

TRANSPORTATION TO CAMP

Parents/guardians of girls should be advised of the pick-up and drop-off times when coordinating transportation to camp and who to reach in case of emergency. For planned Girl Scout field trips and other activities (outside the normal meeting time and place) in which a group will be transported in private vehicles keep in mind the following: TR.5, TR.6

- Every driver must be an approved volunteer at least 21 years old, and have a good driving record, a valid license and a registered/insured vehicle.
- Girls never drive other girls.
- If a group is traveling in one vehicle, there must be at least two unrelated, approved adult volunteers in the vehicle, one of whom is female. In addition, the girl-volunteer ratios in the “Knowing How Many Volunteers You Need” section must be followed.
- If a group is traveling in more than one vehicle, the entire group must consist of at least two unrelated, approved adult volunteers, one of whom is female, and the girl-volunteer ratios in Volunteer Essentials must be followed. Care should be taken so that a single car is not separated from the group for an extended length of time.

ADULT / GIRL RATIOS

	EVENTS, TRAVEL, AND CAMPING	
	two unrelated adults (at least one of whom is female) for this number of girls	plus one additional adult for each additional number of this many girls
Girl Scout Daises (GRADES K-1)	6	1-4
Girl Scout Brownies (GRADES 2-3)	12	1-6
Girl Scout Juniors (GRADES 4-5)	16	1-8
Girl Scout Cadettes (GRADES 6-8)	20	1-10
Girl Scout Seniors (GRADES 10-11)	24	1-12
Girl Scout Ambassadors (GRADES 11-12)	24	1-12

Ensure that each Driver has a Driver Information Packet in their vehicle and understands accident procedures.

DRIVER PACKET

1. Emergency Information (MS-27) card
2. Mutual of Omaha claim forms and pamphlet
3. copy of General Permission Slip / Health Card for all passengers and drivers
4. Map and directions and trip itinerary
5. telephone list (camp, co-leaders, parents/guardians, etc.)
6. phone card or cell phone for emergency phone calls

It is recommended that all drivers conduct safety checks of their vehicles, carry appropriate emergency accessories (first aid kit, fire extinguisher, reflectors, tire traction devices in winter season, etc) and go over safety procedures/orientation with passengers. If drivers are renting, leasing or chartering vehicles it is required that the vehicles have proof of maintenance, insurance and acceptable driver records/experience. TR.10, TR.11, TR.13

CHECKLIST FOR DRIVERS (FROM VOLUNTEER ESSENTIALS)

When driving a car, RV or camper, take the following precautions and ask all other drivers to do the same:

- Ensure all drivers are adults at least 21 years old
- Girls should not be transporting other girls.
- Never transport girls in flatbed or panel trucks, in the bed of a pickup, or in a camper-trailer.
- Keep directions and a road map in the car, along with a first-aid kit and a flashlight.
- Check your lights, signals, tires, windshield wipers, horns and fluid levels before each trip, and recheck them periodically on long trips.
- Keep all necessary papers up to date including, but not limited to: your driver's license; vehicle registration; any state or local inspections; and insurance coverage.
- Wear your seat belt at all times, and insist that all passengers do the same. Girls under 12 must ride in the back seats.
- Follow all the established rules of the road in your state, including the speed limit. Some additional guidelines include: keeping a two-car-length distance between you and the car ahead of you; not talking or texting on a cell phone or other personal electronic device while driving; not using ear buds or headphones while driving; and turning your lights on when your windshield wipers are on.
- Plan rest stops every few hours and avoid driving for extended periods at night. If traveling with others, prearrange stopping places along the way. When planning longer trips, arrange for relief drivers.
- Do NOT drive when you are tired or taking medication that makes you drowsy. Check with your council for any other specific guidelines or requirements they have.

In the event of an emergency, follow the Emergency Procedures found on the MS-27 card. Drivers are encouraged to check the weather conditions and ensure that their vehicle is in good working order with appropriate traction devices. TR.5, TR.6, TR.7

It is the responsibility of the person in charge of the activity to ensure procedures, proper forms, and that the Safety Activity Checkpoints (found at www.girlscoutsaz.org) are followed.

