

# Girl Scouts of Alaska Camp Togwoods



Parent/Guardian Handbook 2024



# ABOUT GIRL SCOUTS

## Mission

Girl Scouts builds girls of courage, confidence, and character who make the world a better place.

## Girl Scout Leadership Experience

Girl Scouts provides unique, life changing experiences for girls. Girl Scouts is:

### Girl Led

Girls follow their own lead, follow their dreams and grow their skills.

### Learning By Doing

Hands-on activities are fun! They also help girls feel empowered to shape their own experience.

### Cooperative Learning

Girls see first hand that teamwork, respect, and collaboration can fuel them through any challenge.

By participating in fun Girl Scout Leadership Experience activities girls:

### Discover

Girls find out who they are, what they care about and how best to use their unique talents.

### Connect

Girls collaborate with others to learn and expand their horizons.

### Take Action

Girls will do what Girl Scouts always do: make the world a better place.

## Girl Scout Membership

Current Girl Scout membership is required to attend Girl Scout camp.

An annual \$30 membership also allows girls to participate in troops, attend [program events](#), participate in the Girl Scout Cookie Program and more! Learn more at [girlscoutsalaska.org](http://girlscoutsalaska.org)

## Benefits of Girl Scouts

When girls participate in Girl Scouts, they benefit in 5 important ways:



**Strong Sense of Self**—Girls have confidence in themselves and their abilities, and form positive identities.



**Positive Values**—Girls act ethically, honestly, and responsibly, and show concern for others.



**Challenge Seeking**—Girls take appropriate risks, try things even if they might fail, and learn from mistakes.



**Healthy Relationships**—Girls develop and maintain healthy relationships by communicating their feelings directly and resolving conflicts constructively.



**Community Problem Solving**—Girls contribute to the world in purposeful and meaningful ways, learn how to identify problems in the community, and create “action plans” to solve them.

## Girl Scout Troops

Guided by adult volunteers, troops of girls typically meet weekly or every other week to do hands-on activities, earn badges and more. Interested in having your girl join a troop? Contact us!

## Contact Us

To join a troop or volunteer contact us at [customer care@girlscoutsalaska.org](mailto:customer care@girlscoutsalaska.org) 907-248-2250.

# ABOUT CAMP TOGOWOODS

## Camp Location

Girls will spend the majority of time outdoors to explore nature. Campers will have access to indoor space, pavilions or cover in the case of inclement weather.

**Camp Togowoods** is located on more than 400 beautiful acres along the shores of Three Mile Lake near Wasilla. Girl Scouts of Alaska owns the property.

Camp encompasses wetlands, forest, bogs and fields to explore, including our wetlands boardwalk.

## Sleep Accommodations

Girls sleep in platform tents (wooden floors, cots, and mosquito netting), bringing the outdoors within reach. Campers have a sense of independence with the security with counselors nearby. Counselors live in an adjacent tent.

## ACA Accreditation

Togowoods is accredited by the [American Camp Association](http://www.acacamp.org) (ACA).

Accreditation means we voluntarily undergo a thorough review of our operations and meet standards ranging from staff qualifications to emergency management. For more information, visit the ACA website at [www.acacamp.org](http://www.acacamp.org)



## Camp Staff

Camp staff are enthusiastic, talented and caring trained professionals. They are selected for their maturity and ability to be a positive role model for your camper. All staff go through an extensive application, background check and training process.

## Rights and Dignity of Campers/Staff

Girl Scouts of Alaska strives to create an inclusive environment for all campers and our employees. We welcome girls of every race, ethnicity, income level, sexual orientation, and religion.

At camp, girls get a close-up look at compassionate leadership through camp staff. Girls get lots of opportunities to practice by voicing their feelings, making individual choices, and negotiating group decision-making. Staff and campers are expected to interact with each other with care, kindness and respect. Campers not only practice these life skills in the camp environment but learn how to apply them for the rest of their lives.

## Prohibited Items

**Girl Scout Day Camp is smoke free, alcohol and drug free, weapon free and pet free.**

# CONTACTING CAMP

Our camp leadership team is always happy to talk with parents/guardians to answer questions, address concerns or share how a girl is doing at camp.



## Phone Calls

**Before May 24** you can reach us at: 907-248-2250

**After May 24** you can reach us at:

**Togowoods Director:** 907-376-1310  
**Chief Mission Officer:** 907-273-0316

Campers do not make or receive phone calls at camp to enjoy their time unplugged and independent.

We urge parents not to tell their camper that they may call home. Instead, make sure your camper knows there is always someone at camp they can talk to whether it is their counselor or the camp director.

We will call if your camper is experiencing sustained homesickness or a significant challenge at camp.

