



welcome to

# Camp Laughing Waters!

Dear Parents & Guardians,

Thank you for registering your girl for a great camp experience with Girl Scouts of Eastern Pennsylvania. A summer adventure like no other is just around the corner for your camper. Nowhere else can a girl experience as much fun, challenge, and excitement as they can at Girl Scout Camp!

*“Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.”*

Laughing Waters is committed to helping your camper build new friendships, improve self-esteem and confidence, foster skill development, connect them to their environment, and create healthy habits to help them make the world a better place.

We want to ensure that campers can have a wonderful camp experience, all while taking additional measures, as well as all CDC and Department of Health guidelines into our planning and procedures. You can visit our website [GSEP.org/camps](http://GSEP.org/camps) for the most up-to-date guidelines and procedures for camp.

We spend the school year attending conferences, workshop, training and reading literature, to ensure we are continuing high quality service for your campers every year. We plan and prepare programming and events, interview and hire staff, and most importantly try to find ways to improve and expand your campers summer experience. We feel privileged to continue this tradition for another year at Camp Laughing Waters and have a summer together at camp.

Please read through this packet carefully. It contains information you will need to prepare your girl for camp, as well as updates to our procedures. Feel free to email us with any questions or concerns that you might have. For general camp information, you may also call the main office at 215.564.2030 and your call will be directed to someone who will be able to help you.

See you at camp!

Your Camp Director

## CAMP CONTACT:

Camp Laughing Waters

300 Hildebeidel Rd  
Gilbertsville, PA 19525

T: June–August: 610.754.7540

E: [lwdirector@gsep.org](mailto:lwdirector@gsep.org)

## REGISTRATION CONTACT:

Member Services  
330 Manor Rd  
Miquon, PA 19444

T: 215.564.2030

F: 215.564.6953

E: [memberservices@gsep.org](mailto:memberservices@gsep.org)

## OPEN HOUSE:

Come visit camp before we are open for the summer! Meet the staff and tour the facilities.

Sunday, February 6<sup>th</sup>, 11AM – 1PM

Sunday, March 13<sup>th</sup>, 4-5PM

Sunday, April 10<sup>th</sup>, 11AM-1PM

## Camp Information Webinars:

In this short presentation, the camp director will go over need-to-know information for the first-time parent or the parent who wants to know what camp is all about.

January 5<sup>th</sup> 7pm

February 1<sup>st</sup>, 8pm

March 3<sup>rd</sup>, 7pm

Please contact GSEP for the log in information.

## CAMPERS LOVE MAIL!

SEND MAIL TO:

NAME OF CAMPER  
NAME OF PROGRAM  
300 Hildebeidel Road  
Gilbertsville, PA 19525

## CHECK IN

Drop-offs

Sunday 2-4pm

*The following COVID-19 protocols reflect 2021 conditions. Decisions on drop-off procedures will be made based on CDC and ACA guidelines and current COVID-19 conditions prior to the start of camp in June 2022.* Upon arrival, each car will be given a COVID-19 symptom checker sign off for all occupants of the vehicle. All person entering camp must properly wear a mask, covering their nose and mouth. Contactless temperature screening will take place for all campers upon arrival. If a temperature is 100.4F or higher, that camper will not be permitted to stay at camp and will need to follow return to camp policies.

- Please do not arrive early. Staff will not be set up to help you before the check-in time noted above.
- There will be lots of camp staff to guide you through the check-in process—PLEASE follow the directions for parking, unloading, and the check-in process.
- All camp paperwork and Trading Post deposits should be completed online prior to arriving at camp. The Trading Post will be open during check-in.
- After completing the check-in process, families will say their goodbyes in main camp and campers will join their cohorts.

**\*\*NOTE: DO NOT BRING PETS WITH YOU WHEN DROPPING OFF OR PICKING UP CAMPERS!**

## CHECK OUT

Full week

Friday 4-5pm

Half-week

Tuesday 5pm

*The following COVID-19 protocols reflect 2021 conditions. Decisions on drop-off procedures will be made based on CDC and ACA guidelines and current COVID-19 conditions prior to the start of camp in June 2022.* When picking up, we encourage one person to pick up your camper. Upon arrival, everyone in your vehicle will be asked to complete the COVID-19 Questionnaire. All person entering camp must properly wear a mask, covering their nose and mouth.

