# Council Campsite Service Unit Camporees

A camporee is an opportunity to share Girl Scout sisterhood in the great outdoors. Groups of Girl Scouts including service units and multi-level large troops come together for a weekend of camping and activities facilitated by Service Units in partnership with the Outdoor Program Team. It is a great way for troops and girls to bond and a good introduction to camping to new volunteers in a supportive environment. Camporees include meals, activities, and overnight lodging. The requesting group should have a camporee chair who will organize the troops/groups and communicate with the Outdoor Program Team.

# General Information

# Pricing/Group Size:

90+ participants \$100/person overnight \$65/person day 60-89 participants \$125/person overnight \$75/person day

#### What's Included:

Two nights lodging, four meals (Saturday breakfast, lunch, and dinner, and Sunday breakfast), outdoor common areas (pavilions, fields, etc.), three staffed activities, and support during Saturday evening program.

## Camporee Coordinator Responsibilities:

The camporee coordinator will communicate Service Unit Camporee plans with the Assistant Camp Director – 3-Seasons (ACD3). The Camporee Coordinator will communicate camporee plans with the troops attending. They will also complete troop lodging assignments and submit them to the ACD3. Additional planning completed by the Camporee Coordinator includes cabin kapers, flag, opening, and closing ceremonies, and Friday evening programs including campfire, graces, and songs. The Camporee Coordinator must have taken *Planning Events Beyond the Troop w/Emergency Preparedness* prior to acceptance of the application. This class is now offered online. Please visit the Training page on our website for more information and to register.

### Available dates:

You can view available dates for the current Girl Scout year by checking Doubleknot availability under the "Check Availability & Register" tab on the <u>Troop Camping page on our website</u>. For dates for the following Girl Scout year, please contact <u>camp@gsgatl.org</u>

### **Application Process:**

Service Units can apply to host a Service Unit Camporee at Camp Misty Mountain, Camp Meriwether, or Camp Timber Ridge up to 18 months in advance. There are no beginning and ending registration dates. To submit a camporee application, please fill out the <u>Service Unit Camporee Application</u>.

# Agreement and Deposit:

Once a date is approved, you will be emailed an agreement to be signed and returned to Girl Scouts of Greater Atlanta along with your deposit of \$500. These two things must be completed within 30 days from the date the agreement is emailed, or you will forfeit your space at camp and must reapply if it is still available.

# **Background Checks:**

All adults traveling and or attending a camporee event must have a current volunteer application with a successful background check on file. For council staff to be able to verify this, we must have a completed <a href="Camporee Pre-Approval and Activities Request Form">Camporee Pre-Approval and Activities Request Form</a> from each troop due at least one month before the event is scheduled to start. Along with the completed forms, Camporee Coordinators should submit a list of troops that are attending the event through the <a href="Service Unit Camporee Troop Roster">Service Unit Camporee Troop Roster</a> form. Once all adults are verified, the Camporee Coordinator and the ACD3 will be notified. Failure to complete this process could result in the event being canceled, in which case your fees paid to the camp would be forfeited. \*Mother/Daughter camporees where mothers retain supervision of their daughter and no other groups are present in camp are exempt from this procedure.

<sup>\*</sup>Day participation does not count towards total numbers for price tier

## Participants:

All participants of troops, including adults and Girl Scouts, must be registered for the membership year in which the camporee takes place. All adults must be confirmed as having a current, successful background check. Tag-a-longs are not allowed at this event. Each troop must have an adult who is certified in First Aid/CPR and an adult who has completed the Troop Outdoor Certificate Learning Path in gsLearn. This can be the same adult. Each troop must have the appropriate number of adults to maintain the supervision ratio.