Parents are welcome to call camp and ask us to check on their camper. Camp directors are often interacting with campers so be prepared to leave a message. Messages are checked multiple times a day and we aim to return calls the same day we receive messages.



## Texts

You may also contact the camp director by text.

Make sure to include the name of the camper you are texting us about.

**Camp Director:** We will email contact information one week before camp begins.  
**Chief Mission Officer:** 907-273-0316



## Emails

Parents/guardians can email us before, during or after your girl's camp session. When emailing, make sure to include your camper's name.

You can email us at:

[customercare@girlscoutsalaska.org](mailto:customercare@girlscoutsalaska.org).



## Contacting Camp in an Emergency

If there is an urgent situation or emergency you need to let camp know about and the camp director is not able to answer her phone you can call either of the numbers below:

**Girl Scout Office** (9-5 Monday-Friday):  
907-248-2250

**Girl Scout Emergency Number** (24/7):  
907-931-4039



## Mail

If you would like to "send" your camper mail while she is at camp, you can pre-write and drop off letters (labeled by day) with the camp director.

Do not send food, candy or gum. These items will be stored and returned to campers when they depart.



## Visiting Camp

Our camp programs are structured to allow campers the opportunity to develop independence and life skills. Parents or guardians visiting can provide a distraction that prevents campers from fully engaging in their programs. This means we do not have parent or guardians visitors while camp is in session.

# OUR PHILOSOPHY & GOALS

## Mission

Girl Scouting builds girls of courage, confidence, and character, who make the world a better place. In this spirit, we strive to create a community that helps campers unlock their potential and discover the world, while developing life skills.

## Program Philosophy

Everything that happens at camp is a learning experience! In our safe and supportive environment, girls become active participants in the learning process as counselors guide them in not only having fun but understanding the importance of how and what they are doing.

## Camp Goals and Objectives

Girl Scout Camp will provide an opportunity for each camper to:

### Goal 1:

[Develop life skills.](#)

#### *Objective 1:*

Campers will identify at least one thing they are proud they accomplished.

#### *Objective 2:*

Campers will report they are willing to try new activities.

#### *Outcomes:*

Girls will be more able to care for themselves, have a greater awareness of their strengths and weaknesses, be more willing to take appropriate risks, use leadership skills and feel more capable of making a difference.

### Goal 2:

[Learn about the outdoor environment.](#)

#### *Objective 1:*

Campers participate in at least one environmental education program block.

#### *Objective 2:*

Campers will spend 90% of their time outdoors.

#### *Outcomes:*

Girls will feel more comfortable outdoors, become more aware of their surroundings and learn ways to respect and care for the environment.

### Goal 3:

[Foster interpersonal skills.](#)

#### *Objective 1:*

Campers will have daily girls' circles to discuss how the group is working.

#### *Objective 2:*

Campers will learn and demonstrate how to express feelings verbally.

#### *Objective 3:*

Campers will be able to name communication strategies that help them in their relationships.

#### *Outcomes:*

Girls will learn to work as a team, have a sense of belonging with others and learn how to make new friends.

# FINANCIAL POLICIES

## Paying for Camp with GEMS

If your girl sold [Fall Product in 2023](#) or [Girl Scout Cookies in 2024](#) she earned GEMS that can be used for GSAK camps only.

GEMS must be spent in increments of 5.

### 5 GEMS = \$5 discount

GEMS can be used with camperships. If a camper has available GEMS they will be applied before any request for campership. GEMS (in combination with camperships) can be used to cover up to 2 sessions of camp.

GEMS cannot be used to cover camp deposits, bus transportation or camp t-shirts.

GEMS will be applied to accounts in late April/early May when the cookie program is finalized. Once GEMS (and camperships) are applied you will be emailed an updated invoice.

For more details on how you can use GEMS visit [girlscoutsalaska.org/en/cookies/gems.html](https://www.girlscoutsalaska.org/en/cookies/gems.html).

Families with product program or camp delinquencies may be ineligible to use GEMS or apply for camp scholarships. For more information contact GSAK.

## Camperships (Financial Aid)

If you need assistance to cover the cost of camp you can apply for a campership. Camperships are awarded based on family size and income. Families can apply for camperships for two sessions of camp per camper. Once camperships are applied you will be emailed an updated invoice.

If your girl has GEMS they will be applied before any camperships requested.

For more details on camperships visit: <https://www.girlscoutsalaska.org/en/camps/register-for-camp/camperships---gems.html>

## Rescheduling Camp

If your camper needs to reschedule her session contact us at 907-248-2250 or [customercare@girlscoutsalaska.org](mailto:customercare@girlscoutsalaska.org). A \$25 change fee will be assessed if a camper changes sessions or dates of attendance.

