

Dear Girl Scout Parents/Guardians and Campers:

Welcome to Camp Wil-LO-Linn Girl Scout Day Camp. We look forward to having you with us June 27 – June 30, 2022. Camp is from 9 a.m. to 3 p.m. daily. Please read this letter carefully and keep it handy. It contains information and contact phone numbers that you will need to make this a great week for each of you.

If your plans have changed and you are unable to come to camp, please contact the registrar immediately at campwllregistrar@gmail.com.

<u>What to bring daily (Label Everything)</u>	<u>What to Wear (Label Everything)</u>
Backpack or sturdy tote bag	Long pants or capris below the knees are required
Canteen or water bottle (no glass, 8 oz or larger)	Hiking boots or sturdy tennis shoes with socks - closed toe shoes are required for safety. <i>flip flops and sandals are not allowed.</i>
Bug spray and sunblock	Camp T-shirt (this will be issued at camp the first day)
Sack lunch including a drink (no glass)*	Jacket, camp sweatshirt, or rain gear as appropriate

optional: sit upon, sunglasses

It is highly recommended that campers apply **bug repellent** and **sun block before they arrive to camp EACH DAY**. Please send these items with your child daily for reapplications. If bug repellent or sunblock is forgotten, applications of these items are available from the First Aid Station. Campers are not allowed to apply lotions or bug repellent to each other.

Because some camp areas contain stinging nettles, blackberries, and poison oak, it is important that your camper is dressed appropriately. Campers arriving in shorts or sandals will be excluded from all activities that involve potential exposure. **Open toed shoes, flip flops, sandals, sleeveless shirts, and shorts are not appropriate.**

Please limit other items that your child brings to camp, including things like fidgets, toys, stuffed animals, etc. Campers will get LOTS of takealong crafts including friendship bracelets, straw weaving, plastic cord gimp, and lots more. We will keep them busy! As with any camp, do not send them with anything that they would be heartbroken if it got dirty or lost.

Camp Rules:

1. Campers may not leave the camp area at any time.
2. Campers must travel with a buddy at all times and obtain adult leaders' permission before leaving the unit.
3. No member of camp should approach the river.

Failure to comply with these rules will result in immediate request from Headquarters for a Parent/Guardian to come pick up their camper.

Adult volunteers and visitors will wear identifying clothes at all times; campers should communicate only with adults wearing identifying clothes. All other adults present on camp grounds should be reported to unit and/or activity leaders and core staff immediately.

Campers who bring cell phones will not be allowed to use them until 3:00 p.m. unless it is an emergency. CAs and adults may have cell phones, but we ask that you store them away unless you need to communicate from a distance with camp staff, or in an emergency.

First morning procedures:

- Adults dropping off campers, please park in the parking lot in the spaces AWAY from the wood barrier at the edge of camp by the big field. This is where our buses pull up.
- Please park and walk with your camper to the posted lists. You will find your camper's unit assignment on the list by grade level (remember, RISING grade level, not the grade level they were just in!)
- Once you have figured out your camper's unit, look for the colored flags that show the unit levels: red is 1st grade, orange is 2nd grade, yellow is 3rd grade, green is 4th grade, blue is 5th grade, purple is 6th grade, black is PAITs, white is Tagalongs, light blue is Boys.
- Adults, walk with your child down to the unit so the CA in charge and unit Adult can meet you and you can check your child in.
- You will be asked to double check your name and phone on the attendance list, and initial that you dropped them off, next to your name.
- Be prepared to be asked three questions each day you drop off your camper:
 - 1 - Do you have any food containing nuts - either peanuts or tree nuts? If so, please remove them and take them with you. We are a nut free camp.
 - 2 - Does your camper have a water bottle? Is it full?
 - 3 - Is your camper wearing appropriate clothing? Closed-toe shoes, pants that go past the knee, and their camp shirt (given out the first morning).
- Adults bringing campers to the bus, please arrive 10 minutes BEFORE the time the bus leaves. Please check your child in with the Bus Chaperone. You will be asked to confirm your information, just like stated above, and asked the three questions. Once your child is checked in with the chaperone, you may leave.
- Please do not bring pets down to the meadow area during camp. This includes the drop off and pick up times. The large number of children and adults moving in the area – some of whom may be allergic or frightened of animals or who may frighten the animal through their behavior makes this essential.
- If you are an adult volunteer, please arrive no later than 8:00am the first morning, 8:15 the rest of the week. Your camper may accompany you into camp and wait in the River Shelter quietly, or be asked to help set up camp.

