

"MEDIEVAL KNIGHTS"

Willow Springs Program Center, Prescott

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Items to be Distributed Next Time:

Unit/Cabin Assignments, Kaper Chart Assignments, Maps to Camp and of Camp

Questions or concerns, please contact:

Lee Kline, lee@reality.com (email is best!) 480-967-7995(w) 602-770-8158 (cell--after noon please!)

GENERAL INFORMATION

Directions:

The trip to Willow Springs will take about 2 hours from North Scottsdale. Maps will be distributed with your unit assignments. General directions: Take Pima Road north to the Carefree Highway. Turn left and travel west 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 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 the road; keep following the main road until you see a large white rock. Turn right and follow the road into camp.

You may come to camp **ONLY** if.....

- 1) You and other adults have the required training. At least one adult must have outdoor training and one adult must have first aid training. Please note: Smoking is not allowed at camp. Make sure all adults know this and will abide by this rule!
- 2) Your troop meets the required adult to girl ratios as noted in *Safety-Wise*:
 - 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
- 3) You bring a completed health form for each adult and girl.
- 4) You bring a signed permission slip for each girl.

If you fail to meet any requirement, please let the camp committee know so that we may work out problems ahead of time.

Phone Numbers:

The camp phone number is (928) 778-5127; camp phones are located at the Alice Marshall Lodge, the Big House, and the Infirmary. Long distance calls may only be made collect or with a calling card and they must all be logged on the phone log next to the phone. The camp manager's phone number is (928) 445-7532. These numbers are for emergency use only.

Program:

The theme for camp this year is "Medieval Knights." The program will consist of a wide game with games and crafts with a medieval theme. There is no program planned in the afternoon on Saturday, but we plan to have a few activities such as a scavenger hunt for your use. In case of poor weather, please be prepared with some indoor activities.

There will be an evening campfire program on Saturday night. Feel free to bring your s'mores to the campfire to cook after (or during) singing. (We will have to take turns at this, though, so please be patient.) Please have your troop prepare a song to teach or to sing. The older girls will lead the campfire program.

Lodging:

Willow Springs has a combination of dorms, indoor cabins, and tent units. Cabin units have cots and mattresses. The tent units consist of approximately 16x16 platforms, where you can set up your own tents or the 5-person dome tents that the camp can provide (sleeping would be on foam pads that you bring). All units have flush toilets. Participants must bring their own sleeping bags and pillows. Although the day time temperatures will be warm, the nights may be cool. Please make sure you and your girls are prepared for the cool nighttime temperatures.

Men and boys will be housed in units separate from the girls.

Drivers and Cars:

Gates open at 7 a.m. and close at 10 p.m. The speed limit is 5 mph. You may drive your car to your site to unload. All cars must be parked in the designated parking lot—no cars may remain at the camp site. Please back your car into the parking space. You may lock your car, but you must keep your keys with you at all times.

***** **Parking is limited. Please bring as few cars to camp as possible!!!!*******

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 cook their own lunch. Make sandwiches and take them on a hike?

Saturday Dinner: Provided in the Dining Hall.

Sunday Breakfast: Provided in the Lodge.

Snacks: Please bring snacks for your girls if you think they will need them.

To prevent dehydration (see “About Altitude Sickness” below), everyone should drink a glass of water before each meal.

Cooking by Fire:

All cooking by fire must be done in a fire circle. Some cabins do not have fire circles, so you will need to borrow another unit’s fire circle or use the all-camp fire circle if you want to cook over fire.

1. You must follow all regulations regarding fire building found in *Safety-Wise*.
2. When finished, make sure the fire is dead out, and leave all ashes and any partially burnt wood in the fire ring. Please try to burn all wood as completely as possible, so we can leave the fire circles in a nice condition.
3. 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.
4. If you are sharing a unit with another troop, please coordinate the use of the fire circle.

About Altitude Sickness...

