



# GSMW Summer Camp FAQs

## For Caregivers

### Registration & Payments

#### Registration Schedule

- Camp registration for 2024 Cookie Reward Earners, who sell 1,200 boxes of cookies, begins on Wednesday, April 17, 2024 at 9 AM.
- Wednesday, April 24: Early Bird Registration opens at 9 AM. Visit [www.gsmw.org/camp](http://www.gsmw.org/camp) to register!
- Wednesday, May 8: Full Price Registration begins.
- At the time of registration, a \$50 non-refundable deposit is due per camper (\$100 deposit for Family Camp).

#### Online Registration

This year we have a new camp registration system called UltraCamp. Everything you will need for camp will be online in the UltraCamp system. You'll find health forms, confirmation packets, waivers and much more.

- When registration opens, please follow the links found at [www.gsmw.org/camp](http://www.gsmw.org/camp) to begin the registration process. Register for your camp, pay the non-refundable deposit and choose a payment plan (or pay in full).
- Keep an eye on your email for additional instructions, reminders and confirmation details.
- Confirmation Packets: please be aware that confirmation packets will no longer be mailed to campers as you'll have access to everything in UltraCamp. A hard copy can be mailed upon request. Please send requests at least 2 weeks prior to camp start date.
- For help with registration or other questions, please contact GSMW's Customer Care at 406-252-0488 or [customercare@gsmw.org](mailto:customercare@gsmw.org).

#### Troop Camp: Special Registration Instructions

- Troop Camp Registration will start with a Pre-Order to be completed by the Troop Leader. Creating the reservation block will require a \$50 deposit per reserved spot (both girls and adults). Make sure to include a spot for yourself if you are attending as creating the pre-order does not register anyone for the camp.
- Once the pre-order is created, Troop Leaders will email the group a special registration link and group code for them to use for registration. As campers from your group register for the reserved spots, Troop Leaders will be credited back those deposits to their UltraCamp account.
- If you would like to help pay for Troop Camp fees, see Troop Sponsorships below.
- Families will complete their registration(s) and either pay for their camp balance in full or choose a payment plan. Families will need to complete the required forms for each camper they register within the UltraCamp system.

**Troop Sponsorships:** If the Troop wants to pay for partial or all camp fees, Troop Leaders will be able to purchase a Sponsorship Code that will cover a specified dollar amount. GSMW will assist

with creating the Sponsorship Code and attaching it to your pre-order prior to you sending out the link to your campers.

### **How can a Girl Scout pay for camp?**

There are several ways to pay for summer camp:

- Earn money, with Troop agreement, through our Fall Product and Cookie Programs.
- Girl Scout Gift Cards can be used to pay for camps and Happy Camper Kits. Please contact [shop@gsmw.org](mailto:shop@gsmw.org) or call 406-252-0488 to process.
- After participating in the Fall Product and Cookie Programs, apply for additional money-earning opportunities. Contact GSMW for more information.
- Tried and true, save allowance or other non-Girl Scout earnings to pay for camp. Start saving early, and your piggy banks will fill up just in time for registration.
- Earn a \$350 camp credit through the Girl Scout Cookie Program.

### **Tell me more about “Cookie Reward Earners”**

Girl Scouts who sell 1,200 or more packages of cookies become “Cookie Reward Earners.” Not only do these top sellers get a \$350 camp credit that can be used towards the fees of any camp, but they will also get an exclusive camp blanket.

- Cookie Reward Earners can register for camp one week before the registration opens to other campers. Cookie Reward Earner camp registration opens Wednesday, April 17.
- The \$350 camp credit can be used to attend any camp program. This credit can also be used towards a weekend camp with an adult in your household.
- Camp choices are on a first come basis, so be sure you get your camp registration submitted ASAP as spots are limited.

### **Camp Financial Assistance**

Cost should never be a barrier to a girl attending camp. Our Council provides Financial Assistance to those in need.

- During camp registration, you will be asked if you plan to apply for Financial Assistance. If yes, please carefully review the following guidelines prior to submitting your application directly in the UltraCamp system:
  - The \$50 deposit must be paid for by the family at the time of registration.
  - You can apply if your family qualifies for state/federal financial assistance, have medical expenses, or other extenuating circumstances.
  - You will be asked to complete and submit household and financial information when completing the application.
  - Financial assistance is only available for one camp session per Girl Scout per camp season.
  - Financial assistance is only available to GSMW members as we do not offer assistance to out-of-council Girl Scouts.
  - GSMW will notify applicants after committee review if the request has been granted or denied.

