

PIMA NEIGHBORHOOD ENCAMPMENT

GENERAL INFORMATION

In this document, you will find general information about our neighborhood encampments.

ATTENDING CAMP

Registration and Health Forms:

Each person (girls and adults) must bring a completed health form to camp. You must also have a copy of each girl's general permission form and a Specific Event Permission Form for this trip. All attendees (both girls and adults) must be currently-registered Girl Scouts. Adults must be background checked.

Adult Training Needed: To attend camp, your troop must have (at least)

- 1 adult with Troop Camp Certification 1 & 2 (TCC1 and TCC2)
- 1 adult with current first aid/CPR training.

It is best if these are two separate people but that is not a requirement. It is also a good idea to have more than one adult with this training, so you don't have to cancel a campout if someone gets sick!

Adult Supervision: Your troop must bring at least two adults to camp.

- 2 adults per 12 Brownies, plus 1 for each additional 6 girls
- 2 adults per 16 Juniors, plus 1 per additional 8 girls
- 2 adults per 20 Cadettes, plus 1 per additional 10 girls.

Please limit your adult numbers to the minimums. This lets more girls have the opportunity to attend.

Choose troop adults who you feel represent good role-models and who will be present to help the entire troop grow through the camping experience. All adults must bring a positive attitude and lots of smiles to camp.

Smoking (including e-cigarettes), controlled substances and alcohol are NOT permitted at camp.

Make sure all adults know this and will abide by this rule.

GIRL SCOUT COUNCIL CAMPS

Camp Maripai:

Address: 201 E Marapai Road, Prescott, AZ 86303
Camp Phone Number: 928-708-9071, for emergency use only, calling card/collect (phone in lodge kitchen)
Camp Manager's Number: 928-445-6959, for emergency use only
Mobile Phone Reception: unreliable – best in upper camp near Lodge/Director's Cabin

Directions: The trip to Camp Maripai will take about 2-2.5 hours from North Scottsdale. Take Loop 101 westbound to I-17. Turn right onto I-17 and travel north to Cordes Junction, the junction of Route 69 and I-17. Exit I-17 onto Route 69 and travel west to Prescott. Travel into Prescott on Gurley Road. In the middle of town, turn left onto the Senator Highway. Travel on the Senator Highway for approximately 7 miles, then turn right onto Marapai Road. Follow Marapai road into camp, about 1.9 miles.

Shadow Rim Ranch:

Address: 530 N Shadow Rim Road Payson, AZ 85541
 Camp Phone Number: 928-474-2438 for emergency use only, calling card / collect only
 Camp Manager's Number: 928-474-2480 for emergency use only
 Mobile Phone Reception: varies by carrier

Directions: The drive takes approximately 1.5-2 hours from North Scottsdale. Take Shea to AZ Hwy 87, turn left and follow this road through Payson. Turn right on Houston Mesa Rd (Rd #199) and follow it until it ends at a T at the Control Road (CR64) in the small town of Whispering Pines. Turn left onto the Control Road, then right on Road 32 at the sign marked "Shadow Rim Ranch." Turn left at the mailbox and follow this road to camp.

Willow Springs:

Address: 3990 W Thumb Butte Rd, Prescott AZ 86305-8200
 Camp Phone: 928-778-5127 for emergency use only, calling card / collect only
 Camp Manager's Phone: 928-445-7532 for emergency use only
 Mobile Phone Reception: varies by carrier, best up by water tower (top of the hill, right inside camp)

Directions: The trip to Willow Springs takes about 1.5-2.5 hours from North Scottsdale. Take Loop 101 westbound to I-17. Turn right onto I-17 North and travel to Cordes Junction, the junction of Route 69 and I-17. Exit I-17 onto Route 69 and travel west to Prescott. Travel through Prescott on Gurley Road, through town. The road curves, but stay on the main road. The road will eventually pass the Thumb Butte picnic area and become a dirt road. Stay on this road until you see a large white rock. Turn right and follow the road down the hill into camp.

Lodging:

Willow Springs, Camp Maripai and Shadow Rim all have indoor cabins and at least one tent camping site. Willow Springs also has a large dorm and two yurts. Cabin units have bunks/beds and mattresses. Other buildings may not have beds, just mattresses. The tent camping sites have no tents, so you will have to bring your own equipment. Most have flush toilets, with four exceptions: the tent camping site at Camp Maripai has a latrine, and the Solar Cabin at Camp Maripai and Homesteaders and Mountaineers units at Shadow Rim all have clivus multrum toilets.