Campers who are sick should not attend camp. They are welcome to attend later in the summer. No change fee will be charged when rescheduling due to illness.

## Cancellations and Refunds

If your camper will be unable to attend as planned, notify us immediately so we can contact someone from the waiting list.

Refund of fees (excluding the deposit) is given if:

1. cancellation is made 2 weeks before the session begins
2. the camper has moved out of the council area
3. the camper has an injury confirmed by a physician or
4. family emergency

Refund of fees (including the deposit) is given if:

1. Camper has been exposed to someone with symptoms of or a suspected/confirmed case of a communicable disease

Cancellations must be emailed to [customercare@girlscoutsalaska.org](mailto:customercare@girlscoutsalaska.org).

Cancellations made less than two weeks before camp are subject to the full cost of camp. If registering within two weeks of the start of camp, full payment is due at the time of registration.

## Questions About Financial Policies

If you have questions contact us at [customercare@girlscoutsalaska.org](mailto:customercare@girlscoutsalaska.org) or 907-248-2250.

# HEALTH & SAFETY (GENERAL)

## Camper Conduct

As a group, campers will set group guidelines on their first day. In addition, the following rules apply:

- Smoking is prohibited.
- No one is permitted to use or be in possession of alcohol, illegal drugs, or weapons at camp.
- Violent or aggressive behavior, actions, bullying or language creating an unsafe environment are not tolerated.

To ensure the safety and well being of everyone, parents/guardians and campers should note that anyone found in possession of the above-mentioned items or exhibiting dangerous physical or emotional behavior will be sent home at their expense.

## Health Management

Camp welcomes girls of all abilities to camp as long as we can assure their safe participation in the program. **If your camper requires additional assistance or supervision to participate fully or safely in camp, contact us at 907-248-2250 or [customer care@girlscoutsalaska.org](mailto:customer care@girlscoutsalaska.org) before registering AND before your child attends camp to ensure we can accommodate her needs.**

The Chief Mission Officer will work with parents/guardians to consider the mental, emotional and social health needs of all participants. She will work with camp staff to appropriately meet those needs as recommended by a mental, emotional and social health professional familiar with camp.

## Insurance

Accident insurance is provided for all campers. Girl Scout insurance is not intended to replace the benefits that may be available under a family medical plan. The GSAK plan provides secondary coverage only. The camp director or healthcare director will call parents/guardians or emergency contacts (if we can't reach parents) in an emergency or if we have questions about your camper's insurance.

## Special Diets/Food Allergies

Please let us know about any food allergies or special diets on the camper health history form.

Parents may also call camp a week prior to their camper's session to speak with the camp director about any dietary/allergy accommodations their camper may need.

## Emergency Contacts

Occasionally we have to call the person you've indicated as an emergency contact and they are **SURPRISED!** If you have forgotten to let them know, give them a call and alert them before your camper comes to camp.

# HEALTH & SAFETY (GENERAL)

## Medications

All medications, including prescription and non-prescription drugs (vitamins, creams, ointments and other over-the-counter medications) are checked in with the camp director on the first day of camp.

**All prescribed medications should be in the original container with name and dosage clearly stated.** Pack medications in a zip lock bag with the camper's name printed in permanent ink on the bag. Medications will be kept for the week and returned to campers on the last day.

Camp keeps the following over the counter medications in stock for camper use as needed. Parents are asked which medications camp may give campers as part of the health history/medical form.

- Acetaminophen (ex: Tylenol)
- Antacids
- Antibiotic Cream
- Anti-Diarrheal (ex: Immodium, Pepto Bismol)
- Antihistamines (ex: Diphenhydramine, Benadryl)
- ASA (Aspirin)
- Calamine Lotion/Caladryl
- Cough and Cold medication (ex: Robitussin, Triaminic, Dimetapp)
- Hydrocortisone
- Ibuprofen
- Insect Repellent
- Lice Treatments (ex: Nix, RID)
- Sudafed
- Sunscreen

All medications are administered by the camp director or health care director.

## Out of Camp Trips

Some of our programs involve campers leaving Camp Togowoods. We follow State of Alaska, Girl Scouts of the USA, and American Camp Association standards with regard to all our programs both on site and out of camp.

Programs that leave camp for day trips include:

- Paddler's Paradise
- River Runners

Programs that leave camp for an overnight trip include:

- Trekkers
- Voyagers

Programs that leave camp for multiple days/nights include:

- Hatcher Pass
- Kesugi Ridge
- Nancy Lakes
- Swan Lakes

Our wilderness trips travel to remote and pristine areas of the Kenai Peninsula, Chugach Forest, Talkeetna Mountains and Susitna River Valley. Because we travel to remote areas, sometimes hours from professional medical care, staff are trained in emergency backcountry procedures, carry satellite phones and at least one staff member is certified in Wilderness First Aid/ CPR or higher. Wilderness groups carry first aid kits and epi pens.



