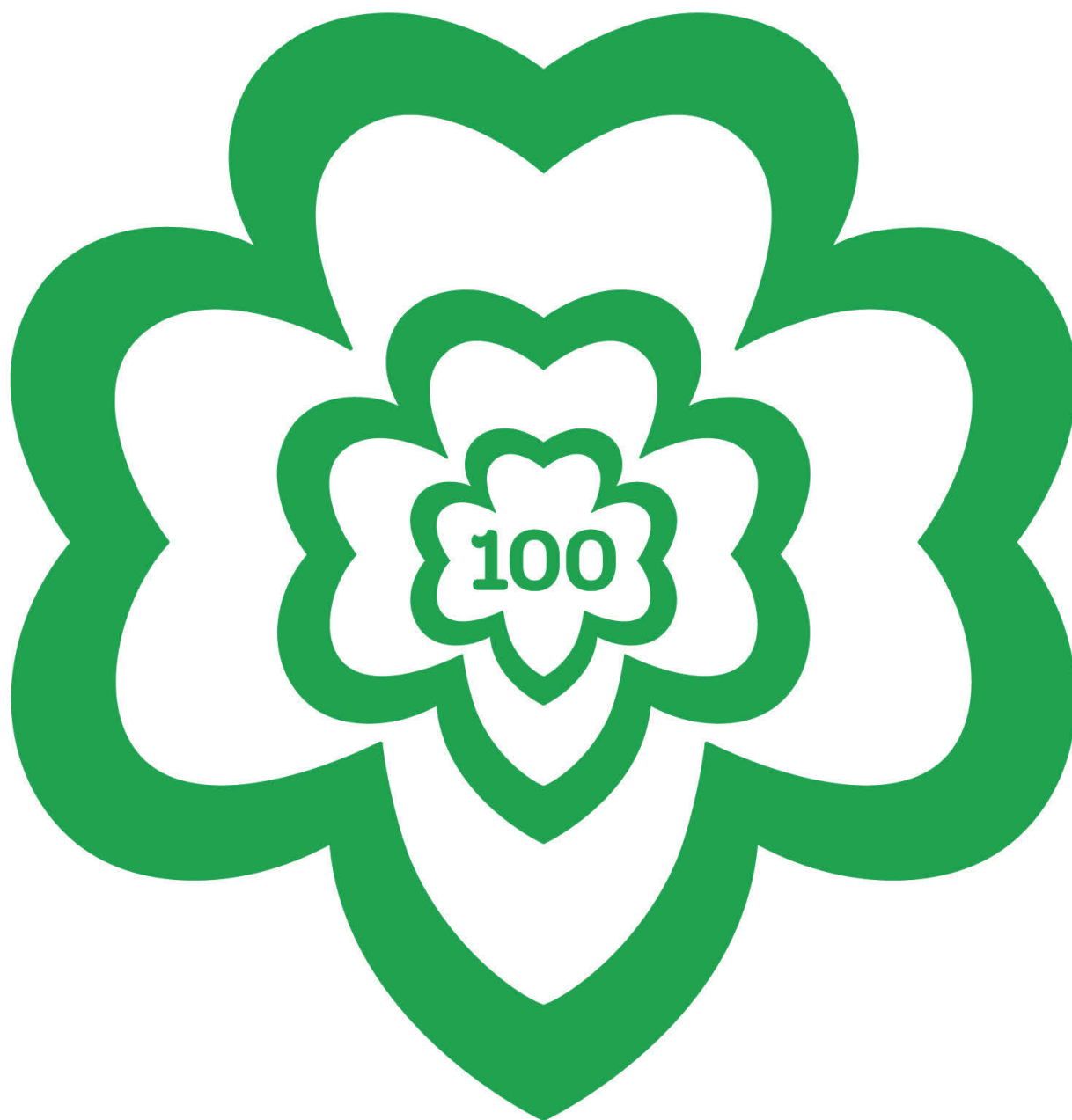


**Encampment 2011**  
**Celebrating 100 years of Girl Scouting**



**JUNE 2-5, 2011**  
**STATE FAIRGROUNDS, PALMER**

In this **Encampment Confirmation Packet** you will find:

- Registration form to calculate and pay your per girl fees and submit T-shirt sizes
- Forms to give parents, including health history and event permission
- Suggested packing lists for each person and for your troop
- Meal planning ideas and hints
- Tent and campsite set-up information

**Your troop registration form is due to the Girl Scout of Alaska's Anchorage office by Friday, April 22, 2011.**

In **April** you will receive a **Program Selection Packet** in which you will find:

- Arrival time and participant list form
- Pizza order form
- Activity request form
- Arrival and departure information
- Site and camp set-up information
- Event schedule

**Your participant list, activity request form and pizza order are due with any final payment Friday, May 13, 2011.**

When **you arrive** at the event you will receive an **Arrival Packet** which will include:

- Your troop's scheduled activities
- Site information
- Emergency information
- Departure information

# **Encampment**

## **What, When, Where, Who & How Much?**

### **What**

A camping event for Girl Scout troops from all over Alaska. Three fun-filled days of activities, ceremonies and camaraderie that girls and leaders will never forget. Each day includes workshops, free-time activities and evening entertainment. Troops camp in tents and/or RVs and prepare their own meals. RV hookup is available for a \$30 fee.

### **When**

Thursday, June 2, 10:00 AM to 11:00 AM, Sunday, June 5. Troops arrive on Thursday and can depart Saturday night after closing ceremony. Troops are welcome to stay until 11:00 Sunday morning, although no programming takes place on Sunday.

### **Where**

Alaska State Fairgrounds, Palmer

### **Who**

All Girl Scouts entering grade 4 and above in fall 2011. Adults must be registered Girl Scouts. No tagalongs.

