



Summer Camp Parent Guide 2024

Welcome to Girl Scout in the Heart of PA Summer Camp

Thank you for choosing GSHPA for your camper's summer experience! We are thrilled to provide the opportunity for your camper to explore and learn about themselves and their natural world through exciting theme experiences and challenging traditional activities!

The idea of going away to camp can be intimidating and we know that by sharing your camper with us, you are placing the utmost trust in our ability to take good care of them and ensure that they have a safe and memorable camp experience. This is a responsibility that we take very seriously, and we appreciate you sharing your camper with us.

To help your family prepare, we encourage you to review the Parent Guide, in full, to set your Girl or Family up for success! This guide provides parents/guardians with an introduction to our Summer Camp programs, a snapshot of daily life during the different camp weeks, tips for preparing for your session, our strategies and expectations for effective parent/staff relationships, and our policies and procedures for keeping children supported during their camp session.

Whether this is your first summer or your 5th we encourage every parent to review the guide for updates.



**We look forward to seeing you
on check-in day!**

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WHO WE ARE

We Are Girl Scouts. Girl Scouts create the world they want to live in and strive to make it better every single day. They explore their strengths, take on new challenges, and can always be themselves, regardless of background or ability.

Our Mission

Building girls of courage, confidence, and character, who make the world a better place.

Girl Scouts uphold the Promise and Law in everything they do. Recited at the start of the camp day, the Girl Scout Promise remind us to be honest, to help people at all times, and to make the world a better place.

Girl Scout Promise

On my honor, I will try
To serve God and my country,
To help people at all times,
and to live by the Girl Scout Law.

Girl Scout Law

I will do my best to be honest and fair,
friendly and helpful, considerate, and caring,
courageous and strong, and responsible for what I
say and do, to respect myself and others,
respect authority, use resources wisely,
make the world a better place, and
be a sister to every Girl Scout.

Girl Scouts has a strong commitment to diversity and inclusion, and we welcome and embrace staff and campers of all abilities and backgrounds into our wonderful sisterhood. Inclusion is at the core of who we are; it's about being a sister to every Girl Scout and celebrating our unique strengths. Part of the important work we do includes modeling friendship and kindness for our campers and showing them what it means to practice empathy. Through equal treatment, we can nurture an inclusive camp environment. When scheduling, planning, and carrying out activities, our staff carefully consider the needs of all campers involved.

Staffing – A focus on Caregiving

One of the most important components of a good camp experience is the staff. We have a wide variety of camp staff including but not limited to cooks, a registered nurse, activity staff and unit staff.

Our Staff were carefully selected for their character, commitment, and skills, as well as how they work with children and adults. An possess unique abilities which could include any of the following:

- Believer in the power of every girl to change the world!
- Sensitive to people from all cultures and abilities.
- Energetic! Able to sing songs, lead games, and show positivity.
- Friendly and calm, especially under pressure,
- Honest and kind, keeping the children's best interest in mind.

We select staff based on maturity, program skills, experience, and their ability to serve as role models. All campers are under the supervision of trained camp staff 24 hours a day and all of our staff are required to attend extensive pre-camp training. Staff members who supervise units or specialize in activities, such as the high ropes, lifeguarding, and archery, receive additional training and qualifications each year. All staff members are trained in First Aid/CPR/AED.