# HEALTH & SAFETY (FORMS)

All forms must be completed online through your CampBrain account prior to your camper's first session at camp. Forms will be available on your camp account starting April 25th. Only the camp director and the counselors assigned to your camper's session will view form information.

## Camper Information Form

This form should be completed by each camper's parent/guardian. If there is anything you would like to discuss with the director ahead of time, don't hesitate to call. This form is available online in your camp account (starting April 25th).

## Medical Form (Health History)

Every camper is required to have a completed medical form (filled out by a parent/guardian). This form must be filled out every year. This form is available online in your camp account starting April 25th.

## Vaccines

All campers are required to have up-to-date vaccines (included on the medical form) or to provide a completed exemption.

Required vaccines include:

- Diphtheria, Pertussis, Tetanus (DTap)
- Varicella (Chicken Pox)
- Measles, Mumps, Rubella (MMR)
- Polio (IPV/OPV)
- Haemophilus Influenza B (Hib)

Medical Exemption

<http://dhss.alaska.gov/dph/Epi/iz/Documents/MedicalExemption.pdf>

Religious Exemption

[https://www.asdk12.org/cms/lib/AK02207157/Centricity/Domain/1216/Updated%20Forms%202018/State Religious Exempt%20 Form.pdf](https://www.asdk12.org/cms/lib/AK02207157/Centricity/Domain/1216/Updated%20Forms%202018/State%20Religious%20Exempt%20Form.pdf)

COVID-19 vaccines are not required but are recommended for campers. More information on which vaccines are required can be found on the medical form.

## Parent Notification

If your camper becomes ill and cannot participate in camp programming or may be contagious we will contact you to coordinate an early pick up.

If your camper is injured and requires medical attention beyond what camp can provide, we will contact you to coordinate care.

Camp will also contact parents if a camper has a minor injury (ex: scrape or mosquito bites) or illness (ex: headache) that continue to bother them for a sustained period.

If a camper needs to be picked up and camp is unable to reach a parent/guardian within 20 minutes camp directors will contact emergency contacts and ask them to pick the camper up.

## Specialty Forms

Some programs require additional forms. Campers will not be able to participate without this form. These forms are available on your camp account starting April 25th.

- River Runners: NOVA Riverrunners Waiver
- Swan Lakes: Sunny Cove Kayaking Waiver

# HEALTH & SAFETY (ILLNESSES)

Camper and staff safety is our number one priority and is at the forefront of every decision we make. We are following local, state, and CDC guidelines as well as Girl Scouts of the USA and American Camp Association (ACA) recommendations.

## Stay Home When Sick or After Exposure to Illnesses

If your camper (or someone in her household) is sick or has symptoms she should not come to camp until she has been *symptom free without the aid of medications for 24 hours*. Symptoms include, but are not limited to:

- Fever or chills
- Fatigue
- Headache
- Diarrhea
- Congestion or runny nose
- Shortness of breath/difficult breathing
- New loss of taste or smell
- Positive COVID-19, flu, RSV test result
- Cough
- Muscle/body aches
- Nausea or vomiting
- Sore throat

If a parent/guardian needs to cancel a camp session because of exposure, a full refund of the session fees will be made.

## Health Screening

### Screening Before Camp

The best camp sessions start with healthy campers. In an effort to reduce exposure and minimize illness at camp, we ask that you check the health of your camper before her scheduled camp session.

### COVID-19 Testing Prior to Camp

Campers are not required to get a COVID-19 test prior to attending camp.

If your camper is traveling to camp by plane we recommend testing prior to travel.

### Screening During Camp

All campers will take a COVID-19 test at check in (see COVID-19 Testing at Camp for more information).

Camp staff will let the camp director know about any campers who don't feel well during the camp day.

If a camper has communicable disease symptoms she will be quarantined from other campers. Even if symptoms can be attributed to other medical issues, the camper will be sent home. Parents/guardians will be called to pick up sick campers. If parents do not answer or return our call about an illness within 20 minutes we will call the camper's emergency contacts. Once we get in touch with a parent/guardian or emergency contact the camper must be picked up within 1 hour.

COVID-19 tests will be administered during the camp session if campers show COVID-19 related symptoms. Prior to giving an antigen test we will attempt to contact parents/guardians. Camp will share results of any tests administered at camp with parents.

Campers who test positive will be sent home.

