

# 2025 Summer Camp Parent/Caregiver Handbook



**girl scouts**   
of the chesapeake bay

# Welcome

Welcome to the Girls Scout of Chesapeake Bay Summer Camp programs! We feel honored that you have chosen us for your summer camp experience, and we take this responsibility seriously. The purpose of this handbook is to provide you with information about our camps and to open communications between our camp staff and you.

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# Our Mission

Our mission is to build girls of COURAGE, CONFIDENCE and CHARACTER who make the world a better place.

## Rights and Dignity

Girls Scouts of Chesapeake Bay respects the rights and dignity of all campers and staff, including individuals with varying abilities, cultures, genders, sexuality, race and religions. We expect all individuals to act respectfully when they are on our properties and to respect others regardless of their differences.

We are unique not because of *what* we do, but *how* we do it.

Our girl-driven, cooperative, experiential process allows girls to *discover* their skills and abilities; *connect* with others who either share or complement their own talents; and *take action* collectively to make the world a better place.



*We are unique  
not because of  
what we do, but  
how we do it.*

# Program Goals and Outcomes

Following the Girl Scout Mission of building girls of courage, confidence and character, our goal is to provide intentional and progressive programming opportunities for girl-led and cooperative learning in an outdoor setting.

When girls participate, they develop:

1. **Strong Sense of Self** - Girls have confidence in themselves and their abilities and form positive identities.
2. **Positive Values** - Girls act ethically, honestly, and responsibly and show concern for others.
3. **Challenge Seeking** - Girls take appropriate risks, try things even though they might fail, and learn from mistakes.
4. **Healthy Relationships** - Girls develop and maintain healthy relationships by communicating their feelings directly and resolving conflicts constructively.
5. **Community Problem Solving** - Girls desire to contribute to the world in purposeful and meaningful ways, learn how to identify problems in the community and create “action plans” to solve them.







## How to Contact Us

If you need further assistance in your preparation for camp, please contact Member Care at [MemberCare@cbgsc.org](mailto:MemberCare@cbgsc.org).

- Carol Moneymaker, Girl Experience Coordinator/Camp Director
  - Phone: 800-341-4007 ext. 268 (This extension will ring directly to the Camp Director's cell phone)
  - Email: [camp@cbgsc.org](mailto:camp@cbgsc.org)

During the camp season the days are jam packed with activities, program and meals. Please be patient and leave a message if needed.

# Arrival/Departure

## Overnight Camp - Arrival

Each week we are excited to welcome our campers! Please refer to your registration receipt for arrival time as sessions may vary. Our campers with full week sessions arrive on Sunday at 4 PM, and our campers with mini week sessions arrive on Tuesday at 9 AM. Families should prepare for drop off to take between 20-60 minutes, and careful reading of the parent/caregiver handbook will make this as quick as possible!

You will arrive to Camp Todd (25012 Beauchamp Branch Road, Denton, MD 21629) and be greeted by one of camp staff directing your family where to park. Your family's next steps are:

1. Meet with a staff member for a quick temperature check and unload all gear to the designated area for your unit. Please keep your medications, letters/packages, day pack, water bottle and bug spray with you!
2. Check in with the Camp Director and turn in any medications, letters and packages. Confirm Friday's authorized pickups and any changes to registration. See page 9 for more details about medications at camp.
3. In a semi-private setting complete a health check with camp staff including check of observable illness/injury, record temperature and complete a check for head lice.
4. Meet your camp counselors and say a "see you later" to your camper!

Once your camper has meet with their camp counselors, they are in the responsibility of GSCB camp staff and the Camp Director.

If your family has not arrived within one hour of check in, the camp director will call the emergency contact to verify attendance.

## Camp Letters

Camp mail is tradition at summer camp and helpful to ward off homesickness! If you would like to write letters or make packages for your campers, we strongly suggest you bring them to check in and drop them off, as USPS does have delays. Please do not include food items in packages. All letters/packages will be delivered



during a group break after lunch every day. You can also email a letter to [camp@cbgsc.org](mailto:camp@cbgsc.org) titled "Camper Mail, First Name Last Name". All letters emailed prior to 11am will be delivered after lunch, all letter received after 11am will be delivered the following day.

