



# Camp Conshatawba

Camp Confirmation Packet:  
Troop/Family Camp





Dear Camp Conshatawba camper,

I am so excited to welcome you to Camp Conshatawba this summer for a troop/family camp program. The camp staff and I are proud of the planning and preparation for the many fun and exciting activities and programs we have this season. We are thrilled that you will be joining us to try new things, make new friends (and keep the old), and make incredible memories that you will carry throughout your lifetime.

This confirmation packet is intended to be read by you, the Girl Scout attending a troop/family camp at Camp Conshatawba, and has been designed to effectively prepare you for your time at camp. If you have an adult helping you plan, pack, or do anything else to prepare for camp—read this packet together.

This confirmation packet includes important information that you will need to review before your arrival at Camp Conshatawba. Please be sure to read it in its entirety to fully prepare for your camp adventure!

New in 2022—our forms and paperwork are going digital! You will be sent the needed forms after your registration is processed. These forms are so important because they help us understand any dietary and medical needs you may have and other information for your time at camp. In the event you forget to submit a form, there will be copies available to complete at check-in. *These forms are required.*

See you at camp!

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# Getting Ready for Camp!

## Packing List

Girl Scouts—you should pack (or assist in packing) your own bag(s) for camp to know where all your belongings are located when you arrive. You are responsible for your luggage during your time at camp. We recommend labeling all clothing and accessories to mitigate lost and found.

The following packing list is a general guideline for a traditional troop/family camp. If you are attending a travel camp session, an individualized packing list will be made available to you.

### Clothing

- 4 T-shirts
- 4 changes of underwear
- 4 pairs of socks
- 1 pair long socks
- 2 sweatshirts
- 1 pair sweatpants
- 2 pairs of shorts
- 1 pair long pants/jeans
- 1 swimsuit
- 1 beach towel
- 2 pairs closed-toe shoes (NO open-toe shoes are allowed at camp!)
- 1 pair of shower shoes
- 1 pair water shoes or crocs
- 1 pairs of pajamas
- Rain jacket
- Hat

### Personal Care

- Toiletry container/carrier
- Hair care products
- Soap/body wash
- Toothbrush and toothpaste
- Deodorant
- Menstrual supplies
- Sunscreen
- Bug spray

### Linens

- Set of twin sheets
- Sleeping bag
- Blanket
- Pillow
- 1-2 bath towels
- 3 washcloths
- Laundry bag

### Additional Items

- Reusable water bottle
- Backpack or slingback
- Flashlight
- Extra batteries

### Optional Items

- Sunglasses
- Disposable camera
- Journal
- Toiletry container/carrier
- Playing cards or other game(s)

### Items to Leave at Home

- Illegal drugs and/or drug paraphernalia, tobacco products and/or vaping devices, alcohol, knives, guns, or any weapon, fireworks or explosives, matches, lighters, or candles.

## **Needed Forms**

New in 2022—our forms and paperwork are going digital! You will be sent the needed forms after your registration is processed. In the event you forget to submit a form, there will be copies available to complete at check-in. *These forms are required.*

### **Camp Information and Code of Conduct Form**

This is an acknowledgment that your adult gives permission for you to attend camp. This form allows you to disclose any health needs, medication needs, dietary needs, etc. This form also acknowledges your safety at camp. This form is an acknowledgment that you will abide by the Girl Scout Law and Girl Scout Promise during your time at camp. Failure to abide by the Camper Code of Conduct may result in dismissal from activities or camp.

### **Health History Form**

This form provides the camp director and healthcare manager with any crucial medical information to ensure you have a safe experience at camp as well as any needed information in the event of an emergency. You will provide any information about allergies, medication you take, etc.

### **Adventure Course Release Form**

This form is for all Girl Scouts and adults attending Camp Conshatawba and allows you to participate in our challenge course during your time at camp.

# Camp Procedures

## Check-In and Check-Out Procedures

### Check-In

**Check-in for troop/family camp is Friday at 6 p.m. Early arrivals cannot be accommodated and will be queued at the front gate until check-in time.**

Upon your arrival at Camp Conshatawba, you will queue on the main camp road leading up to the green gate along the road. There, you will be greeted by a staff member who will direct you to a parking stall. Parking stalls will be numbered along the fence line. Overflow parking will be available in the field. You will then find the check-in table located in the archery pavilion. **At this time, please leave all luggage in your vehicle.**

At the check-in table, you will do the following:

- Greet Chase, the Camp Conshatawba camp director. She will verify the names of everyone in your family or troop, collect any missing forms, communicate your living unit and unit leader for the weekend, and be available for any questions you may have.
- Once you are checked in, you will be able to drive to your living unit to unload your luggage. A camp staff member will be there to greet you and answer any questions as you settle in. After unloading luggage, we ask that you please return your car to the parking stalls/field at the top of camp.