### Screening After Camp

It can take *up to 14 days after exposure* to an illness for symptoms to appear. To ensure that girls were not in the incubation period during camp, parents/guardians will be emailed a short screening survey 14 days after the end of their camp session.

## Hand Hygiene

Camp will have access to soap and water for handwashing as well as hand sanitizer. Girls will be asked to wash their hands regularly and prior to/after eating.

# WHAT TO PACK—GENERAL INFORMATION

## Packing Tips

Camp happens in all types of weather. Everything from the packing list is needed. Old play clothes are ideal, we get dirty at camp (no Girl Scout uniforms needed)!

Pack medications separately so that they can be turned in during check in.

Pack toiletries in a separate bag that is clearly marked with the camper's name. All toiletries will be stored in a unit shelter.

Label all items with your camper's name.

## Laundry

There are no laundry facilities at camp for campers. Campers should bring enough clothing for the entire session. Camp staff have access to a washer and dryer to launder camper's items if necessary.

## Lost & Found

Any items found will be shown to campers at the end of each session. Unclaimed items will be transported to the council office in Anchorage and kept until the end of August. Unclaimed items will be donated to charity.

## Personal Property

Camp is not responsible for any belongings brought to or left at camp or items that are lost or stolen.

Leave the following items at home:

- Electronics
- Cell phones (including watches with call/text capabilities)
- Food including candy, gum, soda
- Toys
- Personal sports equipment

**Electronic devices** brought to camp will be sent home with parents or stored in the camp office until the end of the day.

**Pets** are not allowed at camp.

**Vehicles**—If older campers drive to camp, vehicles are to be parked and keys turned in to the camp director at check in. Keys will be returned at check out.

**Prohibited Items**—Camp is smoke free, alcohol and drug free and weapon free.

# GENERAL PACKING LIST

## General Packing List

### Clothing

- Underwear (1 pair per day)
- Socks (2 pair per day)
- Wool socks (2 pair)
- Shorts (2 pair)
- Pants (2 pair)
- T-shirts (1 per day)
- Long sleeve shirts (3)
- Warm pajamas (1 pair)
- Warm sweatshirt/fleece (1)
- Swimsuit (1)
- Sturdy tennis shoes or hiking boots that tie (1 pair)
- Shoes to get wet/rain boots (1 pair)
- Flip flops for the shower (1 pair)
- Warm hat, gloves (1)
- Sun hat (1)
- Rain coat with hood (1)
- Rain pants (1 pair)

### Optional

- Camera
- Letter writing supplies
- Journal
- A book/quiet game for Me Time

### Gear and Personal Items

- Warm sleeping bag/blankets
- Pillow
- Beach towel (1)
- Shower towel (1)
- Shampoo (travel size)
- Toothbrush/paste
- Comb/brush
- Personal care items (deodorant, pads, tampons, etc)
- Sun screen
- Bug spray (non-aerosol)
- Flashlight with extra batteries
- Waterbottle with closeable lid
- Day pack/school backpack

### Leave at Home

- Cell phones and electronics
- Valuables like jewelry
- Open toed sandals/open backed shoes (ex: crocs, clogs)
- Candy, gum, extra food



# WILDERNESS TRIPS PACKING LIST

## Wilderness Packing List

The items on the wilderness packing list are *in addition* to the general packing list.

Campers will not take everything they bring with them to camp on their trip. They will pack for the trip as a group using re-sealable bags.

If you do not have an item on the list we may have gear your girl can borrow at camp. Call us at 907-248-2250 or email us at [customercare@girlscoutsalaska.org](mailto:customercare@girlscoutsalaska.org).

## Equipment and Fabric Types

It is important that you take note of fabric types when they are listed. They can make the difference between a camper being slightly wet and uncomfortable or life threatening hypothermia.

### Boots

Make sure hiking boots are properly sized and thoroughly broken in at least two months before your camper arrives at camp.

### Sleeping Bags

Sleeping bags are important. Cotton is heavy and bulky. Select a synthetic fiber bag that will stuff into about a 12" x 12" x 6" stuff sack. Lightweight slumber bags are not warm enough. We recommend a bag that is rated for 0-20 degrees.

### Raingear

Raingear is essential. Campers in rain ponchos will be cold and wet. Make sure you include a rain coat and rain pants.