SAFETY REMINDERS

- Vehicles are loaded only within the passenger seating limit, the vehicle must not be over-crowded. Count all passengers.
- All persons wear restraint devices when provided and required, Arizona State law mandates that all children under the age of 8 must be restrained in a booster seat
- All passengers remain seated while the vehicle is moving.
- Driver refrains from eating or using phone while driving.
- All vehicles have directions to camp (convoy travel is not recommended)
- A list of all individuals, along with Health Form/Permission to treat forms are accessible TR.8

SAFETY ORIENTATION

- Passengers remain seated, with proper restraint devices (seatbelt, booster seat, etc) until vehicle has stopped and the driver lets them know it is safe to exit the vehicle,
- Passengers remain in vehicle when fueling
- The driver should not be distracted by passengers,
- Personal gear/equipment should not block exit doors TR.9

EVENT / PROGRAM PLANNING

PRE-CAMP VISIT

- If you request a pre-camp visit, please make prior arrangements with the Camp Staff. This is a good time to see the buildings and facilities that are available and to ask the Camp Staff any questions about the site.
- It is recommended that only the adult in charge, cooks, and program planners tour the site during your visit. You will have up to a maximum of 1 hour to tour the facility; and if guests are in Camp, only building exteriors.
- The Camp Staff cannot accommodate unscheduled visitors. Please call ahead to assure an opportunity to meet.
- Visiting a camp while another group is using it is not recommended. In order to respect the groups that are enjoying their stay, buildings that are in use cannot be toured. Another note to remember is that the camp facilities are not intended for program or meals during pre-camp visits.

ADULT PARTICIPANTS

It is recommended that all adults attending and supporting the event are current registered Girl Scout Members and undergo the Council background check process prior to the event. HR.4

ARRIVAL AT CAMP

The following procedures have been established to help ensure a safe camping experience. Adherence to these procedures protects you, your guests, the rights of others, and our properties. Please review them with all adult participants prior to using a site. You are required to acknowledge that you have read and fully understand these procedures.

CAMP STAFF

The Camp Staff – Camp Manager, Camp Director and Camp Ranger are responsible for the operation and upkeep of the camp to meet health and safety regulations following county and state regulations and American Camping Association standards. They provide security and are available if problems arise. During your event, if you have any questions or problems, you are asked to contact the Camp Staff by phone or radio. Camp Staff is accessible by radio at all times during your stay. Please remember their houses are their homes, therefore, we request that you respect their privacy.

ARRIVAL ON SITE

It is recommended that your encampment leader (otherwise known as the Adult in charge) plan to arrive at the site at least one hour prior to the participants and immediately notify any present Camp Staff that he or she has arrived.

A Camp radio will be issued for emergency and event communications with the Camp Manager/Ranger. Remember each Camp has their own specific radio channel (provided by the Camp Manager at the Safety Meeting). The AIC is ultimately responsible for the care and return of all two-way camp radios before departure from camp.

When arriving on site, participants must use caution when traveling into camp and within camp. Please follow the speed limits, use caution when loading and unloading people and gear, and park in the designated areas.

If your group will be using the commercial kitchen in the Lodge, it is recommended that the head cook also arrives at the site at least one hour early in order to familiarize his or herself with the commercial kitchen manual, layout and safety procedures.

All participants, including cooks and helpers will be expected to attend the Camp Manager's meeting and, if requested, provide a copy of a valid Food Handler's Card. These documents need to be submitted and on file at Council offices whenever a Camp reservation contract is completed.

All participants are asked to check in and out with the adult in charge or designee upon arrival and departure to ensure that accurate records are immediately accessible in case of an emergency.

CAMPER SUPERVISION

Follow the Activity Safety Checkpoints for all adult: camper supervision ratios. In most cases girls must be supervised with a minimum of two adults at all times. The adult ratio can include a combination of camp staff instructors and volunteers. One exception to this recommendation is for family programs where the girl is supervised directly by her parent/guardian. HR.8, HR.9

SECURITY ON SITE

To help ensure security on camp facilities, the main entrance gates should remain closed at all times. In addition, these gates are locked from 10 p.m. to 7 a.m. Be sure all participants know about the gate schedule so they can plan their arrival and departure accordingly.

If a situation arises in which you or someone involved with your event will arrive during the time the gates are locked, please contact the Camp Manager in advance to make appropriate arrangements.

VEHICLES, PARKING AND DRIVING IN CAMP

All vehicles driving on site are giving permission to transport participants in the event of an emergency. There should be enough vehicles on-site to safely transport all participants in the event of an emergency. It is the group's responsibility to ensure there are an adequate number of vehicles for that purpose. The Camp Manager or Ranger notifies the local providers of emergency services with the number of participants on site in case support is needed during an emergency evacuation, etc.