### **How Much**

\$75 per girl (includes T-shirt and patch), **AND**  
\$50 per troop - campsite fee (includes 1 picnic table, showers for adults, refrigerated food storage, 3 adult T-shirts & patches)

### **Cookie Credits**

Each troop council wide gets 10-cents credit for each box of cookies the troop sells in the 2011 sale. This is a troop credit, not an individual girl credit. Troops are responsible for their own food and camping supplies. (*Cookie credits are 15 cents per box for troops off the road system.*)

- A troop receives credit for all boxes sold by the troop, whether or not all girls attend Encampment.
- If an individual girl is attending with a different troop and is taking the place of a girl in that troop who is not attending, her cookie credits will not transfer.
- If an individual girl is attending in addition to the troop (meaning 100% of troop is attending), the girl's individual cookie credits can be added to the troop's total.

### **Refund Policy**

A full refund is given for cancellation by April 5. A refund, exclusive of the \$50 campsite fee, is given if cancellation is made 4 weeks before Encampment. Please note that the campsite fee is non-refundable after May 6.

## Leader's Timeline and Checklist

### February to March

- Parent volunteers who will be attending become registered members of Girl Scouts.
- Make SWAPs, approximately 100 per girl. (optional)
- Make banner for Parade of Troops at opening ceremony. (optional)
- **Troop registration and T-shirt order due by Friday, April 22.**

### April

- Send home parent letters, health forms & permission slips.
- Parents update medical forms or fill out new ones and sign permission slips.
- Confirm the list of girls & adults who will be attending.

### May

- Collect the fees and turn in by May 13.
- **Program requests and final payments are due by May 13.**

Have a parent & girl meeting to:

- Go over troop equipment needed. (Who can loan items to the troop?)
- Hand out personal equipment list to the girls and review the items.
- Plan meals.
- Recruit parent volunteers to: shop, check equipment, drive, and help to set up camp during encampment.
- Decide on the amount of spending money you would like your girls to have and set a limit. Discuss with the girls how to keep their money safe.

### June

- Collect all permission slips.
- Collect and make copies of all participants health history forms. You will turn in one copy at encampment.
- Shop for supplies.

### Tips from Experienced Encampment Goers

- Have a gear check before you leave. Check each girl's gear and make sure you have all the troop equipment. Vehicles can be packed the night before.
- Check and repair tents well in advance of Encampment. Practice setting up tents and storm lashing tents prior to Encampment. Be sure to bring extra plastic tent stakes and ropes. Encampment can be a very windy city.
- Red wagon or cart is great to have for hauling water back to campsite or transporting group supplies.
- Bring activities for free time. Things like scissors, glue, paper, crayons, Frisbees, balls, supplies to make SWAPS, cards and quiet games.
- Bring extra Ziploc bags for the girls to put SWAPS and other souvenirs into.
- The tradition of Girl Scout sit-upons is a great one for this event. Make them at a troop meeting and bring them to Encampment for workshop and group gatherings. Or some troops use 5-gallon buckets with lids for sitting on and storing rain gear and boots (though buckets can be tricky in the wind and take up more space). Girls can decorate their own sit-upon or bucket.
- Don't forget to relax and have fun.

## FORMS

**Parent Letter/ Permission Slip** – Make a copy for each girl and send home by early May. Collect the signed copies and fees the following week.

**Personal Equipment List** – Make a copy for each attending girl & adult.

**Health History Form** - Have everyone attending Encampment complete this form and a copy will be turned in at Encampment. Please put all girl health histories in a sealed envelop with the troop number written on the outside. Adult health histories need to be in a separate sealed envelop with their name and troop number written on the outside. These envelops will only be open in the event of an emergency.

**Troop Equipment List** – Distribute at the parent meeting. Have parents check the list to see if they have any of the items to loan to the troop.

**Authorization for Background Check Form** – Have any new parent volunteers complete this form and submit it to council for the background check. Please complete the form from your home Council office.

**Add Driver/Check Driving Record Form** – Have any drivers who will be transporting girls other than their daughter, that have not previously completed this form **this year** complete this form and submit it to council. Please complete the form from your home Council office.

***Troops from councils other than Girl Scouts of Alaska should contact your council office about what forms are required for volunteer background checks or checking drivers.***

**A copy of all the girl forms are included in this packet. Forms are also available at: [www.girlscoutsalaska.org](http://www.girlscoutsalaska.org)**

**Dear Girl Scout Troop \_\_\_\_\_ Parent:**

Our troop is attending the Alaska Girl Scout Encampment June 2 – June 4 (or 5) at the State Fairgrounds in Palmer.

The Fairgrounds are accessible with running water, flush toilets and electricity. The grounds are fenced and secure. The gates will be locked from 11pm to 8am. There will also be a nurse on site.

We will camp out and cook our own meals. Our troop is responsible for bringing our own food and equipment. Activities and entertainment are provided.

The cost to attend is \$75 per girl. This fee includes a T-shirt and patch. Following is a list of ways you can help support our troop:

- Complete permission slip & health form and pay in full by May \_\_\_\_\_.
- Loan a tent, camp stove or other equipment to the troop. Equipment we need: \_\_\_\_\_
- Provide transportation to or from the event.
- Help set up and take down camp.
- Volunteer to camp with our troop at Encampment.

**PERMISSION FOR ALASKA GIRL SCOUT ENCAMPMENT**

\_\_\_\_\_ Time and Place of Departure \_\_\_\_\_ Time and Place of Return

\_\_\_\_\_ Mode of Transportation \_\_\_\_\_ Adults Accompanying Girls

**IN CASE OF AN EMERGENCY, YOU WILL BE CONTACTED BY:**

Emergency Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_

Leader's Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

The emergency cell phone we will have with us at the event is: \_\_\_\_\_

-----  
*(return bottom portion to troop leader)*

My daughter \_\_\_\_\_ has permission to participate in Encampment. She is in good physical condition and has not had any serious illness or operations since her last health examination.

