



Caregiver Handbook 2025

Camp Togowoods Overnight Camp



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

Connect—collaborate with others to learn and expand their horizons.

Take Action—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. To learn more about what a membership gets your camper, visit 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, email us at customer care@girlscoutsalaska.org, or call 907-248-2250

About Camp Togowoods

Camp Location

Girls will spend the majority of time outdoors exploring 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, forests, 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 of counselors in nearby adjacent tents.

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



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 and 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.

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 caregiver visitors while camp is in session.

Contacting Camp

Phone Calls

Before June 42

You can reach us at: 907-248-2250

After June 19

you can reach the Togowoods director at
907-376-1310

Campers do not make or receive phone calls while at camp. Please do not tell your camper they can call home. Instead, make sure your camper knows there is always someone at camp they can talk to, whether their counselor or the camp director. We will let you know if your camper is experiencing sustained homesickness or a significant challenge at camp.

Caregivers can call camp and ask us to check on your camper, but be prepared to leave a message as camp staff are busy with campers! Messages are checked multiple times a day and we aim to return calls the same day we receive them.

Texts

You may also contact the camp director by text. Make sure to include the name of the camper you are texting us about. (See Togowoods Director phone number above.)

Emails

Caregivers can email us before, during or after your girl's camp session. When emailing, make sure to include your camper's name and the dates they are coming to camp. You can email us at: camp@girlscoutsalaska.org.

Mail

If you would like to "send" your camper mail while she is at camp, you can pre-write and drop off letters with the camp director at check in. (Please do not send food, candy or gum.)

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 their 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

Rallyhood for Camp Communications

Rallyhood is our new private online platform to stay in touch with caregivers this camp season. You will get occasional photos, updates, important camp information, real time updates, and surveys for your camp program. Rallyhood will be your one-stop stop for all information related to camp.

Note: This is not the way to get in contact with camp staff if you need a quick response or about personal information.

Before Camp:

1. You will be emailed an invitation to join Rallyhood
2. Accept the invite!
3. Set up your Rallyhood account
4. Access your camp handbook and packing list
5. Ask questions & receive up-to-date info

During/After Camp

1. Read our weekly camp updates
2. Check out photos from camp
3. Watch for a session wrap up communication on Rallyhood
4. Ask questions and receive information

Get the app: https://bit.ly/gsak_rallyhood

Philosophy & Goals

Mission

Girl Scouts 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 Cookie Dough

If your girl sold Fall Product in 2024 or Girl Scout Cookies in 2025, she might have earned Cookie Dough that can be used for GSAK camps only.

Cookie Dough can be used with camperships. If a camper has available Cookie Dough, they will be applied before any request for campership.

Cookie Dough cannot be used to cover camp deposits, Girl Scout membership, bus transportation or a care package/bag.

Cookie Dough will be applied to accounts in late April/early May when the cookie program is finalized.

Families with product program or camp delinquencies may be ineligible to use Cookie Dough or apply for a campership. 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 one session of camp per camper. Once camperships are applied you will be emailed an updated invoice.

If your girl has Cookie Dough, they will be applied before any camperships requested.

Payment Due Date Schedule

April 1: 25% of camp fee due

May 1: 50% of camp fee due

June 1: full payment due

After June 1: Full payment due

We will send reminders about payment dates. If dues are not paid and communication is not received by June 5th, we will cancel your camper's session.

Rescheduling Camp

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

Cancellations and Refunds

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

Cancellations must be emailed to camp@girlscoutsalaska.org.

Cancellation notice 4-weeks before session start date: 100% of total camp session fee minus non-refundable fees*

Cancellation notice 3—weeks before session start date: 50% of total camp session fee minus non-refundable fees*

Cancellation less than 3 weeks before session start date: No refund. *Exceptions can be made in the case of emergency. Email camp@girlscoutsalaska.org for more information.*

* Non-refundable fees include \$75 camp registration fee, Girl Scout membership.

Questions About Financial Policies

If you have questions, contact us at 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 by anyone at camp

To ensure the safety and well being of everyone, caregivers 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.

Accommodations

If your camper requires additional assistance or supervision to participate fully or safely in camp, contact us at 907-248-2250 or camp@girlscoutsalaska.org before registering AND before your child attends camp to ensure we can accommodate her needs.

The Program and Camp staff will work with caregivers to consider the mental, emotional and social health needs of all participants, attempting to appropriately meet those needs as recommended by a mental, emotional, and/or 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 Girl Scout plan provides secondary coverage only. The camp director will call caregivers or emergency contacts in an emergency or if we have questions about your camper's insurance.

Special Diets/Food Allergies

In general, we do not provide food at day camp. We will have extra food available if your camper forgot lunch or needs a snack. Please let us know about any food allergies or special diets on the camper medical form.