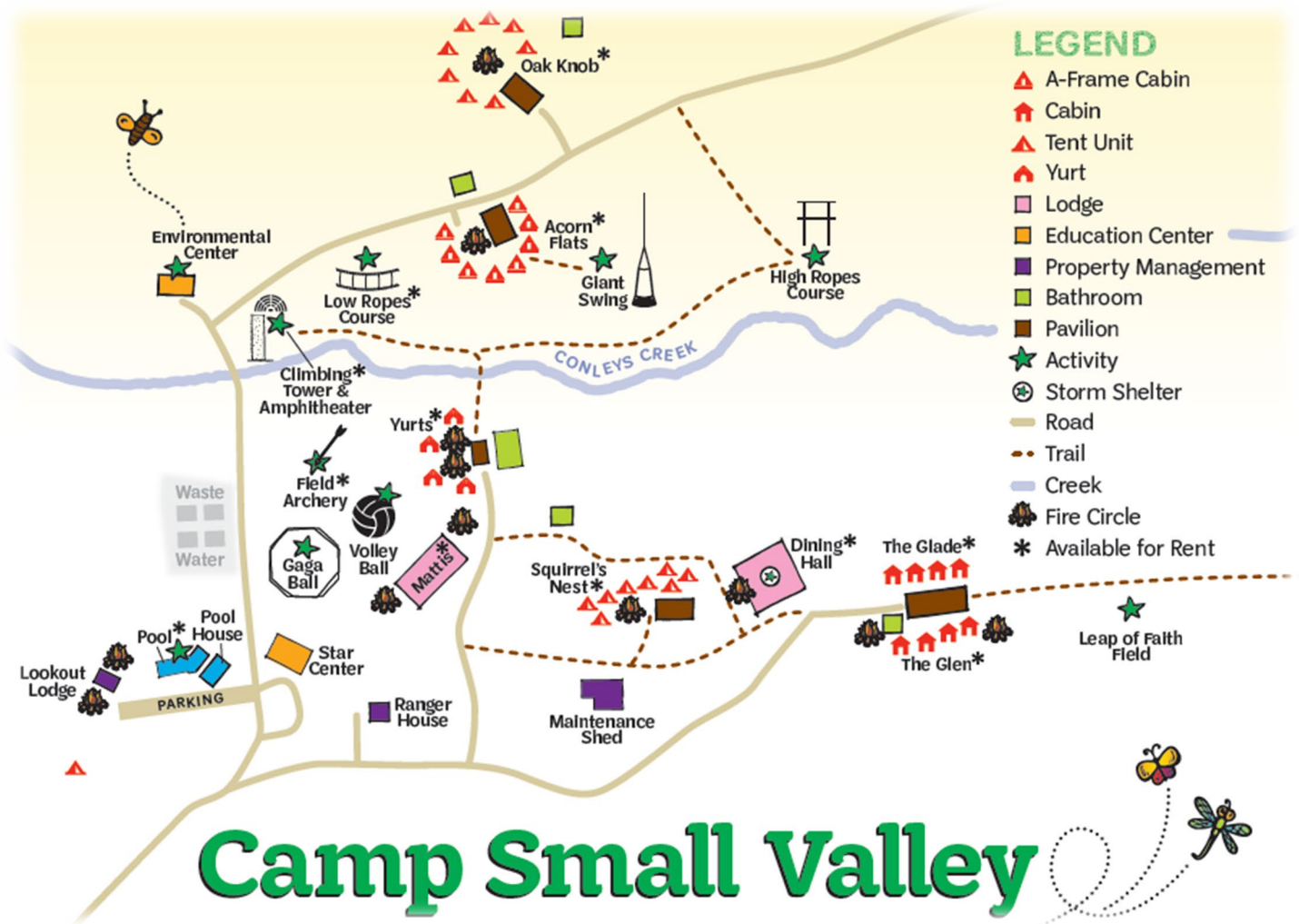


Camp Small Valley Deep Dive

Our Proud History

Founded in 1955, Camp Small Valley is the largest of GSHPA's four camps, totaling 762 acres nestled in the mountains of Dauphin County, about 30 miles north of Harrisburg. Camp Small Valley is within two hours driving time of 82% of GSHPA membership and offers day and overnight experiences for any level of Girl Scout and all levels of leaders ranging from first year to lifetime!

Camp Small Valley includes every step of Girl Scout outdoor progression with overnight experiences ranging from modern to rustic. Additionally, the camp features a dining hall with a commercial kitchen, hiking trails, a pool, climbing wall, high ropes course, team building elements, a gaga pit, sports sheds, and an education center. Campers will have the chance to explore all camp has to offer depending on their age and the weather!



Camp Small Valley

Camp Units

Unit arrangements vary and campers will be placed in sleeping units based on age levels or family size. In all units, they will have a mattress on either the floor, a cot, or a bunk bed. Sleeping arrangements will vary by week and will depend on the number of registered campers and other factors.

Camp Staff are housed at the entrance of each unit. They sleep in a separate cabin or tent than the campers but are still within the same unit. Campers are instructed on which cabin/tents are counselor housing the first day.

The Glade & The Glen

- Each Cabin Unit sleeps up to 18-24 Campers on bunk beds (6-8 per cabin), however, most weeks these younger camper units will only house 10-16 campers, based on ages assigned and ratio requirements.
- Bathrooms with flush toilets located in the unit area.
- Typically houses Daisy - Brownies Campers in Glade and Brownie - Junior Campers in Glen

Yurt Village: Black Bears & White Tail

- Each Yurt Unit sleeps up to 18-24 Campers on bunk beds (10-12 per yurt). However, most weeks these mid-level camper units will only house 16-20 campers, based on ages assigned and ratio requirements.
- Flush toilets available in the unit area
- Typically houses Juniors - 6th Grade Cadettes Campers in White Trail and Cadette Campers in Black Bear

Squirrels

- Tent unit that sleeps up to 18-24 people on cots (3-4 per tent). However, most weeks these older camper units will only house 16-20 campers, based on ages assigned and ratio requirements.
- Flush toilets available in the unit area
- Typically houses 8th grade Cadettes - Senior Campers but may house CITs if required.

Acorn Flats

- A-frame cabins unit that sleeps up to 16-18 people on cots (3-4 per a-frame)
- Pit toilets and washstand located near the unit
- Typically houses Counselor in Training Campers

Accreditation & Certifications

Our programs are designed to allow campers to take healthy risks in a safe and nurturing environment. Our enthusiastic staff receive extensive trainings, are background checked, and trained in First Aid/CPR/AED. Like a good Girl Scout, we're always prepared with our Emergency Action Plan and weather monitoring.

Camp Small Valley is proud to be accredited by the American Camp Association (ACA), a national organization that sets high standards for the health and safety of campers and staff as well as the delivery of quality programs. In addition to meeting the established health, safety, and program standards set by federal, state, and local government, our camps also meet all standards set by Girl Scouts of the USA.

Important Deadlines

Registration Payments

A \$25 non-refundable deposit is required to secure your girl's spot, unless you apply for financial aid. Families requesting financial assistance who would like to bypass the non-refundable \$25 deposit must call in to register. If you are comfortable paying the \$25 non-refundable deposit, you may proceed with registering through myGS. **Full payment is due in two weeks prior to the camp start date.** If full payment is not received two weeks prior to your camper's start date, her slot will be forfeited and opened up to other campers.

Can I use GO! Dough? Yes!

You can use GO! Dough as a payment option. Girl Scouts earn GO! Dough by selling cookies or Fall Product. To use GO! Dough, follow these steps:

- Pay the \$25 deposit per camp session.
- Click [HERE](#) to complete the request form to cover the outstanding balance:
- If your Girl Scout does not have enough GO! Dough to cover the outstanding balance, pay the remaining balance on the camp session.

Financial Assistance

Income should not determine whether a camper can experience the magic of camp. Girls living within GSHPA's 30-county footprint who are participating in any of our Summer Sessions including 5-night traditional overnights, 2-night mini camps, Counselor in Training programs and Summer Spectacular Events for Troops & Families. For a single session only. Be aware that financial assistance is a finite resource and that not every camper will qualify. You can apply for financial assistance when you fill out your camp forms.

If there is still financial aid available on Friday, May 10, 2024, a girl may apply for additional financial aid for a second week of camp. Financial aid covers the entire balance, pending approval. Financial assistance does not cover additional purchases, such as optional fun patches, offsite trips, and camp care kits.

Refunds & Cancellations

Requests for refunds must be submitted in writing to memberservices@gshpa.org by June 9, 2024, for consideration. The \$25 camp deposit is non-refundable. Refunds are not issued for "no shows" (registrants who do not attend). Refunds are not issued for cancellations submitted after June 9, 2024. Refunds requested due to illness or injury require a doctor's note, for consideration, if requested after the June 9, 2024, deadline.

Optional purchase items (Care Kits, T-shirts, Patches) are non-refundable. However, if your camper can no longer attend her registered session, please let us know, and we will mail her purchased items to her by August 31, 2024.

GSHPA reserves the right to cancel a camp session due to insufficient registration, acts of nature, or other reasons beyond our control. In the event a camp session is canceled, a full refund will be issued. For cancellations, email notification will be sent to each registrant.

Camp Forms

Forms will be included in your registration email, sent the week after you register. **All forms are due two weeks prior to the camp start date.** If forms are not received two weeks prior to your camper's start date, her slot will be forfeited and opened to other campers. Your deposit will not be refunded.

