health Care Volunteers Needed

All camps are seeking volunteer doctors, nurses, and EMTs to help staff our Health Care Center during the summer. If you are interested in volunteering your time while your camper is with us, please contact the specific camp you are interested in helping with. Room, board, camper discount and fun are provided during your stay.



Homesickness



Homesickness is a natural and important part of the separation process. When children and adults leave home for a while, it is natural to miss family and familiar surroundings. When attending camp, your camper may work through the process of homesickness and learn to handle separation in a safe and supportive environment.

There are several things you can do before your camper arrives at camp to help her prepare:

1. Learn about camp. Look at the brochure; attend Camp Care Day or Open House.
2. Provide lots of support and comfort. Talk about things your camper can do if she feels homesick. This will empower her to become independent and successful.
3. Pack a few special small items from home such as pictures, a favorite stuffed animal, or blanket.
4. Discuss strategies for dealing with homesickness and make an action plan. You might suggest your camper: write a letter to family, tell her she can do it, or bring a favorite book to read.
5. Do not promise your camper they can call home if they need to. Refer to camp telephone usage policy.
6. Check out <http://www.acacamps.org/campers-families/planning-camp/preparing-camp/coping-homesickness> for more tips to help your girl get ready for camp and how to cope with homesickness.

We encourage campers to write home when they are feeling homesick. If you receive a sad letter during her time at camp, remember it was most likely written on her first day of camp, shortly after you have left or just before lights out. Your camper might still be a little unsure of herself. Some girls are scared and lonely after their parents have left and before they have had a chance to tour camp and make friends with the other girls in their cabin. The first day can be overwhelming, especially if your camper has never been to camp before. Once the fun activities have started and she has had time to adjust, she will be having the time of her life.

Contact the Camp Director at any time to see how your camper is adjusting to camp, but please remember the Camp Director will not take your camper out of her scheduled activities to speak with you on the phone.

Bedwetting



All staff members cheerfully accompany campers to the bathroom at any time of the night if necessary. With their counselor's permission, campers may go to the bathroom at any time with a buddy. Our health care staff checks beds each morning and will discreetly take wet bedding that is found, launder it, and then return it to the camper's sleeping area. We strive to eliminate any camper embarrassment and prevent personal hygiene issues.

There are several things you can do if you know that bedwetting is a concern for your camper:

1. Note it on the health form.
2. Tell the health care manager during check-in.
 - Information will be relayed to cabin staff so they can take extra steps to make sure that the bed is kept dry and clean.
3. There are widely available brands of discreet, disposable, absorbent underwear that will alleviate the problem of a wet bed.
4. Send two sets of bedding, ideally, matching sets. A lightweight sleeping bag, or sheets and a blanket are best so that clean up is quick and less noticeable.
5. Send extra pajamas, sweats, etc., so your camper always has clean, dry clothing to sleep in.
 - Any clothing worn during a bedwetting accident will be washed and dried as quickly as possible.
6. Make sure your camper chooses a bottom bunk.
7. Showers are available and offered on a daily basis. Encourage your camper to shower when it is their group's time.

It is very important for your camper to tell an adult if something has happened so that it can be addressed quickly and respectfully. We appreciate the camper's help with this as much as possible.

Expectations & Camp Guidelines



Camper Behavior

GSMWLP resident camps are a child-centered community where girls function in an atmosphere dedicated to individual growth and community living. Our responsibility at camp is to ensure the safety and enjoyment for all members of our community.

