



Resident Camp Parent Packet

Dear Friends and Family,

Welcome to the Girl Scouts of Greater Iowa Summer Camps! Camping and outdoor experiences are an important Girl Scout tradition, one which we are proud to carry on at our summer camp locations. Each camp provides a unique summer experience for girls from across the state.

Summer isn't just about fun; it's also about setting your camper up for an abundant life of quality relationships, self-confidence, independence, and healthy decision making. We are excited to partner with you to help her work toward these goals.

We're continuously monitoring the COVID-19 situation and updating our camp policies and procedures to match the recommendations from the CDC, Iowa Department of Public Health, and the American Camp Association. Please visit girlscoutsiowa.org/COVID-19 for the most current information relevant to your camper's experience this summer. We've also created a [quick guide to our procedures](#) to prevent the spread of COVID-19 at camp.

Read more to plan appropriately for your time at camp. There is new information included, please make sure to review this packet thoroughly, complete your forms online prior to your camp session, and review the packing list that is included! We can't wait to see you this summer!

Camp Sacajawea
Abbie Smith, Director
638 L Avenue
Boone, IA 50036
515-729-1843
CampSac@gsiowa.org

Camp Tanglefoot
Julia Mannes, Director
14948 Dogwood Avenue
Clear Lake, IA 50428
641-357-2481
CampTanglefoot@gsiowa.org

Table of Contents

Before Camp Starts	2
While at Camp.....	3
Check-in & Check-out	4
Packing List.....	6
CampDoc Information.....	7

Before Camp Starts

Forms

You'll receive an email from CampDoc within two weeks of registering for camp. Forms for your camper are pre-filled with basic information you provided during registration including your child's name, date of birth, and session she's attending. Please complete this information as soon as possible to help us prepare for your camper's stay. You can make edits and updates to this information before attending your camp session.

Camper Buddies

Girls attend camp individually, not as a troop (except for troop camp). They can request to bunk with one buddy; requests are placed at the time you fill out camp forms in CampDoc. Buddies must be mutually requested by both girls for the request to be honored. Buddies will be placed in the same tent or cabin. Some programs are placed in a large building with bunk beds, so buddies will be placed nearby. We cannot guarantee multiple buddy requests, but if the girls are signed up for the same program, rest assured they will be bunking nearby and attending activities together.

Allergies & Dietary Considerations

We recognize the seriousness of allergic reactions brought on by certain foods and substances. Please provide us with any pertinent and as much information as possible as you fill out the camp forms, so that we are best able to care for your camper's needs.

We can accommodate a vegetarian diet and many common food allergies that cause changes in diet, including lactose and gluten. We are not able to guarantee that cross-contamination will not occur. Contact your camp office for information about how we can best accommodate your camper's dietary needs.

COVID-19 Considerations

We're continuously monitoring the COVID-19 situation and updating our camp policies and procedures to match the recommendations from the CDC, Iowa Department of Public Health, and the American Camp Association. Please visit girlscouts-iowa.org/COVID-19 for the most current information relevant to your camper's experience this summer.

Refunds & Cancellations

Refunds for GSGI summer camp registrations will be issued if the cancellation request is received at least 10 days prior to the event start date. No refunds will be issued if a registration is cancelled less than 10 days prior to the event start date. If you need to change the session your camper is registered for, you may do so if space is available. Please contact GSGI as soon as possible. Deposits are non-refundable. For the full cancellation policy, visit girlscouts-iowa.org/refunds.

No refunds are given if a camper returns home during camp due to illness, injury, homesickness, and/or any other circumstance including poor behavior. No refunds will be made for campers who arrive late, leave early, are a no-show or attend only part of a program. No refunds will be made for missed activities due to inclement weather.

Final Payment

Your camp balance is due 10 days before your camper arrives at camp. If you anticipate difficulty in being able to pay the balance, please contact GSGI 800-342-8389 or info@gsiowa.org as soon as possible.

Living Space at Camp

Camp has a variety of living units that your camper may stay in. There are large platform tents, cabins, or a lodge building (at Camp Sacajawea only). Unless stated in the camp magazine, we cannot guarantee which living unit your camper will be staying in during her camp session prior to check-in.