Be prepared to enter all your information in one sitting (of one hour or less before system time-out) as our platform will not save partial submissions or incomplete entries. You will need the following information for most camp sessions:

- Name and date of your camp sessions.
- All camper medical insurance details from your ID carrier including carrier, name of insured policy holder, policy/group numbers, insurance company phone number, etc.
- All information for your camper's physician and dentist, including name, address, and phone number.
- All details regarding immunizations.
- All details regarding any medical conditions and disease/health history.
- All details regarding any camper medications/prescriptions, including name of drug, dosage instructions, etc.
- Know if your Girl Scout would like a t-shirt, patch, care kit.
- Know if your Girl Scout would like to take part in an offsite trip opportunity, if available during her week and for her age level.
- Know if your Girl Scout will need transportation to and from Camp. (Harrisburg Pick up & Drop off Location available for 2024)

Preparing for Camp

Campers are encouraged to develop a sense of responsibility while at camp. They take care of themselves and their belongings with staff supervision. We ask that you encourage your child to help select and pack her items for camp and practice camp routines like waking up by 7 am and taking 3-5 minute showers.

Attire on Camp

Campers should be prepared for any type of weather on camp, rain, or shine. Layers are essential as the morning can start off chilly and the afternoons can be hot. No clothing with inappropriate logos or references is allowed on camp. Additionally, we will not allow anything deemed overly revealing. Do not bring open-toed shoes to wear outdoors – our rocky terrain causes injuries to unprotected toes and feet. Flip-flops or other open-toed sandals may ONLY be used in the showers and at the pool.

Please send clothing items that campers can play in! Campers will get involved in a hands-on way and their clothing may show the wear & tear. **Please do not send expensive clothing to camp.** Camp is NOT responsible for lost or damaged articles.

Items to LEAVE AT HOME

Food/Snacks/Candy

Fireworks/sparklers

Illegal Substances

Electronic Devices

Alcohol/Tobacco

Valuable Items

Weapons

Animals/Pets

Personal Sports Equipment

You can view full packing lists, specific to each camp session, on [our website](#)

Contagious Disease Policy

In an effort to minimize illness at camp we ask that you check on the health of your camper daily beginning 14 days prior to camp. The best camp sessions start with healthy campers, and this begins at home!

You do not need to provide documentation for this, but we ask that if your camper exhibits any of the following symptoms, with in that 2 week period, that you contact GSHPA and have your camper evaluated by a licensed provider.

Symptoms:

- Fever (100.4 degrees or higher)
- Continuous Cough
- Lice or Bed Bugs
- Difficulty breathing
- Chills
- Muscle Pain
- Sore throat
- Loss of taste or smell
- Nausea
- Vomiting
- Diarrhea

Illnesses & Disease on Camp

If an illness occurs during camp, then the camper will be housed in the Health Center, located at the end of the large camp parking area. Campers can be housed for brief periods but will need to be picked up if their health does not improve. We will call you if your child is out of the program for more than three activity periods (sometimes they are tired and need to rest).

Campers with a contagious disease will be isolated and will need to be retrieved from camp within 6 hours.

The Camp Program

Goals and Expected Outcomes

The goal of GSHPA Summer Camp lies in our mission statement: Girl Scouting builds girls of courage, confidence, and character, who make the world a better place. The goal of our camp program is to build campers to have the courage, confidence, and character to try new things and to be pushed outside of their comfort zone.

Our expected outcomes address the campers' physical, social, and mental well-being. You can expect your camper to gain social skills in leadership, communication, and participation. You can expect your camper to gain self-respect and character building skills and become more responsible, resourceful, and resilient. You can expect your camper to gain community living skills in fairness and trustworthiness.

Traditional Camp Activities

Campers' units may be assigned traditional camp activities such as pool time, archery, performing arts, arts & crafts, adventure course, and outdoor living skills. The options will depend upon their age level and staff availability. Additionally, Campers will have the chance to sign up for their favorite activities. The older the camper the more sign up options they will have. First year campers are typically assigned most of their activities to get a taste of all the camp programs but will have at least one sign up option.

Please be aware that camper's Girl Scout level and [Safety Activity Checkpoints](#) determine camper level participation in all camp activities. Therefore, campers will participate in activities based on their level.

Badge Work

We provide girls with a badge checklist to complete during the camp session. This will help parents, and troops confirm the badges they completed while on camp. Each girl may complete or semi-complete different badges based on the activities they choose while on camp. This checklist sheet will be sent home with them at the end of the week!

Other Camp Traditions

Campers will take part in a variety of camp traditions while attending camp. These may include campfires, songs, games, flagpole and Kapers (camp chores). This may also include camp competitions and awards like signing bear, golden dustpan, and the spirit of camp small valley.

Swim Time

Campers will participate in swim time each day (weather permitting), except on check-in and checkout days. On check-in day or during their first swim period, campers will participate in a swim check. This allows us to assess swimming abilities. Each camper will be assigned a colored swim band based on their swim level.

Campers that use a swim vest, can then swim in areas that are deeper than their band allows.



Behavior on Camp

Policy

During camp we strive to foster an environment filled with friendship, respect, and character development. Our staff participate in an intensive training program to prepare them to deal with all aspects of camp life. During this training, we emphasize positive, age-appropriate discipline techniques that guide and encourage children, and at the same time, establish clear behavior guidelines and expectations. At all times, our staff members are guided by the principle that all children and adults deserve to be treated in a caring and respectful manner. Similarly, all campers (camper or adult) are expected to treat fellow campers and staff with respect and to abide by all camp rules. Additionally, we expect campers to participate in daily duties such as setting tables, cleaning their units, and keeping their personal space tidy.

Camp rules, and the consequences, are shared during the camp orientation. Then reviewed again in their units the first night. Campers are encouraged to ask their counselors questions to ensure a clear understanding. This camper behavior policy and list of rules was included in your camp forms.

Camp Rules

Respect Staff and Each Other

- Campers must treat other campers, counselors, and all summer camp staff with RESPECT.
 - Name calling, fighting, and bullying are strictly prohibited at summer camp.
 - Camp is a place to be themselves and to make friends, aggressive behavior not tolerated.
- Campers shall not intentionally cause, or attempt to cause, physical or emotional harm to another camper or camp employee.
 - Campers must keep hands, feet, and other objects to oneself.
 - Campers shall refrain from rude language and conduct.
- Campers must listen to and follow directions given to them by all counselors and staff.
- Campers shall not possess a weapon or object which might be considered a weapon, nor will any illegal substances brought to camp be tolerated.