I give Girl Scouts of Alaska permission, for Girl Scout related purposes, to use photographs or video-tapes of my child participating in Girl Scout activities.

**DURING THE ACTIVITY, I MAY BE REACHED AT:** Telephone: \_\_\_\_\_

If I cannot be reached during an emergency, the following person is authorized to act in my behalf:

\_\_\_\_\_ Name

\_\_\_\_\_ Relationship to participant

\_\_\_\_\_ Telephone

\_\_\_\_\_ Physician's Name

\_\_\_\_\_ Physician's Telephone

\_\_\_\_\_ Parent/Guardian Signature

\_\_\_\_\_ Date

## PERSONAL EQUIPMENT LIST

All items should be labeled with participant's name and troop number.

- Outdoor sleeping bag (not a slumber bag) and blanket
- Sleeping pad or air mattress
- Pillow
- Coat
- Hat & gloves
- Rain gear (or poncho)
- Tennis shoes
- Boots or extra pair of sturdy shoes
- Pajamas (warm ones)
- 3 t-shirts
- 2 sweatshirts or long-sleeved shirts
- 3 pairs of long pants
- 1 or 2 pairs of shorts
- 3 changes of underwear
- 5 pairs of socks
- Toothbrush & toothpaste
- Hairbrush, comb, hair bands, etc.
- Sanitary products
- Baby wipes or wet wipes
- Deodorant
- Soap, wash cloth, hand towel
- Sunscreen
- Water bottle
- Non-breakable dishes & eating utensils
- Small backpack for carrying items (such as your water bottle)

### OPTIONAL:

- Camera
- Money – about \$20 for souvenirs and craft cache
- Books, cards
- Bandana
- Sunglasses
- Hat with a brim
- Something to tie dye





# Girl Scouts of Alaska Girl/Adult Health History

**TO BE TURNED IN AT CHECK-IN LEADERS:** Keep a second copy of girl forms for yourself.

Name \_\_\_\_\_ Gender \_\_\_\_\_ Age \_\_\_\_\_ Birth Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Parents/Guardians for girl participant: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Second Phone (\_\_\_\_) \_\_\_\_\_

### EMERGENCY CONTACT INFORMATION (for girl participant, to be used only if parents cannot be reached)

Emergency Contact: \_\_\_\_\_ Relationship to participant: \_\_\_\_\_

Phone: Daytime (\_\_\_\_) \_\_\_\_\_ Phone: Evening (\_\_\_\_) \_\_\_\_\_

Name of participant's dentist/orthodontist: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Name of participant's physician: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

### INSURANCE INFORMATION

The Girl Scout council provides accident insurance to serve as secondary insurance coverage; it is not intended to replace the benefits that may be available under a family plan.

Name of Insured: \_\_\_\_\_ Relationship to participant: \_\_\_\_\_

Carrier: \_\_\_\_\_ ID # \_\_\_\_\_ Policy or Group # \_\_\_\_\_

Address: \_\_\_\_\_ Member Services Phone: (\_\_\_\_) \_\_\_\_\_

### For Girl Participants

The following health history is current and the person described has permission to participate in all event activities, except as noted by me. I give my permission for the adult in charge to give routine health care, transport her to the next level of medical care if needed, obtain emergency medical treatment, and administer any medications I may specify.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

### For Adult Participants

This health history is complete and accurate. I am able to engage in all event activities except as noted.

Signature of Adult Participant \_\_\_\_\_ Date \_\_\_\_\_

### HEALTH INFORMATION PRIVACY STATEMENT

This health history is for health care concerns at the specified event only. All records will be handled by staff/volunteers whose job includes using this information for the benefit of the participant. All medical records will be held in limited access by the supervisor of the event. The health form will be retained by Girl Scouts of Alaska until it is destroyed. All forms/records with noted treatment will be retained for seven years or for three years past the age of maturity for the participant. I have read the above procedures for handling health information and I agree to the release of any records necessary for treatment, referral, billing or insurance purposes.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Adult Participant OR Parent/Guardian

**HEALTH HISTORY** to be completed within six months prior to participation in Encampment.

**Immunization History:** provide the most recent month and year for each immunization.

Adult participants: Tetanus booster: \_\_\_\_\_

Girl participants: DTP: \_\_\_\_\_ MMR: \_\_\_\_\_ Polio: \_\_\_\_\_

**Allergies** list all known

Medication allergies: \_\_\_\_\_ Describe reaction and management of the reaction.

Food allergies: \_\_\_\_\_

Other allergies: (include hay fever, asthma, animal dander, insect stings or history of insect allergies in family) \_\_\_\_\_

Check those that apply

Diseases	Chronic Illness	Other Conditions
<input type="checkbox"/> chicken pox	<input type="checkbox"/> diabetes	<input type="checkbox"/> severe menstrual pain
<input type="checkbox"/> rheumatic fever	<input type="checkbox"/> seizures	<input type="checkbox"/> musculoskeletal disorder
<input type="checkbox"/> tuberculosis	<input type="checkbox"/> heart defect/disease	<input type="checkbox"/> hearing impairment
<input type="checkbox"/> kidney disease	<input type="checkbox"/> hypertension	<input type="checkbox"/> eyesight impairment
<input type="checkbox"/> mononucleosis in last 12 mos	<input type="checkbox"/> asthma	<input type="checkbox"/> bed wetting
<input type="checkbox"/> measles	<input type="checkbox"/> arthritis	<input type="checkbox"/> sleep walking
<input type="checkbox"/> rubella	<input type="checkbox"/> ear infections	<input type="checkbox"/> nosebleeds
<input type="checkbox"/> mumps	<input type="checkbox"/> bleeding disorders	<input type="checkbox"/> emotional disturbances
<input type="checkbox"/>	<input type="checkbox"/> other:	<input type="checkbox"/> other:

YES NO This participant has a history of illness, injury, or surgery, which will affect participation. If "yes," explain:

\_\_\_\_\_

If this participant receives care or takes medication for emotional, learning and/or psychological concerns, provide background information to help us work effectively with her:

\_\_\_\_\_

**MEDICATIONS**

**Parents:** If you are sending prescription medications to Encampment please leave them in original containers, appropriately labeled, and give them to your daughter's troop leader. If you are sending any over the counter medications for your daughter, give these to her leader also. List the medications that you will be sending and sign below.

