



Day Camp Information Guide

DIY: Build It!

June 25-29, 2012

9 a.m.-3:30 p.m.

Balboa Campus
1231 Upas St., San Diego

Forms to bring first day:

- Health History
- Sign In/Out Form
- Site Liability Form (if applicable)
- Extended Care Registration (if applicable)

Prepare for your adventure!

The staff of DIY: Build It! would like to welcome you to an exciting week of tools, building and fun! Activities include games, crafts and songs in traditional Girl Scout camp style, while exploring building techniques. You'll use several different kinds of materials and tools to build your choice of cool projects.

Girl Scout Day Camps help girls learn independence, teamwork and decision-making. Campers develop confidence and self-esteem while expanding their comfort zones through a progression of age-appropriate and fun activities. Camp truly builds girls of courage, confidence and character.

Table of Contents

Mandatory to Complete Registration	Page 2
Balance Due, Financial Assistance (Camperships)	
Extended Care	Page 2
The Day of Camp	Page 2
Sign In and Sign Out Procedures	
Health and Wellness	Page 2, 3
Special Needs, Medication, Injury and Illness,	
How to Reach Your Daughter during Camp	
General Camp Information	Page 3
Things to Bring to Camp, Attire, Lost and Found	
Participation Agreement	Page 3
Transportation Information	Page 4
Directions to Camp	Page 4
Volunteer	Page 4
Important Contact Information	Page 4

Girl Scouts San Diego Day Camps are accredited by the American Camp Association, which means that all of our day camps maintain high safety and quality standards in site, program, transportation, administration, personnel and health care.



Mandatory to Complete Registration

Camper is only tentatively placed until the balance of all fees is paid by June 1.

If we do not receive your balance due or communication from your family, you will be canceled and your space given to a person on the wait list. Deposit will not be refunded.

Financial Assistance (Camperships)

- If you applied for financial assistance you will receive the status of your daughter's campership before the due date on the confirmation form.
- The amount of the fee not paid by the campership is due two weeks prior to the camp start date.

Cancellation and Refund Policies

If a camper is not placed in any of her listed choices, all fees (including the \$50 deposit) are refunded at end of camp season.

If you cancel your camper's session, your deposit is non-refundable.

Refunds only available three weeks or more prior to start of session.

Cancellations must be requested in writing.

Extended Care

Camps based at our Balboa Campus, or which have bus service to/from Balboa Campus, have extended care available.

See the Day Camp Schedule matrix for camps with extended care.

Morning extended care is available each morning of camp from 7:30 a.m. until camp check-in.

Afternoon extended care is available from camp check-out until 6 p.m.

Cost is \$5 per visit, whether morning or afternoon. For example, if a girl needs care after camp just one day, the cost is \$5. If a girl needs before AND after care each day, the fee is \$10 per day.

The Day of Camp

Sign In Procedures

- Camp check-in will begin 15 minutes (30 minutes the first day) before the start time for each day of camp.
- Parents/guardians must stay until the camper is checked into camp.
- Once checked in, camp staff will supervise your camper.
- Check-in on the first day will be located on the top level, grass area, of Balboa Campus with the camp director.

Sign Out Procedures

- Campers are only released to persons listed by the parent/guardian on the Day Camp Sign In/Out Sheet.
- If a camper is picked up late, extended care charges of \$5 will apply at Balboa Campus. At other camp locations, no extended care staff is available; a \$15 fee will be charged.

Health and Wellness

Special Needs

At Girl Scouts, we're committed to providing the best camp experience for all girls. Please help us prepare by sharing any special needs, including severe food allergies, accessibility challenges, learning disorders or behavior challenges, in advance. Contact the registrar to provide details; all special needs are confidential and are only shared with designated staff on an as-needed basis. Special dietary needs should be indicated on the health history form. If your camper will require an attendant, interpreter or assistance of any kind, call (619) 610-0814 immediately. If you have a suggestion on a possible attendant, please let us know.

Medications

- Medication must be prescribed by a doctor and in its original prescription container with the camper's name printed on it.
- The health supervisor will manage all camper medications.
- No over-the-counter medication will be provided.

Injury/Illness

- Camp staff will contact the parent/guardian to pick up a camper in case of illness. Parents/guardians are expected to pick up the camper in a timely manner.
- Minor injuries will be dealt with onsite, following directions of the parent/guardian listed on the medical release form. Parents/guardians will be informed prior to any administration of advanced medical assistance. In the case of a life-threatening situation, emergency medical services will be notified before parents or guardians.

How to Reach Your Camper during Camp

If you need to reach your camper in an emergency, please call the program assistant at (619) 610-0719. She will locate your daughter and put her in contact with you.

General Camp Information

Activities

Many activities are available at our camps, in addition to those listed in the camp brochure. Girl Scouts follows strict safety guidelines when participating in these activities. For example, certified lifeguards are present whenever girls are swimming. Please consult the camp director or outdoor education specialist with any concerns.

Girl Scouts San Diego Day Camps subscribe to a "Challenge by Choice" philosophy. Participants choose their own level of engagement based on goal-setting and comfort level with the activity. Girls are encouraged, never forced, to participate.