### **Can I get a refund?**

If you need to cancel attendance at a session, you must notify GSMW Customer Care as soon as you are aware so the spot can be offered to another camper. **Please carefully review the policies listed below as they have changed.**

## Week-long Camps

- If a camper needs to cancel due to a medical reason, a full refund will only be given with a family's written request, a doctor's note and council approval.
- If a camper needs to cancel more than 2 weeks prior to camp, the \$50 deposit is non-refundable and the remaining camp fees may be applied to another camp session, if available, or may be refunded.

## Troop/GO/Family Camps

- If a camper needs to cancel due to a medical reason, a full refund will only be given with a family/leader's written request, a doctor's note and council approval.
- If a registered group needs to cancel more than 2 weeks prior to camp, there will be a \$50 cancellation fee applied and the remaining balance will be refunded. Family Camp will incur a \$100 cancellation fee and the remaining balance will be refunded.

IMPORTANT NOTE: All refunds may take up to 4 weeks to process. Discounts and refunds will not be given for campers that show up late, leave early or cancel their registration

## Waitlist for Full Programs

- Once a program is full, we cannot immediately add a camper to the program. We base capacities on housing/beds that are available, girl-to-adult ratios and whether that program has a field trip outside of camp, and how much room we have in vans to transport the girls.
- As other programs during that week either fill or do not fill, we can decide to add more spots to some programs. Usually, this will be closer to summer so all programs can fill equally.
- Campers can be added to waitlists during registration and families will be contacted via the UltraCamp system email if a space opens for them. Once contacted, families will have 2 days from the time the email is sent to accept the spot, payment will be due, and all required forms should be filled out. **This is a fully automated process, so please keep an eye on your email if your camper is on a waitlist.**
- REMEMBER – encourage campers to sign up early to ensure they are in the program and the week they would like.

## Paperwork, Packing & Special Accommodations

### Where can I find my confirmation packet?

An electronic copy can be found in the Document Center in UltraCamp and at [www.gsmw.org/camp](http://www.gsmw.org/camp).

- Please be aware that confirmation packets will no longer be mailed to campers as you'll have access to everything in UltraCamp.
- A hard copy can be mailed upon request. Please send requests at least 2 weeks prior to camp start date to [customercare@gsmw.org](mailto:customercare@gsmw.org).
- Waivers for your specific camp theme can be found on the 'Already Registered' page. Please be sure to check back prior to your camp in case anything has changed.

### Required Forms and Authorizations:

All forms will be completed in the UltraCamp system. You can find them under Messages and/or under the Document Center.

- Health Form: All campers are required to complete the health form. Girls must have their caregivers complete the form to attend camp. Adult campers attending a weekend camp will also be required to complete a health form.
- Pickup Authorizations: Campers attending week-long, or try-it camps must complete this form. It is important for the caregiver completing the form to write themselves in so that we can release the child to them as well as listing others that may be picking up the girl. Those picking up the girls will still be required to show an ID to pick up a camper from camp.
- Camp Attendance Authorizations: The Inherent Risk Statement, Camper/Caregiver Agreement, and General Authorizations and Permissions are required for your camper to attend camp.

### **Items to Leave at Home: Cell phones, Smart Watches, and Electronics**

Campers are not allowed to have cell phones, smart watches, or other electronics at camp. Camp provides a great atmosphere for learning and exploring away from technology. We have counselors that are trained to work with campers to help them with homesickness or whatever issues might be happening.

- If campers bring these items to camp, the Camp Director will take it and put it in a Ziploc bag with their name on it and keep it in the office lock box and return it at pick up time.
- The phone number to contact camp staff at each location is included in your Confirmation Letter and can be used for emergency situations only.

### **What if my camper needs special accommodations?**

We want our campers to have the most successful week at camp. If your camper has any dietary restrictions, learning differences, health needs, or need for accommodation, please contact us (at least two weeks before camp) at [customer care@gsmw.org](mailto:customer care@gsmw.org). Together, we can discuss your camper's needs to determine the best course of action to ensure a safe and successful camp experience.