Men and boys will be housed separately from women and girls.

Drivers and Cars:

Gates generally open at 7 am and close at 10 pm. The speed limit is 5 mph. Gates are generally kept closed and "dummy locked" with the chain appearing locked to prevent unwanted visitors. Please leave the gate the way you find it: if it is closed when you arrive, please close it after you and re-wrap the chain if it was wrapped; if it is open, leave it open. You may drive your car to your site to unload, but all cars must park in the designated parking lot--no cars may remain at the camp site. Please back your car into the parking space. You may lock it, but you must keep your keys with you at all times. Parking is limited. Please bring as few cars to camp as possible.

General Camp Rules:

- We try to conserve water. If you must shower, please take a short one, please!
- Each person attending camp must bring a flashlight, whistle, and water bottle. The whistle and water bottle should be carried at all times!
- No food is allowed in tents or cabins. Keep all food in sturdy animal proof containers or in ramadas.
- Ice is available in the lodge.
- Quiet hours begin at 10:00 pm.

CAMP PROGRAM

Each encampment will have a theme. In most cases, there will be an all-camp wide game on Saturday morning, and the afternoon program is left open for each troop to plan. The wide game consists of different stations where girls participate in activities related to the theme; adults and older girls will help run these stations. A scavenger hunt is available upon request. In case of poor weather, please be prepared with some indoor activities.

Some camps have more advanced activities for the older girls, such as archery, canoeing, horseback riding, challenge course, zip line, or climbing wall. Please refer to the camp registration form for program specifics.

There will be an evening campfire program on Saturday night. Please have your troop prepare a song to teach or to sing. Friday campfires can be prepared by individual troops in their campsites.

We encourage all troops to hold or attend a Scouts Own on Sunday before they leave (see glossary).

MEALS

Friday Dinner: Please bring sack lunches or stop on the way for dinner.

Saturday Breakfast: Provided in the Lodge.

Saturday Lunch: Each troop will prepare this on their own.

Saturday Dinner: Provided in the Lodge.

Sunday Breakfast: Provided in the Lodge.

Snacks and S'mores: Each troop will provide these on their own.

To prevent dehydration (see "About Altitude Sickness" below), please drink a glass of water before each meal.

Cooking by Fire:

All cooking by fire must be done in a fire circle. All sites have fire circles.

- You must follow all regulations regarding fire building found in Safety-Wise.
- When finished, make sure the fire is dead out (you can put your hand in it and there are no glowing coals).
- Please try to burn each piece of wood you use completely if possible to avoid partially burned logs.
- At the end of camp, rake the fire circle, pick up any trash, and organize the woodpile for the next group.
- Put all ashes, coal, and partially burnt wood in the fire bucket. This must all be dead out!
- At Girl Scout Camps (Shadow Rim, Maripai and Willow Springs), rakes, shovels, and buckets are provided at camp. Other cookware (such as dutch ovens, skillets, grills, etc.) may be available if you ask ahead of time. When we travel to Camp Geronimo or other camps, you must bring all your own equipment.
- If you share a unit with another troop, please coordinate use of the fire circle.

Trash:

Each troop is responsible for cleanup of their own trash, cabin, and surrounding areas. Haul trash containing food to the dumpsters immediately after meals to avoid being visited by some of the more interesting wildlife at night!

HEALTH AND SAFETY

About Altitude Sickness...

Altitude sickness is caused by dehydration and is very common to visitors in higher altitudes. Everyone must remember to DRINK LOTS OF WATER!!! The high altitude at camp, combined with an arid climate and your high activity level, can cause dehydration which, in turn, can cause altitude sickness. Each girl MUST bring a bottle filled with water and drink the water on the way to camp. Continuously refill the bottle with water and drink water throughout the weekend. (Sugared or caffeinated drinks do not count.) Drink lots of water all weekend; it will spoil your weekend if you or one of the girls becomes ill. Tummyaches, headaches, and whining are symptoms.

First Aid:

Each troop will provide their own first aider. We will also have a camp first aider at camp during the weekend. S/he will have a walkie-talkie at all times.

Hantavirus Information:

We are camping and there are animals who live in the woods, including mice. They lived there before we came and we should respect them. No matter how diligent a camp manager is, some wayward mouse may find his way into one of the buildings and make a nest--especially in those buildings that have not been occupied all winter. If you find a nest or rodent droppings, an adult should spray them with a Lysol or a light solution of bleach (one part bleach to nine parts water) until they are thoroughly damp, then dispose of it in the trash. Do not sweep before wetting it, as this will stir up dust. Wash your hands thoroughly afterward. Children should not be involved in cleaning up nests or droppings. Please be aware that hantavirus is extremely rare in the area and the likelihood is slim that any of the animals at camp have it, so don't panic, just be careful.