Emergency numbers and directions are posted at camp. TR.1, TR.3

Please restrict vehicles to roads only, moving no faster than five miles per hour (10 mph at Willow Springs). Vehicles should not be used to travel around camp. It is not recommended for any passengers to be transported in the back of pick-up trucks or wagons. TR.2

You are asked to park your vehicles in the designated parking areas. To facilitate an organized exit in the event of an emergency evacuation from the site, all vehicles should be backed into a designated parking area. Make sure all your windows are up and doors are locked. Individuals responsible for vehicles should remember to carry their keys on them at all times. Please do not set or arm your vehicle's alarm. You are solely responsible for the contents of your vehicle.

Insurance prohibitions and safety concerns do not allow the use of recreational vehicles to be used for additional housing while parked at camp.

Camp Staff are not responsible for providing assistance with disabled vehicles, but they can certainly help you contact and arrange for a local repair service to come to your aid.

CAMP MANAGER MEETING

The Camp Manager or Ranger will reach out to the adult in charge 3-5 days in advance of your arrival to go over details of your event and schedule the Safety Meeting. When planning the agenda for your event, you should allow ½-hour, early in your stay, for the Camp Manager to meet with your group to review specific camp and emergency procedures, as well as, update you on any current situations. We request that all attending camp be at this meeting.

Camp Manager's Safety Talk at Camp with ALL participants OM.9

- Stay Healthy
 - Drink water, all faucets good to drink (exception are purple painted spigot)
 - Wear sunscreen & hat –dress warmly in winter
 - Wash hands
 - Eat well
- Stay Safe
 - Close-toed shoes only
 - Walk
 - Buddy system, carry flashlight at night
 - Parking areas – only in designated areas, back in, alarms, keys
 - Drive slowly
 - Campfires dead out – soak, stir, cold to touch *once lit, must be supervised at all times
 - AED location
 - Off limit areas
 - Adult supervision
 - Prescription and over the counter medicines to first aider or locked in a vehicle
 - NO firearms – keep locked in car OM.6
 - Report all accidents, injuries, property damage, etc.
 - Evacuation siren, meeting location, procedures
 - Wild animals encounters per season – do not feed or chase
- Getting Help
 - First aider
 - Radio use – test prior to first use
 - Phone locations

- Whistles – 3 blasts (I need help), 2 blasts (I'm coming)
- Car keys in pockets of all drivers at all times
- Security
 - Park vehicles in designated locations, head out
 - Gate locked 10pm-7am, closed during the day
 - Do not move beds, furniture, etc.
 - Trespasser alerts/procedures OM.7
 - Fire Danger level
 - Off-limit areas at camp
- Caring for camp is caring for ourselves
 - Location of cleaning supplies and trash cans
 - Turn off faucets when not in use
 - Clean up expectations, systems
 - Plumbing considerations – only toilet paper provided by camp goes down the toilet
 - No food or soft drinks in cabins
 - Keep doors closed, lights off when not in use
 - Smoking areas

GIRL SCOUT MEETING

After the Camp Manager meeting, the adult in charge can introduce the leadership staff, first aider, make announcements and go over the schedule for all participants.

LEADERSHIP STAFF MEETING

Once all adults and girls have been dismissed to their units, the volunteer leadership staff in charge of program and logistics for the weekend can cover the following topics:

- Review the schedule – make sure everyone has what they need to lead program, etc.
- Assign Unit Leaders with radios
- Allow time for questions
- Walk through the units and check-in with adults and girls during lights out
- Make sure radios are kept ON as well as charged overnight
- Go to bed and get some sleep

FIRE DRILL

The Camp Manager will review the proper procedures to follow in the event of a fire drill. A fire drill will be conducted at discretion of the Camp Manager.

EMERGENCY PROCEDURES

The Camp Manager will review emergency procedures related to the site at the Camp Manager's Safety Meeting. Emergency procedures, camp's physical address, and telephone location(s) are posted in the Lodge. Please note that the Adult in Charge of the event (not the council) is responsible for emergency care and/or transportation. You need to call 911 in case of an emergency. HW.27

Be sure to review **all documents** to ensure that all health, safety, and transportation issues have been addressed. Be prepared at camp by having copies ready of all the required documents. Forms are available from the Property Department, call (602) 452-7000.