## Clothing

- A WATERPROOF rain jacket (with hood) AND pants
- Warm winter hat (wool or fleece)
- Wool socks (4 pairs)
- Quick drying pants (not jeans) (1 pair)
- Long underwear tops and bottoms (should not contain any cotton) (2 pair)
- Non-cotton fleece sweatshirt or 100% wool sweater (1)
- Hiking boots (hiking trips) (1 pair)
- Mud boots (canoe trips) (1 pair)
- Lightweight, compactable tennis shoes (1 pair)

## Gear

- Stuffer synthetic sleeping bag rated 20 degrees or below (no cotton fill) (1)
- Internal or external frame backpack (to hold at least 40 liters)
- Plastic insulated mug/cup (1)
- Plastic bowl (1)
- Spoon (1)
- Sturdy, non-leaking water bottle (at least 32 ounces per bottle) (2)
- Ensolite pad, Thermarest or other sleeping pad
- Gallon size re-sealable Ziplock bags (2)
- Large plastic garbage bags (non-scented) (5-10)

## General

- See the general packing list on the previous page

# THE CAMP DAY & ACTIVITIES

## Badge Work

Girls who attend a badge specific program will receive the badge earned at camp.

If you are interested in requirements your camper accomplished at camp for programs that aren't badge specific, go through the Girl Scout materials with her. If you need help determining which materials to look at, contact us at 907-248-2250.

## Program Eligibility

All campers are allowed to participate in all activities offered. Camp staff will adjust activities to ensure they are age appropriate for their group.

## Wilderness Trips

More specific information on trips that leave camp can be found in the Togowoods Wilderness Trips Handbook.

## Birthdays

While we don't celebrate individual birthdays during camp sessions, we celebrate all birthdays on the last day of each session with singing and cake. Please do not drop off birthday treats at camp.

## Trading Post

Camp has a trading post where girls can purchase souvenirs. The trading post will be open on closing day during parent pick up.

## Camp T-Shirts

Camp t-shirts are available for pre-order. Shirt availability is guaranteed if purchased by May 10th. Shirts may be purchased after May 10th while supplies last. Shirts will be mailed to your household address. Depending on the time of purchase and mail time, it is possible your camper may not receive the shirt before their camp session.

Shirts will also be available for purchase at trading post while supplies last.

## Showers

Camp has shower facilities with individual stalls and hot/cold water. Campers attending a six day program will shower once during their time at camp. Campers attending a ten day or longer program will shower twice during their time at camp.

If your camper needs an accommodation please contact us at 907-248-2250 or [customer care@girlscoutsalaska.org](mailto:customer care@girlscoutsalaska.org).

## Visiting Camp

Our camp programs are structured to allow campers the opportunity to develop independence and life skills. Parents/guardians visiting can provide a distraction that prevents campers from fully engaging in their programs. This means we do not have visitors during camp.

## Volunteering at Camp

We do not accept volunteers. Every staff person at camp has references and gone through a background check. They have also attended extensive training in camp programming, risk management, safety and behavior management.

# THE CAMP DAY & ACTIVITIES

## Camp Schedule

Camp activities and routines vary depending on the age, program and needs of campers. A typical day usually includes:

7:30 am	Wake up bell
8:00 am	Breakfast
8:30 am	Kapers (camp chores)
9:00 am	Activity time
11:15 am	Snack
1:00 pm	Lunch
1:45 pm	Me Time/Rest period
2:30 pm	Activity time
4:15 pm	Snack
6:30 pm	Dinner
7:30 pm	Activity time
10:00 pm	Bedtime

Bedtime varies based on camper energy levels, ages and needs.

## Kapers

Each day girls practice caring for their community by doing kapers (chores). Kapers include liter pick up, restocking supplies, latrine cleaning, and sweeping.

## Camp Food

Camp food is kid friendly. We encourage girls to try new foods but will also have alternatives available if your camper does not care for a prepared meal.

We do our best to accommodate special dietary needs and give campers choices. If your camper has food allergies or dietary restrictions include that in the health form.

**Example Breakfast:** Waffles, sausages, canned fruit, juice

**Example Lunch:** Chicken nuggets, French fries, carrots/celery, apples

**Example Dinner:** Tacos, ground beef, refried beans, toppings (salsa, cheese, lettuce, etc), brownies, milk

## Waterfront

Camp staff are trained to monitor campers to prevent unauthorized access to water.

**Swimming:** Our entire swim area is in the “deep” section. While we do not have campers take a swim test, we do require all campers (and staff) to wear a properly fitted PFD while at the waterfront—both in and around the water. If you would like to further discuss our waterfront policies please contact our camp director.

**Boating:** As with swimming, all campers and staff are required to wear a PFD while boating. All groups attend a boating clinic prior to boating that includes proper boat entry and exit, paddling strokes, and emergency procedures. Campers participating in off-site aquatics will complete the appropriate craft safety tests to ensure comfortability before departures.

We work hard to educate campers on being proactive regarding swimmer’s itch, hypothermia, and sunburn. No matter how diligent we are about having campers scrub after swimming, a few campers will still get swimmer’s itch each summer. Camp has calamine lotion to sooth swimmer’s itch. If you have any questions or concerns about these risks, feel free to [contact](#) our camp director.