- Please do not arrive early! We know that you are excited to see your camper but ask that you please adhere to this time frame so that we can ensure a safe and organized check out.
- You will be required to show a photo ID such as a Driver's License. **Campers will not be released to anyone without proper identification or to anyone not listed on the Camper Release Authorization.** You must be listed on the Camper Release Authorization to pick up any camper. Please list alternates in the case that you will be unable to pick up your camper.

**\*\*Before you leave camp, please check the luggage trailers for ALL of your camper's belongings. It is very important to check with the Health Staff to ensure you pick up any medications.**

## SPECIAL ARRANGEMENTS FOR LEAVING CAMP

If for some reason you need to pick your camper up at camp earlier than the listed times, you must note it on the Camper Release Form and inform the camp personnel upon arrival on Sunday.

## PREPARING FOR CAMP

As you are getting your camper and her things ready for camp, talk about all the new adventures she will have and the friends she will make. Avoid talking about getting homesick and missing one another. You can help your camper avoid getting homesick even before they get to camp!

## IMPORTANT TIPS FOR GETTING READY

- Make an appointment for your Resident Camp Health History Record with your family doctor. Our form must be signed by a physician within 12 months of camp attendance! (you can find this form on our online paperwork portal: CampDoc)
- Help your camper learn to take care of herself and her belongings on her own so that she will be more comfortable and have more fun at camp. For instance, have your camper practice making her bed.
- Encourage your camper to comb and care for her own hair. Help her find a hairstyle that requires minimal care and make sure she has the needed supplies to take care of it.
- If your camper has never spent the night away from you before, try it before camp so that you both know what to expect.
- Please label everything with your camper's full name.
- Using the Resident Camp Packing List (included in this packet), help your camper pack her own suitcase/duffel bag/trunk so she will know where her things are.
- Remind her to keep dirty and clean clothing separate. Pack a bag for dirty laundry.
- Write your camper's information on luggage tags/duct tape. Place the tag(s) securely on all luggage pieces.
- Luggage will be placed on trailers and moved to girls' living units at the end of check-in. If there is something your camper wants right away, pack these items in a backpack for her to carry with her.
- Each girl is limited to 2 (two) pieces (three for 2 and 3 week campers) of luggage. There is no room in the tents/cabins/shelters for other pieces of luggage, so please be considerate of the other campers.
- Girls should bring a backpack for hiking and/or to carry water, hat, sunscreen and other needed items during their active day.
- Place *all medications* in a zip-lock plastic bag and bring the bag to camp. This will be turned in to the health care staff at check in.

**Medications:** need to be in original container and must be included on the medications form on your camper's health record at campdoc.com. This includes over the counter and prescription medication.

**Trading Post money:** All deposits for trading post must be done electronically prior to arrival at camp. Make your trading post deposit through your MYGS account via GSEvents.

## WHAT NOT TO BRING TO CAMP

If these items are found, they will be taken and either stored in the camp office until the end of the session or the parent/ guardian will be contacted to come pick up the items.

- Cell phones
- Expensive watches or jewelry
- Personal sports equipment, unless otherwise specified
- Electronic devices such as miniature DVD or CD players, MP3's, games, tablets, e-readers, cell phones
- Hair dryers, curling irons, or flat irons
- Weapons
- NO fruity-smelling soaps, deodorant, toothpaste, perfume, food, gum or candy. All of these attract raccoons, skunks, and/or bears at some camps or other critters to our living spaces!
- Food or snacks — This includes mailing such things to camp. They will be taken away as it is unsafe for girls to have such things in their tents. If your camper requires extra food/ snacks for dietary or medical reasons, please contact the camp director.

## LOST AND FOUND

Girl Scouts of Eastern Pennsylvania will not be responsible for any lost, stolen, or damages to personal items. This includes electronic equipment (phones, video games, mp3 players, tablets, e-readers) and jewelry. Any Lost & Found items remaining at camp will be donated or discarded after two weeks. Please make arrangements to gather all lost items. At check out, there will be a Lost & Found table. Please check this table with your camper to ensure you aren't leaving anything behind.

## Transportation Policies & Procedures

### DIRECTIONS TO CAMP LAUGHING WATERS

The best address to use to get to camp is 3191 New Hanover Square Rd. Gilbertsville PA, 19525.

This is our neighbor across the street, you will see signs for Laughing Waters.

**BRIDGE CLOSURE:** The bridge over Swamp Creek, next to the Laughing Waters entrance is closed indefinitely. All GPS and direction apps will direct you around this closure. Please be aware this may add about 10 minutes to your trip.