- Participant Roster
- Adult and Girl health information/general Permission Slips (AE-48 and MS-28)
- Incident/Accident Report Forms (AD-44)
- First Aid Record (PS-21)
- **Certifications*** - Troop Camp Certification Level One, Troop Camp Certification Level Two, First Aid, Archery, Canoeing, Lifeguarding, Shadow Rim Climbing Tower/Zip line

ATTENDANCE ROSTER

The Adult in charge must provide the Camp Manager with an Event Registration & Attendance Roster of all persons on site at the Camp Manager's Safety Meeting. This roster is used to verify that all participants are present in the event of an emergency. The Adult in charge is asked to keep a roster of all participants on his or her person at all times, including any information pertaining to any allergies and special medical considerations. In case of emergency, it is important that the Camp Manager is notified of anyone leaving or additional people arriving in camp. HW.28

INJURIES AND FIRST AID

All groups are asked to provide a designated, trained first-aider to provide assistance to the participants. Groups must have one first-aider for every 200 participants. In the event of an injury or accident, an Incident/Accident Report Form (AD-44) should be completed by the adult in charge and given to the Council as well as a copy to the camp manager.

Automated External Defibrillator (AED) – We have AED's at each of our properties. The location of the device will be covered in the Camp Manager's Safety Meeting scheduled for the day of your arrival. HW.17, HW.27

PRESCRIPTION MEDICATIONS

All groups are responsible for all prescription and over the counter medications brought onto any of our properties. All medications must be locked securely - either with the group's designated First Aider or locked in the individuals' vehicle. Emergency medications such as inhalers, epinephrine, and insulin can be carried on the person at all times.

Any medications stored in the Wellness Center/Infirmary cannot be used for your event. Please bring your own Over the Counter (OTC) Medications as needed. **Prior to any OTC's being administered, there should be written documentation from the parent/guardian granting permission to administer to their child.*

If parent/guardian permission is given... follow the dosage on the OTC and document the following information: Name of patient, chief complaint/signs and symptoms, first aid given, parent/guardian name for permission, troop number of the child as well as medication name/dosage/time given. All documentation must be legible and signed by the first-aider. HW.28

PERSONAL SAFETY

To ensure the safety of individual children and adults, you are advised to read and follow these procedures. Advise all participants about the buddy system, whistles, flashlights, and animals which will also be covered in the Camp Manager's Safety Meeting.

Follow recommended adult/girl ratios. No adult should be alone with a child.

It is highly recommended that all scheduled deliveries and group arrivals pay close attention to weather and road conditions prior to departing for camp.

HOUSING

All sleeping areas and program buildings are reserved through the Council office and confirmed with the Camp Manager at the site. Building/use areas have legal capacities and occupancy limitations which cannot be exceeded.

Separate bathrooms and sleeping quarters must be reserved for male participants and staff. Our facilities do not always have separate male and / female bathrooms. Be sure to take this into account when planning for your space needs. If contracting a caterer, it is your responsibility to provide sleeping quarters for them during their stay if needed.

We ask that interior furnishings such as tables, chairs and mattresses, not be moved outside of their native buildings or transferred from one building to another to prevent damage and possible loss of your security deposit. Similarly, we ask that outdoor furnishings such as picnic tables and benches remain outside and not be moved into a building or transferred from one area to another. All camp inventories and facilities should be left in the same condition as found upon your arrival. If you decide not to use an interior space, please let the camp staff know so we may secure that facility.

USE OF BUNK BEDS

The use of upper bunks in camping units and buildings should be used only after lower bunks have been filled. Beds must maintain a minimum of 30 inches from one another. It is also recommended that only people 12 years and older use the upper bunks.

The railings have been designed so they cannot be removed, except by cutting a special strap in order to render first aid to a person lying in the bunk. It is very important that everyone sleeping in buildings with bunks pay special attention to safety in order to prevent accidents.

COMMERCIAL KITCHEN USE

All cooks and kitchen staff using the commercial kitchens at camp are required to have current county-issued Food Handler cards (for the county of which the camp is located). All kitchen personnel must remember to bring their Food Handler cards with them to camp and be able to show it to the Camp Manager upon request.

Failure to present a food handlers card may result in that person being denied access to working in the kitchen.

To obtain a Food Handler card: In Maricopa County, call 602-506-6388, for northern and eastern courses and testing; 602-506-2960 for western and central courses and testing. For Yavapai County, call 928-771-3149. For Gila County, call 928-402-8811.