- We expect all participants adhere to and follow all COVID procedures for in person camp. This includes the wearing of masks, social distancing, reduced group size, sleeping capacity and increased hand washing.
- We expect every camper and staff member's behavior will be positive and beneficial for both themselves and for all others at camp. This includes treating everyone in camp with respect, both in words and actions.
- We expect campers to try activities and work with the staff to overcome fears as part of the learning process. This includes experiencing foods at meal times.
- We expect campers and staff to fully participate in taking care of camp, including kapers (also called chores) that involve: cleaning their tents, cabins or dormitory rooms, helping keep common areas clean (such as the dining hall, activity areas, bathrooms), and picking up litter throughout camp.
- We expect campers and staff to follow all safety rules on and off site. For campers who participate in off-site trips, we expect their behavior in public is appropriate and reflects a positive image of our camp and Girl Scouts.
- We expect campers will not bring cell phones, iPods, iPads, e-readers, tablets or any other form of wi-fi/game/internet/texting/music playing devices.
- We expect campers/adults/staff will not bring any weapons on to camp property. This includes, but is not limited to: guns, knives, or anything that can be used to cause harm to themselves or others.
- Camp is a smoke, alcohol and drug free environment. We reserve the right to send any camper home, who is found to be in participating in the use of or possession of such substances, with no refund.
- We believe in positive reinforcement for appropriate behavior. If a camper chooses not to follow our expectations, she will be counseled and positively disciplined. If counseling does not result in cooperation and positive behavior, we will consult with the camper's parents/guardians. If these measures do not result in positive behavior, we reserve the right to send a camper home with no refund.
- We expect staff and campers will keep themselves and our community emotionally and physically safe.
- We expect parents/guardians to discuss these expectations with their camper.

Waterfront Fun and Safety

The waterfront is a popular place at camp. Within the first two days of camp, all campers will participate in a waterfront orientation and swimming skill assessment. For those seeking to swim in the deep-end waters, the swim assessment consists of non-stop swimming in the middle waters and treading water for 1 minute.

Canoe and kayak campers also participate in a “tip test” to prepare for what they would need to do in a boating emergency. Should your camper not feel comfortable in water, she may still swim but will need to stay in the shallow end of the swim area. Everyone is required to wear a personal flotation device (camp provides) in any boat, regardless of swimming ability.

Certified waterfront lifeguards supervise all aquatic and boating activities.

Telephone Calls

Campers will not be permitted to make or receive phone calls, except in the case of an emergency or on birthdays or at the camp directors discretion. This helps reduce the potential of homesickness. Cell phones are not allowed at camp. While we are at camp 24 hours a day, we are not always near a phone. We make every effort to return phone calls as soon as we can. You may feel free to contact the Camp Director at any time to see how your camper is adjusting to camp; however, please remember the Camp Director will not take your camper out of her scheduled activities to speak with you on the phone.

E-mail

Please feel free to e-mail your camper while she is at camp. Staff check e-mails daily and print and deliver correspondence to campers at mail time.

Your camper will not be able to respond through e-mail. Look for a letter in the mail.

Camp Sanderson e-mail: jmarnholtz@girlscoutslp.org

Camp Shingobee Timbers e-mail: afay@girlscoutslp.org

Camp Roundelay e-mail: jshearer@girlscoutslp.org

Help prepare our camps for summer by attending a **Camp Care Day!**

May 11 & June 6 at **Camp Sanderson** from 10:00am-4:00pm

May 8 at **Camp Shingobee Timbers** from 10:00am-4:00pm

May 22 at **Camp Roundelay** from 10:00am-4:00pm

Date TBD at the **Northern Lakes Canoe Base** from 1:00pm-4:00pm

Each Camp Care Day participant receives a \$15.00 UltraCamp Account credit to use towards any 2021 summer camp registration. Credits may be gifted to others, and a girl or adult may use up to 3 credits per camp session (a \$45 value). Please pre-register with your UltraCamp account. Make sure your name is included on the check in roster to receive your credit.

Weather and Emergency Preparedness

A Girl Scout is always prepared. During staff training all counselors and staff learn and practice all weather procedures and emergency action plans. Drills are reviewed and practiced throughout the summer with campers and staff. Safety is our highest priority at camp. We monitor the weather using weather radios and the internet. If the weather is unusually hot or cold, activities are modified to keep campers safe and comfortable.