Respect the Facility, Equipment, and the Environment

- Campers will respect the environment on camp by participating in kapers (chores) and refrain from littering.
- Campers will participate in cabin and camp kapers.
 - Cabin chores such as keeping their area tidy, sweeping the bunk, and picking up trash are just a few of the camp responsibilities that everyone will need to help out with.
- Campers will be responsible for their belongings and keeping their lodging area clean.
 - Campers must never touch another camper's personal belongings without permission.
- Campers must treat summer camp equipment, supplies, and facilities properly and with care.
 - Campers must not take or touch anything belonging to a staff member or recreation equipment without prior permission.
- Campers will help to clean up after any activity they participate in.

Respecting Yourself and Keeping Yourself Safe

- Campers shall remain with their groups, or buddy when assigned, at all times while at camp.
- Campers will walk, running is not allowed, except in designated areas.
- All campers will be in their beds and quiet after lights out.
- Campers will be on time to scheduled activities.
- Campers will shower once a day, with the exception of check-in and check-out days, in order to keep themselves healthy.
- Campers will wear sunscreen every day and bug spray as needed.
- Campers will keep their water bottles full and stay hydrated.

Camp Consequences and Discipline Procedures

If significant behavior problems do arise, parents will be contacted and a plan for behavior management will be developed. If the camper's behavior does not improve after all avenues of intervention have been explored, or if one camper's actions are detracting from the experience of others, the camper will be sent home.

Example of Camp Discipline Action Steps:

1. Staff will attempt to redirect the camper to more appropriate behavior, as well as understand why the behavior is occurring (determine the root problem)
2. If inappropriate behavior continues, the camper will be reminded of the camp rules, and the camper will be asked to decide on action steps to correct her behavior.
3. If a camper's behavior still does not meet expectations and is affecting the experience of other campers, she will be referred to the Camp Leadership Staff.
4. They will discuss with the camper what has happened and what will now occur.
5. A phone call home will occur to discuss the camper's behavior and to discuss ways to support the camper in order to modify the behavior and remain on camp.
6. If inappropriate behavior continues, as a final action step, the camper may be dismissed from camp.

Some actions require immediate dismissal from camp. These actions include, but are not limited to smoking, possession of alcohol or illegal drugs, endangerment, or the threats of endangerment of self or others. Campers sent home because of behavior problems, will not be entitled to any refunds and parents/guardians are responsible to come to camp and pick up their child.

Campers who are sent home may participate in the camp program next summer. We believe in second chances at GSHPA. However, if behavior causes them to be sent home two years in a row, they will not be allowed to return the following summer.

Share information about your camper in your Camp Forms

The more information that we have about your camper the better!

It can help us prevent behavioral situations and understand why situation may have occurred.

In your Camper and Medical form there will be a section called "What Should Camp Know about your Camper." This information is shared with your camper's unit staff and will help us to guide your camper through her camp season.

Please prepare to answer questions Like:

- Listing Activities/Topics your camper enjoys.
- Whether your camper will celebrate her birthday on camp.
- Homesickness history and best practices for your camper.
- Routines that camp will be disrupting.
- Are there any trigger words or activities we should know about
- Any disabilities we should be aware of and may need to accommodate if possible.

2024 Summer Camp Types

Mini Overnight Camp at Camp Small Valley

2 NIGHTS – Sunday 2 pm to Tuesday 3 pm. Our Mini Camp is the perfect way to offer guests a breath-taking outdoor experience, just in a shorter window of time! This program is ideal for those who are not quite ready or available to stay away from home for a whole week.

Half Week Sessions for 1st – 5th grade. Please note that Week 1 is also open to 7th-8th grade girls:

Week 1	June 30 - July 2	Week 3	July 14 - July 16	Week 5	July 28 - July 30
Week 2	July 7 - July 9	Week 4	July 21 - July 23	Week 6	Aug. 4 - Aug. 6

Traditional Overnight Camp at Camp Small Valley

5 NIGHTS – Sunday 2 pm to Friday 11 am. Our program brings children together from various backgrounds in a relaxing environment, making it easier for them to form lifelong friendships and to create lasting memories. GSHPA mindfully brings forth fresh, new summer programs, while equally embracing the things we love about traditional camp.

Weeklong Sessions for 2nd – 8th grade girls) Please note that Week 5 & 6 is also open to 9th grade girls:

Week 2	July 7 - July 12	Week 4	July 21 - July 26	Week 6	Aug. 4 - Aug. 9
Week 3	July 14 - July 19	Week 5	July 28 - Aug 2		



Typical Day of Traditional & Mini Camp

Wake up & Get ready!
Breakfast
Raise Flag
1-3 Morning activity periods
Lunch
Rest hour.
3-4 Afternoon Activity Periods
Dinner
Lower flag
Evening Activity
Unit Time & Lights out

Weekly Camp Activities

Opening night: Opening campfire
Closing Night: Closing campfire
Swim/Pool time!



Counselor in Training I at Camp Small Valley

Being a CIT offers a whole new world of expertise, knowledge, and energy! Serve as a role model for younger girls and make a difference in the lives of many. Our program provides endless opportunities for young adults to learn the skills (outdoor, professional, safety, communication, and childcare skills) required to become responsible camp counselors. Session for 9th –10th grade girls during the week of July 14 – 26.

Typical Day of CIT during Week 1

Wake up & Get ready!
Breakfast
Raise Flag
Leadership Training
Lunch
Rest hour.
Afternoon Activities/Shadowing
Dinner
Lower flag
Evening Activity
Unit Time & Lights out

Weekly Camp Activities

Sunday night: Opening campfire
Thursday Night: Closing campfire.
Every Day: at least one swim period
Every Day: Shadow/Assist at least one
Camper/Staff Activity

Typical Day of CIT during Week 2

Week 2 will follow the same general schedule, except leadership training and activity periods will be replaced by instructional periods or opportunities to assist camp staff in units. We expect CIT Is to lead at least one activity, with other CITs or Counselor assistance, by the end of their second week.