### **My camper is gluten free/vegetarian/allergies/diabetic/ADHD, etc...can you accommodate?**

Yes, but we do ask that caregivers complete this section on their child's Health Form so we can make any needed accommodations. An email sent to the Camp Director ([camp@gsmw.org](mailto:camp@gsmw.org)) is also very helpful so that we know specifics about the camper and can all be on the same page as far as restrictions, etc.

- Typically, if a child has an allergy to a certain food, the kitchen will adapt their meal based on what is planned for everyone in camp. For example- if we are having spaghetti and the girl is gluten free-then they will just get gluten-free noodles as a substitute etc.
- If parents would like to send specific food that their camper would eat as opposed to the brands or kinds we may have at camp, they are more than welcome. Please make sure they write the child's name on their food and send it in an appropriate cooler or bag for storage at camp.

## **Participation**

### **Who can attend camp?**

- Girl Scouts welcomes all campers born female regardless of chosen pro-nouns.
- All attendees must be a registered Girl Scout.
- Because all campers are required to be registered Girl Scouts, they are covered by the Girl Scout health and accident insurance, which is a supplemental plan to the caregiver's insurance while participating in a resident camp program.

### **Grades listed for Programs**

Campers must be entering this grade in the Fall to attend. We do this to keep the ages close so that the girls can bond and feel comfortable with similarly aged campers.

### **Can caregivers attend?**

Caregivers can attend camp with their Girl Scout on weekends where allowed. The resident camp weeklong programs are just for girls. We have highly trained staff to lead them in their camp experience.

- Even though Troop weekends are for Troops, this is a great time for Moms or caregivers to take their Girl Scout to camp and experience it together.
- GO Camp and Family Camp are also great options if a caregiver (meaning mom, favorite adult – if they are 18 years old) wants to attend camp with their child.
- Caregivers do NOT need to be a part of a troop to attend these weekends but must be a registered Girl Scout.

### **Will my camper participate in activities that aren't stated in the description?**

Yes! Our camp guide has limited space, so we only share the big hitters. Everybody gets to participate in arts and crafts, hikes, team building, archery, and all sorts of other activities if they choose to! Some activities have age requirements set by GSUSA safety activity checkpoints, like archery being Brownie and up.

### **Who is supervising my camper?**

Each camp location has a full staff of Directors, Counselors, a Healthcare Supervisor, and a Kitchen Supervisor.

- Camp staff possess the skills, experience, and leadership capabilities necessary to provide the best camping experience possible. All staff are required to go through an intensive training program and complete a background check.
- We maintain the appropriate adult-to-girl ratios required under GSUSA regulations. To add to the experience, we have hired staff from all different parts of the US and the world! Of course, we have our local staff, too! Your camper will find more than one staff member to relate to and learn from.

### **Programs that leave camp property**

Two staff are present anytime a group of campers leaves the camp property. We keep our ratios of girls to adults at a maximum of 12 girls to 2 adults when leaving camp. Typically, any field trip that leaves camp will ride in a 12-passenger van.

### **What if there's bad weather?**

Our outdoor activities depend on good weather. In the case of bad weather (lightning, thunder, or high winds), it may become too dangerous to continue the activity. Our primary concern is for the campers' safety. Our staff is trained on what to do during inclement weather and have great indoor activities up their sleeves to entertain for hours!

### **Emergencies**

First and foremost, the safety and well-being of campers is our priority. All camp staff are trained in First Aid and CPR. Our staff will provide care under this scope of training. Through the advanced training of our Healthcare Supervisor, campers will receive necessary medications permitted only by the authorization of the parent/guardian.

- If emergency medical care becomes necessary, camp staff will ensure that the proper emergency medical services control the situation. If this type of situation occurs, the Camp Director, Healthcare Supervisor, or designee will contact the parent/guardian.
- GSMW collaborates with local officials for environmental emergencies (e.g. wildfires). If a wildfire occurs, parents/guardians will be notified by camp staff. If there is an emergency at home and you need to notify your camper, you may contact GSMW Headquarters at (406) 252 0488 or the Camp Director at 406-794-0087.

## **Sleeping Arrangements**

### **Where is my camper going to stay?**

Campers are assigned to living units by program and age. Housing is based on age; youngest girls live in the less rustic areas. All housing is a short walk away from a bathroom.