	Group Meetings		Events, Travel, and Camping	
	Two unrelated volunteers (at least one of whom is female) for up to this number of girls:	One additional volunteer to each additional:	Two unrelated volunteers (at least one of whom is female) for up to this number of girls:	One additional volunteer to each additional:
Girl Scout Daisies (grades K–1)	12	1–6	6	1–4
Girl Scout Brownies (grades 2–3)	20	1-8	12	1-6
Girl Scout Juniors (grades 4–5)	25	1–10	16	1–8
Girl Scout Cadettes (grades 6–8)	25	1-12	20	1–10
Girl Scout Seniors (grades 9–10)	30	1–15	24	1-12
Girl Scout Ambassadors (grades 11–12)	30	1–15	24	1–12

# Activities:

Each troop will submit activity requests to the Camporee Coordinator and ACD3 through the <u>Camporee Pre-Approval</u> and <u>Activity Request Form</u>. Additional activities can be reserved on a per-participant basis. The ACD3 and the Outdoor Program Team will determine if the additional activities can be safely accommodated and work with the Camporee Coordinator to schedule. See pages 3-5 of this packet for more information.

# Camp Stores:

The camp stores will be open at scheduled times during your camporee allowing campers to purchase souvenirs and gift items. Prices range from \$1.00 to \$50.00 with items including pens, stuffed animals, and sweatshirts. The stores accept cash, credit cards, and GSGATL Cookie Dough.

# Specific Camp Highlights:

Traditional camp activities including canoe, kayak, archery, and more are offered at all three camps. Some of the differences at each camp include the following:

### Camp Meriwether

- English Equestrian Activities
- Focus on Eco-friendly, sustainable, and practical crafting programs

### Camp Misty Mountain

- Western Equestrian Activities
- Focus on in-depth outdoor skills, adventuring, wilderness and aquatic programs
- Access to 84 acres of Lake Marvin

### Camp Timber Ridge

- In-depth Challenge Course activities
- Focus on STEM and a creative twist on classic camp crafts

# **Activity Descriptions**

# **Outdoor Fun Activity Options**

Each troop rank activities in order of preference and 3 will be selected. Any activity substitutions are at the discretion of the ACD 3 based on price, availability, and weather conditions. Please confirm activity choice availability with the ACD3. Activity requests are due no later than 30 days prior to your camporee date via <a href="Camporee Pre-Approval and Activity Request Form.">Camporee Pre-Approval and Activity Request Form.</a>

# Slingshots

- Grades K 1
- Available at all camps
- Min: 6/ Max: 12 per session

After a brief safety orientation, the archery instructor will lead groups through practice shooting. Participants will shoot in rotating groups.

# Archery

- Grades 2 12
- Available at all camps
- Min: 8 / Max: 12 per session

After a brief safety orientation, the archery instructor will take you through some practice shooting. Participants will shoot in rotating groups.

# Cooperative Games

- Grades 2 12
- Available at all camps
- Min: 6 / Max: 16

This activity is meant to allow for participants to learn cooperative skills such as teamwork, positive and effective communication, and healthy and appropriate ways to disagree. This is an hour-long session that varies in content according to group dynamics.

# **Camp Crafts**

- All GS Program Levels
- Available at all camps
- Min: 8 / Max: 24 per session

Our staff will offer you several craft projects to inspire your Girl Scouts to be creative. Sample projects include tie-dye, bead animals, recycled crafts, and traditional camp crafts. Activity to be determined by the instructor.

# Canoeing

- All GS Program Levels
- Available at all camps
- Min: 8 / Max: 24 per session
- Activity will be limited between November and March due to weather and lake levels

Attend a brief safety orientation and launch into the lake. Practice paddling skills while exploring the lake with an experienced canoe instructor. All participants must wear personal flotation devices and shoes. Grades K-1 must have an adult in the canoe

# Hike

- All GS Program Levels
- Available at all camps
- Min: 8/ Max: 25 per session

Our staff will offer you a fun-filled hour of activities to get all of your Girl Scouts exploring their natural surroundings.

# Outdoor Skills

- All GS Program Levels
- Available at all camps
- Min: 8 / Max: 25 per session

An instructor will teach an outdoor skill of your choice or tell us the age of your girls and let us surprise you! Choices include fire building, shelter building, water purifying, plant identification, orienteering, knife safety or knots.