If you are accessing Laughing Waters from the North end of New Hannover Square Rd., you will be able to access camp the same. Please ignore the road closed signs.

If you are accessing camp from the South end of New Hannover Square Rd., please use a GSP device to get around the bridge.

*DETOUR to get around the bridge:*

*Follow Swamp Pike to 663 North, follow to 73 East/ Big Road. Turn right on to New Hannover Square Road. Follow New Hannover Square Road to the entrance of camp.*

***NOTE: Please, Do NOT bring pets with you when dropping off or picking up your campers.***

## RESIDENT CAMP BUS TRANSPORTATION

GSEP offers bus transportation to and from camp, from designated locations is available for an additional fee. Campers must register in advance. Registration for transportation closes one week prior to the camp start date.

The bus may be cancelled if there are not enough girls registered for the service.

### Resident Camp Bus Pricing

- \$55 per ONE WAY trip TO or FROM camp

### Resident Camp Bus Stops

- Northeast Tower, East Roosevelt Boulevard and Adams Avenue (Home Depot lot)--Sunday pick up at 9:45am and Friday drop off at 5:50pm
- Fresh Grocer, 56<sup>th</sup> & Chestnut Streets, Philadelphia, PA 19139 — Sunday pick up at 10:30am and Friday drop off at 5:20pm
- Camp Laughing Waters — Sunday pick up at 12pm and Friday drop off at 3:30pm

## BUS SPECIFIC INFORMATION

- *Decisions regarding COVID-19 bus/transportation protocols will be made based on CDC and ACA guidelines and the current COVID-19 conditions prior to the start of camp in June.*
- No girls will be allowed on the bus to resident camp if they do not have:
  - Resident Camp Health History Record FILLED OUT AND SIGNED BY THE DOCTOR,
  - GSEP Camper Code of Conduct
  - Camper Release Authorization filled out and signed appropriately
  - NO EXCEPTIONS (these forms must be uploaded to CampDocs)
- Be prepared to wait! Traffic and weather affect times.
- If your camper misses the bus, you will be responsible for her travel to camp.
- On Friday, try to be at the stop early to greet your camper when they arrive.
- Whoever picks up your camper will be required to show a photo ID such as a Driver's License and must be listed on the Camper Release Form.
- Campers will not be released to anyone without proper identification or to anyone not listed on the Camper Release Authorization. Please list alternates in case of an emergency.

## **BUS SAFETY**

Please review these rules with your camper before the start of camp. As a passenger on the camp bus, please know the responsibility each person has to ensure a safe trip to and from camp.

- The bus should always be loaded and unloaded in an orderly fashion.
- No body parts are to hang out of the windows.
- Please remain seated at all times.
- Do not throw anything out of the windows.
- LISTEN to instructions from the counselors and driver.
- No horseplay, yelling or throwing items around the vehicle.
- Let the counselor know if you are feeling sick.

## **CAMP TO HOME COMMUNICATION**

Our camp staff will call or email parents/guardians in the case that parents need to know pertinent information.

The camp director will email information about any special announcements before the start of your camper's session. The camp director will also inform the parent/guardian if there is a weather incident, phone or electricity outage, or other whole camp information to be shared.

You may receive a phone call from the director, assistant director or health care provider if more personal information is to be shared. Phone calls would include; prolonged sickness, significant injury or other significant medical treatment, significant behavior issues, or emergency situations.

You will also receive an automated e-mail alert when your camper is seen by the health center.

## **CAMP LAUGHING WATERS BAND APP**

We will be using a Social Media platform called BAND to help us all stay connect.

Please use this link or QR code to join BAND:

<https://band.us/n/a7a664w7E5Pbl>



This is an online platform for our community to share information, ask questions, get information from camp, and see pictures from camp. We'll make sure to post updates at least once each session. This is a private forum, only accessible to caregivers of Camp Laughing Waters campers.

To best reach the camp director or staff with question or concerns, especially in the event of an emergency or sensitive issue, please use the contact information on page 1.

## **CAMPER PICTURES**

CLW has two cameras that are shared by all of camp. We let the campers use these cameras to take pictures of their experience. These are the photos we share on BAND. We do NOT promise a picture of your camper every day, we will do our best to get all campers represented. We do not have a camp photographer or a professional quality camera, we appreciate your understanding.