Counselor in Training II at Camp Small Valley

2 WEEKS -The CIT II program promotes a bridge between being a camper and a future prospective staff member! Continue the pursuit of exercising practical leadership skills, obtain your First Aid certifications, exercise critical thinking skills and grow using staff support. 2-week session for 10th –12th grade girls during the week of July 7 – July 19.

Typical Day of CIT II during Week 1

Wake up & Get ready!
Breakfast & Raise Flag
Leadership development Activities/Shadowing
new activity
Lunch
Rest hour.
Assist or lead Activity area from CIT I year.
Dinner & Lower flag
Evening Activity
Unit Time & Lights out

Weekly Camp Activities

Sunday night: Opening campfire
Wednesday Night: Closing campfire.
Every Day: Assist at least one Camper.
Every Day: Shadow new activity

Typical Day of CIT II Week 2

During this week CIT II's build on the skills they have developed in CIT I and learn how to be leaders on camp. CIT IIs will have the opportunity to mentor the CIT Is during their second week of camp! CIT IIs will work on various professional development opportunities (first aid/CPR certification, mock interviews, camp staff shadowing, planning for CIT I training, etc.) and helping each individual CIT II reach their full potential.

New! Summer Spectacular Events for Troops & Families

This event creates the foundation needed for successful longer-term experiences away from home. Summer Spectacular Days are designed to gently guide even the youngest campers outside of their comfort zones, challenging them to take positive risks and engage in decision making activities. It only takes one day of camp to positively impact a child's future.

Single-day sessions held from 1 p.m. - 4 p.m. with an optional campfire activity from 4 p.m. - 5 p.m.:

June 29	at Camp Happy Valley	Aug. 3	at Camp Furnace Hills
July 20	at Camp Small Valley	Aug. 24	at Camp Archbald

Want to turn this day event into an overnight? When completing your forms, families and troops can purchase units or beds spaces in units for Friday and Saturday evenings. Families or Troops that stay overnight will be considered rentals and must take care of their own food, activities, and safety before the event begins and after the event ends at 5 p.m.

Tentative Schedule

Campers Arrive
 Raise Flag/Orientation
 5-6 Activity Rotation Periods
 Tours of Camp & Drop in Activities Available
 Check Out for early departing Campers.
 Campfire! Songs & Skits.
 Check Out for Day Event only Campers.
 Overnight Campers Check in to Units.

Offsite Trip Opportunities!

Week	Name	Grade
Week 1: June 30-July 2	Agworks – Aquaponics Center	Current 6 th -8 th Graders
	Lake Tobias	Current 4 th -6 th Graders
Week 2: July 7-12	HU Forensic Department	Current 6 th -8 th Graders
	Hiking Trip	Current 5 th -7 th Graders
	Prairie Fire Farms	Current 4 th -6 th Graders
Week 3: July 14-19	Dexterity Depot	Current 5 th -8 th Graders
	Lake Tobias	Current 4 th -8 th Graders
	Prairie Fire Farms	Current 6 th -8 th Graders
Week 4: July 21-26	HU Forensic Department	Current 6 th -8 th Graders
	Hiking Trip	Current 6 th -8 th Graders
	Prairie Fire Farms	Current 4 th -6 th Graders
Week 5: July 28-Aug 2	Dexterity Depot	Current 5 th -9 th Graders
	Agworks – Aquaponics Center	Current 7 th -9 th Graders
	Prairie Fire Farms	Current 4 th -7 th Graders
Week 6: Aug 4-9	Agworks – Aquaponics Center	Current 4 th -6 th Graders
	Laser Dome	Current 5 th -9 th Graders
	Prairie Fire Farms	Current 6 th -9 th Graders

Offsite trip available for Traditional Campers each week and mini campers' week 1! YOU can add on an offsite trip when completing your camp forms for \$60 per trip.

Very Involved Camper Program

A Very Involved Camper or VIC is a Camper who participates in a GSHPA summer camp experience and then wants to stay in touch all year long! VICs are campers who are invested in summer camp. Either because they love camp, want to help us make decisions, or provide feedback for camp improvement opportunities.

To be a VIC a camper must:

- Pay VIC membership fee.
- Be a current Girl Scout Member
- Have participated in a GSHPA summer camp experience.
- Be over 5 years old.
- Have an interest in summer camp planning and improvement.

VICs will have the chance to get together twice outside of summer sessions. Once in the fall to celebrate a new group of VICs at Camp Small Valley and once during the spring Summer Camp Open house. During the open house VICs who are juniors and old can also assist with the event itself.

In addition to being a part of this group VICs will also:

- Receive VIC swag items.
- Provided with Early Registration for the next year's summer camps.
- VIC Rocker to be received at next summer camp session.
- Opportunity to provide feedback on:
 - T-Shirts
 - Optional Patches
 - Camp Themes
 - Activities
- Marketing Opportunities
 - Take part in a VIC or Summer Camp Video or Blog



2024 Check in Procedures

Before Arrival

Two weeks before camp, you will receive an email with your specific arrival and departure details for your camp week.

Arrival Times

Check-in times are designated based on your camper's current Girl Scout level, camp type and theme. Your assigned time will be provided in an email 2 weeks before your camp check in date. Please arrive at your camper's designated check-in time. If you have multiple campers, in different age levels please arrive at the youngest campers check in time.

If you need to arrive late or leave early, please let us know. We will do our best to accommodate.

All Aboard! GSHPA Transportation Opportunity:

This summer, GSHPA is offering transportation to and from Camp Small Valley for week-long camp sessions, including 5-night overnight and Counselor in Training camps. The trip to camp is so much more than just a ride– it is an awesome part of the camp experience. Campers have the chance to meet other campers early, get acquainted before they arrive, and join in on counselor lead songs and games!

Pick up & drop off?

Campers who have signed up for transportation will be picked up and dropped off at the Harrisburg Mall. Please drive to the back of the parking lot, near the Applebee's restaurant (pole #53) parking area. You will see camp staff at the back of the lot waiting for you!

How do I purchase a spot? The request form will be included in your registration email, which you will receive the week after you complete your gsEvents registration. Campers must be registered for a camp session before purchasing a spot on the bus. The form must be filled out for each individual camper.

Click [HERE for more information about transportation.](#)

Drive through Check In

Camp Address: Camp Small Valley, 88 Hemlock Rd, Halifax PA 17032

As you enter camp, you will notice signs and staff to welcome you.