### **Overnight Camp - Departure**

Please refer to your registration receipt for depart time as sessions may vary. Our campers with full week sessions depart on Friday at 12 PM, and our campers with mini week/holiday week sessions depart on Thursday at 7 PM. You will arrive to Camp Todd and be greeted by a staff member. Campers must be picked up by an adult on the authorized pickup list within registration, and be confirmed with a photo ID. Once you have signed out your Girl Scout, a camp staff member will bring your camper and her items to your car. Once a camper has been signed out, they are in the responsibility of the authorized pickup person.

If you would like to update your authorized pick-up list, please reach out to us at [MemberCare@cbgsc.org](mailto:MemberCare@cbgsc.org) or 302-456-7150.

# Code of Conduct

We require and expect camp staff and campers treat each other, their personal property, and GSCB property and supplies in accordance with the character values of our Girl Scout Promise and Law.

## **Girl Scout Promise**

*On my honor, I will try;*  
To serve God and my country,  
to help people at all times,  
and to live by the Girl Scout Law.

## **Girl Scout Law**

*I will do my best to be*  
Honest and fair,  
Friendly and helpful,  
Considerate and caring,  
Courageous and strong, and  
responsible for what I say and do,  
*and to,*  
respect myself and others,  
respect authority,  
use resources wisely,  
make the world a better place, and  
be a sister to every Girl Scout.

## **Code of Conduct**

I understand that my attitude and behavior are important to my success and the success of others in my troop/camp. I agree to follow the Girl Scout Promise and Law and the following.

I will:

1. Follow the rules that are made to protect others and myself and to help make sure program activities are safe, fun, and successful.
2. Treat other people, myself, property, and equipment with respect.
3. Be considerate of the feelings of others.
4. Use appropriate language for the group that I am participating in.
5. Be respectful of my Girl Scout co-leaders, troop guests and camp staff. I will not argue or call them names while under their supervision. I will ask questions calmly, and if disappointed, I will express my opinion respectfully.
6. Not bully or abuse (hit, slap, spit, or any other unwanted touch) my Girl Scout sisters. I understand that violence will not be tolerated and my parent/caregiver will be notified as well as the parent/caregiver of any Girl Scouts involved. I will keep my hands to myself.
7. Remember that others have ideas and thoughts which may be different from mine, and that their ideas and thoughts are just as important as mine. I will not make fun of the ideas and thoughts of others. I will try not to offend anyone else with my thoughts and ideas.

If I do not abide by the Girl Scout Promise and Law, the program staff may:

1. Ask me to adjust my behavior to be in alignment with agreements.
2. Remove me from the activity to review agreements and discuss steps to correct my behavior.
3. Request my parent/caregiver to assist with resolving the issue.
4. Request my parent/caregiver to attend future meetings/pick me up early from camp.



# Homesickness

It is not a sickness, but feels very real to some children. It should be call “missing home” and it is normal for children to experience moments of missing home. We have found that it can be identified in many different ways, but most commonly presents as the camper saying they do not feel well or they have a belly ache. Some cry when it is bedtime or when they wake up in morning. This is a part of practicing coping skills and independence. Our staff works with individuals to give assurance, to calm and to redirect their thoughts. We have a busy schedule, and in most cases, we will see campers miss home, and as they learn to regulate their emotions, run off to another activity.

We will not encourage contact with home because this will only bring on more emotions. Some campers like to have a picture of their family with them. Maybe have a special moment at home as you pack a picture of the family in their luggage. (Nothing breakable!) Practice saying when you are leaving and that you will return. Check out our “Is my Girl Scout ready for summer camp?” question on our [FAQs](#).

## Camp Photos

GSCB loves to share photos of our campers with our families! (Missing your camper is normal and photos are so helpful!) We have a dedicated Shutterfly album for each week of camp that is updated periodically throughout and after the session. Care and supervision of our campers is the top priority of our camp staff, so the albums are updated when they have down time. You will receive access to your camper’s photo album in a welcome email prior to your camp session. Photos will only be taken of a camper if permission was given during registration.



## Illness or Accident

Any time a camper hits their head or requires further medical attention, the camper's parent will be called. If we are unable to reach parents or emergency contact, the camp director/council staff will determine whether a camper should be taken for advanced medical care. Parents are responsible for all medical charges including physician, hospital, X-ray, pharmacy, transportation, and any expense that may be incurred.

