



Summer Family Day-Camper Packet



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Camp Contacts

At Girl Scouts of Southern Nevada, we strive to provide our members with the highest level of customer service. If you have any questions or concerns, please contact us immediately.

Girl Scouts of Southern Nevada

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Telephone: 702-385-3677
customerservice@girlscoutsnv.org

Girl Experience Director – Rosana Romero Correa

Program Manager – Danielle Bell

Welcome Girl Scout Families!

We are so honored that you chose Camp Ducktail, and we are looking forward to welcoming every Girl Scout with all the excitement and wonder that they bring.

As we prepare to welcome your camper, we know that this year's day camp will look different to many, especially this year. We will see changes in how we check in, eat meals, and gather together as a group. We are focused on creating a safe and healthy environment for your camper and our staff. We have researched best practices and monitor closely the most current information and data. Your camper is our priority from health and safety, to providing big memories and great fun!

Our Family Day-Camper Packet is designed to offer essential information to prepare you and your Girl Scout for a successful day camp experience. As it often occurs, details can change right up to the start of camp, yet this will be a helpful guide for your camper to know what to generally expect from camp, and what camp expects from them. We will keep you updated on any changes and work to provide the most up to date information on our website.

Thank you for your support and trust! We are so excited to have your Girl Scout join us.

For the love of camp,

The GIRL Experience Team at Girl Scouts of Southern Nevada.

Camp Policies

Attendees to all Girl Scouts of Southern Nevada events are expected to follow the Girl Scout Promise and Law.

Our Mission

Girl Scouting builds girls of courage, confidence, and character, who 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,

and to

respect myself and others,
respect authority,
use resources wisely,
make the world a better place, and
be a sister to every Girl Scout.

No Bully Zone

There is a zero-tolerance policy for bullying at Camp Ducktail. Our staff is trained to identify and respond to signs of bullying behavior. We encourage any camper to share any concern they may have with the way they or any other camper is treated while at camp. If a camper has been bullying others while at camp, they will be sent home and their camp session will not be refunded.

Group Agreements

Our general guidelines at camp are as follows:

1. Be Safe
2. Be Respectful
3. Have Fun

Additionally, campers will develop **Group Agreements** with their counselors and other campers which will determine the guidelines they want to live by during their stay at camp.

In fitting with the guidelines above, Campers are not permitted to use, or have in their possession, tobacco, alcohol, or drugs in any form. No illegal substances will be permitted by anyone at camp.

Anyone in violation of this policy or anyone behaving in a manner that is dangerous to themselves or others will be sent home at the guardian's expense. If you or your camper has specific concerns, please contact our office, customerservice@girlscoutsnv.org, attention Camp Director.

Diversity, Equity & Inclusion

Girl Scouts is for every girl, and that's why we embrace girls of all abilities and backgrounds with a specific and positive philosophy of inclusion that benefits everyone. Each girl—regardless of her socioeconomic status, race, ethnicity, physical or cognitive ability, sexual orientation, primary language, or religion—is an equal and valued member of the group, and groups reflect the diversity of the community.

We believe inclusion is an approach and an attitude, rather than a set of guidelines. Inclusion is about belonging—about all girls being offered the same opportunities with respect, dignity, and celebration of their unique strengths. It's about being a sister to every Girl Scout!

Preparing Your Camper for Day Camp

One of the primary goals of a summer day camp is to offer progressive experiences that allow Girl Scouts to develop new skills and confidence. Coming to camp and spending time away from home offers a great opportunity for growth.

Work with your camper to ensure that their backpack is ready, and they know what they have. As you pack, label everything with your camper's first and last name.

Help your camper get ready for camp by being excited! Let your Girl Scout know that you want them to have fun and learn new things. Emphasize that your camper is "going" to camp, instead of saying you are "sending" them to camp. If your camper has any anxiety or worry about being away from home and family, start preparing them for these things now.

What to wear at Camp

Campers will have activities both indoors and outdoors.

- ☐ Wear comfortable light weight clothes
- ☐ Closed Toe Shoes with a back that completely covers their heels

What to bring to Camp

A lightweight backpack helps keep your camper's belongings with them at all times as they move through our day camp programming.

- ☐ Backpack
- ☐ Extra Face Mask
- ☐ Hat
- ☐ Water bottle
- ☐ Medicines (Packed as directed in our Health and Safety guidelines)
- ☐ Sunscreen
- ☐ Sunglasses
- ☐ Towel (on specified days)

Items to Leave at Home

These items or any other items that disrupt campers or the camp program, will be collected by a staff member and returned to the camper upon check-out.

