



## **2019 Day Camp Celia Lane Confirmation**

**Mission Statement:** "Girl Scouts builds girls of Courage, Confidence and Character who make the world a better place."

### **Goals of Summer Camp**

- To encourage girls to embrace the outdoors and explore nature
- To promote the physical, spiritual and mental well-being of all girls
- To help girls develop their inner leadership and a sense of responsibility
- To create a welcoming environment for all girls
- To build new friendships, create lasting memories and have the best summer ever!

### **What's inside?**

- ✓ Packing list and tips
- ✓ Information on paperwork and paying for camp
- ✓ What to expect at check-in
- ✓ Paperwork needed to attend camp and much, much, more!

### **Celia Lane Little House**

119 Celia Lane  
Orlando, FL 32803  
Camp Office: 407-898-8499  
Fax: 321-247-5660  
General Questions: [Summertime@citrus-gs.org](mailto:Summertime@citrus-gs.org)



## **Important Paperwork**

To ensure your camper has a wonderful and safe time attending camp, we need all parents to complete all the pertinent paperwork specified on the website: <https://www.citrus-gs.org/en/about-girl-scouts/our-council/forms.html> for their camp sessions. All paperwork is in a writable format so that you can save the forms and email them directly to [summercamp@citrus-gs.org](mailto:summercamp@citrus-gs.org) no less than 2 weeks prior to your camp start date.

You will also be receiving an email from **CampDoc** to set up a login for your personal account. This site is a secure service that we use for our medical information. Day Camps do not need a physical completed, parents **must** complete the health profile and upload their shot records. All tabs need to be completed no later than 2 weeks prior to your daughters start date of camp.

***Please make sure if your browser is Internet Explorer and not current, you will need to select a different one such as: Firefox, Chrome or Safari***

**Please remember that if your daughter is attending more than 1 week of camp you will need to note that on her "Get to Know Your Camper" form so that the paperwork can be prepared. Please note that there will be minimal paperwork that will need to be signed or initialed upon check in each week.**

## **Packing for Camp**

Everyday your camper needs to bring:

- Non-refrigerated lunch
- 2 bandannas
- A water bottle on lanyard and labeled
- Sun screen/bug repellent (non-aerosol)
- One piece or tankini; **NO BIKINIS**
- Day Bag
- If your daughter has medications it must come in the original bottle with her name on it. Over the counter medications must come in original container with hand written instructions from you with your daughter's name on it and your signature.

Closed toe sneakers (only) & socks must be worn.

Also the girls need to wear shirts that cover their shoulders, no tank tops.

**Please do NOT send:**

- stuffed toys
- food/candy
- cell phone or other electronic devices

We are very excited about our fun filled week and we're glad your daughter is spending the week with us.

## Program Opportunities

Each week of camp as well as certain days will have special themes and activities. A newsletter will come home the first day with the information regarding your week. During most weeks campers will be walking to the Council Service Center to purchase items at the Council Shop. Please send spending money.

## Checking In

- Monday Check in 8:30-8:45
- All Other Days - Check in 8:45 – 9:00
- Before Care Starts at 7:30 am (Additional Fee and pre – registration is required)

## Checking Out

- Regular Check Out is at 4 pm each day
- After Care is until 6:00 pm (Additional Fee and pre – registration is required)

## Health Care Information and Medications

To provide a more secure and accurate database for our medical information, we have moved to using CampDoc for all medical related information. **Please put CampDoc.com in your safe sender list. Please make sure if your browser is Internet Explorer and not current, you will need to select a different one such as: Firefox, Chrome or Safari**

You will be receiving an email from **CampDoc** to set up a login for your personal account. This site is a secure service that we use for our medical information. You will also need to obtain their current shot records and upload the form to the site. All tabs need to be completed no later than 2 weeks prior to your daughters start date of camp. (Physicals are not required for Day Camps, but all information in CampDoc must be completed)

## Medications - Please do not pack medications in your camper's bag.

Here are a few things to remember about medications at camp:

- All prescription medication must be brought to camp in the original bottle with the Rx label intact.
- When you receive an e-mail from CampDoc, download and print the Immunization Form. Complete it and upload it to CampDoc. If you are unable to upload please bring it with you to check-in. Complete **ALL** sections of the CampDoc survey to ensure we have the most current information. CampDoc is not considered complete until the authorization in the last step is checked and submitted.
- Any prescription or OTC medications must be in their original containers with labels intact on and turned in on the first day of check in. Make sure they are all labeled with your camper's name.
- Please remember to pick up any leftover medication at the end of the week.

## **Picking Your Camper Up**

Camper's safety is our #1 priority. It is imperative you completely fill out and sign the "Camper Release" form included in your documents. Also remember to list yourself on the Camper Release Form. Anyone that will picking up your camper, including parents **must present a photo ID and be listed on the form to pick up a camper.**

## **What Not to Bring or Send to Camp**

- Soda, energy drinks, candy, gum, and coffee type drinks
- Body sprays or perfumes
- Aerosol containers of any kind
- Permanent markers
- Any expensive or irreplaceable items
- Valuable jewelry
- No Electronics - iPods, iPads, MP3's, digital cameras or any other electronic devices
- **NO Cell phones**

***If Cell Phones or other items that are not allowed to be on or with the camper are found, they will be collected and locked up until parent pick up.***

## Questions or Concerns about:

### Payments

To make payments please:

- Login to your “My GS” account and navigate to your activities tab then select make payment or
- Contact Customer Care at [CustomerCare@citrus-gs.org](mailto:CustomerCare@citrus-gs.org) or 407-896-4475

Please Note:

- All final payments vary based on the session date.
- Please be sure to note when your final payment is due to avoid forfeiting your camp session and non –refundable deposit and/or fees.

### General Questions before June 9<sup>th</sup>

- Aimee Beauchamp (Ennie) Director of Outdoor Program and Camp at 407-228-1655 or [abeauchamp@citrus-gs.org](mailto:abeauchamp@citrus-gs.org)

### General Questions after June 9<sup>th</sup>

- Irene Rodriguez, (Twilight) Day Camp Supervisor
- 407-898-8499
- Monday through Friday 7:30 am -6pm

### Financial Assistance

- Aimee Beauchamp (Ennie) Director of Outdoor Program and Camp at 407-228-1655 or [abeauchamp@citrus-gs.org](mailto:abeauchamp@citrus-gs.org)

### Camp Doc or other Medical needs

- Karen Anderson – Health Supervisor 407-365-1436 or [summercamp@citrus-gs.org](mailto:summercamp@citrus-gs.org)

### Summer Camp Office (at MKW)

Phone: 407-365-3737

Fax: 321-247-5660

Email: [summercamp@citrus-gs.org](mailto:summercamp@citrus-gs.org)

### In Case of an Emergency Only

Site Ranger: Rose Colson 814-331-3790

**See you at Camp!!**