- Please do not send your child to camp if she is not feeling well.
- Parents or emergency contacts are responsible for picking up their ill child promptly.
- Camp staff, certified in first aid, will treat minor injuries (small cuts, scrapes, bumps, etc.) and log the incident in the health log.
- Caregivers are notified immediately of illness or injury that may need further medical attention.
- Campers who require further medical attention will be taken to a local hospital.
  - **Camp Todd** - University of Maryland Shore Medical Center in Easton, MD

For all campers' safety there may be unannounced emergency drill during your camper's session with us.

## Caregiver Communication

It is important that a caregiver or emergency contact is reachable during the camp session, and that either the caregiver or approved emergency contact will be able to reach the property or communicate arrival times in the event of a camp emergency or closure.

You will be contacted by the Camp Director or Camp Coordinator by phone if your camper:

- Experiences atypical homesickness (needing constant attention, clinging to adults, needing someone by her side to fall asleep, disrupting camp activities or excessive crying)
- Experiences behavior challenges (see Code of Conduct and Rights and Dignity)
- Spends the night in the health center or misses a day of activities
- Has an acute, sudden illness
- Has a temperature of 100.5° or higher
- Has an active case of head lice
- Hits, bumps or injures head





# Overnight Camp Medication

- All campers must have completed GSCB's Medication Authorization Form to receive medication at camp. GSCB must have the GSCB Medication Authorization Form completed and signed by a guardian and healthcare provider to:
  - Administer GSCB's over-the-counter medication in the medical center that campers and staff may require during their stay.
  - Receive medication at check-in and administer during a camper's stay. This includes prescription medications, daily over-the-counter (i.e. Allegra and lactose pills) and vitamins.
- GSCB stocks a variety of over-the-counter medication in the medical center that campers and staff may require during their stay. The state of Maryland requires the MDH-4858-B form be completed for any of the as needed/PRN medications that GSCB stocks to be given as treatment at camp. **Please pay special attention to the required prescriber's name and signature.** Medications will be administered per the dosage, route and frequency guidelines on the containers.
  - Acetaminophen (e.g. Tylenol)
  - Calcium Carbonate (e.g. Tums)
  - Antihistamine (e.g. Benadryl)
  - Calamine Lotion (e.g. Caladryl)
  - Hydrocortisone cream (e.g. Cortaid)
  - Ibuprofen (e.g. Advil)
  - Insect Repellent
  - Bismuth (e.g. Pepto Bismol)
  - Dextromethorphan (e.g. Robitussin)
  - Benzocaine (e.g. Sting swabs)
  - Lidocaine (e.g. Solarcaine)
  - Sunscreen

All medication brought to camp must be accompanied by the Medication Authorization Form. This includes prescription medications, daily over-the-counter (i.e. Allegra and lactose pills) and vitamins.

Your healthcare provider's signature is required for all medication. Without this form signed by the prescriber and guardian, the medication cannot be accepted at camp. If we do not have your healthcare provider's signature and are unable to accept the camper's medication, your camper may be unable to be checked in to camp.

- Medication must be in original container with pharmacy label.
- All medications will be stored in the medical center in a locked cabinet, away from campers.

# Transportation

GSCB is not providing camp transportation for the 2025 camp season.

## Camper-specific Needs

Our camp programs welcome all children and their families. Girl Scouts of the Chesapeake Bay uses the Girl Scout Promise and Law and the GSLE to guide and nurture the children in our care. We respect and value input from caregivers and encourage families to share information about their child and cultural, emotional, medical, dietary and physical needs. We will use the information provided to do our best to create an appropriate environment for all, as applicable. In addition, if your child has an IEP/IFSP, we request that you provide a copy to the Camp Director. It is beneficial to meet with the parent/legal guardian to review the plan and work together to ensure that the guidelines are understood. Children with varying needs will be together in our program to support all opportunities for growth. We are determined to provide a safe and secure environment where all children are respected and valued in an atmosphere conducive to learning and making friends.