- Timbercrest Camp:
  - Cabin- single-level beds, illuminated by lanterns
- Camp Castle Rock:
  - Cabin- single-level beds with electricity.
- Camp Sacajawea
  - Yurts - round, cabin like structure with bunk beds and electricity
  - Platform Tents - wooden platform with a canvas tent, cots with mattresses

### **Bunkmates:**

Campers can sign up as bunkmates, however they must be registered for the same camp week AND camp theme (not just be at camp during the same week). You must provide the preferred bunkmate's name on the form provided in UltraCamp no later than 2 weeks prior to the camp start date. If you include more than one camper as a bunkmate, please be aware that we cannot guarantee more than one pair to be placed together.

### **Why don't adults sleep in cabins with campers?**

Campers can make new bonds with their peers and gain independence when they sleep in separate quarters from their caregivers. Unrelated adults should never be alone with unrelated youths. Therefore, GSMW requires separate sleeping quarters for adults (staff or volunteers) and campers. All adults attending camp must be registered Girl Scout volunteers with an approved background check.

## **Additional Preparations**

### **When do camps start and end?**

\*Exact check-in and check-out times can be found in your confirmation packets\*

- Check-in generally happens in the late afternoon around 4:00 pm for week-long and 6:00 pm for weekend camps.
- Check-out is generally between 10:00 and 11:00 am

### **Bugs & Critters**

Camp is an outdoor activity, and we have no way of eliminating critters that live in the great outdoors. A travel-size, non-aerosol bug-spray/lotion should be sent with each camper. Please instruct your camper for

proper use. Sprays should never be sprayed indoors or upwind of others. All Camp Staff are trained to keep campers safe regarding local habitat and wildlife.

**Sending mail to camp**

Campers LOVE to get mail! Given the length of our camps and due to the locations of camps, mailed letters will not be delivered.

- Instead, please bring a letter or batch of letters with you at check-in. Keep it secret and give the letters to our camp staff at the check-in table so camp staff can deliver your letters throughout the week.
- To help your camper through the week, please keep messages up-beat and supportive.
- Also, consider pre-ordering a “GSMW Happy Camper Kit.” On the first day of camp, your camper will get her special kit. Look for details at [www.gsmw.org/camp](http://www.gsmw.org/camp) on how to purchase a Happy Camper Kit.

**Lost & Found**

At each camp, we have a bin of items that have been left behind. We will keep these items until the end of the summer and then either donate them or keep them at camp for other children to use if it’s an item they might need like a raincoat, shoes or flashlights. Campers and caregivers picking up campers are encouraged to look in our Lost and Found bins at the end of each week they are at camp.

**Week-long Camp Information**

Check-In and Check-Out Times for Camp	
<b>Sunday Check-in Times</b>  **If Siblings come together, it is fine to bring them at the same time.	3 <sup>rd</sup> to 4 <sup>th</sup> Grade from 3:00 to 3:30 p.m.
	5 <sup>th</sup> to 8 <sup>th</sup> Grade from 3:30 to 4:00 p.m.
	9 <sup>th</sup> to 12 <sup>th</sup> Grade 4:00 to 4:30 p.m.
Wednesday and Friday Check-out	10:00 to 11:00 am

**Check-In Procedure for in-person parent drop off**

- Caregivers will need to drop campers off in person at Camp. Counselors, Health Staff, and Directors can meet with campers and guardians in person to discuss the week and any needs.
- Caregivers will meet a camp staffer on the road into camp and will be directed as to how the traffic is flowing through our drive-thru check in process. The Camp gate will not open until the start of the check-in period.
- Cars will stop at 3 different stations;
  - **Station 1:** Front Gate – where you will be greeted and given driving directions through the process
  - **Station 2:** 1<sup>st</sup> Table – where forms are confirmed, and health checks are completed. Your camper will complete their Health Check-in and all medications will be turned in to our Health Supervisor. Medication must come in its original container with dosage

directions clearly visible. This is the time and place for you to discuss any issues your camper may have during the week and to talk about medication distribution during the week. Please include this in the Health Form.