# Groom-A-Pony

- All GS Program Levels
- Available at CMW and CMM
- Min: 6 / Max: 20 per session

Visit the barn for a tour, grooming and safety demo with time to groom one of our equine friends while asking all of your horse questions to one our expert equestrian staff.

# Weird Science

- All GS Program Levels
- Available at CTR
- Min: 6 / Max: 18 per session

Explore science through messy activities such as slime, exploding bags, playdough, homemade slushies and more!

# Spa / Kitchen Cosmetics

- All GS Program Levels
- Available at CTR
- Min: 6 / Max: 18 per session

Make your own soap, bath bombs, and handscrubs! You may even do a facial or manicure!

\*A higher maximum may be available depending on the camp and if it is possible to split the group into more than one session. Contact the ACD3 for more information.

# **Premium Activities**

These activities are available for an additional fee. The Service Unit or individual troops may choose to add one or more of these activities based on availability as a fourth activity. Adding a fourth session is at the discretion of the ACD3. In some instances, you may be asked to substitute one of your activities above for one of these additional activities. Price will be adjusted accordingly if a premium activity is one of the three sessions included in your camporee. Requests are due 30 days in advance and payments and final participation for all additional activities are due two weeks prior to the camporee date.

# **Challenge Course Activity Options**

Age requirements and camp locations vary due to the unique aspects of each climbing structure.

# Swing by Choice

- \$25 / participant
- Grades 3-12
- Available at CTR
- Min: 8 / Max: 16 per session

Get geared up in a full-body harness and helmet, then pick a swing partner. In pairs participants are attached to the Giant swing by trained ropes course facilitators, and the rest of the group will work as a team to pull on the tow line to raise the participants into the air. When ready to swing the participants will get a count down from the facilitator and will pull the release cord, allowing them to swing.

# Low Challenge Course

- \$35 / participant
- Grades 4-12
- Available at CMW
- Min: 8 / Max: 12 per session

This adventure consists of a series of group initiatives and may progress to team elements constructed of steel cables, ropes, and/or trees. It is a low course that's perfect for Girl Scout Juniors and up. Participants work together to problem solve and accomplish group goals.

# Intermediate Challenge Course

- \$35 / participant
- Grades 4-12
- Available at CTR
- Min: 8 / Max: 16 per session

Get geared up in a harness and helmet before being able to cross either the grapevine or the cable walk. The grapevine has a steel cable to walk across with hanging ropes to use to assist in walking across the cable. The cable walk has a steel cable to walk across with a rope across the element to hold onto to assist in crossing the cable.

# High Challenge Course

- \$35 / participant
- Grades 4-12
- Available at all camps
- Min: 8 / Max: 16 per session

Get geared up in a harness and helmet before being able to traverse obstacles while walking on a steel cable. Elements vary depending on the camp. Reach out to your camp's ACD3 for more details about what their camp specifically offers!

# Climbing Wall

- \$25 / participant
- Grades 4-12
- Available at all camps
- Min: 8/ Max: 16 per session

Get geared up in a harness and helmet than one or two at a time get the opportunity to climb up our climbing wall. Participants are supported by a belay system with a trained ropes course facilitator for the duration of their climb and descent.

# Flying Squirrel

- \$35 / participant
- Grades 4-12
- Available at CMW
- Min: 8/ Max: 16 per session

This is a wonderful introductory activity to high-challenge elements that involve the participation of the entire group. The "flyer" begins on the ground and controls the height and speed as their team lifts them into the air.

### Zipline

- \$35 / participant
- Grades 6-12
- Available at CTR
- Min: 8 / Max: 16 per session

Get geared up with a harness and helmet and get ready for a fun ride down the zipline. Participants will climb up to the zip platform while on a belay system. When you have reached the platform, a facilitator will guide you through your treetop adventure.

# Equestrian Option and Skills Progression

Camporees who would like to add horseback riding as one of their activities will follow the following skills progression for their session.