- ☐ Food! No gum, candy, drinks, or snacks
- ☐ No knives or other weapons
- ☐ Tobacco, alcohol, or drugs (other than those recorded with our health team.)
- ☐ Any item that would cause distress if it was lost or damaged.
- ☐ Cellphones

LOST AND FOUND

Found items are displayed for campers to claim at mealtime and at the end of the day. Unclaimed items will be held at camp until the last day of our final summer camp session. Any items left unclaimed by the second week of August will be donated to a charitable organization. We will not mail any items.

Health and Safety

The safety of our campers and staff are our number one priority. We want to assure our parents/caregivers that we have a safe and effective COVID-19 safety plan in place prior to staff and camper arrival. Our protocols will follow the guidance set forth by the Girl Scouts of Southern Nevada, Southern Nevada Health District, and GSUSA.

A member of our camp health team is always on duty at camp. In emergencies of non-routine illness and injuries, the camper's emergency contact will be notified immediately. In cases of minor injuries or illnesses (ex. Bug bites, scrapes, headache, minor sunburn, etc.), treatment will be provided. If questions or concerns regarding these minor cases arise, the camper's guardian will be contacted.

Required Health and Safety Forms

Please have all health and safety forms completed and ready to be handed in at time of drop-off to ensure a smooth check-in for your camper. No camper will be allowed to check-in without these forms. The forms listed below are included/attached in this mailing.

- ☐ COVID-19 Camper Screening
- ☐ Health and Camp Form Packet
- ☐ Photo Release

Inclusion

Every Girl Scout should have the chance to go to camp. If your camper requires special accommodations (dietary, physical, behavioral, etc.), please contact us immediately so that any necessary preparations can be made prior to your camper's arrival.

To discuss your camper, please contact customerservice@girlscoutsnv.org or 702-385-3677

Eating Meals & Health at Camp

Pre-packaged meals are provided each day at camp. Breakfast is available from 7:30 am to 9:00 am, as well as lunch and snacks. Our camp staff will be informed of any dietary restrictions/food allergies indicated on your camper health form to ensure safety during meal/snack times. Any changes that occur before camp, please contact us at customerservice@girlscoutsnv.org, or call 702-385-3677

If you choose to send your camper with a lunch from home, please be aware that we do not have available refrigerated storage for your camper's lunch.

Medications

Pack medication containers in a plastic zip bag with the camper's name printed in permanent ink on the bag. All medications and supplements must be in the **ORIGINAL** container with the camper's name, doctor's name, dosage, and any instructions clearly stated. This bag will be turned in after the camper's health screening at drop-off to be recorded and secured by our camp health team.

The first aider will keep all medications, vitamins, ointments, etc. secured in the health center during camp. Our camp health team will make sure that campers have access to their medications when necessary and administer any scheduled medications in a timely order during their stay. On trips, we will send medications, etc. with staff. Inhalers, Epi Pens, and other necessary items will be kept with each camper as determined with the health supervisor and information on the health history form.

We have a supply of commonly used over-the-counter medications, so it is not necessary to send those with your camper.

Illnesses, Communicable Diseases, and Lice

Do not send your camper to camp if they have been exposed to a communicable disease or if they are ill. Camp has a no lice, no nit policy. Please check your camper for lice before coming to camp. All campers will be screened with a head check at curbside. Any child with lice or a communicable disease will not be able to attend camp. We will make every effort to reschedule your camper in a different session, but no refunds will be issued if a camper goes home due to nits or lice. For more information, visit headlice.org or contact the National Pediculosis Association at 617-449-NITS.

Homesickness and Adjusting to Camp

Though not very often, common, or long-lasting, homesickness can occur at camp. We have an experienced staff that is trained to work with homesick campers. If it occurs, homesickness usually happens in the beginning of the week and quickly dissipates as the camper gets settled into the day camp program. If you feel your camper is prone to have anxiety about being away from home, or other experiences that may be impacting them, please share them on the camper health form, or call us at 702-385-3677 before camp to discuss it with our camp staff team.

Emergency Contacts

Be sure all emergency contacts are available while your camper is at camp. Camp staff may call you for the following:

- Homesickness of your camper that is getting worse, not better.
- Inappropriate conduct by your camper.
- Illness or injury to your camper for an extended period of time, requires medical attention outside of camp, or requires her to be picked up by the parent/guardian.

Weather and Emergencies

A Girl Scout is always prepared, and that includes at camp. Weather is closely monitored to help us adjust to our programming plans. All campers will participate in fire and evacuation drills to be made fully aware of all safety practices and precautions at the beginning of camp.

Emergency Communication

In case of a medical or family emergency at home, contact Girl Scouts of Southern Nevada at 702-385-3677. After office hours, our voicemail system will give you an opportunity to leave a message. In the event of an emergency, where a camper may not be able to return to camp, or missing a session, please contact us so that our staff team can make any necessary adjustments.