## Housing

Girls sleep in platform tents on cots with mattresses under mosquito netting. Each tent has 5-6 cots and is clustered near other camper and staff tents.

Every sleeping area has a latrine, water spigot and unit shelter. There is also a centrally located shower house, dining hall, and sauna that is shared by everyone.

While off site, wilderness adventure campers generally live in trail tents.

# HOMESICKNESS—Tips (Prior to Camp)

Homesickness can affect anyone; young or old, experienced or not. Even seasoned campers can experience pangs of longing for the comforts of home: the family pet, parents, siblings and friends.

At camp, we acknowledge homesickness as a valid emotion and help guide campers through those feelings while developing life skills to overcome them.

## PRIOR to Camp:

Preparing your girl for camp goes a long way to ensuring her camp experience is one that builds the skills to deal with setbacks like homesickness.

## DO

*Talk positively about the camp experience:*

- Let her know she is going to have an amazing time, make wonderful new friends and try exciting new activities.
- Tell her you are confident she can be successful at camp.
- Share your optimism about her camp experience—not your anxiety.

*Provide practice opportunities:*

- Sleep overs with friends and family are great stepping stones to a longer sleepaway camp experience.

*Discuss who to talk with at camp:*

- Let her know it's okay to be homesick and that counselors are great people to help her.

*Pack for camp together:*

- Involve your camper in the packing process—make a list together, let her pack (please double check to make sure younger campers have included everything) and/or let her pack a comfort item (like a stuffed animal).

*Visit camp:*

While we ask that parents do not visit while camp is in session, families have the opportunity to visit camp before the summer season.

- **In Person Open House:** June 1 (10am-3pm) Come take a tour of camp, try a camp activity or two and meet our camp counselors. Registration is not required but is recommended. Parents can register through their camp account.

## DON'T

*Talk negatively about the camp experience:*

- Avoid saying things like “we’ll miss you so much” or “I don’t know what I’ll do without you.” These sorts of comments cause your camper to feel guilty if they are enjoying their time at camp knowing you are at home missing them.

*Offer a pick up clause:*

- Never make a pick up or call home deal with your camper. If you tell a camper she can call home or you will come pick her up she will jump right to that solution without trying anything else.

*Promise that you will talk or write to your camper every day:*

- Campers who are doing well at managing homesickness can be crippled by feelings of homesickness simply by hearing the voice of a well-intentioned parent/guardian.
- Unless you can guarantee you will write every day, don’t promise that you will. In the event that a letter or email doesn’t arrive for whatever reason, feelings of worry and homesickness may set in.



# HOMESICKNESS—Tips (During Camp)

## DURING Camp:

It's common for children (and adults) to experience homesickness. In most cases feelings of homesickness can be resolved. Our caring camp staff have lots of techniques they will use to help girls overcome these feelings.

You can also support your girl through homesick feelings while she is at camp.

## DO

*Write positive letters of encouragement:*

- Let her know you are proud of her for trying new things and making new friends.
- Focus on her experience at camp.

*Contact us if you want an update or have any concerns:*

- We're happy to provide updates on how your girl is adapting to camp and answer any questions you might have.
- First letters home may describe homesickness and the desire for you to come get your girl. This is not uncommon. Generally they are written before she has had a chance to discover camp and her new friends. Don't let this alarm you.

*Trust that camp is doing its job:*

- Camp always has your camper's best interests in mind. We're committed to helping your camper develop new skills and grow while they are at camp.

*Remember, homesickness is normal:*

- Everyone experiences homesickness to some degree or another.
- We will let you know about any significant or prolonged homesickness and partner with you to help your camper overcome these challenges.

## DURING Camp:

## DON'T

*Use negative language in letters:*

- Letting your camper know you will miss her and can't wait until they come home will only prolong and intensify any feelings of homesickness they may be experiencing.
- Instead, let her know you are proud of her for trying.

*Visit camp:*

- Please don't arrive unexpectedly and request to see your camper. While your child may be well adjusted, the sight of a parent may trigger homesickness.

Sleepaway camp gives your child an incredible opportunity to develop new skills and abilities. While you won't be present while these skills are being developed, you (and certainly your camper) will benefit from increased confidence, independence and the ability to problem solve without parental assistance.

# DROP OFF

## Drop Off at Camp

Drop off is between 2:30-3:30 pm.

If your camper will be dropped off after 3:30 pm please fill out the “Togowoods (sleepaway camp) Late Drop Offs & Early Pick Ups” form in your camp account.

## Drop Off Steps



A staff person will direct you where to park.



Bring any medications and forms to the first check in station. Leave all other luggage in the car.