The cost for all horseback riding programs is \$35.

### Daisies and Brownies

- Riders become comfortable being around horses
- Learn horse care and safety etiquette
- Complete riding activities that are led by an adult on a lead line

### Juniors

- Begin riding without a lead to learn and practice horseback riding basics
- Begin to control their horse and learn to stop, start, and steer safely and with consistency
- May use games and initiatives to continue practicing these skills

## Cadettes, Seniors, and Ambassadors

- Continue their practice in the arena
- Once riders are ready to further their skills:
  - Embark on a trail ride at Camp Misty Mountain
  - Advance control skills by navigating obstacles within the arena at Camp Meriwether

# Staff Led Programming for Saturday Evening

Your Service Unit has the opportunity to have camp staff assist or lead your Camporee's Saturday night programming. You may choose one of the options below or create and lead your own program.

# Campfire, S'mores, and Songs

- All GS Program Levels
- Available at all camps

Enjoy a campfire with songs and s'mores. Staff will start the fire, sing songs, and help to engage campers by encouraging them to sing along or share a song!

# **Talent Show**

- All GS Program Levels
- Available at all camps

Staff will help to organize and host a talent show in the dining hall or at another location if you choose!

# Dance Party / Line Dancing

- All GS Program Levels
- Available at all camps

Have a western theme? Want a highenergy rain option? Have a dance party or a western-themed party full of line dancing!

### Movie Night

- All GS Program Levels
- Available at all camps

Unwind after a full day of activities with a movie! This low-energy and rain option is a great way to wrap up a theme weekend or relax after all of the adventure!

# Questions about Outdoor Fun, Equestrian, Adventure or Saturday Evening activities?

- Camp Meriwether <a href="mailto:cmwweekend@gsgatl.org">cmwweekend@gsgatl.org</a>
- Camp Misty Mountain <a href="mailto:cmmweekend@gsgatl.org">cmmweekend@gsgatl.org</a>
- Camp Timber Ridge <a href="mailto:ctrweekend@gsgatl.org">ctrweekend@gsgatl.org</a>

# Menu Information

The menu for your camporee will be designed by your camp's culinary team. We will take into consideration the best options for the types of dietary restrictions attending and provide nutritious meals for the weekend. Below is a sample of potential menu options. All meal plans are finalized at least one month prior to the camporee.

Arrangements for non-meat entrees, dietary restrictions, and food allergies must be made in advance. It is important to ensure all dietary restrictions are listed in the allotted space on your camporee pre-approval form. This list is what we use to prepare meals and we want to make sure alternatives are available to those with a need.

If your camporee team has a specific plan to involve your Girl Scouts in menu planning, we'll do our best to work with you to support girl-led programming. Please be sure to discuss this with us as early as possible, as we'll still need to have the menu finalized no later than one month prior to the event.

# Sample Breakfast:

Entrée: Scrambled Eggs, French Toast, Pancakes, Breakfast Casserole, or Breakfast Burritos

Breakfast Meat: Bacon, Sausage, or Turkey Sausage

Bread: Biscuits, English Muffins, Bagels, or Muffins

All breakfasts include an assortment of dry cereals and fruit

Beverages include milk and orange juice Coffee and hot tea will be available for adults only

### Sample Lunch:

Entrée: Chicken Patty Sandwich, Hamburgers, or Deli Sandwiches

Side: French Fries or Chips

All lunches include a Salad Bar

Lunch desserts may include ice cream, cookies, cake, pudding, brownies or cobbler

Lunch beverages may include water, iced tea and lemonade or punch

# Sample Dinner:

Entrée: Pasta (with and without meat), Chicken Breast, or Chicken Tenders

Vegetable: Green Beans, Broccoli, or Mixed Vegetables

Side: Garlic Bread, Mashed Potatoes, or Macaroni & Cheese

All	dinners	include a	Salad Bar
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Dinner desserts may include ice cream, cookies, cake, pudding, brownies or cobbler

Dinner beverages may include water, iced tea and lemonade or punch

# Service Unit Camporee Timeline

# Up to 18 months in advance

- o Complete the Council Campsite Camporee Application
- o The agreement will be emailed once the date has been confirmed. Please allow up to two weeks for confirmation.