## **CAMPER MAIL**

Some campers write often, and others do not. However, your camper would LOVE to hear from you! Sometimes, a cure for missing home is mail from family and friends. We suggest you bring mail or small packages (no food or drink in the packages) on check-in day. We will have bins ready to collect mail for your camper, and we will distribute it thorough out the week. Please label your campers mail with her name and the name of her program. Then the very first day she'll have a card or note from you.

When using USPS, please allow time for the mail to arrive within her session. The mail does not arrive to camp until 2pm on weekdays. Be aware that you might receive a letter after her arrival back home! Late mail will be returned to sender.

## **ONE-WAY E-MAIL SYSTEM**

You may email your camper while she is at camp. We will be using Bunk1. Bunk1 is a one-way communication tool that allows you to easily send messages to your camper while they are away at camp. With Bunk1, your camp will print out the messages you send and deliver them to your camper along with the regular mail.

Please note: all messages will be printed in black and white, color copies will not be provided. If you want your camper to receive email on Friday, it must be sent on Thursday. We do not receive the email as you send it. It is gathered and sent to the camp at 2AM, so there is a delay. Emails received after the camper leaves will not be delivered nor forwarded. For more information on Bunk1, please see the Bunk1 Guide at the end of this packet.

## **DO'S AND DON'TS OF LETTER WRITING**

- DO tell your camper how much you love her.
- DO tell her you hope she's having fun!
- DO ask questions about her tent mates, favorite counselor, etc.
- DO send along her favorite comic strip, a picture, or fun news.
- DO tell her you can't wait to see her!
- DON'T tell her bad news such as family illness or the death of a pet.

## **VISITOR & CAMP TOURS**

The safety of our campers and staff is our first priority. We care about your camper's safety and want to ensure she is well cared for and protected. As such, we follow the below procedures:

- Visitors must check in at the camp office, Murphy House, and must be accompanied by camp staff at all times.
- All staff persons on site have current background checks, child abuse checks,

FBI fingerprint checks, and sex offender checks. They have been interviewed by the camp director, and attended camp training.

- If you would like a tour of camp, please attend an Open House. We cannot offer tours during camp sessions.

## **GSEP CAMPER CODE OF CONDUCT**

Please read over the GSEP Camper Code of Conduct with your camper and make sure each of you sign the form. Camp life is an opportunity for girls to live and work cooperatively with adults and girls of their own age. Campers are expected to actively participate in all camp activities. The staff will do everything they can to help each girl adjust to her new environment at camp. However, girls who exhibit unsuitable behavior will not be permitted to remain at camp.

Unsuitable behavior includes, but is not limited to:

- Consistent non-participation in activities
- uncooperative and threatening behavior
- bullying
- fighting
- theft
- abusive language
- smoking
- drinking
- endangering the safety of themselves or others

Any camper who displays such behavior will have a conference with the Camp Director. The Camp Director will notify the family and discuss the situation with them. The Camp Director may request that your camper leave camp due to the unsuitable behavior exhibited. The parents/guardians will be notified and are responsible for the immediate departure of their camper from camp and for securing all travel arrangements. There will be no refund in this case.

## **HOW TO DRESS AT CAMP**

Pack comfortable clothes in which to play games, hike, and get dirty, we have lots of fun at camp and do not want to worry about running clothes. Laundry facilities are not available for campers (except for soiled bedding). Make sure your camper has masks for every day and they fit her properly and comfortably. See the Resident Camp Packing list included in this packet to assist with packing.

**NOTE:** For safety reasons, everyone at camp must wear socks and shoes to most activities. Please send your camper with two pairs of clean socks for each day. Sport sandals are permitted at Laughing Waters. (such as Teva or Keens) Girls will be able to wear sport sandals at certain low risk activities and while walking around camp. Girls can wear sandals to the bathroom and at the pool.

## **MASK USE**

*Decisions on mask use at camp will be made based on current CDC and ACA guidelines and COVID-19 conditions prior to the start of camp in June 2022.*

## **UNIT RESPONSIBILITIES**

Girls participate in Kapers, which are similar to chores or jobs, as part of the group living experience. Kapers are completed daily, by everyone.

Unit Kapers help keep the living space of the campers clean and tidy.

All-Camp Kapers help benefit everyone on camp.

## MEALS DURING CAMP

Meals at camp are nutritious and plentiful. Most meals are served cafeteria in the Dining Hall.