If you do not have access to a County Food Handler program, contact your local health department for further information.

The minimum age for kitchen staff, as prescribed by county health regulations is 18 years old and 16 years old for dishwasher area. No one under 18 years of age is permitted in the commercial kitchen.

All kitchen personnel should also be familiar with the use of the commercial kitchen equipment. (A Council Commercial Kitchen Use Guide is available at the camp)

FOOD STORAGE AND REFRIGERATION

If storing food in the commercial kitchen refrigeration unit – the kitchen staff must monitor and document the temperature on the provided temperature log.

“Potentially hazardous foods” should be stored and maintained at temperatures below 40° Fahrenheit. SF.16

No food can be stored in the cabins.

FOOD DELIVERY

To ensure proper receipt of food and avoid use by other groups, these guidelines are offered for your safety and guarantee of a pleasant experience:

- If you are having a food service company deliver your food directly to camp, schedule the delivery on the first day of your camping event, at a time when someone from your planning committee (preferably the head cook) will be on site.
- Your group is responsible for all charges. Neither the Council nor the Camp Manager can accept or forward bills for your food purchases.
- If you are bringing food yourself, bring all food on the first day of your camping event.
- The Girl Scout Council and Camp Managers cannot be responsible for any food you have stored on the property.
- All food should be kept off the floor or in properly sealed containers. SF.15

FOOD HANDLING, DISHWASHING & STORING OF DISHES

All dishes, eating utensils, and food service utensils are washed and sanitized after each use according to best practices. Wash and initial rinse temperatures are at least 100 degrees Fahrenheit and second rinse is with an approved chemical sanitizer according to manufacturer directions. All dishes and utensils must be air dried and protected from dust and contamination between uses. SF.20, SF.21, SF.22, SF.23

ALCOHOL AND ILLEGAL DRUGS

Alcohol, illegal drugs and illegal use of controlled substances are strictly prohibited by our Council. OM.4

FIREARMS AND AMMUNITION

Firearms and ammunition are prohibited with the exception of on-duty law enforcement officials who are required to carry firearms. OM.4

PERSONAL SPORTING EQUIPMENT

It is not necessary to bring the following to camp: climbing or horse-riding helmets, bows and arrows, bicycles, climbing harness, gloves and All Terrain Vehicles. OM.4

CAMPFIRE AND FIREWOOD

The Camp Manager or Ranger will advise you if fires are allowed during your stay. Due to the arid climate, the fire danger is often high, and campfires are not always permitted by local authorities.

All campfires and outdoor cooking must be supervised by volunteers who have completed Troop Camp Certification Level 2 training.

If campfires are allowed, use only the designated fire circles. Fires should be kept small and manageable and *attended at all times*. Make sure you completely extinguish any coals by soaking them with water or dirt and stirring until cold, prior to leaving a fire unattended.

Once the coals have cooled and any embers have been completely extinguished, shovel them into metal ash cans provided at each fire circle. Coals in the fireplace should be placed in the ash can provided and placed outside of the building on a solid surface. The Camp Manager will dispose of the ashes at a later time.

The Camp Manager or Ranger will provide enough firewood at all fire pit locations per requested. If you need additional wood, please contact the Camp Manager or Ranger.

The use of liquid fire starter, gasoline, and Coleman fuel (liquid) is prohibited for starting camp fires on all Council properties.

FUELS

Propane or battery lanterns are the preferred outdoor light source. Propane stoves are also recommended, although neither propane stoves nor lanterns should be used in tents or indoors. Stoves and lanterns that are fueled with Coleman fuel (liquid) are not permitted on our Council properties. We advise you to plan accordingly.

TRASH

Trash cans and bags are provided at each site. Groups should gather all their trash into bags, being careful not to overfill them. The Camp Manager will advise you on the proper disposal of your trash. Recycling is encouraged where available.

PROPERTY DAMAGE

Groups are encouraged to educate their members in the proper care of the camp properties. We ask that you report any damage or necessary maintenance to the Camp Manager immediately.

Should damages occur during your event, groups can expect to be held responsible and restoration costs will be withheld from the security deposit. If replacement or repair costs are greater than the deposit, the group will be billed for the balance.

SMOKING

Smoking is restricted to designated areas only. The Camp Manager will provide you with information as to these locations. Children are not allowed in the designated smoking area. This includes the children of parents who are in the designated smoking area.