**Adult Participants:** If you are bringing medications please keep them in original containers, appropriately labeled, and in your possession or belongings at all times. List the medications that you will be taking.

Medication: \_\_\_\_\_ Reason for taking: \_\_\_\_\_ Dosage: \_\_\_\_\_

Medication: \_\_\_\_\_ Reason for taking: \_\_\_\_\_ Dosage: \_\_\_\_\_

Medication: \_\_\_\_\_ Reason for taking: \_\_\_\_\_ Dosage: \_\_\_\_\_

Medication: \_\_\_\_\_ Reason for taking: \_\_\_\_\_ Dosage: \_\_\_\_\_

I authorize my daughter's troop leader(s) \_\_\_\_\_ to dispense the above described medications to my daughter \_\_\_\_\_ during Encampment.

**Signature of Parent/Guardian** \_\_\_\_\_ **Date** \_\_\_\_\_

# TROOP EQUIPMENT

## General

**Sign to post at campsite with your troop number so we can locate your troop**

Fold-up tables  
Plastic tubs or crates (storage)  
Garbage bags  
Ziploc bags  
Water containers (5 gallon size)  
Wagon or hand truck  
Paper towels  
Kleenex  
First Aid kit  
Tool kit (hammer, pliers, screw driver)  
Hand-washing station  
Wet wipes  
Sunscreen  
Mosquito repellent (non-aerosol)  
Scissors  
Camp chairs (for adults)  
Sit-upons  
Permanent marker & masking tape  
Fine-tip permanent marker  
No-water hand cleaner  
Box of craft & activity supplies

## Shelter

Tents  
Ground cloths  
Ropes for storm-lashing  
Tent poles  
Plastic tent stakes (no metal ones)  
Mallet  
Twine or rope for tarps  
Small broom and dust pan  
Surveyors tape (to mark tent lines)  
Dining canopy (for shade and rain protection)  
RV (\$30 hook up fee)

## Dishwashing

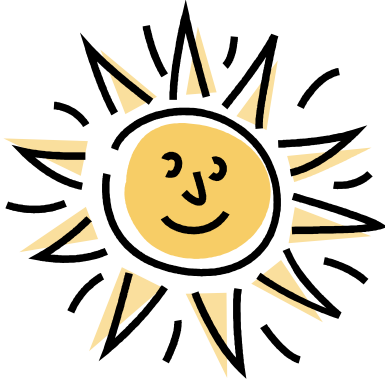
Rubber scraper to scrape dishes before washing  
3 pails or dish pans  
Sponge or dishcloth  
Small container of bleach  
Dish soap  
Dish towels  
Bucket to haul used dishwater to gray water barrel  
strainer or nylon (to strain gray water)  
Clothes line & clothes pins

## Cooking

**NO OPEN FIRES PERMITTED  
(includes charcoal)**

Camp cook stove or gas grill  
Cooler (refrigerated storage is provided)  
Cooking pots & pans  
Coffee pot  
Pot holders  
Tongs  
Knife  
Small cutting board  
Bowls  
Potato peeler  
Serving spoons  
Utensils  
Juice pitcher  
Measuring cups/spoons  
Can or bottle opener  
Salt, pepper and other seasonings  
Condiments  
Foil  
Kaper Chart  
Menu

# WEATHER AT ENCAMPMENT



People often ask, "What is the weather usually like at Encampment?" Well, it depends. The sun usually shines some of the time. What does this mean you should pack? Remember there is no shade at the fairgrounds, and you will walk a lot. So pack:

- water bottle
- sun screen
- hat with a brim

It also usually rains some of the time. What does this mean you should pack? Remember you are camping out and walking around a lot. Troops should pack:

- rain flies for tents
- ground cloths for tents
- canopy for shelter over picnic table

Individuals should pack:

- extra socks
- raincoat with a hood
- rain boots or extra tennis shoes



The wind blows a lot - sometimes when it's raining, but sometimes when it's sunny. The fairgrounds are down the valley from the Matuska Glacier, so sometimes the wind is cold. Read about tent tips in this packet because you need to tie your tents down securely so they can't blow down. Pack:

- coat, hat and mittens
- materials to storm lash your tent

# EVENT INFORMATION

## TROOP SAFETY AND SUPERVISION

### How many adults to bring

Girl/adult ratios listed in Volunteer Essentials under Safety Wise should be maintained at all times. Remember a minimum of 2 unrelated adults is required at each campsite. You may need more depending on the number of girls in your troop. It is important to know where your girls are at all times. Make sure your girls use the buddy system at Encampment.

Before arriving at Encampment, establish a system for quickly and easily identifying the girls in your troop. This could mean color coordinated hats, permanently assigned numbers or any other creative system that works for your troop.