Please keep all doors to cabins closed at all times! The critters are sneaky.

SWAPS

"special whatchamacallits affectionately pinned somewhere"
"share with a pal"

Troops attending encampment weekend will be encouraged to swap with other troops. The purpose of swapping is for girls to meet other girls from other troops and make new friends. Troops make small, decorative items that pin or clip to clothing or hats. Make at least 5-10 swaps per camper. More swaps = more swapping. :)

Suggestion: Attach items to the girls' hat. Or, attach them to a ribbon and pin the ribbon onto the girl. If they keep their swaps in a baggie, make sure the baggies have names / troop numbers on them.

Imagination rules! The swaps may be related to camping or related to our encampment theme. If girls have a camp name, their swap could be related to their camp name. Troops and girls may make many swaps that are the same, or they may all be different. They can be personalized with their name and/or encampment date, and/or troop number. They can be created from simple materials such as cardboard that has been painted or jeweled, felt, pipe cleaners, leather, feathers or made of shrink plastic, pompoms, modeling clay, etc. The idea is to have a memento that the girls can look back on to remember this encampment and the girls they swapped with!!

SWAPPING RULES: Swapping will start at the Wide Game on Saturday and continue throughout the weekend. Please suggest that your girls not swap all their swaps right away! Girls may also swap those swaps that they have already received, if they care to. It is best practice for girls to always swap with any other Girl Scout (and always with a younger Girl Scout), but girls may choose to swap or not swap with other girls if they decline politely. It is okay to say, "No thank you" -- but not okay to say, "No, I won't swap with you, your swap is ugly." Please instruct your girls to treat each other with courtesy and to be a Sister to every other Girl Scout.

ENCAMPMENT EQUIPMENT LIST

Pack in waterproof duffel bag, carry bag, or backpack (no suitcases). Each girl should be able to carry her own gear!

Sleeping equipment

- Sleeping bag
- Small pillow
- Stuff sack for sleeping bag or rope to tie sleeping bag together
- Cold: Pajamas or two-piece sweat suit to sleep in
- Warm: Pajamas or shorts and a t-shirt to sleep in
- Special blanket or small stuffed animal

Three changes of clothing

- Shirts (3)
- Cold: Long pants (2 pairs, with belt loops, if possible) Warm: Shorts (2 pairs)
- Underwear and Socks (3 of each)
- Closed-toe Shoes (bring an extra pair in case) – No sandals/open-toed shoes!!!

Weather-related clothing

- Rain poncho or raincoat (yes, it could rain!)
- Cold: Jacket - warm and old!!
- Cold: Tights and/or long underwear to wear under pants —dress in layers
- Cold: Warm hat and mittens/gloves
- Chilly: Warm sweatshirt
- Sunglasses (optional)

Toiletries

- Toothbrush and toothpaste
- Washcloth -- in a small ziploc bag (this helps us avoid using so many paper towels!)
- Soap -- in container or ziploc bag (scent-free! to avoid attracting insects)
- Face towel
- Brush/comb and rubber bands for long hair
- Sunscreen
- Tissues, lip balm, bug repellent (stick please, no sprays or lotion)

For Leaders/Adults

- Comfortable camping chair
- Chocolate, caffeine, and your painkiller of choice
(but please no controlled substances or alcohol! :D)

Other Equipment

- Canteen or water bottle
- Whistle
- Bandanna
- Backpack or hip pack to carry your things around in
- SWAPs and a hat / ribbon / ziploc bag to carry them in
- Flashlight with extra batteries
- Sit upon or camp chair
- Camera and film (optional)
- Card games or something fun to share during cabin time (optional)
- Sack lunch or money for Friday night dinner and/or Saturday lunch

No food, gum, or candy! No aerosol cans or glass! No jewelry!

Avoid scented items--they attract biting insects!

Preferred: Leave all electronics at home—or at least leave them in the car.

Suggestions: Get several 2-gallon zip-lock bags. Pack one with toiletries; one for each set of clothing in separate bags; one for sleeping clothes; one for stuffed animal, hat, flashlight, extra batteries; one for eating equipment; and one for miscellaneous items. This keeps things waterproof and organized. If you can't find this size baggie, plastic grocery bags will do. Please put names on everything!

Let the girls pack so that they know where everything is!!!