Lice, Ticks, Bed Bugs, and Other Insects

During check-in, our staff will check all campers for head lice. We ask that you check your camper at home prior to arriving at camp. If your camper shows signs of head lice, she will need a typical at-home lice treatment prior to moving in and beginning camp activities. Head lice are common in environments where people (mostly children) are in close contact with one another. More information can be found at: cdc.gov/lice.

Ticks look for a place to attach, like the backs of knees, armpits, hair or behind the ears. A tick bite is painless and can go unnoticed. Ticks can spread disease such as Lyme disease, which is often signaled by a red "target-like rash" or flu-like symptoms. While we encourage campers to check themselves for ticks each day while they are at camp, we also encourage families to re-check campers when they return home to make sure no ticks have gone unnoticed. More information can be found at: cdc.gov/ticks.

Bed bugs are transferred by luggage in and out of hotels, colleges, camps, buses, offices, schools, and even hospitals. Bed bugs are not known to transmit human diseases. Their bites resemble mosquito bites, and form in a linear pattern. At our camps, all cabins are checked between groups for insects throughout the summer, and periodically throughout the year. If bed bugs are found, we

take action immediately by treating the cabin/location where they are found, as well as heating all laundry and bedding for 45 minutes. You will be notified directly if a cabin your camper is staying in is found to have bed bugs. As a precaution, as you return home, you can place luggage in large black trash bags for the ride home, then place in the sun for a day or two, or steam clean your luggage. You can also leave luggage outside and immediately dry all clothes and items on high for at least 45 minutes. Then go ahead and wash and dry items as you normally would. More information can be found at: [cdc.gov/bedbugs](https://www.cdc.gov/bedbugs).

Lost and Found Policy

The best way to prevent the loss of property is to leave valuables at home. The council assumes no liability and is not responsible for a camper's possessions that are lost or stolen. If you believe your camper left an item at camp, email the camp office to see if the item can be located.

Lost items left at camp will be retained for 6 months, then thrown away, used as camp supplies, or donated. Socks, underwear, and used toiletries are not retained for any length of time and are thrown away at the end of the camp session.

Food, Candy, Gum, Phone, Tablet, or Other Devices at Camp

Please leave new or expensive clothing, jewelry, or accessories at home. We encourage campers to wear older clothes that can get dirty!

To preserve our camps' unique, secure, and tech-free environment, we do not allow cell phones, iPods/MP3 players, radios, laptops, tablets, hand-held game systems, or e-readers. Any electronic device sent with campers will be collected on the first day and returned at the end of the week. We highly discourage wearing a smart watch at camp.

We urge caution with sending a digital camera to camp. Outlets may not be available for charging batteries for digital cameras. Disposable cameras are recommended for camp. Bringing high-price items to camp is done at your own risk.

Please do not send any food, candy, or gum with your camper. These items attract wildlife into our living area. Any food, candy, or gum sent with campers will be collected on the first day and returned at the end of the week.

While at Camp

Money & the Trading Post

You'll have a chance to check out items in the trading post before your camper's arrival! ***The Trading Post will not be open on check-in or check-out days, however we're exploring alternative options.*** The Trading Post will be open one day during the week for campers to shop and will be open daily for your camper to purchase a snack. There will also be a free snack option each day.

You can put money in a trading post account online prior to camp check-in [here](#), or drop money off in the camp trading post during check-in. We suggest making sure you do this at least one week before camp starts. You can also allow her to use her Cookie Dough. Once camp is over, she can donate any remaining balance to help support GSIG camps or save the credits for next summer!

The Trading Post accepts cash, check, credit/debit cards (Visa and MasterCard) and Cookie Dough. Make sure you know her Cookie Dough balance, as we are unable to look up Cookie Dough balances at camp.

Communication with your Camper

Camp does not provide a phone for camper use and we urge parents not to tell their camper that they may call home. Cell phones are also not allowed in camp. If you are concerned, please call the camp office and rest assured that if there is a problem, we will call you immediately. Encourage your camper to talk with her counselors or the Camp Director if she has any problems.