### Dads at Encampment

Some troop leaders and parent helpers are dads. It's fine for them to come to Encampment. *Safety Activity Checkpoint: Trip/Travel Camping* states that separate sleeping and bathroom facilities are available for males. At Encampment this means males cannot share the same tent with girls. A married couple may share a tent by themselves. **Note:** Remember to have any new parent helpers complete a Authorization Form for Background Check and submit it to your council for the required background check just as you do when recruiting helpers at the beginning of the year.

### Wrist Bands

You will be given ID wrist bands at check-in. Bring a fine tip sharpie to write each person's name and troop number on her wrist band. These should be put on and remain on throughout the event. There are extras at the Encampment office if needed. These serve two purposes:

1. To identify people who are part of our program.
2. To serve as a way of quickly identifying people in an emergency and to match them up with their emergency contact and medical information, which is on file in the event office.

### Behavior

It is the responsibility of leaders to monitor the behavior of girls in their troops. Please be sure your girls use appropriate behavior at all times. Consider creating a behavior contract with your troop. Remember to bring your group guidelines with you.

### Quiet Hours

All-camp quiet is at 11:00 each night. Girls need to be in the tents and quiet by this time. Please make sure your girls follow this rule and are considerate of the other campers around them.

### Communication

1. Please designate a parent, who is not attending to be your emergency contact for the troop just as you would for a field trip. In an emergency, the leader should call the contact who will then notify the parents.
2. Parents needing to contact the staff at Encampment (for emergency purposes only) should call the Encampment Headquarters at 907-746-7160.
3. A phone is available in the event office for emergencies. Troops should plan to bring a cell phone and car charger.

**Alaska Girl Scout Encampment is:** Smoke free, Alcohol and Drug free, and Weapons free. Firearms are not permitted at the event. Adults may smoke in the parking lot away from girls.

### **Headquarters**

The fairground's security office located near the western fence and south of the Aurora Borealis Theater serves as the events headquarters (HQ). This is information central for the event.

If one of your girls are seriously injured or missing, notify headquarters immediately.

### **First Aid**

Each troop must bring a First Aid Kit, plenty of Band-aids and an adult with a current First Aid certification. Most minor injuries should be managed at your campsite. In the event of a more serious injury, or if you are unsure of a medical situation, a First Aid Station will be staffed at all times by trained emergency personnel. The First-Aid Station is located next to the headquarters building.

## **EVENT FACILITIES**

### **Restrooms**

Port-a-potties and restrooms with running water are available for your use. Please remind girls to help keep them clean. There is no dish-washing, hair-washing or dumping of dish water allowed in the restrooms. Each troop should set up a hand-washing station at their campsite.

### **Showers**

The shower facilities are for adults and teen volunteers only. You will need to bring your own soap, shampoo and towels. The showers are busiest from 8-9 a.m. so you might want to plan an alternate time. Please help keep it clean.

### **Garbage, Gray Water (Dish water) & Recycling**

Garbage & gray water disposal cans are located throughout the camping areas and will be marked. Please supervise girls so that they do not dump garbage into gray water barrels. Recycling stations will also be easy to locate (tentatively).

### **Refrigerator Truck**

A refrigerator truck is provided for storing perishable items. The truck will open one hour prior to each meal until approximately one hour after.

### **Water**

Fresh water is available but needs to be transported to your camp site. Wagons work well for this. Water containers with lids (like Igloo coolers) are a good idea. Consult your map for locations of water. Every participant should bring a water bottle to carry with her.

### **TLC Center**

This is the leader's break spot and is open 24-hours a day. It is for adults and event staff only. It's a quiet place to get away for awhile. Coffee, tea, cocoa and Girl Scout cookies will be available.

## **PROGRAM INFORMATION**

### **Craft Cache**

The Craft Cache provides a variety of pre-cut, ready-to-assemble projects, a great free time activity. A few kits may require scissors. Items are organized by skill level and range in price from .25 - \$3.50.

### **Encampment Store**

The Encampment Store will include items from our Council store as well as encampment-related items and other souvenirs. Items will range from a \$1 to \$15.

## Program Workshops

Your troop is scheduled for 7 workshops and 1 afternoon free session. Please be sure to attend your workshops because volunteers are donating their time. It is not okay to skip a workshop.

## Unscheduled Activities for Free Time

There will be several unscheduled activities such as gold panning, climbing wall, and games. More information on these will be in your program packet in April.

## Leader Meetings

A leader meeting will be held each morning at 9:00. Every troop should send one adult to the leader meetings. This is the only way we can communicate with every troop and let you know about changes and updates.

## Adult Learning Opportunities

There's something for everyone at Encampment this year. While your girls participate in programs – you will have the opportunity to engage in Adult Learning with other volunteers! Get the latest on the Girl Scout Leadership Experience, Journeys, Pathways and more. You'll leave Encampment feeling informed *and* inspired

## Troop Banners

Troops are encouraged to make banners to carry at the parade of troops during the opening ceremony at Encampment. These are also nice to display at your campsite to help others more readily find your troop. Please include your troop number and town on your banner. Service Units that have service unit banners may also want to have one of their troops bring these.

<p><b>S.W.A.P.S</b></p> <p><b>S</b>pecial <b>W</b>hatcha-ma-call-its <b>A</b>ffectionately <b>P</b>inned <b>S</b>omewhere to <b>S</b>hare <b>W</b>ith <b>A</b> Pal</p>	
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SWAPS handmade tokens of friendship that tell something about you, your troop, or your town. They should be simple, inexpensive and imaginative. SWAPS can be made as a troop or girls can make their own at home. More information about the tradition of Girl Scouts exchanging SWAPs can be found at: [www.girlscouts.org/program/gs\\_central/swaps](http://www.girlscouts.org/program/gs_central/swaps).

Ideas for making SWAPS can be found at: [parentingteens.about.com/od/](http://parentingteens.about.com/od/) or at [girlguidesandgirlscouts/a/swaps\\_girlscout.htm](http://girlguidesandgirlscouts/a/swaps_girlscout.htm).