Things to Bring to Camp

Bring the following forms completed on the first day of camp:

- Health History Record
- Sign In/Out Sheet
- Site Liability Form (if applicable)
- Extended Care Registration (if applicable)

Bring the following items each day, or as specified, to camp:

- Sack lunch (except when cookouts are announced): All items must be labeled; do not pack perishable items, refrigeration is not available.
- Water bottle
- Sunscreen
- Day pack (to keep items together)

DO NOT BRING: cell phones, CD/MP3 players, iPods, radios, money, gum, jewelry, pets, personal sports equipment or any other personal item of value to camp. The possession of alcohol, drugs or weapons at camp is grounds for dismissal. Any cell phones brought to camp will be taken away and returned to parents at end of day.

Attire

- Campers should wear comfortable clothing so she's ready to have fun and get dirty.
- Bare midriiffs, halter-tops, short shorts, spaghetti straps or other revealing clothing are not suitable for camp.
- Campers will be provided with a camp T-shirt that must be worn every day to camp.
- Closed-toe and closed-heel shoes and socks must be worn at all times.

Lost and Found

- Leave valuables at home.
- Label everything with the camper's first and last name.
- Camps continuously make an effort to return lost items to their owners.
- All found items are available for pick up at the Balboa's resource center. Items are kept one month.
- Girl Scouts is not responsible for lost or stolen items.

Participation Agreement

Please Review the Following with Your Camper

- I will contribute to the camp community by sharing my ideas and participating in discussions, by taking my share of daily responsibilities for camp living, and by performing kapers when it is my turn.
- I will be sensitive to the needs of the other campers and the staff. I will respect the authority of the camp staff and bus volunteers.
- I will be responsible for my own health; eating meals, getting enough sleep before camp, taking my medication (if applicable) and notifying the camp staff if I do not feel well or suspect a health problem.
- I will try to live up to the principles expressed in the Girl Scout Promise and Law. I will respect the people and places I encounter during camp and remember that my actions must reflect high standards.
- I will listen carefully to all orientations and will observe all safety precautions for all activities during the camp session. This may include hikes, swimming, archery, horseback riding, water sports and field sports participation as well as less strenuous activities like cookouts, skits, arts & crafts, computers and water play.
- I will give permission for my belongings to be searched, while I am present, when the health, well-being or safety of other campers and/or myself requires it.

Transportation Information

Please be aware of campers walking in the parking lot during pick-up and drop-off times.

- The speed limit in the parking lot of the camp is 5 mph.
 - Your child may be riding a bus at some point during the camp session. Please review the following safety rules for bus travel with your camper.
 - ☞ Stay in your seat,
 - ☞ use bathrooms prior to getting on the bus,
 - ☞ keep hands and objects inside windows,
 - ☞ no excessive noise or distractions to driver,
 - ☞ and have fun.

Directions to Camp

From South Bay:

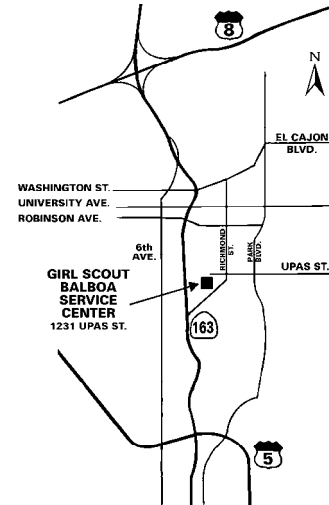
Take I-5 North to Hwy. 163 North
Go north on 163 to the Richmond St. exit
Take Richmond to Upas St. (Stop sign) and turn left
Balboa Service Center is the first driveway on the left.

From North County:

Take Hwy. 163 South
Go to the Washington St. East exit and bear right
From Washington St., turn right at first exit (Richmond)
Go south on Richmond St. to Upas St. and turn right
Balboa Center is the first driveway on the left.

From East County:

Take I-8 West, Go south on Hwy. 163
Follow the North County directions



Volunteer at Camp!

Volunteers make day camps possible. If you enjoy working with children and have time and talent to share, we need you!

- Each volunteer undergoes an extensive background check and application process.
- All staff is trained in areas including safety procedures, group management, team building and more.
- Full-time volunteers receive a reduced child of volunteer (COV) rate.
- If you are interested in becoming a volunteer contact the outdoor education specialist.

Important Contact Information

Sandy Sultz	Outdoor Education Specialist	(619) 610-0814, ssultz@sdgirlscouts.org
Rea de la Cruz	Program/Outdoor Manager	(619) 610-0739, rdelacruz@sdgirlscouts.org
Mary Mautino	Program Assistant	(619) 610-0719, mmautino@sdgirlscouts.org
Julie O'Keefe	Registrar	(619) 610-0733, jokeefe@sdgirlscouts.org
Receptionist		(619) 298-8391 or (800) 643-4798
Extended Care (during hours of operation)		(619) 298-8391, ext. 773

Girl Scouts San Diego
1231 Upas Street, San Diego, CA 92103-5199
(619) 298-8391 www.sdgirlscouts.org