



Girl Guides
of Canada
Guides
du Canada

2017

Summer Overnight Camp Parent & Camper Handbook



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du Canada

Camping Programs

Big Fun! New Adventures! Great Friends!

GIRL GREATNESS STARTS HERE
— JOIN THE ADVENTURE —



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Phase One: Preparing for Camp

So you registered your daughter for camp and paid her program fees in full. She's excited and ready to go!
What's next?

Visiting camp before the program begins

Camp Day!

Join us Sunday, June 25th, 2017 from 12 p.m. to 4 p.m. for CAMP DAY! We are flinging open the doors at our overnight camps for an open house. Please join us to tour the property, speak with key staff, try a program, make a craft, and sample some snacks. Bring the whole family and the neighbours to come and play! [Driving directions are available to each of our camps.](#)

Please note – Camp Day will be your only opportunity to visit our facilities before the start of your campers program.

Due to the short duration of our camps, there are no visitors' days or opportunities for campers to have visits while camp is in session. Additionally, we do not have the ability to host camp tours during the summer camp season. If you would like a staff led tour, please plan to visit our Camp Day on June 25th, 2016.

Completing your paperwork: SG.5's and Third Party Waiver's

SG.5's (Release of liability, waiver of claims, assumption of risk and indemnity agreement)

Parent/Guardians of campers participating in specialty programs (e.g. horseback riding, canoe tripping), or campers that want to participate in higher risk activities (e.g. low and/or high ropes, sailing) must complete an SG.5 form. **If your camper meets any of the requirements listed below, please submit the SG.5.**

- Your camper is Guide, Pathfinder or Ranger-aged (**born 2000-2008**), and attending a program at **Camp Adelaide, Doe Lake or Camp Wyoka**
- Your camper is Pathfinder or Ranger-aged (**born 2000-2005**), and is attending a program at **Camp Woolsey**
- Your camper is participating in a **Horseback Riding Adventurers** program at **Doe Lake or Camp Woolsey**

If you are filling out this form after 3 pm on the Friday before your campers program begins, please print off a copy of the form and give it to the camp staff when you drop your camper off at camp/the bus.

Please note that all camp activities are challenge by choice. Even if you provide permission, your camper will not be forced to participate in any activity that she is uncomfortable with. However, by responding "yes" to an activity field, your camper will be given the opportunity to participate in any higher risk activities that may be offered during their camp program. By responding "no" in an activity field, your camper will not be allowed to participate in a given activity whatsoever.

Third Party Waivers

If your camper is enrolled in one of the programs listed below, a third party waiver must be completed correctly and returned to us in order for your camper to fully participate in her program. Please open the applicable form(s) print, complete and return a copy of your waiver to camping@guidesontario.org. You can send us a scanned copy of the waiver or take a clear photo and return it to us. If you are filling out this

form after 3 pm on the Friday before your campers program begins, please print off a copy of the form and give it to the camp staff when you drop your camper off at camp/the bus.

- Horseback Riding Adventurers
 - Doe Lake – [Horse Tales N Trails](#)
 - Camp Woolsey - [Quarry Park](#)
- Surf and Sail Adventurers
 - Camp Woolsey – [Kanata Sailing Club](#)

Concerns or questions about the content of a waiver? Please contact the service provider directly and inform them that you are part of the Girl Guide camp program participating with them. They are best able to address your specific concerns relating to their waiver. Campers are required to have signed waivers in order to participate in these specialty programs

Updating Health Information

Camper health information and permissions to give medication to campers at camp were collected at the time you submitted your camp application, however sometimes circumstances change and medical information needs to be updated. **If any of your camper's health information has changed since you submitted your camper's application, please send an email with the details to camping@guidesontario.org.**

If you're looking for information on our Health and Wellness policies, please click here: [Health and Wellness information](#)

Packing for Camp

[Download our guide to packing for camp](#)

Ordering Camp Clothing!

[Camp clothing and accessories](#) will be available for purchase online only (NOTE - nothing is for sale at camp).

Phase Two: Heading off to Camp

It's the big day. Your camper has been waiting for this moment for months! You're all packed up and ready to go. It's time to hit the road!

Coming to camp by Car

Driving Directions

Driving to camp? [Directions to camp are available](#). Please verify any web-based maps (e.g. Google maps) or GPS directions against the written description for each camp. In the past, some GPS systems have taken people to incorrect locations.

Arrival Time for all overnight programs (Girl-Focused, Mom & Me and Family Camp):

Type of Camp Program	You can arrive as early as...	The camp program begins at
Classic Girl-Focused camp	2:30 p.m.	3:30 p.m.
Mom & Me camp		
Family Camp		
<i>Try it Explorers</i> - Adelaide	8:30 a.m.	9:30 a.m.
<i>Try it Explorers</i> - Woolsey		

For most programs, we are able to host arrivals for campers on site between 2:30 p.m. and 3:30 p.m. on the first day. If you arrive before 2:30 p.m., we will ask that you leave the site so we can welcome your camper when we are prepared.