There will be designated times for swapping. Girls will want to bring along lots of SWAPS. Girls exchange these mementos as tokens of friendship. Adults are encouraged to participate as well. Each person will probably want to bring approximately 100 SWAPS. Please ask your girls to wait until the designated time to SWAP. Please share these SWAP “Etiquette” tips with your girls: Do not refuse to SWAP with anyone. Accept all SWAPS politely and say thank you regardless of how well you like the SWAP.

## MEAL TIPS

- Encampment isn't the time to work on a cooking badge. Save exotic menus for troop camping when you can devote time to preparing and enjoying them. You will have 90 minutes or less to prepare, eat, and clean up for most meals.
- Camp stoves and propane grills are the only cooking devices allowed. Practice setting up and lighting any stove before you bring it to Encampment.
- Prepare food in advance if possible: chop vegetables, pre-cook meat.
- A refrigerator truck is available to keep food cold. It will not keep food frozen. Store refrigerated food in milk crates or coolers, sorted for each day. You may want a cooler to keep food in at your camp site. Mark containers with your troop number.
- Consider having the girls bring their own lunches on Thursday.
- Bring a wagon to haul food to and from the refrigerator truck, to haul water to your campsite, and to haul gray water (used dishwater) to the gray water disposal barrel.
- If you have parent helpers coming out in the afternoon/evening, ask them to bring along dinner for that night.
- Take advantage of the Pizza Hut dinner option. You can pre-order pizzas and pay for them directly to Pizza Hut when you pick them up from the onsite Pizza Hut. The pre-order form will be in your program selection packet in April.
- It really is ok to use paper plates & cups and plastic utensils



## DISHWASHING

Dishwashing for your group at Encampment is a snap with these helpful steps.

### Washing and Rinsing

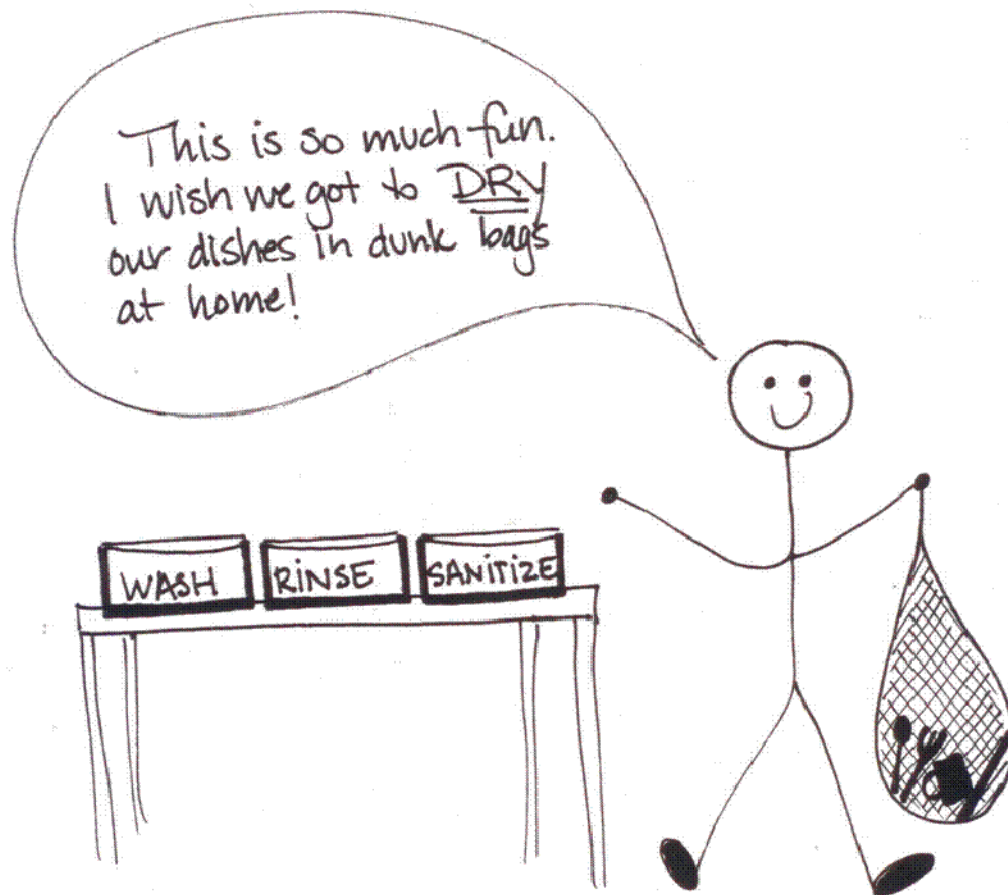
- Heat dishwater on your camp stove while you are eating so it will be ready.
- Scrape dishes thoroughly and wash the least dirty items first and the pots last.
- Use three deep pans for dishwashing. The first contains hot soapy wash water, the second hot rinse water. (The 3<sup>rd</sup> is explained below.)
- Girls wash and rinse their own personal dishes and then take them out of the rinse water and place them in a dunk bag.

### Sanitizing (It's all about the dunk bag)

- A dunk bag is a net bag – it can even be improvised by using a produce bag such as oranges come in. It might also be a bag like the kind used to wash hosiery.
- The third dish pan contains cool water with bleach for sanitizing. Girls immerse their dunk bags in the sanitizing water.
- Then the dunk bag can be hung up for the dishes to dry.

### Gray Water (That's used dishwater in camp speak)

- Gray water should be strained to remove food particles (and lost silverware!). A 5-gallon bucket is a great container into which to strain gray water.
- Gray water is then hauled to a barrel using your wagon. There are gray water disposal barrels located throughout the grounds near the garbage cans.