Altitude sickness, caused by dehydration, is very common to visitors in higher altitudes. The most important thing to remember this weekend is to **DRINK LOTS OF WATER!!!** You are at a much higher altitude than in Scottsdale. This change in altitude, combined with a warm, arid climate, and your high activity level, can cause dehydration which, in turn, can cause altitude sickness. Ask each of your girls to bring a bottle filled with water and to drink the water on the way to camp. Continuously refill the bottle with water and drink throughout the weekend. (Juice, pop, coffee, and tea do not count.) Children and adults are susceptible to altitude sickness and it will spoil your weekend if you or one of the girls becomes ill. Besides, our camp first aider wants to be bored this weekend.

First Aid:

We will have a camp first aider at camp during the weekend. S/he will have a walkie-talkie at all times.

Trash:

Each troop is responsible for cleanup of their own trash, cabin, and surrounding areas. Haul trash containing food to the dumpsters immediately after meal preparation, or you may be visited by some of the more interesting wildlife at night! (Remember the javelinas last year???)

Scouts Own:

We encourage all troops to hold or attend a Scouts Own on Sunday.

Information to Share with Chaperones:

1. Men and boys will stay in a unit separate from the girls.
2. The following are strictly forbidden: alcoholic beverages, chewing gum, firearms, fireworks, pets, mechanized bikes, and buggies.
3. **Smoking is not permitted anywhere on camp grounds or anywhere there are girls.**
4. Chaperones are coming to camp to help. If you are bringing many chaperones, they will be assigned to an all camp kaper.
5. Attitudes are contagious! Please do not bring any adult helpers that will spread a negative attitude to the girls. It is important that you speak to your adults beforehand to let them know what you expect of them during the weekend. We are not camping in the Hilton, but this will be a fun weekend--but only if we all come prepared with lots of smiles!

Special Camp Rules:

1. We must conserve water. No showers, please.
2. Each person attending camp must bring a flashlight and whistle.
3. Phones may be used for emergencies only.
4. No food will be allowed in tents or cabins. Keep troop food in sturdy animal proof containers.
5. Ice is available in the lodge.
6. Quiet hours begin at 10:00 P.M.
7. Creek walking is allowed (if the creek is flowing!), but only with adult supervision.

SWAP GUIDELINES

Troops attending encampment weekend will be encouraged to swap with other troops.

1. Troops make small, decorative items that must pin, stick, or otherwise attach to clothing or hats.
2. Make at least 5-10 swaps per camper. Write your troop number on the back.
3. Suggestion: Attach items to a ribbon and pin the ribbon onto the girl. If adults have a camp name their swap could be related to their camp name.
4. Girls may start swapping their pins on Saturday at the Wide Game and continue throughout the weekend.
5. Imagination rules: The swaps may be related to camping, or related to our encampment theme: "The Natural Arts." 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 shrinkydink, 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!!
6. **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 choose to swap or not swap with other girls. Girls may also swap those swaps that they have already received, if they care to. However, please instruct them to treat each other with polite behavior. 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.

If you have any questions, please contact a member of the Encampment Committee.

EQUIPMENT LIST

- | | |
|--|--|
| <p>_____ Sleeping equipment</p> <p>_____ Waterproof duffel bag (yes, it could rain!!!)</p> <p>_____ Three changes of clothing</p> <p>_____ Weather-related clothing:</p> <p>_____ Toiletries</p> <p>_____ For Leaders/Adults</p> | <p>_____ Sleeping bag</p> <p>_____ Small pillow</p> <p>_____ Stuff sack for sleeping bag or rope to tie sleeping bag together</p> <p>_____ Pajamas</p> <p>_____ Special blanket or stuffed animal</p> <p>_____ Shirts (3)</p> <p>_____ Long pants? (1-2 pairs, with belt loops, if possible)</p> <p>_____ Shorts (2 pairs)</p> <p>_____ Underwear (3 pairs)</p> <p>_____ Socks (3-4 pairs)</p> <p>_____ Shoes (bring an extra pair--bring a crummy pair for creek-walking!)</p> <p><i>No sandals, jellies or open-toed shoes!!!</i></p> <p>_____ Rain poncho</p> <p>_____ Jacket or sweatshirt (be prepared for cold weather!)Jacket - warm and old!!</p> <p>_____ Knit hat or hooded sweatshirt</p> <p>_____ Gloves</p> <p>_____ Hat (to wear and to hold swaps)</p> <p>_____ Sunglasses (optional)</p> <p>_____ Toothbrush and toothpaste</p> <p>_____ Washcloth -- in a small zip-lock bag</p> <p>_____ Soap -- in container or zip-lock bag (scent-free! to avoid attracting insects)</p> <p>_____ Face towel</p> <p>_____ Brush/comb and rubber bands for long hair</p> <p>_____ Sunscreen</p> <p>_____ Tissues, chapstick, bug repellent (stick please, no sprays or lotion)</p> <p>_____ Comfortable camping chair</p> <p>_____ Chocolate, caffeine, and your painkiller of choice</p> |
|--|--|