## Within one month of receiving the camporee agreement

Sign and return the agreement with a \$500 deposit within 30 days of receipt.

# Four months before camporee

- Assistant Camp Director will attend the Service Unit meeting, either in person or via zoom, if requested to share
  details of the weekend, answer any camporee questions, or hear information from the Service Unit's Youth Planning
  Committee.
- o Camp Coordinator will send payment reminders for upcoming payments

## Three months before camporee

- o Last day for a refund less the \$500 deposit.
- o 50% of registration fee due
- Finalize overall camporee size group and pricing. (For example, 60-89 participants/\$125 person cannot change to a 90+ at \$100/person after this date)

# One month before camporee

- o No refunds after this date;
- o Submit Camporee Pre-Approval and Activity Request Form for each troop along with a roster with list of troops attending.
- o Provide final Girl Scout and adult participant numbers; please note that your camporee is still responsible for the minimum stated on your agreement even if your camporee no longer meets the minimum number of participants
- o Final participant numbers will not be reduced after this date.
- o Discuss final details with ACD3 including check-in and check-out, activity schedule, special needs, menu, etc.
- Final balance for base fees due

### Two weeks before camporee

- o Premium Activity numbers finalized and fees due, if applicable
- Activity numbers can not be decreased after this date and the service unit will be responsible for the full activity balance
- Dietary Restrictions, allergies and activities are final by this date. These are submitted through the Camporee Pre-Approval and Activity Request Form filled out 30 days prior to camp. Any changes or additions need to be communicated no later than two weeks prior to camporee.
- o Sleeping arrangements should be submitted to the ACD3 by the camporee coordinator.

# First day of camporee (Friday)

- o Camporee coordinator checks in with ACD3 in person and prior to the arrival of any participants.
- o Camporee Coordinator provides a revised, complete roster of Girl Scout and adult participants if changes have occurred. Refunds will not be available if fewer participants attend than planned.
- Camporee coordinator checks in troops and subsequently provides a roster of participants present. Any late arrivals
  or cancellations must be submitted to the ACD3 so that they have a complete and accurate head count in case of
  emergency.
- Camporee Coordinator communicates with troops and ACD3 will conduct a leader meeting in the evening after every troop arrives. Camp Site Team will provide notes and announcements regarding parking, safety concerns, activity details, and meals.

### **During Camporee Weekend**

- o The camporee coordinator will assist the camp team in ensuring that all safety policies and rules are followed.
- o Provide leadership to all troop leaders and coordinate any needs to the camp team.
- o Conduct or coordinate any camp ceremonies.

# Last day of camporee (Sunday)

o Troops check out with Camp Site Team. If troop leaves without checking out with the site team, the camporee coordinator is responsible for completing any kapers that were undone.

# Frequently Asked Questions

# Q. Can we have less than the minimum or more than the maximum for overall camporee participants?

A. There are two group sizes for you to choose from. If these do not meet your needs, please contact <a href="mailto:camp@gsgatl.org">camp@gsgatl.org</a> to discuss.

## Q. Will we have exclusive use of the camp?

A. It will depend on the size of your group. The council staff will work with you to wisely use the property resourcefully.

# Q. Will every Girl Scout have a chance to participate in outdoor activities?

A. Yes, there may be sessions on both Saturday and Sunday to allow every Girl Scout a chance to participate.

## Q. Who will place troops in activities?

A. The ACD3 will place troops in activities will design the weekend schedule to ensure the best experience for all attendees and that all safety measures are followed.

## Q. Why is the cost for cabins and tents the same?

A. In an interest to simplify payment collection, the pricing is the same.

### O. When do we need to submit the final headcount?

A. The final number of girl and adult participants must be submitted no later than 30 days in advance of the event along with a <u>Service Unit Camporee Pre-Approval and Activity Request Form</u> for each troop attending and a roster listing all troops.