In addition to the main course, each meal has alternate choices. Breakfast has additional choices of cereal, fruit, etc. Lunch and Dinner have a salad bar or sandwich bar.

### *Special Dietary Needs*

If your child has special dietary needs that are allergy-related such as gluten-free or peanut/tree nut-free, please contact the camp director to discuss alternative meals and the possibility of bringing alternative foods for your camper. Please indicate any dietary restrictions in CampDocs.

*Note: If you need to send additional snacks to camp with your camper, please contact the camp director to make these arrangements. Dinner will be the first meal served to campers when they arrive on Sunday.*

Your camper's program may include an activity where girls cook around a campfire. All health and safety procedures will be followed when girls are preparing their own meals.

## TYPICAL DAILY SCHEDULE:

- 6:45am: Early Wake Up
- 7:00am: Early Morning programming (optional)
- 7:30am: Regular Wake Up
- 8:00am: Breakfast & Flag Ceremony
- 9:00am: Unit Kapers/ Camp Clean Up
- 10:00am: Program Activities (i.e. swimming, boating, archery, hiking)
- 12:30PM: Lunch
- 1:30pm: Rest Time
- 2:30pm: Program Activities (i.e. horseback riding, Arts & Crafts, science, games)
- 6:00pm: Dinner & Flag Ceremony
- 7:00pm: Evening Activity or Campfire
- 8:30pm: Bedtime for Brownies, Evening Activities for Older Girls
- 9-10:00pm: Bedtime for Junior, Cadettes, Seniors & Ambassadors

## SLEEPING ARRANGEMENTS

Campers sleep in platform tents or cabins depending on their designated program as advertised in the program description. Tents sleep four girls. Counselors sleep in separate tents within the unit. The tent units have bathrooms with running water. Girls have access to the showers at our camp shower house.

If staying in the cabin, the girls will stay in a large room together, on bunk beds, and staff will be housed in a separate room. Cabins have bathrooms with running water and showers in the building.

Counselors are always on duty.

## **MISSING HOME**

Campers are often homesick for the first day or two, primarily during free time or at meals, and the first letters written from camp may reflect this. Homesickness is normal. Our staff will do everything they can to ensure that your daughter will have a happy, safe, and fun week of camp. For more information about homesickness and other getting- ready-for-camp tips, visit <http://www.campparents.org/homesickness>.

We do not allow campers to call home during their time at camp. We have found that allowing campers to call home because of homesickness only makes the situation worse. Your camper will be in the care of well-trained and loving staff that will see to it that she is healthy and happy at camp.

If homesickness is drastically impacting your camper's ability to participate in camp programs, the staff will work with the family and camper to help and find the best solution for the camper. The Director will discuss the situation with the parents/guardians to develop an action plan that best suits the situation and the camper.

If a camper does return home due to homesickness, no refund will be given.

## **CAMPER PHONE CALLS**

Please do not promise to call your camper or expect her to call you. The phone at camp is for emergency and business calls only and your camper cannot be brought to the phone.

**NOTE:** We do not allow campers to use the phone in the office, but we can certainly relay any concerns to your child and also call you back to let you know how she is doing.

**CELL PHONES ARE NOT ALLOWED AT CAMP.** Please do not pack cell phones; this is for the protection of all campers and staff. Phones will be confiscated and returned at the end of the camp session. Calls made from camp on cell phones are often garbled because of poor reception.

If your camper has a problem, she should bring it to the attention of her Counselor, Camp Nurse or Camp Director. Consistent with our goals of promoting self-reliance and making new friends, we limit the use of electronic technology at camp. Campers are not permitted to bring electronic devices of any sort. Exceptions are flashlights, wristwatches, and prescription medical devices, such as nebulizers. Cell phones, smart watches, video games, mp3s and other electronics should be left at home.

## **TRADING POST**

The Trading Post (Camp Store) is a place that campers can practice their money management skills. Parents have the option of depositing money for their campers for the week. The Trading Post will be open on Sundays during check in, so you can see what we have in the store. Cash, check and credit cards are accepted to make purchases on Sunday and Fridays. All deposits for campers to use over the course of the week must be made via your MYGS account before arrival to camp. Money left over at the end of the week will be kept on your campers account until the end of the summer season.

After the summer season you will receive a voucher that can be used at anyone of our GSEP service centers and stores.

What can you find at the Trading Post?