PETS

You are not allowed to bring pets to our properties unless you have written permission from the Facilities Resources Manager.

TELEPHONES/CELL PHONES/INTERNET

Telephones are provided at each camp for emergencies. We advise you to plan accordingly. Ask camp staff for assistance with long-distance calling.

Although all camps have wireless internet, the password will not be given to leaders or participants. Cell Phone service, due to the remote location of the camps, can be very limited.

CLEANING/CHECKOUT

Groups are requested to leave the camp property clean and ready for use by another group. Cleaning instructions are posted in each building and the Camp Staff provides additional information.

At the conclusion of the event, your final task is to “Checkout” with the Camp Manager or Ranger. The Camp Manager or Ranger will do a walk-through with the Adult in charge of all facilities used by the group to verify the property has been returned to its pre-arrival condition.

Please do not leave the site without informing the Camp Manager. It is vitally important that the Camp Manager know that everyone is safe and has been accounted for prior to your departure. If you do not follow through this “Checkout”, you will forfeit your security deposit.

CLEANING SUPPLIES

Many cleaning supplies are provided at your site, but this depends on the type of site you are renting. Brooms, mops, cleaning buckets, toilet paper, paper towels, hand soap, gloves and cleaning chemicals are generally available in all buildings and bathroom facilities.

Prior to your camping date, it is a good idea to contact the Camp Manager if you have any questions. We do not provide hand towels or other cleaning solutions that we do not carry a Material Safety Data Sheet on (MSDS).

HANTAVIRUS

Hantavirus and Rabies are rare, but a recognized and present threat in our region. You are strongly advised to review the Hantavirus Precautions, Guidelines and Restrictions (Form AE-10) and discuss it with the adults attending your event. In addition, avoid direct contact with rats, mice, raccoons, birds, squirrels, bats and other rodents and small mammals. Any direct contact with these animals should be reported.

PROGRAM

All of our camp properties have an archery range, labyrinth, arts and crafts ramadas/building and hiking trails for program use. Listed below are the Camp Director contacts that can offer general assistance with program design AND/OR program delivery.

Programs that require certification to lead/teach include: Archery, Low Challenge Course, High Challenge Course, Climbing Wall, Canoeing, Lifeguard, Zipline at Shadow Rim OM.15 **The Zipline and climbing wall certification is ONLY for Shadow Rim Ranch operation and cannot be transferred to Willow Springs.*

In order to use the program areas, proof of certification from a recognized organization must be sent to the encampment coordinator at the Council prior to arrival at camp. PA.1, PA.3, PA.20

It is important for instructors to understand and apply the following knowledge of the program area they are responsible: appropriate progression and age level considerations, ability to use all program equipment correctly, provide a safety orientation for participants as well as properly fit participants to safety apparel, check condition of equipment, your role and participants' role in safety and emergency procedures, identifying and managing environmental or other hazards, and handling accidents. HR.10, PD.18, PD.31

PROGRAM OPTIONS AT CAMP

- **Camp Maripai** operates Horse Program for the fall and spring season only. Contact the Camp Director or Riding Director at gsmaripai@girlscoutsaz.org or 602-452-7109.
- **Shadow Rim Ranch** offers archery, canoeing, climbing wall, and zipline. Use of these activity areas requires a "certified" instructor.
- **Willow Springs Program Center** offers over 25 programs (including badge work). Contact the Camp Director at gswillow@girlscoutsaz.org or 928-778-5127 for the most current program options, fees, AND to schedule activities.

All Participants who sign up for horseback riding, climbing wall/zipline, low challenge course, and/or high challenge course will need to bring a signed waiver (must be signed by the parent/guardian of each girl participating) with them to camp.

Camp will provide all helmets for horseback riding, climbing wall/zipline and high challenge course. PD.30

EVALUATION OF FACILITY AND STAFF

The Adult in charge (AIC) will be asked to complete the Evaluation of Facility and Staff and the Camp Manager will complete a group evaluation. Any security deposit check will be returned when the Camp Manager and Property Department have received all completed forms and confirmed that no damage has occurred.

Encampment coordinators are responsible to have read these procedures and for sharing this information with all adults attending or staying at GSACPC properties.

These property procedures are in accordance to American Camping Association Standards and are provided to persons utilizing any of Girl Scouts–Arizona Cactus-Pine Council camp properties.