# Q. Can Daisies attend?

A. If all of the girls in the Daisy Troop have followed a trip progression beginning with short local trips and advancing to longer trips, including at least one overnight, the Daisy Troop may attend.

# Q. Can a registered male adult attend the camporee?

A. Yes, with some exceptions. Please contact the ACD3 for more details.

### O. What are the check-in & check-out procedures?

A. The camp team will work with the camporee coordinator to coordinate check-in and out. A troop roster listing all participants must be submitted at check-in.

# Q. What is the refund policy?

A. Service Unit agrees that cancellation must be made at least 90 days prior to the date of use. Initial deposits (\$500) are non-refundable. Cancellations made less than 60 days prior to the date of use will result in the deposit being forfeited and an administrative fee equal to 20% of the total participant fees. Exceptions to this policy will be made for acts of God only. Final participant numbers are due 30 days in advance. After 30 days, refunds are not available for reduction in overall participant numbers. Exceptions may be made with a doctor's note or in the event of a death in the immediate family and at the discretion of the ACD3. All cancellations must be made in writing and submitted to <a href="mailto:camp@gsgatl.org">camp@gsgatl.org</a>

# Q. Can you explain the payment schedule?

A. A \$500 deposit is due upon confirmation and 50% of the balance of the base fee is due 90 days before the camping date. Remaining balance for base fees and activities are due 30 days out.

### O. What is the role of the camporee coordinator?

A. The camporee coordinator is the primary contact person from the service unit communicating with the camp team for weekend details and Operations Coordinators for application and payment. Once placed in the camporee, the coordinator stays connected with the ACD3 to make all arrangements for the weekend. This person is responsible for answering troop leader's questions and communicating logistics related to their camporee event.

The Camporee Coordinator must have taken *Planning Events Beyond the Troop w/Emergency Preparedness* prior to acceptance of the application. This class is now offered online. Please visit the <u>Training</u> page on our website for more information and to register.

# Council Service Unit Camporee Forms

### Service Unit Camporee Application

# Service Unit Camporee Pre-Approval and Activity Request Form

Due: 30 days prior to camporee

Includes: Troop roster, activity request, and dietary information

Submitted by: Troop leaders

# Service Unit Camporee Troop Roster

Due: 30 days prior to camporee

Includes: List of participating troops and main contact information

Submitted by: Camporee Coordinator

# Girl and Adult Health History

Due: At time of camporee

Includes: Health information for all girl and adult participants. Adults may keep their own copies on their

person at all times

Submitted by: Troop leader should always keep with them for their group; forms will not be collected by

council staff

## Permission for Girl Scout Activity

Due: At time of camporee

Includes: Parent permission to participate in camporee

Submitted by: Troop leader should always keep with them for their group; forms will not be collected by

council staff

# Training Requirements

Please have all requirements completed at the time your troop submits the <u>Service Unit Camporee Pre-Approval and Activity Request Form.</u>

### Camporee Coordinator

• Planning Events Beyond the Troop w/Emergency Preparedness

# **Troop Leader**

One adult from each troop must have the following. If troops are sharing qualifications, they must be housed in the same unit and list the names of adults providing training for their troop on the Service Unit Camporee Pre-Approval and Activity Request Form

- Troop Outdoor Certificate
  - Safety First
  - Day Trips & Overnights
  - Camping Basics
- First Aid/CPR

# All Attending Adults

- Girl Scout Membership
- Background Check

# **Contact Information**

- Camp Meriwether <a href="mailto:cmwweekend@gsgatl.org">cmwweekend@gsgatl.org</a>
- Camp Misty Mountain <a href="mailto:cmmweekend@gsgatl.org">cmmweekend@gsgatl.org</a>
- Camp Timber Ridge <a href="mailto:ctrweekend@gsgatl.org">ctrweekend@gsgatl.org</a>
- Operations Coordinators <u>camp@gsgatl.org</u>