TROOP EQUIPMENT LIST

General troop items:

- Troop First Aid Kit
- Lantern (lighting is available in some areas, but not others)
- Paper Towels
- Bleach
- Garbage bags
- Matches and fire starters (for campfires)
- Kaper Charts
- Materials for troop activities (reference books, craft materials, etc.)
- Food for lunch and any cooking equipment you need.
- S'mores and snacks

Cooking Equipment (if your troop is doing any cooking, here are some of the items you may need to bring):

- Food (or else it'll be a very long weekend!) Pack all food in air-tight bins where possible to deter animals.
- Salt, pepper, and other flavorings
- Marshmallow toasters
- Ice chest and ice (more ice will be available in the dining hall)
- Utensils/plates/cups, or have girls bring mess kits
- Charcoal
- Matches and fire starters
- Propane stove, propane, and extra propane
- Pots, Skillets, Dutch Ovens, Griddles
- Pot holders
- Sharp knives and cutting board
- Potato peelers
- Cheese grater
- Tongs (useful for many things)
- Spatulas
- Can opener
- Serving spoons/forks
- Bowls (especially serving bowls)
- Pitchers/Coolers for drinks
- Aluminum foil and zip-lock bags (always useful)
- Soap (for hands and for dishes) and hand washing assembly
- Sponges, pot scrubbers, dish towels
- Buckets or dishpans for dish washing

At our Girl Scout council camps, rakes, shovels, and buckets are provided at camp. Grills, dutch ovens, skillets, and large pots may be available – please ask ahead of time. Bring your own charcoal for cooking or campfire. Wood is available and plentiful unless otherwise stated.

Let the girls pack so that they know where everything is!!!

LEADER'S ENCAMPMENT PREPARATION CHECKLIST

Prior to Camp:

- ___ Register for camp. Send in Encampment registration form, including arrival and departure times.
- ___ Submit Roster of all attendees, with ages/grades for all girls. List emergency phone numbers for each person (both adults and children) and also any allergies or dietary preferences.
- ___ Obtain completed health history forms on each person. Adults must have health forms, too.
Permission to administer Tylenol/Ibuprofen, Pepto Bismol, and Benadryl must be listed specifically, else these may not be given to any girl.
Each girl must have a Specific Event permission form for the encampment.
THEY WILL BE SENT HOME IF THEY DON'T HAVE HEALTH FORMS/PERMISSION FORMS WHEN THEY ARRIVE!
- ___ Create Drivers Packets for each driver. This way you can give each driver a packet, shuffle girls amongst cars as you wish without having to shuffle paperwork, and collect the packets again after camp.
You will turn this packet in when you check in – be sure to get them back before you leave!
Each packet should contain:
 - A list of all riders in that particular car (in case of emergency)
 - Health forms for all participants (including adults!)
 - General Permission forms and Specific Event Permission forms for all girls
 - Girl Scout emergency procedures instructions
 - Directions to camp and map of camp
 - Camp schedule.
- ___ Plan troop activities according to your schedule.
- ___ Make SWAPs
- ___ Plan any meals your troop is preparing, and make sure everyone has sack dinner/money for Friday dinner.
- ___ Make arrangements to arrive between 5:00 -7:30 pm. (Leave town 3:00-5:00 pm.)
- ___ Bring this checklist with you.

Upon Arrival:

- ___ Check in (at the Steiner Center if at Willow Springs; at the Lodge if at Shadow Rim or Camp Maripai).
 - ___ Turn in your packet of health forms and permission forms at check in (you'll receive them back when you leave).
 - ___ Discuss with Camp First Aider any medicine or medical issues for your troop. All medicines must be kept in a locked car or in the infirmary and administered by your troop first aider or the camp first aider.
 - ___ Receive directions to parking area and campsite
- ___ Unload equipment and girls at camp site, then park vehicles according to instructions at check in.
Back cars into parking spots. Keep keys with you at all times.

During Camp:

- ___ Consult your schedule for direction.
- ___ SMILE and Have a great time!!!

Departure:

- ___ Gather equipment together and pack cars.
- ___ Perform site and all-camp kapers.
- ___ Have a Scouts Own.
- ___ You MUST have your site inspected (not before 10:00 am).
After you are checked by the Checkout committee, you may proceed to the dining hall for final checkout.
- ___ Stop by the Lodge for your health forms, then drive safely home.

