

DAY CAMP PACKET

Here is a packet that will help you prepare for your Girl Scouts' day camp experience! If you still have questions, please contact us at the contact information above or email info@gswestok.org.

CAMP PAYMENTS

All payments for camp must be paid in full two weeks prior to the start of the participants' session. We cannot accept payment on the check-in days. Complete your payment through registration or by calling the council office at 405-528-GIRL (4475) or (800) 698-0022.

DROP OFF & PICK UP

- Campers must arrive and depart promptly on their session dates. Campers will not be allowed to leave camp with anyone except those listed on the Health History form. If you wish to add another adult to the list of people who can pick up your camper, you must call in to provide a full legal name and phone number for the individual to be added.
- **Parent drop off at camp:** Parent drop off is from 8am-8:30am each day. On the road camp pick up times will be from 9:00-9:30am
- When dropping off your camper on the first day, you will go through a check-in process to check for lice and ensuring all payments and paperwork is complete.
- If a camper is absent after 5 p.m. on the first day of the session she is registered for, the camp director will call parents/guardians to follow up.
- **Parent pick up at camp:** Parent pick up will be from 4:00pm-4:30pm each day. Aftercare from 4:30-5:30pm is available for purchase when registering for the camp.
- If you are going to be dropping off or picking up your camper outside the designated time frame due to unforeseen circumstances, please call the Day Camp Director at 1-405-388-7595 as soon as possible.

CAMP POLICIES

- **Animals/Pets:** Participants may not bring animals or pets to camp.
- **Alcohol, Drugs & Cigarettes:** Camp is a drug and alcohol-free environment. Participants may not use or possess drugs, alcohol, e-cigarettes or cigarettes while attending camp. Violation will result in being sent home immediately. Possession, misuse or self-administration of medication will also result in being sent home.
- **Cell Phones:** Participants may bring cell phones to day camp, but are asked to not use them. If found to be a distraction, the cell phone will be collected and returned to a guardian at the end of the day.
- **Electronics:** Electronics, including digital music players, CD players and video games are not allowed at camp. These items will be collected and returned at the end of the day.
- **Clothing:** Participants and staff may not wear revealing clothing, low-cut, halter, or backless shirts, low-riding pants, string bikinis, or clothes with messages promoting drugs, sex, alcohol, violence, hate or discrimination.
- **Close-toed shoes are required** – Keens or any other sandal with a covered toe and back strap may be worn.
- **Firearms & Weapons:** Firearms, weapons, or anything else used as a weapon is prohibited on site. Possession of a weapon will result in being sent home immediately.

FORMS & PHYSICALS

- ***The Health History Form must be completed online two weeks prior to the participants' session.*** If you do not fill out a form at least two weeks prior to your participants' session, we cannot guarantee our ability to support and manage your child's allergy, dietary, medical, or behavioral needs. If you show up to check-in without having filled out the form online, you will be required to fill it out at camp before leaving your child with us.



LICE

Girl Scouts Western Oklahoma follows the [Oklahoma City Public School's "No Nit" policy](#).

- At check-in, your child will be checked for lice.
- If lice are found and you would still like to attend camp, you must complete the following: (1) get your child medically treated, (2) doctor's note must be turned in on arrival to attend that same session, and (3) all laundry must be treated. You can choose to attend another session that is the same price as your original session if space permits.
- If you choose not to attend camp, a refund will not be issued.
- How to check for lice: [You Tube - Checking for Lice](#)
- How to treat for lice: [CDC - Lice Treatment](#)

HEALTH CARE

GSWESTOK's top priority is the health and well-being of all participants and staff. All camp staff is trained in First Aid and CPR. GSWESTOK also provides trained staff to manage participant medication and provide routine and emergency first aid as needed.

- Complete all sections of the Health History form, and give as much detail as you can.
- Staff will discuss your child's specific needs during check-in.
- Camp staff will notify you as soon as possible if your child has an injury that requires medical treatment outside of camp.
- If you have questions about health care prior to camp, contact the Day Camp Director at 405-388-7595 or 405-528-4475.

MEDICATION

All medications brought to camp must be checked in upon arrival and administered only through the health center – this includes medications classified as over-the-counter. Camp also has a supply of common over-the-counter medications that may be administered as authorized by parents on the Health History form.

All medication must have:

- **Original pharmacy or manufacturer container (pill sorters or other containers are not accepted)**
- **The child's own name if prescribed (medications belonging to a sibling or anyone else are not accepted)**
- **Current date (expired medications are not accepted)**
- **Physician's instructions (prescription medications can only be administered according to doctor's written instructions, such as the instructions printed on the original pharmacy container)**

FOOD SERVICE

- Participants need to bring their own lunch in a lunchbox or bag. *There will be no access to a microwave or fridge.
- Snacks will be provided for each participant daily.
- Please let us know about all special dietary needs on your child's Health History form. Camp may not be able to accommodate Kosher, vegan, or other strict diets.

TRADING POST (camp store)

- Girls will be able to participate in purchasing items from the store on their designated day, time & day will be provided by the first camp day.
- During check-out, cash and Girl Scout reward cards will be accepted.
- Before camp, money can be added to a trading post card on the registration form.
- Any trading post money not spent will be given back at the end of camp.
- Possible items in the trading post include; t-shirts, postcards, water bottles, sunglasses, stuffed-animals, bandana's, hats and much more.

CARE PACKAGE

- If you would like to purchase a care package, you can log into to where you registered for camp.
- You must purchase a camper care package 1 week prior to your session.
- The Explorer (day camp only) package is \$30 and includes: Drawstring Bag, Water Bottle, Plush Keychain, Sunscreen, Putty, and a Sketch Set with Color Pencils



LOST & FOUND

- Lost and found items are stored at the council office until September 1. Any items left will be donated.
- **We do not keep socks, underwear, ripped or torn clothing/towels, toiletries, and inexpensive water bottles.**
- If you are missing any items, call the council office at 800-698-0022.
- ***The camp is not responsible for lost or stolen property.***

PACKING LIST

- Please mark everything with the camper's first and last name to avoid losing items.
- Girl Scouts Western Oklahoma is not responsible for lost or stolen items.
- Avoid wearing new clothes to camp. Everything gets dirty in the outdoors!
- Campers should be a part of the packing process. It will help her to know what to look for when she packs up at the end of her camp session.

GENERAL

- Sturdy closed-toed shoes (tennis shoes and hiking boots are fine)
- Hat, bandana or visor (for field trip days)
- Water bottle or canteen **REQUIRED**
- Insect repellent, non-aerosol
- Sunscreen (SPF 15 or higher)
- Towels (For any water related days)
- Small daypack/backpack
- Lunchbox
- Something to tie-dye, can purchase a shirt in the Trading Post

Leave these items at home! *These items will be collected and returned at the end of camp.*

- Electronic equipment. This includes iPods, radios, flat irons and cell phones.
- Please, no halter necks, tube tops; unprotected areas can easily sunburn and encourage ticks.
- Jewelry can be lost easily. If it's precious to you, leave it at home.