1. Health Check:
 - a. Campers will receive a lice check.
 - b. Parents can speak with the camp nurse or assigned staff member about any medication, allergies, or medical concerns.
 - i. All medication your camper may need during their stay on camp is submitted to our nurse at this time.
 - ii. Prescription drugs must be in their original container with the physician's instructions. If there is more than one kind of medication, please place the original containers into a Ziploc bag labeled with your camper's name.
 - iii. **If camper exhibits symptoms of illness or if we find lice, they won't be allowed to stay.**

2. You will be directed to camper assignments.
 - a. Camper is given a unit tag.
 - b. Please let our staff know if:
 - i. You are picking up a camper earlier than their assigned check-out date.
 - ii. An alternative person, not listed on your registration form, will be retrieving your camper.
3. You will be directed to luggage drop off.
 - a. You will be asked to open your trunk or car door for staff to retrieve luggage.
 - i. Luggage is sorted by unit. The camp ranger will drive the luggage to the designated areas after check in. We suggest girls keep a small backpack or similar with them including a water bottle, swim suite and towel, to be prepared for swim tests and to stay hydrated while waiting to go to their units
4. You will be directed to camper drop off.
 - a. Any additional forms that camp needs completed will be filled out here. Example: If an offsite trip requires any health or safety forms
 - b. Girl Scouts will say goodbye to their families.
 - i. At this point parents may get out of their vehicle to say goodbye
 - c. Families can submit camper mail to staff members at this time.
 - d. Girl Scouts will join their unit or staff members will walk them to their units.
5. Family vehicles will be directed out of camp.

Transportation rules & procedures when being transported by GSHPA Staff

Guidelines

- Trained Camp Staff or Volunteers will ride and supervise all vehicles.
- Please be at the arrival and departure location at the designated pick-up and drop-off times to meet your child.
 - If no one is there to pick up your child by then end of check out, then we will contact you and bring your child back to camp for you to pick up.
- GSHPA makes every effort to be on time. Due to traffic and road construction, we may be delayed at times.
- Please review the following important rules with your child before they attend camp.

Rules | Safety First

- Campers must remain in their seats and buckled.
- All body parts and belongings are to remain inside the vehicle at all times.
- No eating or drinking (except water)
- Hands remain to yourself, no fighting or screaming.
- Let a camp staff know if something is wrong right away.
- The emergency exits should be used only during an emergency.
- Please participate in games and songs, it makes the ride more fun!
- If a child's behavior does not meet these standards, parents/guardians will be notified.

Safety & Persons Authorized to Pick-up

- Safety of your child is the number one priority at the GSHPA.
- Security procedures: It is not our intention to offend or question anybody is right to pick up a child. These procedures are in place for the safety of your family.
- We will only release campers to individuals listed as authorized to pick up list, which can be filled out when you complete your camp forms.
 - We will be checking IDs of parents/guardians, and all authorized persons, as children are picked up. Please make sure all authorized people on your list aware of this.

Saying Goodbye: Camper Adjustment

Campers and parents experience a wide range of feelings as the first day of camp approaches. Along with the excitement and anticipation of all the experiences ahead, there may also be anxiety about these new, unfamiliar experiences. Although this separation is hard on you too, it is a wonderful opportunity for your child to build confidence and a sense of self-reliance.

Goodbye Tips for All Campers:

- Keep goodbyes short: The transition from home to camp can be awkward and the sooner campers can jump into camp life, the easier the transition will be.
- **Use positive messages about camp:** such as, "You're going to have such a great time!" or "What a great opportunity to meet new friends!"
- **Avoid promises to come and pick them up if it doesn't go well.** Instead, show your faith that they will enjoy themselves and have a positive experience.

For First Time Campers:

- **Come to an Open House or Camp Property Tour**
 - o This is a great way to become familiar with the camp layout.
- Pack for camp together: By doing this, campers know what they're bringing to camp and where everything is packed. Resist the urge to pack for them.

Homesickness

Going away to camp can sometimes be a challenging event for even the most seasoned campers. We understand your concerns. We will work with you and your camper to support them to the best of our ability.

Homesickness is a natural feeling experienced by many campers. For most, it passes after a day or so. Our best practice is quite simple: PREVENTION. We find that keeping campers busy is the best anti-homesickness strategy around. We work to help homesick children overcome their difficulty. Most of the time we are successful. However, if your child is not adjusting, we will phone you to discuss how to improve the situation.

Occasionally, a camper will send a "distress letter" the first or second night of camp before they are really into the full swing of the program. These letters are usually followed by a brief "camp's great" postcard or no letters at all because they are busy having a great time. If you receive a letter from your child expressing homesickness, we encourage you to contact the Camp Manager for more information. We will check with your camper's counselors and let you know how things are progressing. Often, by the time you receive the "homesick letter," your child is likely to have already overcome it and is enjoying camp to its fullest.

Birthdays on Camp

We are always happy to recognize your camper's birthday if it falls while she is on camp. We'll recognize your child's birthday during a meal and have the entire camp community join in wishing her a wonderful birthday! We may provide one treat to the camper and her unit. Treats vary! We honor all dietary and allergy restrictions.

Keeping in Touch

Emergency Notifications

We have emergency response procedures in place to keep all campers and staff as safe as possible while on camp. GSHPA will continue to use an emergency communication system called **One Call Now**. In the case of an emergency, for example severe weather or a contagious disease outbreak, the main emergency contacts you listed on your camper's forms will be contacted via text, email, and/or automated phone call. We will then send a second notification when the emergency situation has been resolved or is over.

Mail/Letters

Mail delivered or sent from camp, during the following summer camp sessions:

- Traditional Camp, Mini Camp, and Counselor in Training Camp

Letters and postcards are the primary and preferred method of communication while your camper is on camp. Campers appreciate the contact with family and friends during mail time. However, we ask that you keep your letters positive. When you write, be cheerful and newsy. **Please avoid sensitive topics like pets and how missed they are. This can cause homesickness.**

It is highly encouraged to bring the letters you want your camper to receive to check-in. The mail often takes one to two extra days for delivery. If you would still prefer to mail your letters, we recommend sending it the Thursday or Friday before the start of your camp week. During check-in, there will be multiple boxes labeled with the camp units for camper mail. We do not have a mail time on check in day, so any letters labeled with you campers check in day will be given the next day.

If you're dropping letters during check-in, please be sure to label them as follows:

All properly addressed mail is sorted each afternoon. Our staff do our best to sort all mail for delivery the following day. Improperly addressed mail to campers, for example using a nickname instead of full name, may not be able to be identified and therefore will not be delivered to your camper.