- _____ **Canteen or water bottle**
- _____ **Whistle**
- _____ Bandana
- _____ Backpack or hip pack to carry your things around in
- _____ SWAPs and a hat / ribbon / zip-lock bag to carry them in
- _____ Flashlight with extra batteries
- _____ Sit upon or camp chair
- _____ Camera and film/autograph book
- _____ Card games (optional)
- _____ Pocket knife -- *only if directed by troop leader*
- _____ Sack lunch or money for Friday night dinner

No food, gum, or candy! No aerosol cans or glass! No jewelry!
Avoid scented items--they attract biting insects!

Suggestions: Get six 2-gallon zip-lock bags. Pack 1 with toiletries; 2 for each set of clothing in separate bags; 1 for sleeping clothes; 1 for stuffed animal, hat, flashlight, extra batteries; 1 for eating equipment; and 1 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

Snacks and S'Mores:

_____ Snacks and S'mores (or other campfire fixings) are not provided. Please bring them if you need them.

Saturday Breakfast, Lunch, Dinner, and Sunday Breakfast:

_____ If your troop is cooking out for any meals, make sure you bring the food and cooking supplies.

General troop items:

- _____ Troop First Aid Kit
- _____ Lantern (lighting is available in some areas, but not others)
- _____ Paper Towels
- _____ Bleach
- _____ Garbage bags
- _____ Campfire equipment:
 - _____ Matches and fire starters
- _____ Materials for Kaper Charts
- _____ Materials for troop activities (reference books, craft materials, etc.)

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

- _____ Utensils/plates – or have girls bring mess kits
- _____ Soap (for hands and for dishes)
- _____ Charcoal
- _____ Matches and fire starters
- _____ Coleman stove and fuel
- _____ Ice chest and ice (more ice will be available in the dining hall)
- _____ Pots, Skillets, Dutch Ovens, Griddles
- _____ Buckets or dishpans for dish washing
- _____ Sharp knives
- _____ Serving spoons/forks
- _____ Pot holders
- _____ Bowls (esp. serving bowls)
- _____ Pitchers/Coolers for drinks
- _____ Aluminum foil and zip-lock bags (always useful)
- _____ Potato peelers
- _____ Cheese grater
- _____ Marshmallow toasters
- _____ Tongs (useful for many things)
- _____ Spatulas
- _____ Can opener
- _____ Salt, pepper, and other flavorings
- _____ Sponges, pot scrubbers, dish towels
- _____ Food (or else it'll be a very long weekend)

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

LEADER'S PREPARATION CHECKLIST

Prior to Camp:

- _____ Obtain completed health history forms on each person (including adults!). Permission to administer Tylenol must be listed.
- _____ Have permission slips for each girl.
THEY WILL BE SENT HOME IF THEY DON'T HAVE PERMISSION SLIPS WHEN THEY ARRIVE!
- _____ Plan troop activities according to your schedule
- _____ Assure that each person has their sack dinner or money for dinner for Friday night
- _____ Make arrangements to arrive at the scheduled check-in time (5:00-7:30 p.m.)
(This means you should be leaving town between 3:30 and 5:00 pm)
- _____ Bring this checklist with you
- _____ Bring map and schedule

Upon Arrival:

- _____ Go through the check-in procedure at the Program Center.
 - _____ Turn in the health history forms and permission slips at check in
 - _____ Discuss with Camp First Aider any medicine or medical issues for your troop.
 - _____ Check off all campers arriving with you on the roster sheet
 - _____ Receive directions to parking area and campsite
- _____ Park vehicles according to instructions at check in. Keep keys with you at all times.