PIMA NEIGHBORHOOD ENCAMPMENT

BASIC SCHEDULE

Friday

5:00 - 7:30 pm	Arrive at camp and check in. Set up camp and settle in. Eat sack dinner (or eat on the way).
7:30 - 9:00 pm	Your own troop's program (campfire, snack?).
8:00 - 8:30 pm	Mandatory meeting in the Lodge. <u>An adult must remain with any fires!</u>
10:00 pm	All lights out

Saturday

7:30 - 8:15 am	Breakfast
9:15 - 9:30 am	All camp flag ceremony
9:30 - 12:00 pm	Wide Game
12:00 - 1:00 pm	Lunch
1:00 - 4:00 pm	Open program for all
4:00 - 5:00 pm	HOT (hour of tranquility—see below)
5:15 - 5:30 pm	All camp flag ceremony
5:30 - 6:15 pm	Dinner
7:30 pm	Campfire and your own troop's program
10:00 pm	All lights out

Sunday

7:30 - 8:15 am	Breakfast
9:15 - 9:30 am	All camp flag ceremony
9:30 - 9:45 am	Your own troop's Scouts Own Evaluation Clean up and perform camp kapers. Have your camp site inspected before you leave.
10:00 - 11:00 am	Checkout and depart. No units will be checked before 10:00 am. Pick up health forms at the lodge as you leave.

Meal Time: Please drink one glass of water before eating each meal!

HOT: For free time, schedule an Hour of Tranquility. Allow the girls to just hang out and relax in their for an hour. Then, begin dinner preparation at 5:00 pm.

Cooking Fires: If you have started a cooking fire or stove before flag ceremony, one adult MUST stay in camp with the fire while you and the girls attend the flag ceremony.

GLOSSARY OF TERMS

(helpful for new campers)

Dunk bag: A net or mesh bag used for the final stage of dish-washing when cooking outdoors. Girls first wash, rinse, and sanitize their dishes in three dish tubs or buckets, then place clean dishes in a dunk bag and hang it to air dry. This procedure is used when cooking out; when we eat in the lodge, we use a commercial dishwasher.

Mandatory Leaders Meeting: A meeting that will cover critical information. The camp manager will discuss camp safety, rules, fire drills, etc. The camp staff will present any necessary details.

Kaper: A camp chore, such as trash pickup, cleaning the bathrooms, or helping serve or clean up from meals. Each troop will be assigned one or more camp kaper. Extra chaperones may be assigned kapers such as kitchen duty. Each troop will also be responsible for kapers in their own sleeping area. Many troops use a kaper chart to divide up the jobs for cooking out and other troop activities.

Meal Setup/Grace: A kitchen kaper that may be assigned to your troop. Arrive at the lodge 15 minutes before meal time, set up tables and help the cooks set the tables (as needed). Choose and lead grace.

Hopper: A kitchen kaper, bringing hot food and other items from the kitchen to the table.

Grounds Patrol: Another kaper. Patrol the area for any trash or lost items. Have the girls look very carefully for small pieces of trash!

Scout's Own: A spiritual or reverent but not religious ceremony where scouts quietly reflect on a chosen theme or idea. These are usually girl-planned ceremonies. Ahead of time, the girls who are planning the ceremony choose a theme (friendship, nature, patriotism, and the Girl Scout law are a few choices), then they choose poems and quiet songs that fit the theme. They then lead the participants to a nice quiet place and share their program. Everyone remains quiet unless they are singing or participating. Usually the participants will pass under a Quiet Bridge (two girls raising arms to make an archway), and after they pass through the Quiet Bridge nobody speaks until they pass back through the Quiet Bridge after the ceremony, unless they are participating in the ceremony. Sometimes there are moments of sharing (for instance, go around the group and offer what a friend means to you), and sometimes there are moments of silence, listening to the wind whisper through the trees. Scouts Owns are quite inspirational, a nice quiet time to reflect upon the weekend and your experiences.

SWAPS: A fun sharing experience for anyone attending camp. Girls exchange small handmade trinkets that will serve as a memento from camp.

Site Inspection: Inspection of each unit by a camp staff member or the site director prior to leaving camp to make sure everything is clean. This will take place Sunday morning. The camp committee can answer any questions about inspections. Please, no inspections prior to 10:00 A.M.

Sit-Upon: Any waterproof pad that is suitable for sitting upon during the program or campfire. The Brownie handbook has instructions for making sit-upons. Be creative!

Wide Game: A large program where girls are broken into smaller groups which travel from station to station in some organized fashion, each group attending each station once and each station taking roughly the same amount of time. A Wide Game generally has an overall theme. Adults or older girls will lead groups at each station and some will travel with the groups from station to station. Sometimes there are puzzles to solve, such as how to find the next station.