# Program Overview

The Girls Scout Leadership Experience (GSLE) guides our programming. GSLE encourages girls to **Discover** themselves, **Connect** with others, and **Take Action** to make the world a better place. Guided by our camp staff and peers, Girl Scouts engage in age-appropriate activities that are girl-led, cooperative, and hands-on. Our Girl Scouts are growing up in an increasingly competitive and stressful world. We provide girls with activities that offer experience progression, challenge and success. As a result, our campers will be exposed to arts and crafts, STEM, reading, teambuilding, boating, swimming, water study, outdoor skills, camping safety and Leave No Trace Principles, along with mindfulness techniques such as breathing and journaling.



## Program Progression

Our camp program allows for experiencing new activities, challenges, and growth experiences. We use our Girl Scout levels; Daisy through Ambassador to provide age-appropriate programming and events.

With GSCB's programming each girl can experience progression in camp activities such as swimming, boating, team building and environmental education.

GSCB following the Girl Scout Safety Activity Checkpoints for determining age-appropriate programming and all girls will be able to participate in programming based on the Girl Scout level indicated during the registration process.

|                              | Swimming | Canoeing      | Kayaking | Stand Up Paddle boarding | Slingshot | Archery | Team Building | Zipline             | High Ropes          |
|------------------------------|----------|---------------|----------|--------------------------|-----------|---------|---------------|---------------------|---------------------|
| <b>Daisy</b><br>(K-1)        | ✓        | With an adult |          |                          | ✓         |         | ✓             |                     |                     |
| <b>Brownie</b><br>(2-3)      | ✓        | ✓             | ✓        |                          | ✓         | ✓       | ✓             | 50 lbs. min. weight |                     |
| <b>Junior</b><br>(4-5)       | ✓        | ✓             | ✓        | ✓                        | ✓         | ✓       | ✓             | 50 lbs. min. weight | 40 lbs. min. weight |
| <b>Cadette</b><br>(6-8)      | ✓        | ✓             | ✓        | ✓                        | ✓         | ✓       | ✓             | 50 lbs. min. weight | 40 lbs. min. weight |
| <b>Senior</b><br>(9-10)      | ✓        | ✓             | ✓        | ✓                        | ✓         | ✓       | ✓             | 50 lbs. min. weight | 40 lbs. min. weight |
| <b>Ambassador</b><br>(11-12) | ✓        | ✓             | ✓        | ✓                        | ✓         | ✓       | ✓             | 50 lbs. min. weight | 40 lbs. min. weight |

Daisies in grades K - 1st grade may participate in swimming, slingshot, team building and canoeing with an adult in the boat.

Brownies in grades 2 -3 may participate in swimming, canoeing, kayaking, slingshot, team building and zipline with a minimum weight of 50 pounds.

Juniors, Cadettes, Seniors in Ambassadors in in grades 4-12 may participate in swimming, canoeing, kayaking, stand up paddleboarding, slingshot, team building, zipline with a minimum weight of 50 pounds and high ropes with a minimum weight of 40 pounds.

### Overnight Campers Will Earn A Badge Related to the Weekly Theme

In true Girl Scout fashion, we are excited to take on new activities and experiences. Girl Scouts will be completing many badge requirements and taking home at least one badge at summer camp. All badges will be supplied based on the Girl Scout level indicated during the registration process.

## What to Bring

Packing best practices for campers:

- All camper items must be labelled with your camper's name. We recommend packing in a plastic tub or trunk.
- Send/wear old clothes that can get dirty and return home damaged.
- Leave items that are valuable or sentimental at home.
- Limit camper's luggage to 1 piece and backpack (trunks or a large plastic tub work best).
- Mesh bag for dirty laundry helps clothes to dry.
- Place your pillow in a trash bag to keep it safe from any dust and dirt during transport to your sleeping area.