Kapers

Kapers: a camp word that refers to camp tasks to share the responsibility of living in the camp community. Campers typically spend 30 minutes each day completing kapers as a group. We believe that when a camper takes ownership and responsibility of her camp and living community, it leads to positive growth and the development of a strong sense of community. Kapers may include setting tables for meal time, flag ceremony, sweeping common areas, sweeping bathrooms, or picking up litter around camp. Counselors assist and help make kapers fun!

Meal Times

The dining hall meals are served at approximately 8:00am, 12:00pm, and 6:00pm. Our food service staff works hard to provide appealing, healthy meals for our camp community. Most meals are served family style. In addition to 3 meals a day, we provide snacks in the afternoon and evening, so girls have plenty to satisfy their appetite. We also leave a fruit bowl on the counter for girls to take a piece at any time.

Food attracts mice, ants, raccoons and other critters in cabins and the dormitory; therefore girls will not be permitted to keep personal food. Be certain to write on her health form if there are dietary restrictions, so camp can help in meeting those needs.

Most activity groups will cook at least one meal at a cook-out site during their time at camp.

Birthdays at Camp

Camp has special traditions to help campers celebrate their birthday when it happens at camp. We also welcome fun, inclusive ideas for birthday celebrations. Please let the Camp Director know on opening day if your camper will have a birthday while at camp. It will be a day to remember.

Lost and Found

The council is not responsible for lost items, items left at camp, or stolen articles. Please check your camper's luggage before leaving camp. All articles left after camp will be kept until August 30th, after this date they will be donated to a local charity. Please call the camp directly during the summer if you feel your camper has left something at camp. To help minimize lost belongings, please make sure each item is clearly labeled with the camper/family's name and refrain from sending valuables to camp.

Out of Camp Trips

Campers and parents/guardians should be aware that some of our programs involve campers leaving the camp site for field trips and programs. We follow State of Minnesota, State of Wisconsin, Girl Scouts of the USA, and American Camp Association standards with regards to all of our programs both in and out of camp.

Camp Mail

Campers love to get mail from home! Letter writing is a great way to communicate with your camper!

- ✉ Send funny cards, the comics from the newspaper, a simple game to play during Me Time.
- ✉ If you are sending a care package, please make sure not to send food; food attracts critters of all kinds. Please contact the Camp Director if you want to send a special treat for camp birthdays.
- ✉ You might want to select special stationery for camp, help your girl address it, place a stamp on it, and send it with your camper so you get mail, too.
- ✉ Some families/friends write letters in advance and drop them off on opening day to be delivered throughout their camper's stay. Please write on the envelope: camper's name, session, and day you would like the letter delivered.
- ✉ Some campers will be so busy they will not have time to write home—this is especially true for shorter sessions. No need to worry! It means she is having so much fun she does not have time to write.

✉ **Camp Mailing Address:**

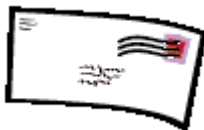
Camper's Name
Program session/date (i.e. Mad Scientist July 11–16)
Camp Shingobee Timbers
5649 Bachelor Road NW
Hackensack, MN 56452

✉ **Camp Mailing Address:**

Camper's Name
Program session/date (i.e. Science Explorers July 18-23)
Camp Sanderson
7066 - 140th Ave NE
Spicer, MN 56288

✉ **Camp Mailing Address:**

Camper's Name
Program session/date (i.e. Adv Explorers July 18–23)
Camp Roundelay
16251 S County Road G
Minong, WI 54859



Sample Letter: What to write

Dear Susie Camper,

How is camp going? What has been your favorite activity so far? Is the water warm? What kind of activities have you been doing with your new friends? When I went to camp we got to swim and go kayaking. Have you tried the kayaks yet? We know you are busy with all the camp activities but if you have chance, write us and let us know how much fun you are having! Have a great week!

Love, Mom, Dad, Fred, and Fluffy

Sample Letter: What NOT to write

Dear Susie Camper,

How is camp going? We miss you so much and can't wait for you to get home. Fluffy lies by your bed everyday hoping for you to come home. Have you made some new friends? A few of your friends from school have stopped by to play. They are looking forward to you getting back home. Enjoy your last few days at camp, we miss you a lot and look forward to seeing you soon!