If you are mailing letters to camp, please be sure to label them as follows:

Camper's Full Name (No Nicknames)

Camper Type

Camp Small Valley

Camp Address

Sally Jones

Week 4 Traditional Camp

Camp Small Valley

88 Hemlock Rd

Halifax, PA 17032

If mail is received for a camper who has already departed camp, this mail will be disposed of. Camp Small Valley is not responsible for returning mail that has arrived past a camper's departure date.

Campers are encouraged to write home frequently, but don't expect too many letters. Typically, no news is good news; your camper may be too busy to write. Improperly addressed and/or unstamped envelopes delay mail. For younger campers, we suggest you pre-stamp and address several envelopes or postcards.

Care Packages

Care packages are discouraged, but not forbidden. Care packages often cause jealousy and homesickness amongst cabin mates and so we prefer that communication is kept to letters and postcards. If you do decide to send or leave a care package, campers will be required to open it in front of a counselor. **If a package includes any LEAVE AT HOME items, they will be confiscated.**

Visiting Camp: Family members are not allowed on camp expect for check in and check out.

Camper-to-Parent Phone Calls Policy

Camper-to-parent phone calls are not allowed, except in extreme cases. Parent-to-camper calls are strongly discouraged, especially in cases of homesickness. If a homesick camper is having a particularly hard time adjusting to camp, the counselor will inform the Camp Manager and you will receive a phone call to discuss the best way to support your camper.

CIT Phone Policy

CITs are allowed to have phones on camp, however, the usage of such devices are restricted to specific times. CITs found to be using their phones outside these designated times will have their phone confiscated and returned based upon the number of offenses. For first time offenses, it will be confiscated and returned at the end of the day or the next day. For second time offenses, phones will be confiscated for 3 days with a note that a verbal warning was given in their file. On the third offense, their phone will be confiscated until check-out and a written warning will be given in their file.

Health Care

Camp Nurse

Camp Small Valley will have a registered nurse on site throughout all of **Traditional, Mini, and CIT Camps**. The Camp Nurse will be responsible for administering medication and first aid to campers as needed. The Camp Nurse will also contact any parents/guardians of a camper who needs additional medication or is showing signs of illness. A member of the leadership team (who will also be the First Aid Point Person) will be assigned to administer camper medication as needed.

Medication

All medications your camper may need during their stay on camp will be submitted to our nurse or assigned leadership staff during check-in. Summer Spectacular campers are responsible for their own medication.

Prescription drugs must be in **their original container with the physician's instructions**. If there is more than one kind of medication, please place the original containers into a Ziploc bag labeled with camper's name. **No medications may be kept in the cabins or on campers, except for Epi-pens and Inhalers.** Any medication found on a camper during the week will be given to the Camp Nurse and you will be contacted for instructions on whether the medication is needed and for any additional information the nurse may need.

We stock routine over the counter medications such as:

Tylenol	Aspirin	Insect Repellent	Sting Swabs
Antacids	Calamine Lotion	Pepto-Bismol	Sudafed
Antibiotic Cream	Dimetapp	Robitussin	Sunburn Spray
Benadryl	Ibuprofen	Robitussin DM	Sunscreen

Medication is administered based on dose and schedule directed by the prescribing physician. For most campers that will be at meals and before bedtime. The nurse or assigned staff member will administer needed medication at every meal and campers will meet the nurse at the Health Center (with a camp buddy or counselor) for evening medications. **Please be sure to clearly specify if your camper's medicine is taken case-by-case (I.e., eczema cream, occasional Zyrtec) or regularly (Rx).**

Allergies and Dietary Restrictions

Dietary restrictions such as food allergies/intolerances (e.g., gluten or lactose intolerant or nuts) and food preferences (e.g., vegetarian) should be brought to our attention prior via your camp forms. We do our best to accommodate any dietary restrictions, as long as our cooks have ample time to prepare. **If there are any changes upon arrival, please inform the Camp Nurse or Leadership staff during your camper's check-in health screening.**

Illnesses & Disease Policy

If you find that your child is sick the night before or the day of their check-in date, please do not send them to camp. Please contact member services and we will discuss options for when or if your child can be brought to camp. If an illness occurs during camp, then the camper will be housed in the Health Center, located at the end of the large camp parking area. Campers can be housed for brief periods but will need to be picked up if their health does not improve. We will call you if your child is out of the program for more than three activity periods (sometimes they are tired and need to rest).

Campers with a contagious disease will be isolated and will need to be retrieved from camp within 6 hours.

Accidents and Emergency Treatment

Camper health and wellbeing are especially important to us. All campers are checked daily for any signs of illness. If your child has a serious accident or illness, requires medical treatment by a physician, or requires more than 24 hours of confinement in the Health Center, you will be notified as soon as possible.

Campers are typically outside participating in various activities in a variety of weather conditions. Camp staff are trained to monitor campers for signs of health problems and to act accordingly. Camp staff will also be following weather alerts to determine safe temperatures and weather for all activities.

Bruises and Scratches

Campers frequently go home with minor scratches, bumps, and bruises as a result of active play outdoors. All of our staff members are certified in first aid. These minor injuries are treated by our staff or nurse based upon their severity. Parents are not usually contacted for bumps, bruises, or scratches, as they are simply a part of outdoor play. Parents will be contacted if a camper needs to stay in the Health Center for a prolonged period due to these injuries.

Plant & Insect Hazards

The most common plant and insect hazards are poison ivy (causes an itchy skin rash if allergic), wasp or bee stings, and ticks. We teach campers how to recognize poison ivy and do our best to keep the campers from playing near it. If a child is allergic to poison ivy and develops a rash, medicine will be administered by the Camp Nurse and parents will be notified. **We do not typically call parents if their camper is stung unless the camper is allergic. If a camper with an allergy is stung, we will implement our Emergency Action Plan and parents will be notified.**

Any time an Epi-pen is administered, our protocol is to follow it up with a call to 911. If a child without a known allergy begins to develop symptoms of an allergic reaction after having been stung, Benadryl will be administered and 911 will be called. This is treated as a medical emergency and parents will be notified.

Staff conduct tick checks with campers after walks, hikes, and at the end of the day. Making tick checks a daily routine decreases the risk of finding an embedded tick on a camper or staff. If a tick is found on a camper the Camp Nurse will remove it. If the tick was embedded, attached to the body or under the skin, an incident report will be filled out and parents will be notified.