Send stationery with your camper so she can send letters home. Please provide pre-addressed, stamped envelopes for your camper.

Camper Mail

You can drop pre-written letters off on check-in day to be delivered to your camper while she is at camp. Please mark envelopes clearly with your camper's name, session title, and which day you would like the letter delivered. Mail is delivered once a day.

Email Your Camper with CampDoc's CampGram

You can send one-way parent emails with CampGrams. CampGrams cost \$0.50 to send through CampDoc and will be delivered once a day with the incoming mail. Campers do not have the opportunity to return an email.

Behavior Expectations

Please help your camper to read and understand our Camp Code of Conduct so that by the time she arrives at camp, she understands the expectation of her behavior. In the event of extreme or repeated misbehavior, Camp will contact you to best determine a course of action. If your camper is found to be in violation of any aspect of the Camp Code of Conduct, you may be asked to pick up your camper.

Camper Health & Calls Home

If your camper becomes seriously sick or injured while at camp, you will be contacted by the Camp Director or assigned health staff representative to determine the best course of action.

We will give you a call if your camper vomits, has a fever over 100.4°F, develops a persistent cough, or loses her sense of taste or smell. If your camper develops any of these symptoms, it's likely we'll ask you to pick her up from camp as soon as possible, preferably within 6 hours. We may call you regarding other situations as needed.

Laundry

Campers should bring enough clothing for the entire session. Laundry facilities are limited and not available for campers to do regular laundry.

Severe Weather

We closely monitor the weather and suspend any activities if the weather causes a safety concern for our campers and

staff. All camps have inclement weather procedures and staff are trained in how to handle weather emergencies. We will make every effort to make up missed activity time due to weather, however we can make no guarantees and refunds will not be issued for missed activity time.

Our Staff

At our Girl Scout summer camps, your child's safety is our number one priority. We recruit and hire experienced and enthusiastic staff. Our staff undergo an intensive 10-day training that covers subjects including homesickness, camp policies and procedures, emergency weather practices, and behavior management. Our staff are certified in First Aid and CPR. We also teach our staff games, songs, and activities so camp is not only safe but also fun.

Check-in & Check-out

Camp Sacajawea

1st-3rd grade programs and Giddy Up, My Sister & Me, and Mini-Camp
Check-in 1:30 p.m. – 2:30 p.m.
Check-out 1:30 p.m.

4th-6th grade programs
Check-in 2:00 p.m. – 3:30 p.m.
Check-out 2:00 p.m.

6th-8th and 7th-12th grade programs
Check-in 2:30 p.m. – 3:30 p.m.
Check-out 2:30 p.m.

Please don't arrive earlier than 1:30 p.m. Our gate will not open until 1:30 p.m. To accommodate social distancing, please arrive at your designated time.

Camp Tanglefoot

Session Dates	Program	Check-in	Check-out
June 13-18	Glitter, Paint, S'mores & More	1:00 p.m.	1:00 p.m.
	Choose Your Adventure	1:30 p.m.	1:00 p.m.
	Climbers in the Sky	2:00 p.m.	1:30 p.m.
	Laker Breakers	2:30 p.m.	1:30 p.m.
June 28-30	Chic-a-dees	3:00 p.m.	1:00 p.m.
June 28–July 2	Sweet Spa	1:00 p.m.	1:00 p.m.
	On Canvas	1:30 p.m.	1:00 p.m.
	Bugs, Bobbers, & Bones	2:00 p.m.	1:30 p.m.
	Fireflies & Bullseyes	2:30 p.m.	1:30 p.m.
July 7-9	Camp Sampler	1:00 p.m.	1:30 p.m.
	Night Owls	1:30 p.m.	1:00 p.m.
	Sister and Me	2:30 p.m.	1:30 p.m.
	Wild Art Adventure	3:00 p.m.	1:00 p.m.
July 7-16	Adventure Bound	2:00 p.m.	2:00 p.m.
July 11-16	Desserts in the Wild	1:00 p.m.	1:00 p.m.
	Muddy Buddies	1:30 p.m.	1:00 p.m.
	Caves and Canoes	2:00 p.m.	1:30 p.m.
	Magic for Muggles	2:30 p.m.	1:30 p.m.
July 18-23	My Camp	1:00 p.m.	1:00 p.m.
	Paddle On	1:30 p.m.	1:00 p.m.
	Spinners Bike Trip	2:00 p.m.	1:30 p.m.
July 18-30	Challenge 2021	2:30 p.m.	1:30 p.m.
July 19-August 7	Counselor-in-Training I & II (CIT)	2:00 p.m.	2:00 p.m.
July 25-30	Midnight Madness	1:00 p.m.	1:00 p.m.
	Catching Fire	1:30 p.m.	1:30 p.m.
	Tanglefoot Olympics	2:00 p.m.	1:00 p.m.
August 2-4	Summer Splash	3:00 p.m.	1:00 p.m.
August 2-7	Survival 101	1:30 p.m.	1:30 p.m.
	Mariners Sailing	2:00 p.m.	1:30 p.m.
	Hogwarts Express	2:30 p.m.	1:00 p.m.
August 4-7	Water Otters	2:00 p.m.	1:00 p.m.