## Menu Ideas

### Breakfast

The best option: Ask each girl (and adult) to bring her own breakfast in a labeled bag, one for each morning (3). She can bring instant oatmeal, dry cereal, pop tarts, bagels/cream cheese, muffins, bread and peanut butter. The troop can provide milk, juice, and hot cocoa. Each girl brings what she likes, no complaining...

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### Lunch

Thursday: Sack lunch from home (depending on arrival time)

Friday: Make your own sandwiches and sliced veggies/fruit

Saturday: Chili Dogs (hot dogs, precooked chili, condiments), carrots and celery

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### Dinner

Thursday: Tacos (pre-cook meats, shred cheese, chop lettuce at home) chips & salsa

Friday: Spaghetti (pre-cooked noodles, sauce to pour over noodles) bag-o-salad, French bread.

Saturday: Pre-ordered pizza from Pizza Hut and bag-o-salad

### Snacks

- Each girl can bring a box/bag of her favorite snack to share. (These go in a separate box and are only eaten at a group snack time.)
- Bring some healthy snacks such fruits and sliced veggies.

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### Beverages

- No alcoholic beverages allowed.
- Each girl should bring a water bottle.
- Poll the troop and adults to find a juice/drink that everybody can agree on.
- Milk for breakfast, at least.
- Instant hot cocoa for morning.
- Tea or Coffee for adults. These are complimentary and always available in the TLC center.



# Preliminary Schedule

## Wednesday June 1, 2011

- 12:00-8:00pm Encampment Set-up (staff and adult/ambassador volunteers)
- 1:00-6:00pm Off-Road Troop Arrival & check-in (tents, sleeping pads, cook-gear provided)



## Thursday June 2, 2011

- 10 am - 4 pm Arrival, check-in, set-up camp, Troop Photos
- 5 pm - 6 pm Dinner & Troop Time
- 7:30 pm - 8:30 pm Opening Program
- 8:30 pm - 9 pm SWAPS meet
- 10 pm Lights out-campers



## Friday June 3, 2011 & Saturday, June 4, 2011

- 7:30 am - 8:30 am Breakfast
- 9 am - 9:15 am Flag Ceremony
- 9:30 am - 10:30 am Session 1
- 10:45 am - 11:45 am Session 2
- 12:00 pm - 2:00 pm Lunch Time and Me Time
- 2:15 pm - 3:15 pm Session 3
- 3:30 pm - 4:30 pm Session 4
- 4:45 pm - 5 pm Flag Ceremony
- 5 pm - 7 pm Dinner & Troop Time
- 7:00 pm - 8:30 pm Evening/Closing Program
- 8:30 pm - 9 pm SWAPS meet (Friday only)
- 10 pm Lights out-campers



## Sunday June 5, 2011

- 7:00-8:30am Breakfast
- 9:00-11:00am Kapers/Eval/check-out

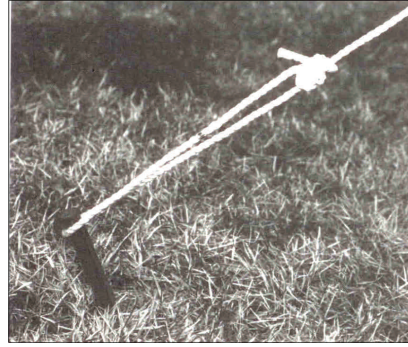


# TENT TIPS

## Setting Up Your Tent

### Tent Stakes

Tent stakes need to be plastic because of lots of underground cables. They should be about 12 inches in length. Bring extras for storm lashing. Drive stakes into the ground at a 90 degree angle to the rope as illustrated.



### Taut-line Hitch

The taut-line hitch is used to make a loop that is adjustable in length. The hitch slides along the standing part of the rope and is useful in adjusting the tension on a tent rope.



Loop the short end of the rope around the tent peg. Wind the short end of the rope around the standing part twice.



Fasten the short end to the standing part with a half hitch above the previous loops. The tension on the rope can be easily adjusted by sliding the knot along the rope.

### Rain Fly

Tents generally come with waterproof rain flies, which are put over the top of the tent to provide additional protection from rain. If you don't have a rain fly, one can be improvised using a tarp.

### A Useful Knot

If you need to attach ropes to tent stakes, the taut line hitch is the best knot to use. See picture on left for how to tie this simple knot.

### Ground Cloths

A ground cloth is a moisture barrier under your tent to protect the tent floor from dew or water seepage when it rains. It can be any kind of tarp. But if you put it like this, rain water will fall on it and run under the tent making it wet.



