

# Summer Camp Parent/Caregiver Guide

We find that our campers are most comfortable and successful at camp when they know what is expected of them. We ask that parents/caregivers discuss our policies with campers prior to attending camp and that both campers and parents/caregivers agree to comply.

Camp Edey in Bayport is surrounded by 95 acres of wetland preserve, offers girls the opportunity to enjoy their summer vacation while having fun and meeting new friends.

- Address: 1500 Lakeview Ave. Bayport, NY 11705
  - Directions: [gssc.us/summer-camp](http://gssc.us/summer-camp)
- Email: [customercare@gssc.us](mailto:customercare@gssc.us)
- Office: (631) 543-6622 • Fax: (631) 543-9005
- Health Supervisor: (631) 543-6622 x350
- Tax ID # - 112164434

## Table of Contents

Registration, Payments & Refund Policy.....	2
COVID-19 Safety Measures, Pick-up / Drop-off.....	3
Clothing & Gear.....	4
Health & Nutrition.....	5
Cell Phone & Electronic Device Policy, Trading Post: Camp Store.....	6
Staff and Gratuity.....	7
Children with Special Needs, Orientation & Behavior.....	8
Responsibilities of Camp Director, & Responsibilities of Parents/Caregivers.....	9

More info at [www.gssc.us/summer-camp](http://www.gssc.us/summer-camp)



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## Registration, Payments

Girl Scouts of Suffolk County wants every child to have the chance to enjoy fresh air and sunshine at camp. No child should be left inside this summer!

*Not a member? Not a problem!* A \$50 required membership fee for all campers is all it takes. Fee does not apply to registered Girl Scouts.

Worried about the cost of camp? We have financial aid opportunities for qualified families.

All you need is a \$50 deposit per week to reserve your spot! All deposits are non-refundable.

**Easy Payment Plan** - Your balance will be conveniently and automatically debited from the credit card on file on the Due Date, which is 14 days before the start of a weekly session. You may pay toward your balance at any time before the Due Date.

## Refund Policy

**All deposits are non-refundable.** Requests for refunds must be made through our online form at [www.gssc.us/summer-camp](http://www.gssc.us/summer-camp). Refund requests for registration payments are only considered for medical reasons and must be made prior to session start, verified in writing by a physician, and constitute a minimum of 5 consecutive days missed. Refunds are not considered for partially attended weeks, no-shows, campers who voluntarily withdraw, or those removed from camp for any reason.

Requests to transfer sessions must be through our online form and require a \$15 session transfer fee. Missed days will not be prorated.



## COVID-19 Safety Measures

- Every morning, before camp the [COVID-19 Screening Form](#) must be completed.
- Campers must be dropped off and picked up at Camp Edey. Parents/Caregivers will remain in their cars.
- Campers must wear a mask.
- Temperatures will be taken at time of arrival.
- Campers will be operating independently in “pods,” which are groups of no more than 15 campers.
- Cleaning and sanitization procedures will be conducted daily.
- Lunch will not be provided; only snack is provided. Please pack a bag lunch and drink for your camper.
- Groups will each have a designated area to store personal items, including lunch.
- Due to safety precautions, no amenities will be offered, including bus transportation, swim lessons and horseback riding.

## Pick-Up / Drop-Off

The camp day runs from 9am - 4:30pm. This year, we have included extended care for free from 8am until 6pm. Campers picked up at camp after 6pm will incur a \$15 fee for every 15 minutes or portion thereof until picked up. Payments for late pickup will be charged automatically to the credit card on file.

During Pick-Up/ Drop-Off, parents will pull up to the designated area and remain in their car. At Drop-Off, the child will have their temperature taken, be checked in and escorted to their group. At Pick-Up, the parent will give their child's name and we will check out the child and escort her to your car. No child will be permitted to enter or leave without an appropriate escort. If you are making any changes to the person designated to pick up your child, you must email [customercare@gssc.us](mailto:customercare@gssc.us) to alert staff. **ID is required when picking up your child.**

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## Clothing & Gear

Dress children comfortably and be sure to label all items. Please do not send your child to camp in his/her best or new clothing. Please do not allow your child to bring jewelry, cell phones, radios, cameras, or other expensive equipment. *(See Cell Phone Electronic Device Policy, pg.6)*

### **Each Morning Before Leaving:**

- Apply sunscreen
- Apply insect repellent containing DEET (no more than 30%)

### **Send Your Camper to Camp with:**

- Surgical-style Mask
- A bag lunch and drink
- T-shirt & shorts (no short shorts)
- Sneakers & socks (no sandals, flip-flops or Crocs)
- Water bottle
- Backpack
- Hat or bandana for protection from the sun
- Sunscreen (requires written parental permission)
- Bathing Suit and Towel
- For Pool Area Only: Water shoes or flip flops
- On Rainy Days Only: Rain gear (Boots/raincoat)

*Girl Scouts of Suffolk County does not permit the following items on camp: alcohol and drugs, tobacco, personal sports equipment, animals or weapons of any kind. Girl Scouts of Suffolk County is not responsible for lost or stolen property. Any lost items will be held until the last day of the camp season.*

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## Health

Our camps adhere carefully to the County Health Department, Girl Scouts of the USA and American Camp Association health and safety guidelines. A Health Supervisor is on staff at all times.