*For **Mom & Me programs**, we understand that you may have to arrive later than 2:30 p.m., due to work schedules or other conflicts, so the arrival time is fairly flexible for this program. If campers plan to arrive after the official program start time, we simply ask that you get in touch with the camp staff to notify the staff of your late arrival.

What will happen once you arrive at camp:

- Once you're out of the car & in the parking lot, your family will be greeted by a staff member and your camper will be given a name tag.
- A brief health check may be administered by a staff member while the parent/guardian is present. During this check, we will ask some questions about your camper's health in the past week and take their temperature. A quick check for lice may also occur at this time.
- Medication is collected and an H.3 will be filled out by the parent indicating time and dosage of medications provided. Review our medication requirements.
- The parent/guardian signs out when they're leaving (for Girl-Focused programs). This is a transfer of responsibility for that camper's care.
- For Girl-Focused programs, the family says goodbye and the campers head to their camp site.
- All non-camper parents/guardians are required to leave site when camp begins.

Coming to camp by Bus

Please arrive at your designated bus stop at least 15 minutes before departure time. In fairness to all campers, we won't wait longer than 10 minutes past departure time for any camper/family. During those 10 minutes, we will try calling each family that is late using the number provided to us.

What will happen once you arrive at the bus stop:

- Look for the counsellors in the red shirts!
- A brief health check may be administered by a staff member while the parent/guardian is present. During this check, we will ask some questions about your camper's health in the past week and take their temperature. A quick check for lice may also occur at this time.
- Medication is collected (in original packaging) and a H.3 Health Form will be filled out by the parent indicating time and dosage of medications provided. Review our medication requirements.
- The family says goodbye and parent/guardian signs the attendance sheet. Camper boards the bus. This is a transfer of responsibility for that camper's care.

Phase Three: Your daughter is at Camp

How to contact the Camp Staff

If you need to get in touch with the camp while your camper is attending camp, please use the contact information below. Our camp phone numbers will be up and running as of June 9th.

If you have camp questions prior to June 9, 2017 or questions regarding program registration and/or transportation, please contact our head office via email at camping@guidesontario.org or call 1-877-323-4545 ext. 2461 during typical business hours.

Camp	Direct Email	Toll Free 1 (877) 323-4545	Mailing Address
Adelaide After August 4	camp.adelaide@guidesontario.org	ext. 6551	15372 Hwy 118 RR2, Haliburton, ON, K0M 1S0
Doe Lake	camp.doelake@guidesontario.org	ext. 6552	1330 Hwy 518 W, Sprucedale, ON, P0A 1Y0
Ma-Kee- Wa	camp.makeewa@guidesontario.org	ext. 6556	10602 Hwy 9, Palgrave, ON, L0N 1P0
Woolsey	camp.woolsey@guidesontario.org	ext. 6553	5029 Dunrobin Rd, RR3, Woodlawn, ON, K0A 3M0
Wyoka July 1-29	camp.wyoka@guidesontario.org	ext. 6554	45247 Huronbruce Rd RR1, Clifford, ON, N0G 1M0

Phone Access at Camp

There are no facilities available for campers to make or receive phone calls. Often, children calling home make themselves homesick. Please do not promise your camper that she may call home or that you will call her. Cellular phones are not permitted at camp for any camper with the exception of campers in our Leadership Development Programs Level 3 or 4, who have limited access to use their own cell phone.

For adult participants, cell reception is not always reliable. If you are in shared accommodation with other campers in your room, we ask that adults turn their phones off overnight so they don't disturb other campers.

How to contact your Camper

There are 3 main ways to communicate when your camper when she's at camp with us:

- 1) *By Hand* – this is the most efficient method of communication.
 - You can drop off a series of letters on arrival day to be distributed throughout the duration of your camper's stay. Be sure to give your letters to the counsellor facilitating the check-in.
 - Please ensure your camper's full name is listed on each envelope or package.
- 2) *Canada Post* – Please allow at least a week for snail mail arrival.
 - Please ensure your campers full name, program name, and dates of camp are on the envelope.
 - If we get the mail after your camper has gone home then we'll forward it to the address the envelope came from using "Return to Sender."
- 3) *E-mail* – You can find the link below to our 'Email a Camper'
 - We will pass along one email per day per camper.

- We print out a whole 8.5 x 11 page per email so please try to make your emails longer than a few sentences.
- No images can be printed.
- Your camper will not have access to a computer to respond to your message.

Tips & Tricks for writing to your Camper

When you're communicating with your camper, try to keep things lively and upbeat. Reassure your camper that it is great that they're having fun and participating in activities. Please do not overly emphasize how much you miss your camper, as it may make them feel guilty when they are having fun.

Email a Camper

To email a camper, click the Email a Camp button below.

These emails will **not** be active until the start of summer camp. Please **do not** attempt to email your campers in advance.



How can your camper contact you?

We encourage campers to write to the people you've suggested they write to. Campers can correspond through Canada Post only. Remember, when packing for camp, include envelopes that are **pre-stamped & pre-addressed**. We are not equipped at any of our camps to have campers send emails.