Follow the signs to each step of the check in process (COVID testing, general check in, health check in).



Return to your vehicle for your camper’s luggage.



Take your camper to her unit to meet her counselors and help her get settled.

## Driving Directions

For camper safety and privacy, we do not publish driving directions on our website. You’ll receive directions one week prior to your camper’s session by email.

You can also request directions by emailing us at [customercare@girlscoutsalaska.org](mailto:customercare@girlscoutsalaska.org). Make sure to include the camp location for which you need directions.

## Absentees/No Shows

Parents are asked to notify camp if their camper is ill or will not be attending as expected by filling out the “Togowoods (sleepaway camp) Late Drop Offs & Early Pick Ups” form in your camp account or by calling camp at 907-376-1310. Camp directors will attempt to call parents/ guardians on check in day if campers are not at camp as expected.

# PICK UP

## Pick Up At Camp

Pick up is between 4:30-5:30 pm.

If your camper will be picked up off before 4:30 pm please fill out the “Togowoods (sleepaway camp) Late Drop Offs & Early Pick Ups” form in your CampBrain account.

If you are running late to pick up your camper, please contact camp and let us know your estimated arrival time.

## Pick Up Steps

1

Park in the Parking Lot.

2

Go to your camper’s unit. If you don’t remember where they are staying go to the camp office for directions.

3

Double check that your camper hasn’t left any luggage in her unit.

4

Follow posted luggage pick up procedures.

## Driving Directions

For camper safety and privacy, we do not publish driving directions on our website. You’ll receive directions one week prior to your camper’s session by email.

You can also request directions by emailing us at [customercare@girlscoutsalaska.org](mailto:customercare@girlscoutsalaska.org). Make sure to include the camp location for which you need directions.

## Release of Campers

We can only release campers to parents/guardians and those listed on the registration form. **All adults will need to have photo identification ready to be checked to verify authorization to pick up camper.**

Please be patient with the staff. Your camper’s safety is our number one priority!

Campers will not be released to any adult not listed on their registration form unless camp is notified in writing.

# FLYING TO CAMP

## Booking a Flight

Look for a flight that arrives in Anchorage between 12-4pm and a flight that departs Anchorage prior to 6pm on closing day. If these times do not work please [contact](#) us prior to booking a flight.

## Providing Camp Flight Information

Once you have booked a flight fill out the "Flight Information for Sleepaway Camp (Togowoods)" available on your camp account.

## Travel TO Camp

Once your camper has boarded their departing flight call (907-331-4283) or text us to let us know they are on their way. If there are any flight delays please call or text to let us know.

Camp or Girl Scout council staff will pick your camper up at their gate unless directed by the airline to meet them at the security checkpoint (in this case an airline employee will walk the camper to the checkpoint).

If your camper is traveling to Anchorage with an adult but still needs a ride to camp we will meet them just outside security. Please make sure we have the name and phone number of the adult traveling with the camper and that the adult has our contact information.

We will call or text to let you know that your camper has arrived in Anchorage and again when your camper has arrived at camp.

## Unaccompanied Minors

If your camper will be traveling as an unaccompanied minor make sure to fill out the airline form and [email](#) a copy to camp. For travel to camp please list the following people:

Primary: Haylee Hinton (907-331-4283)

Secondary: Amanda Block (907-273-0316)

Parents are responsible for unaccompanied minor fees.

## Travel from the airport to camp

Girls will ride in council staff vehicles, 15 passenger van or 15 passenger mini bus. All drivers are instructed how to handle emergency procedures and their driving records have been checked. Drivers will inform campers of the following rules:

- Remain seated with seatbelts buckled when the vehicle is in motion
- Keep hands, feet and head to yourself and inside the windows while the vehicle is in motion
- Don't yell or scream; the noise level shouldn't distract the driver
- Don't stand or change places when the vehicle is moving
- Obey the driver's instructions at all times
- Campers need to check to see that they have all their belongings prior to getting out

## Travel BACK Home

We will call or text you when we are leaving camp for the airport and again when your camper boards their flight.

Camp or Girl Scout staff will stay with your camper until she boards the plane. We will stay at the airport until the plane takes off, even if the camper is old enough to fly without being an unaccompanied minor.

If your camper is meeting an adult at the airport to fly home with, we will meet them near the Alaska Airline check-in kiosks unless an alternative location has been confirmed. Please make sure we have the name and phone number of the adult traveling with the camper and the adult has our contact information.

Please call (907-376-1310) or text us when your camper has safely arrived home.

## Contacting Camp During Travel

Our camp directors are available by [email](#) or phone (907-331-4283) if you or your camper need anything prior to, during or after their flight.