# Overnight Camp Packing List



## CLOTHES

- T-shirt (1 per day + 2 extra)
- Shorts (1 per day + 2 extra)
- Socks (1 pair per day + 2 extra)
- Close-toed shoes/sneakers/boots (2 pair)
- Water Shoes (Old sneakers are best)
- Shower shoes/flip flops
- Raincoat or Poncho
- Pajamas or nightshirt (3 sets)
- Bathing suits (2) - must be suitable for water sports
- Swimming towel (2)
- Underwear (1 per day + 4 extra)
- Hat or visor

## PERSONAL ITEMS

- Camera
- Stuffed animal
- Photo of family/friends
- Book
- Stationary, pen and stamps
- Battery operated fan + battery operated lights

## PERSONAL HYGIENE/BEDDING

- Wash cloth & soap
- Bath towel
- Shampoo + conditioner
- Menstrual products
- 1 set of twin sheets
- Blanket or sleeping bag
- Pillow
- Small backpack for day use
- Laundry bag for dirty clothes
- Flashlight + extra batteries
- Reusable water bottle
- Sunscreen
- Bug Spray
- Brush/comb
- Deodorant
- Toothbrush + toothpaste

Tip: Have your camper pack her own bag (or pack the bag with you) so she knows exactly what she brought to camp and where to find it.



## **What NOT to Bring**

Thank you, in advance, for respecting our camp facilities when you visit. We ask that you leave your pets and aerosol products at home, do not use tobacco, alcohol, or illegal drugs while on the property, leave guns, knives, or other weapons at home, and refrain from use of personal sports equipment (playground balls, jump ropes, etc.) while visiting us.

You may have noticed that phones and other electronic devices have been removed from the “What NOT To Bring” list. We understand relationships with electronic devices have changed over the years and GSCB is open to change! GSCB camps are in rural locations with minimal cell reception, minimal access to electrical outlets, and no access to Wi-Fi. We are asking that cell phones stay in camper’s tents during the day. Campers in need of music/sound to sleep must bring headphones so they do not disturb their cabinmates.

Cell phones will not be allowed to be used as cameras during the camp session. Campers are welcome to bring Polaroid cameras, disposable cameras, or digital cameras to document their camp experiences. Campers will receive two warnings to put their phones away before the phone will be confiscated by GSCB staff and locked in the office until pick up. Caregivers will be notified by email if this happens.

Please be aware that homesickness in campers is normal and frequently happens in the first couple of evenings at camp during bedtime. We have found that campers calling home often increases homesickness. Any camper that brings a cell phone and intends to call home in the evenings will be asked to do so from the camp unit house. If a phone causes an issue, it will be held for pickup at the end of the week and the camper’s family will be notified of the confiscation. GSCB is not responsible for lost or damaged electronic devices.

## **Lost and Found**

Items found throughout the day will be gathered and placed in a common area for campers to claim. Items that are not claimed will be washed and held until a week after the end of the final camp session of the summer. If items are not claimed after the next session, items will be donated to homeless (clothing) and/or pet shelters (towels).

## **Behavior and Positive Guidance**

Counselors will encourage appropriate choices and make every effort to redirect inappropriate behavior. Parents will be called to work with the counselor and camper to achieve a positive outcome. Campers who repeatedly misbehave or put themselves or other camp participants in harms way may be dismissed from the camp program.

# Property Info

**Staff Information** - Our staff provide a safe and nurturing environment for children, while implementing age appropriate activities. At no time will a staff person be one on one with a camper.

Here are some rigorous trainings and checks that our camp staff complete:

- Background Checks
- Fingerprinting
- Staff Orientation
- Child Abuse Prevention Training
- CPR First Aid/AED Certification
- Annual Summer Child Development Training

## Accommodations

GSCB has a variety of sleeping accommodations during overnight camp including canvas tents and adirondack wood cabins. There is no electricity in the sleeping area, and there are flush toilets and showers nearby. Our Daisy, Brownie, Junior mini week groups will be staying in a lodge on site. This lodge will have mattresses on the group or in bunk beds, with electricity, air conditioning, flushing toilets and showers in their building.

# Overview of Camp Properties

## **Camp Country Center** - Hockessin, DE

- 40.5 acres
- Enjoy forest, meadows and creek
- Amenities and activities include a science and technology lodge with STEM lab and commercial kitchen, digital media center with computer lab and maker space, archery, hiking and low ropes, with Adirondack cabins and platform tents.

## **Camp Todd** - Denton, MD

- 64 acres
- Enjoy beautiful lake views
- Amenities and activities include the waterfront, zip line, archery range, hiking trails, outdoor classrooms for art and music, program center, rustic platform tents, Adirondack cabins and lodges.