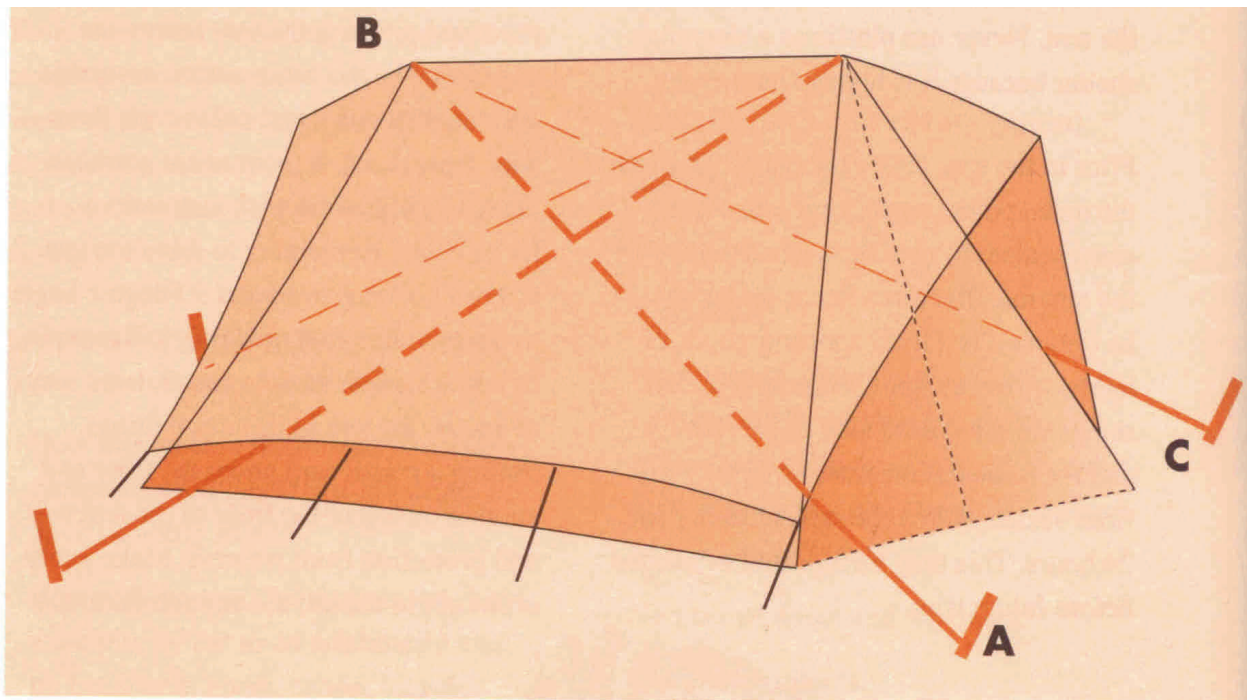
The ground cloth should be the same "footprint" size and shape as the bottom of your tent. That way rainwater cannot collect on it and run under the tent soaking your floor.



## Storm Lashing

Storm lashing is when you add extra ropes and stakes across the top of your tent to secure it to the ground in high winds. Depending upon the design, some imaginative storm lashing may have to be used to secure the tent. Some dome tents can be staked out using extra attachment points on the rain fly. If the fly completely covers the tent, run a rope from stake to stake by passing the rope under the fly and attaching the line to a tent pole then back under the fly to another stake. Reverse the order using a second rope to form the double X shown.

Remember when tents are well staked and lashed, they may not blow away, but strong wind can create a lot of pressure on the tent poles which can break. With today's light weight tents and extremely high winds, you may need to put heavy items in the tent to weigh it down and "drop" the tent during the day when not in use. This could prevent poles from snapping in high winds.



To storm lash a small tent, use two lengths of rope. Run one rope from its own tent stake A to and around the tent frame at B and back to peg C. Use the other rope in the reverse direction to form the double X shown. In this case the ropes are run between the fly and the tent.



# Encampment Troop Registration

**Payment due: April 22, 2011** (Final payment due May 13, 2011)

Troop# \_\_\_\_\_

Current Level:      Brownie      Junior      Cadette/Senior/Ambassador

Current Grade Level of majority of girls:    3   4   5   6   7   8   9   10+

\_\_\_\_\_  
Attending Adult 1

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, Zip Code

\_\_\_\_\_  
Day Phone                      Cell Phone

\_\_\_\_\_  
Email

### CAMPSITE RESERVATION FEE

If you have not paid your troop campsite reservation fee, please enclose the **\$50** fee with this form.

Campsite fee includes:  
     1 picnic table  
     Showers for adults  
     Refrigerated food storage  
     3 adult T-shirts and patches

**All girls and adults must be registered members. Enclose registration form and \$12 for those who are not.**

Registration	Quantity	Cost	Total
Girls Attending		X \$75 per girl =	
Cookie Credits	Quantity	Credit	Total
		10-cent on road 15-cent off road	
Troop Cookie Sales for 2011		X _____ per box =	

<p><b>Payment Information:</b></p> <p>Total Girl Fees (@ \$75 ea.):      \$ _____</p> <p>Troop Campsite Fee (\$50)      \$ _____</p> <p>Pre-paid T-shirts (@ \$12 ea)      \$ _____</p> <p>Total Cookie Credits:    (minus) - \$ _____</p> <p>Girl Scout Registrations (@\$12 ea.): \$ _____</p> <p>Total Due:      \$ _____</p> <p><b>TOTAL ENCLOSED:</b>      \$ _____</p>	<p><input type="checkbox"/> Check or money order enclosed. Make checks payable to GSAK</p> <p><input type="checkbox"/> Charge \$ _____      <input type="checkbox"/> Discover      <input type="checkbox"/> Visa      <input type="checkbox"/> Master Card</p> <p>Account # _____      Expiration Date _____</p> <p>Name on Card _____</p> <p>Card Holder's Signature _____</p> <p style="text-align: center;"><b>FOR OFFICE USE ONLY (Additional Payments)</b></p> <table border="1" style="width: 100%; height: 40px; border-collapse: collapse;"> <tr> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> </tr> <tr> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> </tr> </table>								

## T-Shirt Order

Each girl registering will receive a T-shirt and a patch. For each campsite registration, 3 adult T-shirts and 3 patches are included. Enter girl sizes (1 shirt for each girl registering) on first line. Enter the 3 included with campsite reservation fee on the second line. This total should equal total number of girls registered/attending plus 3 adults. You may order extra **PRE-PAID** t-shirts for \$12.00 each.

Note: All adult sizes	TOTAL #	Youth MED 10-12	Youth LG 14-16	Adult SM 34-36	Adult MED 38-40	Adult LG 42-44	Adult X LG 46-48	Adult 2X LG 50-52	Adult 3X LG 54-56
GIRLS									
ADULTS									
EXTRA PRE-PAID T-SHIRTS @ \$12 ea.									