Wellness Tips

Remember these three steps to a happy, healthy camper:

- ❑ Hydration – pack a water bottle with your camper's name on it. Talk with your camper about the importance of drinking three to four bottles of water a day at camp. With increased activity in the sunshine, campers can easily become dehydrated.
- ❑ Sunscreen – pack SPF 15 or higher sunscreen. Encourage your camper to apply sunscreen at least 10 minutes before going out into the sun. Camp staff will remind campers to reapply throughout the day. Other sun protection items include hats and swim shirts. If she has never applied sunscreen for herself, we recommend that you teach her how.
- ❑ Rest –After the first day, campers will be exhausted and ready to sleep. Encourage your camper to giggle during the daytime and dream the night away.

COVID-19

Girl Scouts of Southern Nevada recognizes that this has been no ordinary year. We have had to assess daily how to serve the needs of our Girl Scout community in a way that is safe everyone. As we look to the summer of 2021, we feel confident that we can make a face-to-face camp experience happen. In order to do that, we have made several changes to how we will handle program, pick up and drop off and camp sanitation.

Changes in place to keep camp free of COVID-19 for 2021 include:

- Programming will be designed so campers are in contact with no more than 30 people (including staff) during their camp experience. We will be using cohorts at day camp that rotate through camp as a unit. We recognize that, for this summer, this may limit some choices at camp, but it will still be fun and keep them safe.
- Programs will focus on teamwork, group dynamics and small group interaction. There will be limited all camp programming this summer.
- Where appropriate, single-user program kits will be provided to campers to avoid contact between campers or cross contamination from supplies.
- Meals will be handled in living/program groups with campers assigned to specific areas to eat. Meals will be boxed or bagged. Social distancing will be in place for all meals.
- Cleaning protocols are in place for sanitizing program spaces and equipment between activity groups. Room foggers will be used to sanitize indoor program spaces multiple times a day.
- Ventilation of all indoor spaces will be a priority. Bathrooms will be sanitized between each group use.
- Expect lots of hand washing and hand sanitizer.
- Temperature and health checks will be conducted for all campers entering camp. Families will not be able to get out of their vehicle at drop off or pick up. Campers will not be allowed to participate if they are feeling ill or have a fever of 100 degrees F or greater. Staff will be trained to manage the health needs of staff and campers.

Program Overview - A Day at Ducktail

Girl Scouts of Southern Nevada's Camp Ducktail is accredited by The American Camp Association (ACA). ACA accreditation means that the camp undergoes a thorough annual review of its operation—from staff qualifications and training to emergency management.

Camp Ducktail is a Girl Scout Camp, so Girl Scout programming is at the heart of what we do. Our activities are planned with much thought and care to offer a variety of programs to accommodate skills and interests on every level. This summer everyone in attendance will have the chance to earn requirements toward a Girl Scout Badge. Our staff will work to ensure all participants in the group have input into the direction of an activity. Badgework activities, indoor and outdoor programs are all interwoven into our daily schedule. We will also look forward to Girl Scout traditions like silly camp songs, the Girl Scout Promise and Law, and special openings and closings as being part of our daily activities.

Sample Schedule at Ducktail Day Camp*

7:30 a.m.	Drop-off begins
8:00 a.m.	Cold Breakfast
9:00 a.m.	Flag ceremony & announcements
9:15 a.m.	Themed Activities
11:30 a.m.	Lunch
12:00 p.m.	Game time
12:30 p.m.	General Activities
2:30 p.m.	Snack
3:15 p.m.	Group Activity
4:00 p.m.	Check-out Begins
5:00 p.m.	Camp Close

*A camp schedule is intended to be flexible, also subject to change, and may look different for individual campers depending on the camper's badgework, chosen activities, all camp day-trip plans, and the week's camp session.

Bus and Transport Behavior

For any off-property day trips, we provide transport for our campers. Please review the following safety and behavior expectations with your camper.

- Please get seated immediately as directed.
- Always remain seated when on the bus or van.
- Seatbelts are always required, even on the shortest distances.
- No shouting or yelling while on any transport.
- Hands and all body parts must remain inside the transport.
- Be sure to check for any items before exiting the transport.
- If you need anything, please let the transport chaperone know
- Masks must be worn at all times on any transport

Registration and Camp Payments

Camp fee balances must be paid in full two weeks prior to a girl's session. Payments are made through your online Doubleknot account you established during registration. If payment isn't made in full by the due date, the camper's session will be released, and the fees paid will not be refunded.

Each girl will receive a camp patch and any badges fully earned while at camp. She will also get a t-shirt from the first GSSNV session she attends, included as part of the registration fee.