Regular Drop off Procedures:

Camp begins at 9am. Please be prompt in dropping off your child, or meeting your child's bus.

- Please park away from the wooden barriers and WAIT on the other side of the wooden barrier until 8:55 when we allow the campers and adults onto the field to check in.
- Please follow the same procedure each morning at drop off as mentioned above - take your child to their unit and check them in with the unit adult or CA.

Pick up Procedures:

Camp ends at 3pm. Please be prompt in picking up your child, or meeting your child's bus.

- Please WAIT beyond the wooden boundary until 3pm, then approach the unit to check out your child.
- Campers that are not riding the bus need to be individually checked out by their CA or unit adult at camp by a person listed on the attendance list.
- Campers will only be released to an *authorized* adult = an adult who was put into the system during registration, we DO double check!
- If your pick up or drop off people have changed, please email campwldirector@gmail.com IMMEDIATELY, or call 503-828-4736 to let the camp director know.

- For those who are in a car pool, the adult driving the car pool would be the authorized adult.
- If for some reason, an adult attempts pick up and they are not listed – we will have to call you at your contact number to verify the pick-up.
- In the case of an emergency, you may also contact the camp by phone (503) 828-4736
- If you are an adult volunteer, your camper(s) will be waiting for you in the River Shelter and must be checked out with an adult volunteer at Headquarters before you leave.

Health & Safety Guidelines:

- Medications must be labeled with the camper's name and the name and strength of the medication.
- A signed note that indicates specific instructions for use must accompany medications.
- All medications brought to camp must be listed on the Camper Medication Permission Form that was filled out during registration.
- All medications should be turned into the Camp Nurse at the First Aid Station **at the beginning of each day**. Campers and Adult Volunteers bringing EPI pens are required to check in with the Camp Nurse at the start of **each** day.
- It is the **camper's** responsibility to pick up any medications at the end of the day and/or at the end of camp.
- Campers who require inhalers and/or bee sting kits may carry them during the day if they are knowledgeable of how to administer these medicines and have written permission from their parents.
- Campers with allergies (including food related allergies) should have provided detailed information as part of the camper on-line registration. Contact the camp Nurse if you have questions or concerns (503) 484-7025 . Any changes in health information, medication, or allergies must be communicated to the Nurse!

Camp Location and Transportation:

Camp Wil-LO-Linn takes place in Wilsonville Memorial Park, River Shelter, and Forest Shelter. Campers are not allowed on the campsite until 8:55 a.m, unless they are arriving with their volunteer guardian. The camp will not be responsible for campers dropped off prior to this time. Please do not park in the roped off bus lane near the wooden barrier at the top of the field, or block the gate entrance.

Directions to Camp Wil-LO-Linn:

From Interstate 5 take exit #283 turn east onto Wilsonville Rd. Turn right onto Memorial Drive. Make a left onto road marked by Wilsonville Memorial Park sign. Go down the hill. Turn right at the stop sign at the bottom of the hill. Continue on the road bearing to the right and go to River Shelter. Parking is a gravel lot on the right. Please be aware that the parking lot is one-way, and please do not park in the bus parking area, it is roped off and marked.

In the event that a camper arrives late (campers are already checked in to their units) they should be escorted with their accompanying adult to the camp headquarters located under the River Shelter. The camper will be officially checked in by the camp registrar and then escorted to their unit. Do not drop them off at the top of the hill and leave – **they must be checked in.**

Camper Absences & Sickness:

For the consideration of other campers and staff, please do not send your child to camp sick. Please monitor them for Covid symptoms each morning. Fever, chills, pale complexion, coughing, stuffy nose, body aches, strong headache, or fever are all symptoms of Covid. Your child should stay home if they are exhibiting any of these symptoms. If your child is feeling sick and you think they may have Covid, please notify us immediately at campwlldirector@gmail.com

If your child will not be in camp for whatever reason, call or text (503) 828-4736 with your child's name and date of absence. For planned absences please email campwlldirector@gmail.com and include your child's name, the date, and duration of absence. A signed note will be needed to release your camper early from camp, and will need to be dropped off to Headquarters in advance. All campers are covered by a Girl Scout accident insurance policy. This policy does not cover sickness, poison oak, stinging nettle, mosquito bites, bee stings, sunburn, Covid exposure etc.