Camp Laughing Waters t-shirts, sweatshirts, water bottles and camp essentials, such as mess kits, friendship bracelets and more.

## SWIMMING

Girls will participate in a swim check during the first swimming period at camp. Based on the results of the check, your camper will be placed into a swimming group. This swimming group will determine the lessons she will participate in while at camp, and if she can go into the deep end of the pool. Girls will swim daily.

## TICKS

Whether in your back yard or at camp, we feel it is important that all our campers and their families be aware of ticks and tick-related diseases. Not all ticks carry disease, but it is wise to be cautious and aware. Camp staff assists campers in taking the following precautionary actions:

- Stay in the center of paths and trails.
- Campers may apply insect repellent if they choose to bring it. (Younger campers will be assisted to avoid over application of chemical repellent.)
- Each camper monitors herself and her clothing at least twice daily for ticks. They must also do a tick check immediately after walking through dense woods and grasses.
- If a tick is found embedded in the skin, the camper reports to the health center for removal and treatment. The Health Supervisor will record the incident.
- Don't forget to check for ticks after you return home from camp. If you have any questions about ticks, please call for more information.

## HEAD LICE

Campers with head lice or nits are not allowed to attend camp. We check all campers during check in. Campers with lice or nits found will not be permitted to stay at camp, until their hair is clear. If head lice or nits are found later in your camper's session, you will be contacted and asked to pick up your camper immediately. Campers cannot return until they are nit-free.

## CAMPER'S ACCIDENT & SICKNESS INSURANCE

The Girl Scout Council provides supplemental medical expense coverage for both accident and sickness for all participants in resident camp. This is included in your camp fee. In most cases, the insurance forms will be handled by the camp and the doctor or hospital. If you have any questions regarding insurance during camp, please check with Human Resources at [humanres@gsep.org](mailto:humanres@gsep.org) or 215-564-2030.

## HEALTH CENTER

If a camper is feeling ill or is injured, they will visit the Health Center. Any significant illnesses or injuries will be communicated to families via phone calls. Some illnesses and injuries require outside care, camp will communicate this to the families and seek outside care.

If a camper has a fever of 100.4 or over, the family will be notified and required to pick up the camper to go home. If a camper is showing symptoms of a communicable disease, including COVID-19, the family will be notified and required to pick up the camper to go home.

## ILLNESS/COVID-19 RETURN TO CAMP POLICY

A healthy camp starts at home, and we need you to help keep our camps safe. Campers who do not feel well should not come to camp! GSEP thanks you for being diligent and for your understanding as we work together to provide a safe camp season for our Girl Scouts.

If a camper shows symptoms consistent with COVID-19, she will be sent home pending the results of a COVID-19 test. Camper's families are responsible for obtaining a COVID-19 test for their camper.

- A camper who tests negative for COVID-19 may return to camp after being symptom and fever free for 24-hours, without fever reducing medication.
- A camper who tests positive will only be able to return to camp after 10 days of isolation and their symptoms have resolved.
- Staff showing symptoms will be isolated from the general camp population and have the same requirements as campers for return.

## CAMP PAYMENT POLICY

A \$50 NON-REFUNDABLE deposit is required for each camp session you wish to attend.

Payment is due in full 4 weeks prior to the camp start date. If full payment is not received 4 weeks prior to your campers start date, your slot will be forfeited and opened to other campers. Your deposit will not be refunded.

## CAMP REFUND POLICY

Requests for refunds must be submitted in writing to [memberservices@gsep.org](mailto:memberservices@gsep.org) at least 4 weeks before the camp start date for consideration. Refunds may take up to six weeks for processing.

Refunds for cancellations occurring less than 4 weeks in advance are only considered in cases of emergency and are handled on a case-by-case basis. These requests must be submitted within 7 days of the camp start date for consideration.

Refunds are NOT issued for early departures from camp, campers who choose not to stay at camp during drop off, campers considered "no shows" (those who do not attend and did not give advance notification of cancellation), or for days missed during a camp session. This applies to programs, busing, overnights, weekend stays, and extended care for both resident and day camps.

## CAMP CHANGE POLICY

Requests to make changes from one camp session to another must be sent to [memberservices@gsep.org](mailto:memberservices@gsep.org) at least 4 weeks prior to the start of the originally scheduled camp session.

One change request per order will be accepted free of charge, and additional changes will incur an administrative fee of \$20 or require the purchaser to cancel the order and begin the registration process again for the new camp session.