Financial Assistance

Girl Scouts of Southern Nevada has camperships available to assist families so girls can attend a summer program. The assistance is for girls whose caregivers could otherwise not afford the cost of camp. To apply for a campership, please complete the Girl Scouts of Southern Nevada online form and submit the required documentation. The form can be found under the camp section on our website - <https://www.girlscoutsnv.org/en/camps/our-camps.html>

Cookie Camp Vouchers

Congratulations on your camper earning a camp voucher during the cookie program! Cookie program camp vouchers may be used to pay for one Ducktail Day Camp session excluding the non-refundable deposit. If your camper used their camp voucher and you need to cancel their session, the voucher and deposit is non-refundable. If there is space available, you may be able to transfer their voucher to another 2021 available camp session. Camp vouchers expire September 2021.

Cancellations

Girl Scouts of Southern Nevada reserves the right to cancel or change any scheduled activities due to lack of enrollment, severe weather, or natural disaster. Cancellation and refund requests must be made in writing thirty (30) days before the event to receive a full refund, minus the \$25 per person deposit. No refunds within 30 days of the event.

- No refunds will be issued for no-shows.
- The \$25 Girl Scout membership fee and \$15 GSSNV Council Service Fee are non-refundable.
- All refund requests must be made in writing to: customerservice@girlscoutsnv.org.
- Requests should include camper's name, address, session name, date, and reason for refund / cancellation.
- No refunds will be issued if a camper returns home early due to homesickness, unacceptable behavior or upon parental request.

Drop-off and Pick-up: What to Expect

As our team re-imagines summer 2021, changes have been made to our camper check-in process. This season, we are asking families to remain in their car. We have a curbside check-in plan in place, and with your help, we can make this a very swift and smooth process for all. You may arrive at our council office up to 15 minutes before our check-in time to get in the car drop-off queue. Please read through the following expectations.

Steps to Check-In

Please be patient. Monday drop-off takes longer due to the review of paperwork. Please adjust your schedule to allow for this longer drop-off time on the first day. Having your camper's belongings ready and easily accessible will help speed up the process.

- All Campers/Caregivers are required to wear masks during the drop-off process.
- Pull into the council parking entrance follow signs to check-in.
- Please observe our GSSNV Staff directions when you arrive.
- Stop at the first checkpoint for staff to check that you have the required paperwork (**DAY 1 ONLY** - Ensure all forms are completed, signed, and in-hand to present to staff curbside). No camper will be allowed to begin the check-in process until the forms are completed. To help us have a timely and swift drop-off for camp check-in please have them completed. The documents can be returned to us via email, or brought in person, the week before your camper's session. These forms have been provided via email and USPS mail. If you do come to camp drop-off without the completed forms, you will be asked to park to complete your forms to not hold up the drop-off car queue and return to the end of the line after completing your forms.
 - Camper Health Form,
 - Covid Camper Screening
 - Photo Release Form
- Pull forward and around to the curbside check-in line where staff will take completed paperwork and help your camper get out of the car for their health screening. A health screening includes a head check for lice/nits, as well as a temperature check. See the Ducktail Family Day Camper Packet about our policy of any health indications that may prevent your camper from attending camp.
- Upon completion of the health screening, have any daily medications properly marked and secured as indicated in the camper packet for our staff to record and store immediately for our Health Center team.
- You will be given a pickup card that will be used to expedite checkout. If someone without this card is picking your child up, they must bring ID and be on her authorized grown-up list.
- The short and sweet goodbye. Our staff will support you and your camper to ensure that a proper farewell is had, yet please be mindful that things are going to happen swiftly.

Camper Daily Pick-up

Once you arrive at our Girl Scouts of Southern Nevada Council office, you will be directed where to go – follow the signs and direction of our staff.

Please remain in your vehicle. You will be greeted by a camp staff member who will verify that you have the pickup card or will ask to see your ID and ask you to sign your camper out. Individuals picking up campers must be listed on the Camper Release Form and provide proper identification. Please note that smoking and pets are not allowed on council property.

Once your camper is signed out, we will call for your camper and they will be brought to your car.

You will receive the following:

- All medications
- A note from the camp health team if your camper required anything besides basic first aid treatments, or had any concerns
- Any camper completed projects or take-home items for the day

If you need to pick up your camper early, please notify us at check-in and let us know what time you will come.

If you are anticipating any issues in picking your camper within 30 minutes of the scheduled arrival time, please let us know immediately so that we can accommodate any emergency late pick-ups if necessary.

Evaluations

We will need your feedback with our Day Camper Online Surveys. The week after your camper attends summer camp, watch for an online family evaluation. Camp staff reviews these evaluations week by week. Your feedback will give us new ideas and directions as well as confirm the practices we have in place that support you and your camper. If you have an immediate concern, please contact our GIRL Experience Team, customerservice@girlscoutsnv.org

**THANK YOU FOR YOUR CONTINUED SUPPORT OF
GIRL SCOUTS OF SOUTHERN NEVADA.**