Bus Times and Locations:

Arrangements to ride the bus must be made in advance by signing up for a bus route during the on-line registration process. Buses leave from Riverwest Church, Lakeridge High School, or Rosemont Ridge Middle School. If you have signed up to ride the bus and have a change in transportation plans, or if your camper will not be riding the bus each day, please us by email as soon as possible, campwlldirector@gmail.com To avoid confusion for your hot and tired camper, please have transportation arrangements worked out **before** camp week. Buses will leave on schedule. Plan to be at the bus stop 10 minutes early for both morning and afternoon stops. Please be considerate of camp staff and other parents. **There are no restrooms, drinking fountains or public telephones at the bus stops.**

Bus Schedule:

BUS A	Riverwest Church 2000 Country Club Rd Lake Oswego, OR	8:20 a.m. ARRIVAL and LOADING 8:30 a.m. DEPARTURE for Camp	3:00 p.m. DEPARTURE from Camp 3:30 p.m. ARRIVAL at Riverwest
BUS B	Rosemont Ridge Middle School (RRMS) 20001 Salamo Rd West Linn, OR	8:15 a.m. ARRIVAL at RRMS and loading 8:25 a.m. DEPARTURE for Camp	3:00 p.m. DEPARTURE from Camp 3:30 p.m. ARRIVAL at RRMS 3:40 p.m. DEPARTURE for Lakeridge
BUS B	Lakeridge High School 1235 Overlook Drive Lake Oswego, OR	7:50 a.m. ARRIVAL at Lakeridge and loading 8:00 a.m. DEPARTURE for RRMS	3:30 p.m. DEPARTURE from RRMS 3:55 p.m. ARRIVAL at Lakeridge

For Cooking Day: Instead of bringing a sack lunch, each camper will cook his or her lunch one-day during the week. Each camper will need to bring a mess kit, consisting of the following items – washable plate, cup, bowl, eating utensils (not disposable), dunk bag (open mesh bag for drying dishes), a drink (no glass). Families will be emailed notice of their camper(s) cook day(s).

Cooking/Cookshed Schedule:

Monday - 4th & 5th grades

Tuesday - 2nd, 3rd, Boys, & PAITs

Wednesday - 1st & 6th grades

Thursday - CA lunch celebration

Tagalongs drop into cookshed each day for snacks, but will need to bring a lunch each day

Campfire and Overnight:

Camp Fire: All girls entering 4th grade and above in the fall of 2022 are invited to stay for the afternoon events and campfire/awards ceremony Wednesday evening June 29, 2022. All 4th graders must be picked up no later than 10:00 p.m. Check out with an adult or CA at the Headquarters table before leaving.

Overnight: All girls who are entering the 5th grade and above in the fall of 2022 are invited to stay for the overnight. All overnight campers will be served breakfast (donuts, bagels, fruit) and lunch (sandwiches) on Thursday as it is a regular day at camp.

Camp Fire: Wednesday, June 29, 2022 3:00 p.m. – 10:00 p.m.

Overnight: Wednesday, June 29, 2022 10:00 p.m. to end of camp Thursday.

NOTE: Girls 5th grade and above may choose to stay for the campfire only and leave Thursday evening or stay the entire night.

If your camper is in 4th grade or above and would like to attend and you did not get an email saying that you gave permission during registration, please ask at Headquarters for the Overnight Permission Form and turn it in to their unit CA or Headquarters **no later than Wednesday morning**. Copies of this form will be available at Headquarters for those who change their minds. If staying for the overnight, mark the “campfire” part too. If you gave permission and your camper no longer wishes to go, please stop by Headquarters and let us know.

Campers sharing a tent **MUST** be in the same grade for cohorting purposes. Please do not allow campers from multiple grades to plan on sleeping in the same tent.

This is a recommended packing list for the Overnight. Please do not over pack. Parents of bus riders are encouraged to make sure their camper can carry and hold all of their gear on their laps on the bus, since there is limited space.

Tent (if you have one)	Socks
Pillow	Underwear
Sleeping Pad	Toiletries
Flashlight	Warm clothes
One bag for clothing	Clothes for Friday
Pajamas or sweats	Sleeping Bag/Light Blanket

Emergencies:

For emergencies during camp hours, please call (503) 828-4736. If an emergency occurs that forces the camp to close, campers will travel to the Wilsonville Library upper parking lot and will wait there for pickup.

Billing and Cancellation:

If you must cancel your registration, please contact our Registrar as soon as possible campwillregistrar@gmail.com. Any questions about bus, camp billing, or volunteer questions should be directed to the camp director at campwlldirector@gmail.com. Refunds are not available at this point, unless related to Covid.

Emergency Phone - Week of Camp	Nurse – Week of Camp
(503) 828-4736	(503) 484-7025

Thank you for reading this information carefully. Call camp staff if you have any questions that are not answered in this paperwork. We are looking forward to having your child at camp with us this year!