During Camp:

- _____ Consult your schedule for direction
- _____ *Have a great time!!!*

Departure:

- _____ Fill out camp evaluation forms
- _____ Gather equipment together
- _____ Perform site kapers
- _____ Have your site inspected (not before 10:00 A.M.).
Request your check-out time from an Encampment Committee Member.
- _____ After you are checked by the Checkout committee, you may proceed to the dining hall for final checkout.
- _____ Turn your check out coupon in to the site staff and get your patches and health history forms.

Additional Troop Equipment:

Rakes, shovels, and buckets are provided at camp. Bring your own charcoal for cooking or campfire. Wood is available and plentiful.

No snacks are provided. If you think your girls will be hungry, please bring a snack for them.

"MEDIEVAL KNIGHTS"

SCHEDULE

Friday, September 9

5:00 - 7:30 p.m.	Arrive at camp and check in at the Program Center. Settle in. Eat sack dinner (or eat on the way).
8:00 p.m.	If you arrive late and we're not at the Program Center, check in at the Lodge.
7:30 - 9:00 p.m.	Campfire and snack
10:00 p.m.	All lights out

Saturday, September 10

7:30 - 9:00 a.m.	Breakfast*
8:30 - 9:00 a.m.	<i>Mandatory leaders' meeting in the Lodge. An adult must remain with your troop.</i>
9:15 - 9:30 a.m.	All camp flag ceremony
9:30 - 12:00 a.m.	Brownies: "Medieval Knights" Wide Game Juniors and Cadettes: Open Program
12:00 p.m.	Lunch
1:00 - 3:00 p.m.	Juniors and Cadettes: "Medieval Knights" Wide Game Brownies: Open program
3:00 - 4:00 p.m.	Open program for all
4:00 - 5:00 p.m.	HOT** (hour of tranquility)
5:00 - 5:15 p.m.	All camp flag ceremony
5:15 - 7:00 p.m.	Dinner
7:45 - 9:00 p.m.	Campfire
10:00 p.m.	All lights out

Sunday, April 17

7:30 - 9:00 a.m.	Breakfast.
9:15 - 9:45 a.m.	All camp flag ceremony and Scouts Own
9:45 a.m.	Clean up and perform camp kapers. Unit must be inspected before you leave.
10:00-12:00	Checkout and depart. No units will be checked before 10:00 a.m. Pick up patches and health forms at the dining hall as you leave.

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

Suggestion: ** For free time, schedule **HOT** - *Hour of Tranquility*. Allow the girls to just "hang out" in their cabins relaxing for an hour. Then, begin dinner preparation at 5:00 p.m. Be sure to have an adult with the fire while you attend the flag ceremony.

GLOSSARY OF TERMS

(Helpful for New Campers!!!!)

Dunk bag

A netted or mesh bag used for the final stage of dishwashing procedures when cooking outdoors.

Mandatory Leaders Meeting

A meeting that will cover critical information. The camp manager will discuss fire drills, etc. The camp staff will present any necessary details. This meeting will be held Saturday morning.

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.

A kitchen kaper that may be assigned to your troop. The duties may include:

1. Arrive at the lodge 1/2 hour before meal time
2. Set up tables (if needed)
3. Choose and lead grace
4. Serve the meal
5. Discard paper goods

Scout's Own

A reverent ceremony where scouts silently 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 (everyone is quiet unless they are singing or participating) and share their program. 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.

Scout Swap

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.