Camp Meals & Snacks

General Meals

Our food service staff and kitchen volunteers prepare a variety of pleasing and nutritious meals appropriate for campers and families. Resident Camp, Mini Camp, Trip camp, excursion camp, CIT, and Family Camp:

- Campers/Families are served breakfast, lunch and dinner based on their sessions check in and check out times.
 - Example: Resident Campers first meal is Dinner on Sunday after check in, and their last meal is breakfast on Friday before check out.
- Hot food options, cold food options, picky eater alternatives, and dietary alternatives will be provided for each meal.
- A to-go snack will also be provided after lunch to keep campers fueled for activities!

Drinks

Campers are required to drink 2 small glasses of water before getting any other drink options. This helps to keep our campers hydrated throughout the hot summer days. After, they can choose from the Juice/Gatorade options available that day. Milk is also available during all meals.

Example of a Weekly Meal Plan – Hot Food Selection

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast		Pancakes & Sausage Patty	Scrambled Eggs & Hash browns	French Toast & Bacon	Eggs & Home fries	Waffles & Sausage Links
Lunch		Chicken Tenders & Fries	Grilled Cheese	Turkey Sloppy Joes	Hamburgers & Hotdogs	
Dinner	Pasta & Meatball	Cookout	Orange Chicken & Fried Rice	Tacos & Burritos	Roast Turkey Dinner	

- Cereal & Fruit Bar at Breakfast
- Toast/Sun butter & Jelly Sandwich Station at All Meals
- Salad Bar at Dinner & Lunch

Dietary Accommodations

We offer a dietary alternative at each meal. If campers have allergies or special dietary needs, the cook staff will have a separate plate for them. Camp can accommodate the following dietary restrictions if notified before camp through your camp forms:

- Vegetarian
- Dairy/Lactose Free
- Religious food restrictions can also be accommodated
- Pescatarians
- Nut Free
- Fish/shellfish
- Gluten Free
- Red Dye

If your restrictions are not listed here, camp may be able to accommodate if you included the information on our forms and contact GSHPA before the camp session.

Picky Eaters

Girls are encouraged to try a brownie bite (small bite) of available options. However, there are always a variety of options available. Even the fussiest of eaters will find something to eat at every meal. If a camper absolutely refuses to eat for more than one meal, the nurse or the Camp Manger will contact you.

Departure Procedure

Camper Sign Out

You or the person picking up your camper will require a photo ID.

When completing your forms, you filled out a "Check-in/Check-out Release" section. This form lists the adults, which you gave permission to pick up your camper. Please contact us ahead of check-out if any changes need to be made. **We cannot release campers without parent permission to anyone who is not on your release form.**

Drive through Check Out

This summer we will be doing a drive through check out.

Departure Times

- **Traditional Camp** check-out will be at 11 AM Fridays.
- **Mini Camp** check-out will be at 3 pm
- **CIT & CIT II** check-out will be at 11 AM on Fridays.

Check out Procedure.

- Traditional, Mini, Travel, Excursion and CIT Camps:
 - As you enter camp, follow the signs until you reach a staff member who will assist you or direct you to the checkout location.
 - A staff member will approach your car window and ask for the name of your camper.
 - Your camper(s) will meet you at your car and the camp nurse will give families camper medication provided at check in.
 - You will then be directed to luggage pick up.
 - Campers and family members may get out of the car and help staff members find their luggage.
 - Campers will also have a chance to look through the lost & found one more time.
 - All lost and found items must be retrieved from camp and will NOT be mailed.
 - Family vehicles will then be directed out of camp.
- Summer Spectacular Camps
 - Families will clean their assigned units before checking out. You will be provided a check list the evening before check out.
 - When your assigned area is clean families will drive from their units to the assigned check out location.
 - A member of staff will check out your family or troop and provide you with any check out items
 - Family campers will have a chance to check the lost & found before they leave.
 - All lost and found items must be retrieved from camp and will NOT be mailed.
 - Family vehicles will then be directed out of camp.

Lost and Found

Campers will have a chance while they are cleaning and packing up their units to check our lost and found for any missing items. When check-out begins, these boxes will then be moved to the luggage check out or camper pick up. Girls will have a second chance to check the lost and found.

Any lost and found items must be retrieved from camp and will NOT be mailed. All lost and found items will either be thrown out, donated, or cleaned for use at camp one month after the Summer Camp season.

Optional Purchases/Merchandise

Patches & Badges

All traditional, mini, and CIT campers will receive our Camp Small Valley patch.



While on site, campers will have the opportunity to work towards a badge of their interest, as noted on page 7. We do not provide the badges on camp.

Parents can also buy additional summer camp patches, which can be purchases in their camp forms, which are given to the girls or families at checkout.



Camp T-shirts

T-shirt can be ordered after you register for a summer camp session. You will receive the link to purchase these items in your confirmation email, sent out the Monday or Tuesday following your registration completion date. Additionally, GSHPA will sell any leftover t-shirts after the camp season.

If your camper can no longer attend her registered session, please let us know, and we will mail her purchased items to you by August 31.



NEW 2024! Camp Care Kits

For \$20, All Camp Care Kits contain:

- A fun, colorable bag with fabric markers for autographs & more!
- A post card for campers to write home.
- An Outdoor Skills patch.

Take advantage of these optional add-ons for an additional cost:

- Cuddly Cow Plushie
- Flashlight
- Water Bottle (20oz)!



Surprise your camper with GSHPA's new Camp Care Kit!

For \$20, All Camp Care Kits contain:

- A fun, colorable bag with fabric markers for autographs & more!
- A post card for campers to write home
- An Outdoor Skills patch

Take advantage of these optional add-ons for an additional cost:

- A. Cuddly Cow Plushie
- B. Trefoil Fun Finds Mini Flashlight
- C. Trefoil Fun Finds Water Bottle 20oz

Camp Incentives

Girls who registered during the first 3 months of Camp Registration will receive early registration awards. These will be provided to your camper during her camp session!



Girls registered during between Feb 6 – Feb 29 receive the Water Bottle, the Camp Bracelet, and the Patch.

Girls registered during between March 1 – March 31 receive the Camp Bracelet and the Patch.

Girls registered during between April 1 – April 30 receive the Patch.