Love, Mom, Dad, Fred, and Fluffy

Packing for Camp

New clothing is not necessary or advisable. Please label everything you send with your camper, to ensure its safe return home. Girl Scouts cannot assume responsibility for loss or damage to any personal belongings brought to camp. Laundry facilities are not available to campers. Showers are available and offered on a daily basis.

Horse Camps:

In addition to the standard Camp Packing List (enclosed), please remind girls attending Horse Camp at Camp Roundelay to pack:

- Rain jacket and pants (ponchos cannot be worn while around the horses)
- Riding helmet (if you have one, otherwise camp will provide)
- Daypack (i.e. small, simple backpack)
- 2 pair of jeans (sweat pants, wind pants, pajama bottoms and capris are NOT allowed when riding horses)
- Boots with at least a 1" heel*

*If you do not have proper boots, we do have a **limited** number of boots at camp that can be loaned to campers during their stay at camp. We cannot guarantee sizing.

How to Pack for Camp:

1. Use enclosed packing list, including at least one mask for every day of you camp stay plus one extra!
2. Get out a duffel bag or suitcase.
3. Lay out all items listed on the equipment list.
4. Make sure you have your name on **EVERYTHING**.
5. Double check the packing list.
6. If you are bringing any medications, make sure they are in their original container with your name on it and the dosage. Put this into a zipper storage bag with your name printed on the bag in permanent marker.
7. Put everything into your duffel bag or suitcase.
8. Come to camp!

Directions

TO CAMP ROUNDELAY

From Duluth and Superior: Take US Highway 53 through Superior south to Gordon, WI (approx. 42 miles). In Gordon, turn left (east) onto County Road Y/G. Continue on Y/G a few blocks until you pass under the railroad trestle. Immediately after the railroad trestle, turn right onto County Rd G. Follow signs to stay on County Rd G until you see the camp entrance on your right (approx. 9 miles). A large round sign marks the camp entrance.

From Ashland : Take US Highway 63 south to Drummond. Turn right (west) onto County Rd N; follow N across Highway 27 to County Rd Y. Turn left (south) onto Y and follow it to Gordon. Just before the railroad trestle as you come into Gordon, turn left (south) onto County Rd G. Follow signs to stay on County Rd G until you see the camp entrance on your right (approx. 9 miles). A large round sign marks the camp entrance.

From Hinckley: Take MN Highway 48 East across the St. Croix River. Here the road becomes WI State Highway 77. Follow Highway 77 all the way to Minong. Cross Highway 53 and continue on Highway 77 approximately 6 miles to County Rd G. Turn left (north) onto County Rd G. Follow County Rd G to camp (approx. 7 miles). The camp entrance is one mile past the Totagatic River Bridge, on your left. A large round sign marks the camp entrance.

From Spooner - Take US Highway 53 North to Minong. Turn right (east) onto WI State Highway 77. Follow 77 approx. 6 miles to County Rd G. Turn left (north) onto County Rd G. Follow County Rd G to camp (approx. 7 miles). The camp entrance is one mile past the Totagatic River Bridge, on your left. A large round sign marks the camp entrance.

From Bemidji, Brainerd, Iron Range, and points north: Your shortest route is almost always to drive to Duluth and follow the directions above to get from Duluth to Camp Roundelay.

From St. Cloud and points south: Take MN 23 to Hinckley. Follow the directions above to get from Hinckley to Camp Roundelay.

Please note there is designated parking. Do not drive on the grounds. Do not drive to the cabins.

Camp Roundelay * 16251 S County Rd G, Minong, WI 54859 * 715-220-4687

TO CAMP SANDERSON

FROM THE SOUTH – Follow Hwy 23 East from Spicer. The camp road is 2 miles north of “Mel’s Sport Shop” in Spicer. When you see the brown “Camp Sanderson” sign get into the left lane. Turn Left on 73rd Avenue (If you drive over the bridge on Nest Lake, you’ve gone too far north.); 73rd Avenue makes a 90-degree turn and becomes 140th Avenue. Follow 140th Avenue NE .03 of a mile there will be a right hand turn (the road only goes one way and you will still be 140th Ave.) keep following it about ½ mile you will see the “Girl Scout Camp” sign turn right into the driveway.