Please arrive promptly, but not early – thank you!

Prior to Camp

This year we ask that you pre-screen each day for 14 days prior to arriving at camp. Please record your camper's temperature and report any symptoms in our pre-screening tool in Camp Doc.

Camp staff will review your prescreening and will contact you if we have questions. If you have any symptoms common to COVID-19 or have been exposed to someone who is suspected of or tested positive for COVID-19, please contact the camp your camper is scheduled to attend.

Check-In

Important Policies and Procedures to Note

- All camp property is non-smoking, including parking lots.
- Please do not bring pets to check-in or check-out. If you do bring pets, you will be asked to keep them in the car.
- Alcohol, drugs, and weapons are not permitted on camp property.

When you Arrive

Check-in will look different this year! To minimize contact between families during check-in, we have chosen to modify our procedures. Please limit the number of additional persons at camp check-in and check-out, whenever possible, send one adult with your camper. When you arrive, a staff member will greet you and direct you where to go.

Health Checks

Our health staff will collect all medications and review health information. Campers can expect to have their temperature taken and their hair checked for lice before moving into their living unit.

Our policy is not to admit any camper who is not feeling well or has a fever of 100.4°F or above. Campers must be fever-free for at least 24 hours without the aid of fever-reducing medication prior to their arrival at camp. Other restrictions may apply based on current health standards, please visit girlscoutsiowa.org/COVID-19 for the most up-to-date information. If you're unable to attend your scheduled camp session, we'll help you reschedule for a later date.

Medications

All prescription medications must be brought in the original container, clearly marked with the camper's name, physician's name, and complete instructions. Over-the-counter medications that are regularly taken may only be brought to camp in the original packaging clearly labeled with the camper's name. Please do not "pre-mix" any medications prior to arriving at camp. Only directions marked on the original container will be followed unless a signed physician's note is provided. For all medications, **ONLY BRING THE AMOUNT NEEDED FOR THE STAY AT CAMP.**

No-Show Policy

In the event of a "no-show", camp policy requires the administrative staff to call the home of any camper who has not arrived. If no one can be reached, the emergency contact person is called. No refunds will be issued for "no-show" campers.

If you forgot that it was check-in day, call us and let us know you'll be late -you can still come to camp!

If you need to change the session your camper is registered for, you may do so if space is available. You are encouraged to contact GSGI at 800-342-8389 or info@gsiowa.org.

Check-Out

Please do not arrive significantly early for pick-up, as this will disrupt the scheduled activities. If your camper needs to be picked up early, note this on her Release Form, but also be aware she will be missing out on scheduled activity time.

At the end of the session, camp must have a signed Release Form before the camper will be allowed to leave camp. The adult picking up the camper must be on the list of approved adults on the Release Form. A camper cannot be released to anyone not listed.