**Along with the health form during online registration, you MUST send in your child's immunization dates, prior to attending camp. The Health Department does not allow any child to attend camp without this information.**

Please send all necessary medication with your child on the first day of camp, marked to the attention of the Health Supervisor. Contact the Health Supervisor prior to your child's camping week to discuss the medication that will be administered. All medication must be sent in the original container with the child's name and will be administered at the times specified in writing by the physician. Parents/Caregivers must also include their written permission for our Health Supervisor to administer that medication. Expired medication will not be accepted; please check all medications thoroughly. Please let the Health Supervisor know if the child must bring home any medication at the end of each camp day.

## Nutrition

Please have your child come every day with a bag lunch and drink. Camp Edey will provide 2 snacks per day. Additional snacks and ice cream are available for purchase at the Trading Post.

For campers wishing to celebrate special days such as birthdays, only store-bought items with visible nutritional information are permitted for distribution to campers. In addition, Dunkin' Donuts' donuts or munchkins are also acceptable.

**While we are not a peanut-free camp, we do believe it is important to limit the risk of exposure to children with life-threatening food allergies.** Peanuts, tree nuts, and related products are prohibited at camp. We stress the importance and ease of cleaning hands and not sharing food to help build healthy habits for all campers.



## Cell Phone & Electronic Device Policy

### **CELL PHONES & ELECTRONIC DEVICES ARE NOT PERMITTED.**

Cell phones are easily stolen, lost or damaged at camp. Many phones have access to inappropriate video and internet content. When parents/caregivers permit campers to bring their phones, camp has no control over what a child downloads, watches, shares with others or who she may communicate with. Because of this, cell phones brought to camp will be held for safe keeping in the camp office and returned at the end of the day. Parents/Caregivers that wish to communicate with their child are welcome to contact the camp office.

*Girl Scouts of Suffolk County is not responsible for the theft, loss, damages, or charges to a cell phone or other electronic devices brought to camp, regardless of the circumstances.*

## Trading Post: Camp Store

At the Trading Post, your camper can shop for souvenirs, ice cream, snacks, and much more! Each week, GSSC will allocate \$7 to your camper's Trading Post Account. Most campers spend between \$15-\$20 each week. It's easier than ever to add funds to your camper's Trading Post account—simply log into your summer camp profile and increase funding as necessary.

All purchases will be debited from your camper's Trading Post account until it has been depleted. **All Trading Post deposits are non-refundable.**



## Staff

Our excellent camp staff is comprised of Counselors and Counselors-In-Training (CIT). We have Activity Specialists who are hired strictly on the basis of their experience with children and expertise in a certain skill set. We have an extensive support staff consisting of a Camp Director and Assistant Camp Director, Health Supervisor, Program Director, a maintenance and cleaning crew.

The majority of our camp staff return annually, having begun their GSSC affiliation as campers themselves! We put great emphasis on hiring individuals who will serve as strong role models and easily adapt into our camp community. Potential hires are subject to extensive background checks, and all of our staff is committed to administering the best camp experience possible.

## Gratuity

We are often asked about gratuities. Our staff work hard to ensure that your child has a wonderful and memorable Summer Camp experience. Gratuities for exceptional service are appreciated. If you have any questions, please let us know [customercare@gssc.us](mailto:customercare@gssc.us).



## Children with Special Needs

It is the mission of Girl Scouts of Suffolk County to ensure the safety and enjoyment of all campers while creating a successful and rewarding experience. GSSC will make every effort to provide reasonable accommodations for all campers who might need them. In order to ensure that all campers receive the requisite care and attention, it is imperative that GSSC be notified of all of the camper's medications, disabilities, and any physical, emotional or behavioral difficulties on the Health History Form included in the application.

If a camper requires a one-on-one aide during the school year, an aide must be provided by the parent/caregiver for the camp session. Please note that GSSC has a strict Confidentiality Policy, and the provided information will solely be used to enhance the camper's summer experience at GSSC. The Camp Director or Health Supervisor may follow up with parents/caregivers requesting more information once applications are received.

## Camp Orientation & Behavior

Campers will receive orientation at their first day of camp. Please discuss with your child that campers are responsible for their actions and will be expected to carry out camp responsibilities and cooperate with staff. Should we have a situation that requires your involvement, we will contact you. Our camp has a zero-tolerance policy for bullying.





## Responsibilities of Camp Director

- To inform you and the local Health Department if your child is involved in any serious injury, illness or abuse incident.
- To screen the background and qualifications of all staff.
- To train staff about their duties.
- To provide supervision for campers during hours of operation for day camps.
- To maintain all camp physical facilities in a safe and sanitary condition.
- To have and follow required written plans for camp safety, health, and fire safety.
- To notify the parent/caregiver, with the enrollment application or enrollment contract, that: *This camp must have a permit to operate from the New York State Department of Health or the designated permit-issuing official.*

## Responsibilities of Parents/Caregivers

- To complete the COVID-19 online form every morning prior to camp.
- To be informed by the Camp Director, or her designee, of any incident involving your child, including injury or illness.
- To review present and past inspection reports for our camps, which are maintained by the County Health Department issuing the camp permit.
- To review camp safety, medical and fire safety plans which are on file, both at camp and the County Health Department.
- To help children prepare for their camp experience.
- To make certain that your child knows how to cooperate with other campers and staff.
- To explain the importance of proper behavior during all camp activities and programs and to keep camp informed of any special circumstances regarding your child.
- To notify camp immediately when your child is unable to attend.