FROM THE NORTH – Follow Hwy 23 West from New London. The camp road is 2.3 miles South of the junction of Hwy 23 and Cty Rd 9 in New London (“The Country Stop/A&W” service station is located at that junction). You drive over a bridge on Nest Lake and immediately turn Right on 73rd Avenue; 73rd Avenue makes a 90-degree turn and becomes 140th Avenue. Follow 140th avenue .03 of a mile there will be a right hand turn (the road only goes one way and you will still be on 140th Ave.) keep following it about ½ mile you will see the “Girl Scout Camp” sign turn right into the driveway.

YOU HAVE ARRIVED! Park in the upper parking lot. Check in is on the lawn in front of the lodge. Bathrooms are in the basement of the lodge.

Camp Sanderson * 7066 - 140th Ave NE, Spicer, MN 56288 * 320-403-2112

TO CAMP SHINGOBEE TIMBERS

From Duluth: Take Hwy 2 west from Proctor. About 9 miles beyond Floodwood, turn left onto Hwy 200. Follow signs to stay on 200 for approx. 72 miles, passing through Hill City and Remer. Turn left (south) onto Highway 371 (Northern Lights Casino is at this intersection). Travel 4.2 miles and turn right onto Co. Rd. 50 (also called Upper Ten Mile Lake Road). The road will be paved for 1.8 miles and then turn to a gravel road. Once on the gravel road travel 2.6 miles and turn left on Co. Rd. 49 (Bachelor Road). Continue 2 miles to camp entrance, on right, at Shingobee Timbers sign. Drive past the garage to the main building and parking.

From St. Cloud or Brainerd: Take Hwy 10 North to Hwy 371 North. Approximately 7 miles north of Hackensack, turn left on County Rd 50 (also called Upper Ten Mile Lake Rd). The road will be paved for 1 mile and then turn into a gravel road. Follow Upper Ten Mile Lake Road for about 4.5 miles to Shingobee Township 49 (Bachelor Road). Turn left on Township 49. Continue 1.2 miles to camp entrance, on right, at Shingobee Timbers sign. Drive past the garage to the main building and parking.

From Virginia or Hibbing: Follow 169 West to Grand Rapids. Go west through town on Highway 2. As you're leaving Grand Rapids, turn left on Co. Rd. 63 (toward Forest History Center Rd.). Follow 63 south to Hwy 6. Turn left on Highway 6 to go to Remer. At Remer, follow Hwy 200 West toward Walker. After about 40 miles, turn left (south) onto Highway 371 (Northern Lights Casino is at this intersection). Travel 4.2 miles and turn right onto Co. Rd. 50 (also called Upper Ten Mile Lake Road). The road will be paved for 1.8 miles and then turn to a gravel road. Once on the gravel road travel 2.6 miles and turn left on Co. Rd. 49 (Bachelor Road). Continue 2 miles to camp entrance, on right, at Shingobee Timbers sign. Drive past the garage to the main building and parking.

From Walker: Go South on Route 34 toward Akeley as far as County Road 50 (2.7 miles). Turn left on dirt road (County Road 50). Go 2.3 miles to Shingobee Rivers Bridge. Continue ½ mile to Shingobee Township 49 (Bachelor Road). Turn right on Township 49. Continue 1.2 miles to camp entrance, on right, at Shingobee Timbers sign. Drive past the garage to the main building and parking.

Please note there is designated parking. Do not park around the flag pole loop or at the front entrance. Do not drive vehicles beyond the circle driveway loop, to the cabins, or to tent sites. Park all vehicles by parking signs.

Camp Shingobee Timbers * 5649 NW Bachelor Rd, Hackensack, MN 56452 * 218-210-2684