Emergency Contacts

Occasionally we have to call the person you have 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

If a camper needs regular medication while at camp, caregivers need to supply camp with items. All medications, including prescription and non-prescription drugs (vitamins, creams, ointments and other over-the-counter medications) are checked into the health center on the first day of camp. All medications need to be in the original container with name and dosage clearly stated. Pack medication containers 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 picked up at the health center during pick up.

Camp keeps the following over the counter medications in stock for camper use as needed. Caregivers 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: Imodium, 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:

- Voyaging Exploration
- Trailblazing Exploration

Programs that leave camp for multiple days/nights include:

- Voyaging Quest
- Trailblazing Quest
- Trailblazing Expedition
- Pack n Paddle
- Paddle on the Coast

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 in April 25. 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 caregiver and is available online in your camp account. Camp directors will use this information to let your camper's staff know the best way to support your camper.

Medical Form (Health History)

Each year, all campers are required to have a completed medical form filled out by a legal caregiver. This form collects information on general health history, allergies, medication, and immunization information. This form gives us permission to give your camper bug spray and sunscreen.

Vaccines

All campers are required to have up-to-date vaccines (included on the medical form) or 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%20Form.pdf

Parent Notification

If a camper needs to be picked up and camp a caregiver cannot be reached within 20 minutes, camp directors will contact emergency contacts and ask them to pick the camper up.

Illnesses

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. Once we get in touch with a caregiver or emergency contact, the camper must be picked up within 1 hour.

Injuries

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

Specialty Forms

Some programs require additional forms.

Campers will not be able to participate without them completed. These will be available your camp account before the session starts.

- River Runners: NOVA Riverrunners Waiver
- Paddle on the Coast: 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 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
- Cough
- Muscle/body aches
- Nausea or vomiting
- Diarrhea
- Sore throat
- Congestion or runny nose
- Shortness of breath/ difficulty breathing
- New loss of taste or smell
- Positive test result for COVID-19, flue, RSV, strep, etc.

Health Screening During Camp

On arrival campers will have their temperature taken and be checked for lice.

Camp staff will let the camp director know about any campers who do not feel well during the camp day. If a camper has communicable disease symptoms, she will be quarantined from other campers and a caregiver will be called to pick their camper up, even if symptoms can be attributed to other medical issues. If caregivers do not answer or return our call within 20 minutes, we will call the camper's emergency contact. Once we get in touch with a caregiver or emergency contact, the camper must be picked up within 1 hour.

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

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

Clothing

- ☐ Underwear (1 pair per day)
- ☐ Socks (2 pairs per day)
- ☐ Wool socks (2+ pairs)
- ☐ Shorts (2 pairs)
- ☐ Pants (2 pairs)
- ☐ T-shirts (1 per day)
- ☐ Long sleeve shirts (3)
- ☐ Warm pajamas (1 pair)
- ☐ Warm sweatshirt/fleece (1)
- ☐ Swimsuit (1)
- ☐ Warm hat, gloves (1)
- ☐ Sun hat (1)
- ☐ Raincoat with hood (1)
- ☐ Rain pants (1 pair)

Shoes

- ☐ 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)
- ☐ Shoes for walking to swimming—strap on around heel (rain boots, sandals, crocs, NOT FLIP FLOPS) (1 Pair)

Optional

- ☐ Camera
- ☐ Letter writing supplies
- ☐ Journal
- ☐ A book/quiet game for “Me Time”
- ☐ Stuffed Animal

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.)
- ☐ Sunscreen
- ☐ Bug spray (non-aerosol)
- ☐ Flashlight with extra batteries
- ☐ Water bottle with closeable lid
- ☐ Day pack/school backpack to carry things during the day

Leave at Home

- ☐ Cell phones and electronics
- ☐ Valuables like jewelry
- ☐ Open toed/open backed shoes (These can only be used at the showers and swimming area)
- ☐ Candy, gum, extra food

The packing list for wilderness trips will be available in the Wilderness Caregiver Handbook

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 the requirements your camper accomplished at camp for programs that are not 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.

Campers participating in the 3-Day Outdoor Art Badge session will receive the Outdoor Art Badge.

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 do not 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.

Camp Care Packages

Care packages are available to pre-order for your camper when registering them for camp. They need to be ordered two weeks before the start of the session (while supplies last). They will be handed out during check-in on the first day. Please make sure to label your camper's name onto their items.

Camp T-Shirts and Patches

All campers will receive a camp shirt on the last day of camp. We will not be able to guarantee t-shirt sizes for campers whose forms are not completed by May 1.

All campers will get a camp patch at the end of the session.

Showers

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

If your camper needs an accommodation please contact us at 907-248-2250 or camp@girlscoutsalaska.org.

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
4:30pm	Activity Time
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 litter 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.

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 (life jacket) 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 (life jacket) 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 soothe 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 in their units. Each unit also has a set of latrines, a cold-water spigot and unit shelter to store their scented things.