## **REGISTRATION DEADLINES**

Registration closes one week prior to the camp start date.

## **SPACE & ATTENDANCE**

Camp space is limited so register online early to secure your space! Attendance capacity is based on the needs of the camp itself and cannot be adjusted due to late registration, transfer requests, troop needs, buddy expectations, etc.

## **CURRENT MEMBERSHIP REQUIRED**

Any girl wishing to attend a GSEP camp must be an active Girl Scout during the camp year.

As part of our Customer Engagement Initiative (CEI), GSEP has a membership registration system called Volunteer Systems that allows members to quickly and easily identify troop and volunteer opportunities. Prospective members can search for an available troop using their zip code. You do not have to be a part of an active troop in order to attend camp.

*Thank you for choosing to have your camper spend their summer with us here at Laughing Waters. There is a lot to prepare for and anticipate during the months leading up to your camper's session. This packet was meant to help and prepare you and answer your questions. If you have any further questions or would like any clarification please feel free to contact us.*

## PACKING LIST - PLEASE LABEL ALL BELONGINGS

### CLOTHING

- Tank tops and T-shirts (no halter, spaghetti strap tanktops, or tube tops at camp)
- Sweatshirt, windbreaker or warm sweater (it can cool down overnight)
- Shorts
- Underwear
- Pajamas
- Swimsuit and towel
- Rain coat or poncho
- Socks that cover the ankle (2 pair for each day)
- Masks (1 for each day plus 2 extra)

### FOOTWEAR

- 2 pairs of sturdy sneakers or athletic shoes
- Sports Sandals (Keens, Tevas)
- Water shoes for creek
- Shower shoes (typically flip flops)
- Water proof shoes or boots for rainy days

### TOILETRIES

- Sunscreen (non-aerosol)
- Hat for sun protection
- Shampoo and conditioner
- Soap
- Toothbrush & toothpaste
- Comb or brush
- Sanitary supplies
- Deodorant (non-aerosol)
- Shower tote or bag
- Hand lotion
- Lip protection
- Hair ties
- Insect repellent (non-aerosol)

### SUPPLIES

- Sleeping bag/Blanket
- Twin Fitted sheets to place over mattress
- Washcloths and towels
- Pillow
- Laundry bag for dirty clothes to be taken home

- mesh or cotton work best
- Mess Kit (plastic or metal plate or bowl, plastic or metal cup, and silverware) for cookouts
- Flashlight and extra batteries
- Reusable water bottles (at least 1 liter)
- Backpack or tote bag to pack daily items in

### HORSEBACK RIDING (only for riding programs)

- Long pants for riding
- Riding boots w/1-inch heel
- We will provide helmets

### OPTIONAL

- Camera
- Sunglasses
- Bandana
- Cards, books, or quiet games
- Stationery, pen, pre-addressed envelopes, and stamps

### PLEASE LEAVE THESE ITEMS AT HOME:

- Cell phones- they are prohibited at camp for the safety of all campers and staff.
- Snack foods and drinks except for special dietary needs, i.e. gluten or dairy free products. - must be turned in upon check in at camp.
- Alcoholic beverages
- Non-prescription drugs
- weapons
- Expensive electronic devices (mp3 players, tablets, etc...)
- Hair Dryers/curling irons/straighteners
- Expensive clocks, watches or jewelry
- Personal sports equipment
- Items deemed inappropriate by Girl Scouts
- Pets - pets are not permitted outside of the car

Dear Parents,

In our continuous efforts to provide the best possible care to our campers and staff, all Girl Scouts of Eastern Pennsylvania camps are partnering with CampDoc.com.

CampDoc.com is an electronic health record system for camps and will help us consolidate and integrate camper health information into a centralized and secure location. Their system will give our staff, doctors and nurses instant access to camper health information, a key component in providing quality care.

On this portal you will find all our camper paperwork. The information we collect helps us keep our camper safe and well taken care of. It is pertinent you complete this paperwork as soon as possible so we can adequately prepare for your camper's arrival.

The security, confidentiality and privacy of your camper's personal health information will always be protected. Only our camp's health staff and director staff will have access to camper health information, and the CampDoc.com site is secure, encrypted and password protected.

Prior to the start of the camp year, you will receive a "Welcome E-mail" from CampDoc.com with information about how to access your camper's health information.