All adults picking up campers will be **REQUIRED TO SHOW A PHOTO ID UPON ENTERING CAMP and AGAIN WHEN SIGNING OUT THE CAMPER.** Please limit the number of persons at camp check-out whenever possible.

Packing List

This list is designed as a guide to help parents and campers pack together. Camp nights are typically cooler, so be sure to pack warm bedding. Please pack old clothes and shoes. Please label everything with your camper's name. Do not bring candy or gum to camp; we have well-balanced, tasty meals and snacks at camp. Candy, gum or food in your luggage invites wildlife to your living area. Bringing personal sports equipment (other than riding boots) is discouraged.

Required Clothing & Personal Items

- Shorts (1 per day)
- Shirts (no halter or strapless tops)
- Jeans/long pants (at least 1 required)
- Sweatshirt or jacket
- Shoes (2 pair recommended)
- Socks (lots – shoes and socks are required throughout camp)
- Face mask (1-2 per day)
- Insect repellent
- Sunscreen
- Hat or bandana
- Sunglasses
- Rain gear – poncho and boots
- Underwear (1 set per day)
- Swimsuit (2 if possible)
- Aqua socks or strap-on sandals to wear in the water
- Toiletries in a bucket or bag (hair care items, toothbrush & toothpaste, shampoo, soap, etc.)
- Towel (2 if possible)
- Flashlight & extra batteries
- Shower flip-flops
- Pajamas
- Sleeping bag & Pillow
- Single-size sheet to cover mattress
- Water bottle
- Small backpack or day pack
- A BIG smile!
- Medication: Must be in original container and only enough for the length of stay.

Equestrian Campers:

Camp Sacajawea provides riding helmets and has boots available for campers to use during their time at camp. Campers may bring their own riding boots from home; boots must have a thick heel and be made for riding. Jeans are required for riding. Two pairs of jeans are recommended for a one-week session.

Tanglefoot Campers:

If you have your own lifejacket, please bring it! No worries if you don't have one, we have plenty on-hand. Camp-provided lifejackets will be shared with other campers, personal lifejackets will not be shared. All lifejackets must be a type III US Coast Guard approved style for watercraft activities like canoeing, motorboat rides, kayaking, and sailing.

Optional Items (nice to have!)

- Laundry bag
- Pre-stamped, addressed envelopes
- Disposable Camera
- Notebook, pencils, and pens
- Box or crate for a bedside table
- Small throw rug
- Tissues
- Book for reading



This summer, Girl Scouts of Greater Iowa is partnering with CampDoc to better serve our campers and their families. CampDoc offers an electronic health record system for camps, and you can now complete your camper's health information electronically.

The security and privacy of your health information is important to us. The CampDoc site is secure, encrypted, and password protected. You can find additional information about CampDoc privacy and security information at www.docnetwork.org/security.

After signing up for your session, you will receive an invitation email from CampDoc.

- Click on the green "**Accept Invite**" link within the email to create your CampDoc account.
- In the **Confirm Email** box, type your email address to confirm.
- In the **Password** box, type the password that you want to use.
- Click the **CONTINUE** button.

After you log in, select your camper's name and click on the health profile link to complete your camper's information. Required questions will be marked with an * and outlined in red.

Keep in mind that you can return to app.campdoc.com at any time to make updates to your camper's health information before your camp session begins. You can log in using the email address and password you previously created.

We're excited to let you know that your camper's health information will save from year to year, so once you complete it in CampDoc this season, you won't have to start from scratch next year.

Additionally, CampDoc sends out periodic reminder emails for incomplete health information. These notifications come from campdoc.com, so please add this to your safe sender list to avoid accidental delivery to junk and spam folders. We don't want you to miss important notices about camp!

Please note that CampDoc supports the current and previous major releases of [Chrome](#), [Firefox](#), [Microsoft Edge](#), and [Safari](#), which provide improved security and performance for health information.

For additional assistance, you can navigate to support.campdoc.com or contact the Support Team at support@campdoc.com or 734-636-1000.

We are excited to continually improve, building safer, more productive and more efficient systems to create the best experience for you and your family!

We can't wait to see you this summer,

Abbie Smith & Julia Mannes
Your Camp Directors