There is a centrally located shower house, health center, office, and dining hall.

While offsite, 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.

DO ~~Provide practice opportunities~~

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

DO ~~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.

DO ~~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:** May 31, 1pm-4pm. Come take a tour of camp and try a camp activity. Registration is not required but is recommended. Parents can register through their camp account.

DO NOT ~~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.

DO NOT ~~Offer a pickup clause~~

Never make a pickup 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.

DO NOT ~~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, do not promise that you will. In the event that a letter or email does not arrive for whatever reason, feelings of worry and homesickness may set in.

Homesickness- Tips (During Camp)

It's common for people of all ages 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.

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

- We are 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. Do not let this alarm you.

DO *Trust that camp is doing its job?*

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

DO *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.

DO NOT *Use negative language in letters?*

- Letting your camper know you will miss her and cannot 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.

DO NOT *Visit camp?*

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

Overnight camp gives your child an incredible opportunity to develop new skills and abilities. While you will not be present as 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 & Pick Up

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

1. Drive into camp and park in the parking lot before the check-in table.
2. Walk with your camper to the check in table. Bring any camper medication you have brought.
3. At the check-in table you will find out where to bring your camper, and their counselor’s names.
4. Head to the health center and participate in the health check (lice, and temperature). If your camper has any dietary restrictions, allergies, medications, or health concerns, you will talk with the health center staff.
5. Gather all your campers belongings and walk them to their unit to meet her counselors and help her get settled.
6. Say goodbye, head back to your car and drive away.

Drop of any letters for your camper at the check in table.

Driving Directions

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

You can also request directions by emailing us at camp@girlscoutsalaska.org. Make sure to include the camp location for which you need directions.

Absentees/No Shows

If there are any planned absences or late arrivals, please fill out the “Day Camp Late Drop Off, Early Pick Up & Absences” form in your camp account.

If your camper is ill, not going to attend, or running late unexpectedly please call the camp at 907-376-1310 ASAP and leave a message with your camper’s name, the camp they are going to and the drop-off location.

Pick Up at Camp

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

If your camper will be picked up before 4:30pm, 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 call camp at 907-376-1310 and let us know your camper’s name and your estimated arrival time.

Release of Campers

All adults need to be on the camper’s form and will need to have photo identification ready to be checked to verify authorization to pick up camper. Campers will not be released to any adult not listed on their registration form unless camp is notified in writing.

Pick Up Steps

1. Park in the Parking Lot
2. Ensure you have your photo ID
3. Go to your camper’s unit. If you do not remember where they are staying go to the camp office for directions.
4. Show your ID and sign your camper out with their counselor.
5. Help your camper gather all their luggage and belongings.
6. Pick up any medication from the health center.
7. Head home.

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 email us at camp@girlscoutsalaska.org 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.

Traveling to Camp

Once your camper has boarded their departing flight call or text 907-331-3859 to let us know they are on their way. If there are any flight delays, please call to let us know.

If your camper is traveling as an unaccompanied minor, a 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 with a cell phone, please make sure we have their phone number and they have ours.

If your camper is traveling to Anchorage with an adult but still needs a ride to camp, we will meet them outside security, by the stairs down to baggage claim. 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: Beverly Levene (907-331-3859)
Secondary: Hilary Patterson (907-331-3056)
Parents are responsible for unaccompanied minor fees.

Traveling from the Airport to Camp

Girls will ride in a council vehicle, 15 passenger van or 14 passenger minibus, with 2 staff members. 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
- Do not yell or scream; the noise level should not distract the driver
- Do not stand or change places when the vehicle is moving
- Obey the driver's instructions at all times
- Campers are responsible for all their belongings prior to getting out

Arrival at Camp

Once your camper gets to camp, we will text you. We will check them in, do a health check, check in any medications they have brought, and bring them to join their group.

If they brought any food for the flight back, the camp director will hold onto it and return it for the trip home. If they brought any electronics, they will turn them in and the camp director will hold onto them. She will attempt to charge it for them before they head home. If they brought any money, they can choose to turn it in to the camp director to hold onto while they are at camp.

Flying Home

Travel BACK Home

We will text you when we are leaving camp for the airport. Campers will be driven back to the airport with enough time for check in and security.

For campers flying as an unaccompanied minor, a staff person will meet the bus at the airport, check them in, walk with them through security, and stay with the camper until she boards the plane. We will stay at the airport until the plane takes off.

If your camper is flying on their own, a staff member will walk them to check in and then to security. We will watch them go through security. Staff will stay near the airport and can be contacted if there are any challenges or the flight gets canceled. Please text us once your camper has made it home.

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. The adult will need to show the staff a photo ID and sign out the campers.

Please text 907-331-3859 when your camper has safely arrived home.

Contacting Camp During Travel

Our camp directors are available by [email](#) or phone 907-331-3859 if you or your camper need anything prior to, during or after their flight.