- Click the link in this email to login. Here, you will be instructed to create an Authorized User for your account, along with a password.
- Follow the instructions and complete the profile for your camper. Alerts will appear for any missing required information.
- Upload any required documents to your CampDoc.com account which will include your family's health insurance card and the healthcare provider form.
- Return to app.CampDoc.com at any time to make changes/updates to your camper's health information before camp begins.

Please set CampDoc.com as a 'safe sender,' to avoid accidental delivery to junk and spam folders.

Please contact the CampDoc Help Desk with any CampDoc related questions. Help Desk hours are Monday-Friday 8am-5pm EST. The Help Desk can be reached via telephone by dialing 734-636-1000 or via email at help@CampDoc.com.

We are excited to continually evolve – building safer, more productive and more efficient systems to create the best experience for you and your family.

We can't wait to see you this summer,

GSEP Girl Experience Team



## KEEP IN TOUCH WITH BUNK1!

Stay in touch with your camper at **GSEP: Camp Laughing Waters** with Bunk Notes. Your message will be delivered to the camp within 24 hours. No need to wait for snail mail – Bunk1 makes it easy to communicate with your child.

### GET STARTED TODAY!

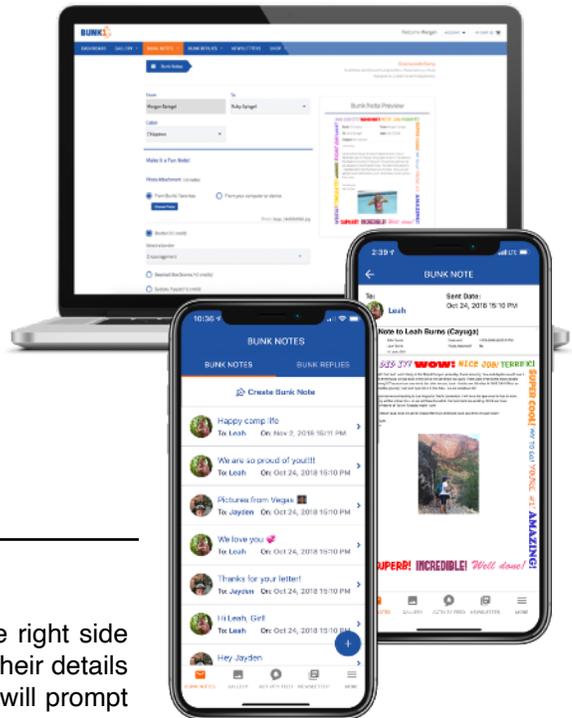
- Go to [www.Bunk1.com](http://www.Bunk1.com)
  - **RETURNING PARENTS** will login using their email address and password from the previous year.
  - **NEW PARENTS** will click “[New Here? Get Started](#)” button and complete the basic form.
    - The Invitation Code for **GSEP: Camp Laughing Waters** is: **22LAUGHINGWATERS**

You will be prompted to select a bundle for access to your Parent Portal. Bundles include credits for you to send Bunk Notes and enhance your notes with borders, photos, sports scores, and puzzles. You can select a bundle based on your needs and how often you want to communicate with your camper.

### SENDING BUNK NOTES

**Send Bunk Notes** day or night! Your camp receives a pdf at **2:00 am EST** each day containing all Bunk Notes received in the last 24 hours. Camp prints each Bunk Note and delivers them to your camper with the regular mail. You can purchase more credits anytime in the Bunk Notes menu. Successfully sent Bunk Notes will appear under Bunk Notes > View Sent.

**Bunk Notes for Families:** Purchase **Bunk Notes Express** and receive a unique email address for your camper. Edit this email address under the Bunk Notes tab. Anyone in your family can directly email your camper at this address, and the note will be delivered as a regular Bunk Note. A credit is deducted from your account for each note. These notes can also be confirmed as sent under Bunk Notes > View Sent.



### FREQUENTLY ASKED QUESTIONS:

**Can other relatives use these services?** Absolutely! On the right side of the dashboard, you’ll select **Invite Family Members**, enter their details and they will be sent an email invitation. **PLEASE NOTE** this will prompt them to set up their own account. It does not provide them access to your account, bundle, OR your Bunk Note Credits.

**Questions or Problems?** The Bunk1 team is available to support you 7 days a week during peak season. They guarantee a response within 24 hours and it's usually much quicker than that. Please call Bunk1 at 212-974-9112 or email [support@bunk1.com](mailto:support@bunk1.com).