- Additionally, if your child has any dietary restrictions and you'd like to discuss them, the Camp Director will be more than happy to discuss what the week's meals will look like. Please be sure to include any dietary restrictions (allergies, intolerances, religious or cultural reasons) in the Health Form.
- **Station 3:** 2<sup>nd</sup> Table – where luggage is dropped for cabin move-in. This is also where goodbyes are made, and campers will join in a group game.
- Late arrivals are accepted only in case of emergency circumstances. 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 as soon as circumstances arise.

### What happens at the Health Check?

- Forms are confirmed, this will include any waivers for that week and the camper's health forms.
- The Healthcare Supervisor will check your camper during check-in to ensure that all campers are free of head lice and nits (head lice eggs).
- **If a camper is found to have live lice, they will be sent home.** If they are found to have nits, parents may attempt to remove the nits, treat the child for lice, and return to camp for a second inspection later in the day or early the next morning. Please do not bring your child to camp if she has a communicable condition or disease.
- To prevent a surprise during lice checks, check your camper before you leave home. You can remove nits or other hair conditions that appear like nits. Treat the child with a lice remedy if you find lice or nits.

### My Camper takes daily Medication

- Many campers take daily medication and come to camp. We **require** that caregivers send the medication in its original container with the dosage and directions still printed on the bottle. Camp staff need to know how to administer the medication to the child. We also ask that they send the medication in a Ziploc bag with the girl's name on it, this way we can keep everything separate once they arrive at camp.
- Camps will have/provide standard over the counter if the parent gives us permission. There is no need to send personal things like Ibuprofen or cough medicine with the camper, we will provide that for them.
- All medication is required to be stored in a locked cabinet within the Health Centers at Timbercrest, Castle Rock, and Sacajawea. We are required by Health Code to document anything and everything given to a child. We have a bound Health Log that everything will be written in for the entirety of camp, we are required to keep these logs for 20 years past the youngest child turning 18.
- Caregivers should fill out the medication section of their Health Form so our staff can appropriately administer medication.
- For example: 'My daughter has seasonal allergies and I'm going to send Claritin with her to take if she needs it.' Great-when parents give us this information, the child will be responsible to request the medication if/when they need it. If the child does not come to the Health Center all week to get meds that they take as needed, then we assume they did not need them. If the caregiver wants the girl to take it every day, then the parent must tell us this. "As needed" medication will be given when the child reports to us that they need it.



- If your camper requires an Epi-pen or rescue inhaler, we recommend bringing TWO to camp (one for our staff, and one for your camper). If you want your camper to always have their emergency medication in her possession at camp, please bring the appropriate Emergency Medication Policy form found at [www.gsmw.org/camp](http://www.gsmw.org/camp) or email [customercare@gsmw.org](mailto:customercare@gsmw.org) for a copy of this form. This permission form requires a physician’s signature. If you do not have the form signed, our staff will hold the medication.

**Check-Out Procedure for in-person pick-up**

- Upon arrival at pick-up, caregivers will be met at the gate and given directions on where to go, there will be just 2 drive thru stations;
  - Station 1: Director’s Table – where medicine will be given back, and ID will be checked to ensure they are an authorized “Camper Pick-Up”.
  - Station 2: Luggage Pile – a counselor will bring your camper over to the luggage pile and help load items into the car.
- For your camper’s safety, you will need a photo ID and you will need to be listed on the “Authorized Pickup” form. Don’t forget to list yourself, your spouse, and anyone who may pick up your camper at camp. Please also list nearby family & close friends in case of an emergency.

**Weekend Camp Programs**

Check-in/out Times	
Check-in	6:00 p.m. on Friday evening
Check-out	10:00 a.m. on Sunday morning

**Troop / GO / Family Camp Check-In/Out Procedures:**

- Campers arrive between 6 - 7 p.m. on Friday (tours and settling in with the program starting at 7pm). **Please eat dinner prior to arriving, snacks will be served during Keys to Camp Success.**
- Groups will be housed together; the adults can assign campers to bunks/beds. If group girls don’t fill a cabin/yurt/tent they may have to share with another group.
- Related adults and girls will stay in the same housing unit together this year (where space allows)! Consistent with GSUSA policy, unrelated adults do not sleep in cabins with unrelated children. Adults will stay in separate cabin/yurt nearby.
- How many adults are needed? Groups must bring the required number of adults to meet the girl/adult ratios for those attending camp.
- Campers leave between 9 - 10 a.m. on Sunday.