### Check-Out

**Check-out for troop/family camp is Sunday at 10 a.m.** During check-out you will:

- finish cleaning your living space and packing your luggage and
- check out with a camp staff member.

## Living Accommodations

Your family or troop will find out their living unit at check-in. Living units are determined by enrollment numbers and camp session activities. Your troop may be split between multiple tents or cabins. **Camp Conshatawba does not accept requests for living accommodations.** At Camp Conshatawba, we have the following living accommodations:

- Platform Tents at Shawnee and Seneca
  - Platform tents are large canvas tents that accommodate four people.
  - Each platform tent unit has four composting toilets available for use, and showers are nearby at the pool shower house.
  - Each platform tent unit has a pavilion and fire ring.
  - Platform tents do not have electricity. We recommend packing fairy lights, lanterns, or other battery-powered lights to decorate.
- Rustic Cabins at Conestoga
  - Rustic cabins accommodate up to eight people.
  - Four composting toilets are available for use, and showers are nearby at the pool shower house.
  - The rustic cabin unit has a pavilion and fire ring.
- Overlook and Seneca Lodge
  - Lodges include bunk beds and accommodate anywhere from 15-32 people.
  - Lodges include flush toilets and shower facilities.

Males in attendance for family/troop camp will have their own bathroom facilities available at the pool house and Memory Lodge.

## Emergency Procedures

Camp Conshatawba has a comprehensive and extensive Emergency Action Procedure Plan that includes emergencies such as inclement weather/flooding, fire, missing camper, etc. A copy of this plan is available to review at check-in if desired.

Inclement weather such as thunderstorms does sometimes occur during camp. During a thunderstorm, all campers will be indoors until the storm passes and there is no thunder or lightning for 30 minutes consecutively.

## Dietary Needs

If you or any family/troop members have a dietary restriction or any additional dietary needs that are not listed on your registration, please reach out to the camp director prior to your arrival. Meals consist of balanced options and alternatives (salad bar, sun butter and jelly, etc.). Vegetarian options are available at each meal. Gluten-free, vegan, and other options can be made available with advance notice. Please refrain from bringing additional snacks or food to camp or packing them in your luggage. This is to prevent wildlife from intruding in your living space.

## **Celebrating Birthdays at Camp**

If you or any of your family/troop members will be celebrating a birthday during your time at camp, a special treat from our camp staff will be provided for you! Please remind camp staff at check-in about any upcoming birthdays while at camp.

## **Electronics at Camp**

We strongly discourage the use of cell phones and electronic devices including electronic games, iPod/MP3 players, laptops/iPads, hair dryers, etc. during your family's/troop's stay at Camp Conshatawba. Electronic use at camp greatly contributes to homesickness and thus affects your camping experience. However, the use of cell phones and electronic devices is at the sole discretion of the troop leader/adult in charge.

Camp Conshatawba and Girl Scouts Western Pennsylvania cannot be held responsible for items lost or stolen at camp. In addition, Camp Conshatawba does not have secure places for these items to be charged or stored.

## **Lost and Found**

Please label all items packed for camp with your first and last name. Lost and found will be stored at camp until the conclusion of the camp season—August 14, 2022—with every effort to reunite lost items with campers. After this date, lost and found items will be donated or discarded.

## **Mail**

Any mail for campers should be held and distributed by the adult present.

## **Trading Post**

Camp Conshatawba has a camp store that we call the Trading Post. You will visit the Trading Post once during your stay at camp. The Trading Post has items like camp T-shirts, sweatshirts, ice cream, stickers, playing cards, etc. that range in price from \$3 to \$40.

During troop/family camp, cash, check, and major credit cards can be used.

## **Adult Responsibilities of Campers**

At family or troop camp, we ask the following of the adults in attendance:

- Always provide active and constant supervision of your camper(s). Children are not to be left unsupervised or wander through camp alone. Perform a headcount before leaving and when arriving at program areas.
- You are responsible for the transportation on foot of campers and other adults attending from activity to activity and meal to meal. It is vital to be on time for activities and meals to ensure the weekend runs efficiently.

- Alert the camp director to any late arrivals, early pick-ups, or any needs to depart camp for any reason. An accurate headcount is needed at all times.
- For troop leaders—you must follow ratio guidelines **at all times**.

### **COVID-19 Policies**

Please view our [COVID-19 Plans & Procedures](#) on our website for all the latest policies. As we get closer to camp, we will reach out with any specifics for your session.