Tuck at Camp

Through our Tuck program, every so often your camper will get a little treat throughout her week at camp. The cost for tuck is built into the program fee – **you do not need to pay anything additional to participate in our Tuck program.**

What is my daughter doing at camp?

Want to know more about what your camper is doing during her week with us? Check out our [activity information](#).

Phase 4: Summer camp has ended ☹️

On the last day of camp we hope to provide to you with a tired but enthusiastic child. Some campers bubble over with information, songs, and stories. Others feel sad about the separation of strong friendships they have formed at camp. Some campers are very emotional on the last day of camp. After a shower, a good night's sleep in their own bed and just being home again, the stories should eventually come out and your child can share some of the adventures they experienced.

Travelling home by Car

Driving Directions

Driving to camp? [Directions to camp are available here.](#) Please verify any web-based maps (e.g. Google maps) or GPS directions against the written description for each camp. **In the past, some GPS systems have taken people to incorrect locations.**

Pick-Up/Departure Times

Camp programming ends at the times listed in the chart below. We ask that you are physically at camp to pick up your camper at this time. A closing ceremony will take place during the final half hour and parents/guardians are welcome to watch. Please don't pull your camper away until the ceremony has completed.

Camp	Length of program	Earliest you can arrive on site	Closing Ceremonies begin at...	Camp program ends & campers can depart at...
<i>Girl-Focused Programs Pick-Up time</i>				
Adelaide	Sunday-Friday	1:00 p.m.	1:00 p.m.	1:30 p.m.
Doe Lake	Sunday-Saturday	10:00 a.m.	10:00 a.m.	10:30 a.m.
Ma-Kee-Wa	Sunday-Thursday	4:30 p.m.	4:30 p.m.	5:00 p.m.
Woolsey	Sunday-Saturday	10:00 a.m.	10:00 a.m.	10:30 a.m.
Wyoka	Sunday-Saturday	10:00 a.m.	10:00 a.m.	10:30 a.m.
<i>Try It Explorers Pick-Up time</i>				
Adelaide	Sunday - Wednesday	1:00 p.m.	1:00 p.m.	1:30 p.m.
Woolsey	Wednesday - Saturday	10:00 a.m.	10:00 a.m.	10:30 a.m.
<i>Mom & Me Programs Pick-Up time</i>				
Adelaide	Friday - Sunday	10:00 a.m.	10:00 a.m.	10:30 a.m.
Doe Lake	Friday - Sunday	10:00 a.m.	10:00 a.m.	10:30 a.m.
Ma-Kee-Wa	Friday - Sunday	10:00 a.m.	10:00 a.m.	10:30 a.m.
Woolsey	Friday - Sunday	10:00 a.m.	10:00 a.m.	10:30 a.m.
Wyoka	Friday - Sunday	10:00 a.m.	10:00 a.m.	10:30 a.m.
<i>Family Camp Departure time</i>				
Doe Lake	Sunday-Wednesday or Wednesday-Saturday	11:00 a.m.	11:00 a.m.	11:30 a.m.

Campers can get very anxious if they are not picked up with all the other campers. If you are delayed for more than 20 minutes, please [call the camp](#) as soon as possible so that a message can be given to your camper.

Feel free to have your camper take you on a quick tour of camp after you've signed her out. Your camper can introduce you to their counselor, show you where they slept and tour you around the program areas. If you do take a tour after sign-out, please leave the site within an hour of camp ending so the staff can adequately prepare for their next set of incoming campers.

[Travelling home on the bus](#)

We will be having a good time on the bus singing songs, telling stories and finishing off some crafts.

- Please be at the bus stop on time. Campers will get very anxious if they aren't picked up on time.
- Campers will depart from the bus one camper at a time so sign-out can occur.
- Medications and completed camp forms will be handed to the camper as they leave the bus.

[Lost and Found](#)

Although we try to take good care to remind campers to keep track of their belongings, occasionally an item or two misses going home with its owner. If labelled items are found at camp, all attempts will be made to contact the family to reunite owners with lost items.

If you have noticed something was lost during your camper's stay, contact the camp directly or email camping@guidesontario.org. If an item was found at camp, we can make arrangements for pickup (free from camp during summer operation, a camp bus stop, or the Toronto office) or delivery to a home address at the expense of the family. Should prescribed medicine be left behind at camp we will contact you immediately for shipping details. **Items left over at camp and unclaimed 4 weeks after the camp program ends will be donated to charity.**

[Come back this summer!](#)

If you would like register your camper for an additional session in the same calendar year, it's not necessary for you to complete a second application form. Simply contact us at camping@guidesontario.org or 1-877-323-4545 ext. 2461 and we'll update your camper's application.

[Surveys](#)

Have feedback about your experience with Girl Guides of Canada, Ontario Council's summer camp program(s)? We will send a survey out to all participating families shortly after the program ends. Be sure to fill the survey out once you receive it, so we can continue to improve and offer wonderful summer camping programs!